

**Mailer Technology Advisory Council (MTAC)
Meeting Report
03/16/2016 12:30 PM - 1:30 PM**

USER GROUP 4 (UG4) SESSION

AGENDA

- 1) Complete discussion on Communications Plan
- 2) Review registration process and post-registration IV logon process

DISCUSSION POINTS

The purpose of this meeting is to provide an ongoing forum to facilitate communications between the Postal Service and users, define and review improvements in process/production functionality and address and resolve issues.

Recap

There will be more impact on mailers who use container and tray visibility.

- All IV users will be required to establish an IV Business Service Administrator (BSA) . They may also establish IV BSA Delegates.
 - The first user that requests the IV service for a CRID will be asked to become the IV BSA for that CRID.
 - A user can accept (in which case they become the IV BSA) or they can deny (in which case another user will have to accept this role).
- Setting additional IV Roles & Permissions managers will be optional.
 - The IV BSA and BSA delegates all have the Roles & Permissions management role by default.
 - The IV BSA (or another Roles & Permissions Manager) can add one or more Roles & Permissions Managers for the CRID or a MID.
- Mail.XML
 - Mailers who use a Mail.XML pull message for container and tray visibility will need to change the endpoint of the web service message so it's directed to the IV server.
- Assumed Handling Events: When a container receives an actual handling event, assumed handling events will be created for the mail objects nested inside (trays, bundles, and pieces). If mailers have access to the piece visibility data, they can receive the assumed handling events for the pieces.
 - With assumed handling events there is a lot more data that is available. Mailers can limit what they receive by adjusting their subscriptions. They can choose to receive only actual events, or can include assumed events as well. They can also limit by Op Code or other attributes.
 - Nesting information is required for assumed handling events. Nesting information is received from mailer electronic documentation for mailer-nested items and is determined by the IV system for postal-nested items.

Additional Attributes

- For mailers to receive additional attributes they don't currently receive, they will most likely need a technical resource from their company to be able to modify their ingestion process to be able to accept the new attributes and revised file format. In addition, in order for the company to set up their subscription to send these new attributes, the users would either have to go through the helpdesk or gain access to the IV website. Gaining access to the IV website and setting up the subscription will require the following persons/roles to be involved: IV BSA, Roles/Permissions Manager, and Data Subscription Manager.
 - Mailers will probably want to receive additional attributes if they want to receive Assumed Handling Events.
 - Mailers may want to receive additional attributes if they wish to receive Logical Delivery Events.
 - In general, other attributes such as Machine Type will be made available.

Revised Data Delegation

- For mailers to revise their data delegation, the users would either have to go through the helpdesk or gain access to the IV website. Gaining access to the IV website and setting up a data delegation rule will require the following persons/roles to be involved: IV BSA, Roles/Permissions Manager, and Data Delegation Manager.

- Currently, only Mail Owner and Mail Preparer or their delegates can receive container and tray visibility data. This will not be a limitation with IV.

Push Subscription Frequency

- Angelo asked what frequency would be offered for existing Container/Tray Push Reports.

USPS Policy on Default Permissions and Access

- Amy – The MID Owner of the MID on the IMb, IMtb, or IMcb, as well as the Mail Owner and Mail Preparer are all being looked at to see what the default access should be. In prior UG4 discussions, the group came up with a recommendation, but we are still evaluating this in Enterprise Analytics.
- Lisa, Shawn and Judy stated there would be a problem if Mail Owner were able to receive the information on the piece, since they don't own the MID.
- Industry expressed concern for getting data for non-Full Service mail, and wanted to weigh in on the policy before it is set to be certain they would not lose scans for basic and non-auto mail.
- David requested that the policy take into account industry input.
- Per Lisa, it is very difficult to make recommendations about IV if they don't understand what the default policy will be and don't know what they are recommending on.
- Angelo inquired if the restriction for the non-auto portion of mailings has been lifted, and Amy responded that Steve is still looking into this.

New Features in IV: Taking Advantage of New Features was discussed, as outlined in the table below.

Taking Advantage of New Features

Scenario	Scenario How do want to manage?	Who's Impacted?						
		Tech. Re-source	Business Service Admin.	Roles/Permissions Mngr.	Data Subscription Mngr.	Address Book Mngr.	Data Delegation Mngr.	Web User
You want to receive bundle visibility <small>The new handheld Bundle Visibility scan events use negative Op Codes. Users wanting to receive this information will need to use a modified IVb Tracing file format.</small>	Helpdesk	✓						
	Self through IV	✓	✓	✓	✓	✓		
You want to receive additional attributes <small>For example, new attributes related to: • Assumed Handling Events • Logical Delivery Events • Other requested attributes such as Machine Type, etc.</small>	Helpdesk	✓						
	Self through IV	✓	✓	✓	✓	✓		
You want to revise data delegation <small>To take advantage of IV's flexible data delegation</small>	Helpdesk							
	Self through IV		✓	✓			✓	

Negative Op Codes

- Negative Op Codes are being used for bundle visibility and would require the mailer to be able to receive a modified file format. ~~(e.g. Op Code -101)~~ The negative is indicated by a dash (e.g. Op Code -101).
- Two mailers recommended alternative solutions for providing bundle visibility events to customers, instead of using negative Op codes.
 - One option is to reuse Op Code numbers that are not associated with mail visibility for the purpose of these events.

- Another is to leverage alpha characters to expand the number of values for a 3-character Op Code.

IV BSA

- The option of sending out an Invitation Code to the most likely candidate for BSA to limit who can sign up as BSA during the initial onboard/migration period was discussed.
- Another option that Kevin noted was that we could use an external BSA of another service like Manage Mailing Activity to be the one to approve the IV BSA.
- Judy is concerned about the broad reach of IV communications, and that the wrong person may get set up and it may prevent the correct persons from gaining access to mail visibility data.

Company Entity

- Amy noted that an entity for company does not exist, and that the highest level for a customer at USPS is designated by the CRID.
- Kevin noted that when Intelligent Mail first rolled out, there was a master MID or master CRID, but that didn't really take. She would recommend that USPS consider the reasons why the master MID/CRID didn't work when looking at options for identifying a Company-level entity.

IV Pilot

- Numerous customers offered to pilot the IV system: Judy Kalus, Randy Randall of A&T, and David Gorham.

There were no further discussion points. The meeting was adjourned.

Action Item: Amy to discuss alternative options for bundle visibility Op Codes with Himesh.

Action Item: Amy to find out what frequencies would be available for Mail.XML push reports in IV.

Action Item: Amy to request that Data Delegation option for IMb Tracing be removed from the MID website.