

**Mailer Technology Advisory Council (MTAC)
Meeting Report
05/25/2016 12:30 PM - 1:30 PM**

USER GROUP 4 (UG4) SESSION

AGENDA

- 1) IMb Tracing Migration to iOS
- 2) IMb Tracing Op Code List Update
- 3) IV Roadmap Timeline and Training Matrix changes
- 4) Status of Message #1 on IV Overview & Mail Tracking Data Migration Process
- 5) IV MTR Release 1 Pilot Activities and Timeline
- 6) Working Session:
 - Document visibility requirement scenarios matrix
 - Capture Mail Visibility action items, issues, and policy questions
- 7) Any Other Business

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.

IMb Tracing Migration to IOS

The migration occurred last Saturday morning from 0900 to 1300 hours, and went smoothly. An uptick in volume may have been seen. USPS continues to monitor post-migration for any issues.

IMb Tracing Op Code List Update

- The IMb Tracing Op Code list was posted on 5/18 to RIBBS. Some Op Codes will show as new; they are upgrades, e.g., mechanical modifications to the machines, mostly package sorters.
- There are two Op Code lists: one is the full list, the other is the IMb Tracing Op Code list. Both lists are posted to RIBBS.
- All Logical Delivery Events (LDEs) are conveyed with one Op Code, based on three scenarios:
 - 1) Where the carrier is: an On Street Delivery, based on ZIP+4,
 - 2) A PO Box based on the PO Box uptime scan event, and
 - 3) A Delivery Unit Caller Service based on a delivery unit opening time.
- A question was raised regarding the Op Code allowing for discernment among the three scenarios, in terms of pinpointing where the delivery is occurring.
- Himesh – the scan data differentiates by destination.
- The timestamp on Op Code 517 is an estimated delivery; the event is created using the 517 Op code, a 5-digit location code (ZIP) and a timestamp.
- Devices being used have wireless connectivity, so the Logical Delivery Event scan data is near real time.
- Amy – As we pilot the Logical Delivery Events in Release 2, we will assess where the visibility gaps are. In order to put the mail into inventory for delivery, a stop-the-clock event must occur to verify mail is going to the DU for delivery. Mail not receiving a stop-the-clock event would not receive a logical delivery event.

PRODUCT INFORMATION

- Lisa Bowes – Industry never receives delivery scans 100% of the time, therefore, gaps in visibility are expected to continue.
- Bob Rosser – Will there be the ability to discern if the LDE came from a DDU rather than a Box section that resides in the Section Center Facility (SCF) where mail is processed?
- Amy –The 5-digit ZIP code will indicate the facility – be it a plant or a Delivery Unit. An on-street logical delivery event will show the 5-digit ZIP Code of the Delivery Unit.
- Lisa – The Op code list on RIBBS doesn't indicate which records were updated, nor the effective date of new Op Codes.

IV Roadmap Timeline and Training Matrix Changes

- The following timeline and changes (dates marked in red) were discussed; they have been posted to RIBBS.

 IV™ Mail Tracking & Reporting Timeline DRAFT as of 05-24-2016 (revised dates in red)							
	Piece Visibility	Container & Tray Visibility	Bundle Visibility	Assumed Handling Events	Web-Enabled Mail Tracking and Flexible Data Provisioning	Flexible Data Delegation	Administrative Activities
Jun.	<ul style="list-style-type: none"> • 4/13 – Pilot start for IMb Tracing Piece Visibility migration 	<ul style="list-style-type: none"> • 4/13 – Pilot start for Container & Tray Visibility migration 	<ul style="list-style-type: none"> • 4/13 – Pilot start for Bundle Visibility for automation handling events migration 		<ul style="list-style-type: none"> • 4/13 – Start Pilot for Web-Enabled Mail Tracking & Flexible Data Provisioning (Phase 1) 	<ul style="list-style-type: none"> • 4/13 – Pilot start for Flexible Data Delegation 	
Jul.	<ul style="list-style-type: none"> • 7/5 – Begin National Rollout of IMb Tracing Piece Visibility migration • 7/25 – Pilot Start for Logical Delivery Events • 7/29 – Migration of IMb Tracing Piece Visibility Complete 	<ul style="list-style-type: none"> • 7/5 – Begin National Rollout of Container & Tray Visibility migration • 7/29 – Migration of Container & Tray Visibility Complete 	<ul style="list-style-type: none"> • 7/5 – Begin National Rollout of Bundle Visibility for automation handling events migration • 7/29 – Migration of Bundle Visibility for automation handling events complete 		<ul style="list-style-type: none"> • 7/5 – National Deployment of Web-Enabled Mail Tracking & Flexible Data Provisioning (Phase 1) 	<ul style="list-style-type: none"> • 7/5 – National Deployment of Flexible Data Delegation 	
Aug.	<ul style="list-style-type: none"> • 8/15 – National Deployment of Logical Delivery events 		<ul style="list-style-type: none"> • 8/22 – Pilot enhancements for Bundle Visibility for handheld & logical handling events 	<ul style="list-style-type: none"> • 8/22 – Pilot start for Assumed Handling Events 			<ul style="list-style-type: none"> • 8/22 – Pilot start of Roles & Permissions Management
Sept.		<ul style="list-style-type: none"> • 9/8 – Pilot start for Start-the-Clock migration • 9/26 – Begin National Rollout of Start-the-Clock migration 	<ul style="list-style-type: none"> • 9/12 – National Deployment of enhancements for Bundle Visibility for handheld & logical handling events 	<ul style="list-style-type: none"> • 9/12 – National Deployment of Assumed Handling Events 	<ul style="list-style-type: none"> • 9/8 – Pilot Web-enabled Mail Tracking & Flexible Data Provisioning (Phase 2) • 9/26 – National Deployment of Web-enabled Mail Tracking & Flexible Data Provisioning (Phase 2) 		<ul style="list-style-type: none"> • 9/12 – National Deployment of Roles & Permissions Management
Oct.		<ul style="list-style-type: none"> • 10/14 – Migration of Start-the-Clock Complete 					

- Discussion:
 - Lisa Bowes – How will roles and permissions = be extended to someone who is not part of the company? Credentialing through the BCG is changing the relationship she has with her customer.
 - Amy – There are two ways to solve the credentialing issue:
 - 1) Apply for BCG access to IV™ by the CRID, providing full visibility into the CRID for the first two releases. This is not recommended for someone who doesn't work for that company, or
 - 2) Data delegation – Company A's CRID gives Company B's CRID access to their data, or Company A's MID gives Company B's MID access. This can be done at the MID or CRID level.
 - Amy – IV™ Helpdesk will request migration users to select a window for their migration to IV™ (between 7/5

and 7/29) prior to National Rollout. The mailer will also receive a message on the day of the migration that USPS will be turning on their feed from IV. If there are any problems, the mailer can and should contact the Help Desk.

- IV Help Desk will communicate with users about adding new IP addresses to their firewall in order to use FTP services. The Technical Guide will provide guidance to the users. .
 - The IV™ Help Desk will coordinate and help resolve migration issues.
 - Current subscriptions will be migrated over to IV™.
 - Randy Randall – FTP servers are not secure. IV™ will migrate customers to use Secure FTP in FY2017.
 - Lisa Wurmman – Will Web Enabled Mail Tracking and Flexible Data Provisioning be included the mail dashboard?
 - Amy clarified that Web Enabled Mail Tracking and Flexible Data Provisioning is indicative of anything that is on-line. It means being able to do an on line query. A dashboard is not planned for the first release of IV™.
- The IV User Guide will be updated for Releases 2, 3 and 4, will explain how to manage roles and permissions, as well as notifications.

Status of Message #1 on IV Overview & Mail Tracking Data Migration Process

- Waiting for approval for message # 1 to be sent out from IMb Tracing and PO! Help Desks.

IV MTR Release 1 Pilot Activities and Timeline

- Solicitation of volunteers for the Pilot will begin in early June. The size of the pilot must remain small. Users will be notified on the decision.

Any Other Business

- Lisa Wurmman – inquired about the Mail Dashboard that Mr. Cintron presented and indicated they were told it would be ready this summer.
- Lisa Bowes –There is a concern about the possible disruption of service during the IV migration, if the plan is to contact industry members at the CRID level. Since IMb Tracing registration is set up at the MID level; a data owner may be distributing data at the MID level and not at the CRID level.
- A number of real scenarios on provisioning and visibility will be discussed. IV™ is creating a matrix of all the discussed scenarios.
- Tracy Sikes inquired about the Political Mail Dashboard. Lisa Bowes added they were told UG4 is the place to get information on this. Phil said he anticipated a presentation on the Political Mail Dashboard at today's session.
- Lisa Bowes mentioned that the topic of the political dashboard is a contentious issue.

The meeting was adjourned.

ACTION ITEM: Himesh to disseminate the Visibility Requirements Scenarios Matrix to industry members for a planned discussion.

ACTION ITEM: Himesh to inquire about an update on the Political Mail Dashboard.