

# **MTAC User Group 4**

**Weekly Meeting for  
June 8, 2016**

- 1) IV Update**
- 2) IMb Tracing Migration Process**
- 3) Side-by-Side Comparison**  
*Registering client company MIDs with IMb Tracing vs. IV*
- 4) Defining Visibility Scenario Gaps**
- 5) Any Other Business**

# IV™ Update

Amy Cradic

## 1) **Pilot Solicitation**

- Sent email last week requesting limited number of participants; responses due by 6/8 COB.
- Will send acceptance letters by end of week.
- Pilot start is delayed due to some infrastructure issues. Pilot scheduled to start week of 6/13.

## 2) **Message #1**

- Pending review
- To be disseminated as soon as approval is granted

## 3) **Tech Guide**

- Draft Tech Guide to be disseminated for offline review to MTAC UG4 members this week
- Please provide feedback by Wed, June 15.

## 4) **Training Slides: How to Apply for IV Service**

- Training slides to be disseminated for offline review to MTAC UG4 members this week
- Please provide feedback by Wed, June 15.

## 5) Current IMb Tracing Setup

- Confirmed that all existing IMb Tracing subscriptions are tied to a CRID. (This relationship is not visible to mailers through the MailTracking.usps.com website, but is visible to the Helpdesk.)

### Company Location Profile

Please review the location information below. If you need to edit this information, select Edit below.

Location Status: *Active*

Parent Business CN 8: \*\*\*

**Location Identification Information**

Company Name [Redacted]  
Office/Location Name [Redacted]  
DUNS Number [Redacted]  
Tax ID [Redacted]

**Location Address**

Address 1 [Redacted]  
City [Redacted]  
State [Redacted]  
ZIP Code™ [Redacted]  
Country [Redacted]

**Location Application Association(s)**

MT&R Services Confirm

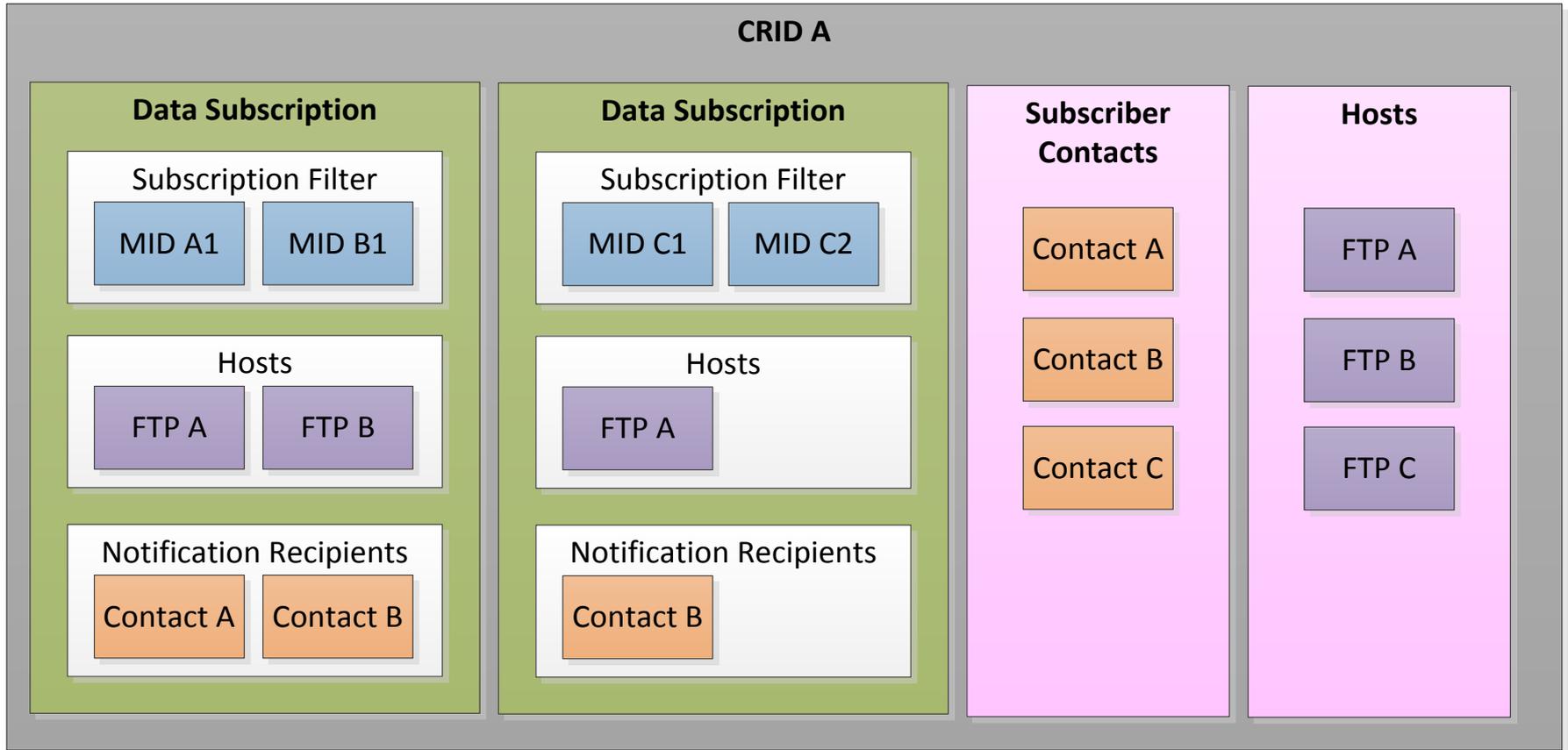
**Location User(s)**

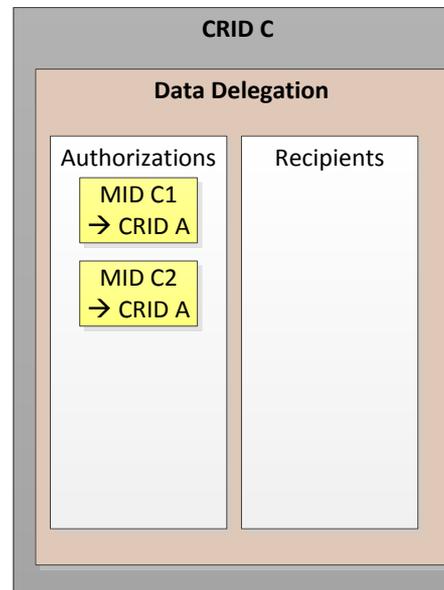
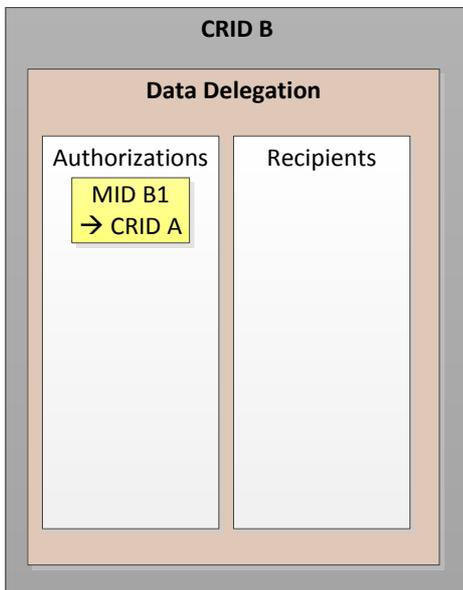
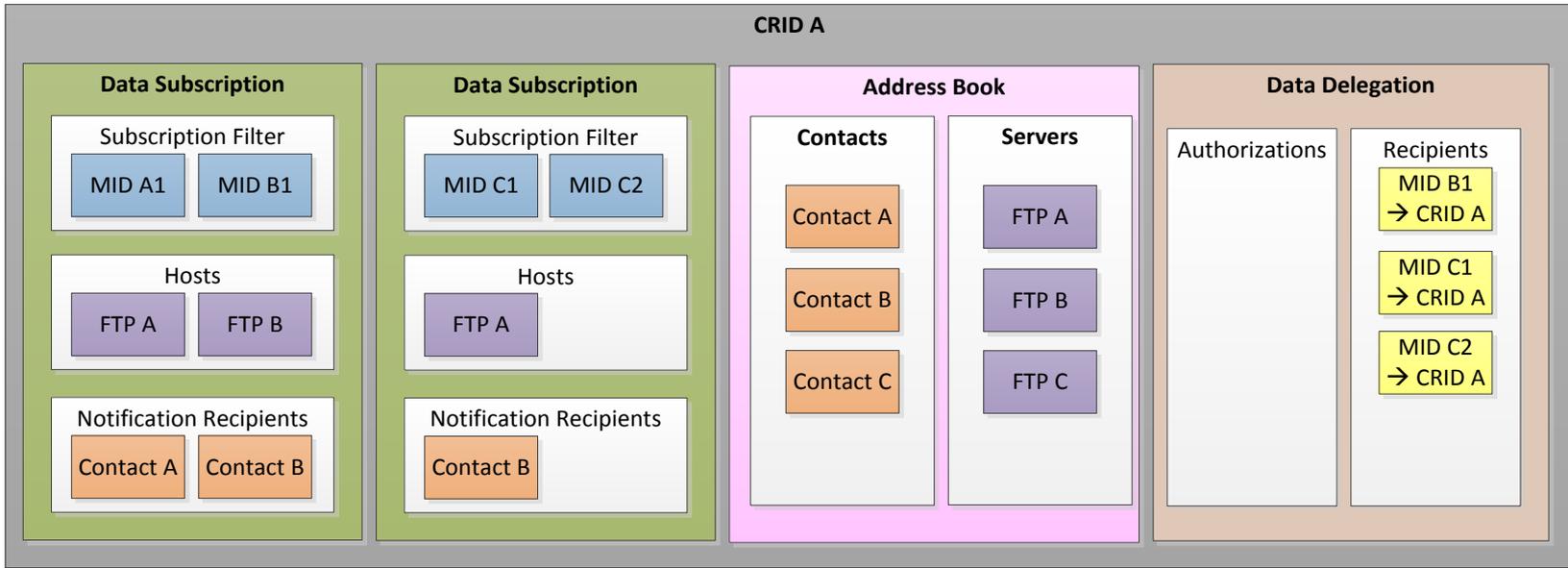
Location Administrator(s) [Redacted]  
User(s) [Redacted]

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# IMb Tracing Migration Process

Amy Cradic





# Side-by-Side Comparison Registering client company MIDs with IMb Tracing vs. IV

Amy Cradic

Side-by-side of registration for existing and new system

Scenario: Third-party service provider (TPSP) wants to receive client company's data (IMb's use client company's MID)

## Existing System

1. For new TPSP companies, TPSP fills out application form and submits to helpdesk.
2. For each client company, client company sends email with authorization to add the client company's MIDs to the TPSP's account.
3. Helpdesk creates subscriptions under TPSP's account, sending client company's data to TPSP's FTP servers.

Example of client company authorization email (step 2):

### *TPSP Client Company Mailer ID Registration*

#### **Account Information:**

Company: **Company Name**  
 Contact Name: **Client Company Contact Name**  
 Email: **clientemailaddress@company.com**  
 Phone: **XXX-XXX-XXXX**

#### **Mailer ID(s) to be registered:**

9XXXXXXXXX

## IV

1. For new TPSP companies, TPSP logs into BCG and registers for IV service for THEIR business location (not their client company's business location). If needed, they create a CustReg account first.
2. For each client company, client company sends email with authorization to add the client company's MIDs to the MSP's account. (same as legacy process)
3. **Helpdesk creates Data Delegation rule for client company's MIDs to TSPS's CRID or MID.**
  - a. *Helpdesk look up corresponding CRID associated with each MID to be delegated from client company to TPSP in MID system.*
  - b. *Helpdesk uses BCG Admin tool to determine if there are any users associated to client company CRID and if any of those users have access to the IV Service (and who the IV BSA is for that CRID if already created.)*
  - c. ***If client company is not subscribed to IV, Helpdesk verifies with client company's POC who sent the authorization email who the desired IV BSA should be.***
  - d. *If client company's desired IV BSA doesn't have CustReg account, Helpdesk creates CustReg account for client company's IV BSA, and requests the IV service on their behalf. Helpdesk emails IV BSA with CustReg account password information and instructions on how to reset password.*
  - e. *If client company's desired IV BSA does have CustReg account, Helpdesk requests the IV service for that CRID on behalf of desired IV BSA.*
  - f. *Helpdesk generate IV BSA authorization code for CRID.*
  - g. *Helpdesk enter the IV BSA authorization code on IV BSA's behalf by impersonating the IV BSA in the IV system and entering the IV BSA authorization code for CRID.*
  - h. *Helpdesk creates data delegation rule in IV from client company to TPSP on behalf of the IV BSA.*
4. Helpdesk modifies TSPS's subscriptions on TSPS's behalf by impersonating the TPSP and creating subscriptions under TPSP's account to sending client company's data to TPSP's FTP servers.

# Defining Visibility Scenario Gaps

Himesh Patel

- Full-Service eligible mail/Full-Service eDoc**
- Non-Full-Service eligible mail (High Density Saturation Mail, Carrier Route Mail, Nonautomation Mail)**
- MID on Container and MID on Tray**
- Single-piece First Class Mail, to include Reply Mail**
- EDDM and Saturation Mail mailings**

**Any other business**