

MTAC – August 2013
Mail Prep & Entry Track
Periodicals – 9:00am to 10:30am

Action Items from Last Meeting

- Update on APPS singulation enhancement pilot – Engineering provided update
- Field trip to Dulles to see Flats Feeder Test – Wednesday evening, August 28, 2013 6:30pm-9:30pm
- Re-issue policy to CFS site on obliterating barcodes – in progress
- Evaluate data on bundles being manually sorted – in progress
- Evaluate what level of data can be provided on AFSM / FSS barcode quality and readability
 - Flat Mail IMb Read Rate
 - Analysis of IMb scans – conducted test for read rate from 5 different facilities
 - IMb read rate for AFSM at 98.77% and 98.98% for FSS
 - Plan to do regularly moving forward

Engineering Technology Update

- FSS Mail Study
 - FSS mail handling improvements – feeder testing complete – improvements implemented have reduced damage rates (33% for Damage 2; 66% for Damage 3)
 - Continued to implement design improvements
 - FSS SW v3.1 – deploy Fall 2013 (Sept/Oct)
 - New separation belts planned for Fall 2013 (Oct/Nov)
 - Mail stack quality and management at feeders planned for Fall 2013 (Oct/Nov)
 - Infeed Line Injector planned for Fall 2013 (Oct/Nov)
- High Speed Flats Feeder
 - Increase flats sequencing system (FSS) efficiency in the virtual machine 2 (VM2) mode
 - R&D Evaluation Plan – continue testing; plan to go live Jan 2014
 - Preliminary Forward Plan – once operational benefits are reviewed and viability of economic value justified, deployment would be in Spring 2015
- Flats Bundle Preparation
 - Evaluating feasibility of flats prep technology to reduce cost and increase productivity through simulation and 3-D modeling of interface to SAMP
 - Assess feasibility of implementing automation technology to assist operators in cutting straps and removing ploy through toprototype testing
- APPS Singulation Enhancement
 - Testing in process – to complete by mid-Sept; start shipping/installing – fall mailing season

Workgroup Updates

- **WG#156 – Utilizing the Mail Optimization Matrix (MOP)**
 - Workgroup completed in June
 - Final Step – complete templates for submission of top opportunities to Mail Prep & Entry Steering Committee
- **WG#157 – Load Leveling**
 - Cross-representation of all types of mailers
 - Objective – review / decrease variability of load levels across days of the week
 - Most mail whether dropped at SCF or NDC is earmarked for delivery on Monday
 - Proposed changes – taking out Sunday as a transit day will smooth the mail volumes across days of the week
 - South Jersey will be test site – 2 weekends 9/14 and 9/21
 - Standard mail only – letters and flats
 - Change color coding according to new layout
 - Analyze results

- **WG#159 – HUBS**
 - Kicked off June 24
 - Weekly meetings to discuss use of HUBS for each mail class, shape and system changes
 - Implementation – January 2014
- **UG #7 – MTEOR**
 - Covered in webinar prior to MTAC

MTEOR Update

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Mail Prep & Entry Steering Committee Update

- 116 ideas submitted to date
 - 35 closed; 11 completed;
- 20-24 oz periodical engineering test before next MTAC
- Re-opened FSS subgroup – still active discussion on current and proposed requirements
- Commingled BPM Auto Flats with Standard Mail Flats – possible release in July 2014
- Pallet stack limit – DMM regulations to be changed

Update on Flats Strategy

- Have a formalized process in place
- Working on developing a comprehensive document

Mail Direction File & Labeling Lists Open Discussion

- Concerns around 75 day window having been reduced to 30 days – can this 30 day period be evaluated?

ACTION ITEMS

- Load Leveling Announcement – Add “*why*” to announcement
- HUBS
 - SV / eInduction
 - Pallet minimums
 - In-county newspapers
- Evaluate establishing workgroup on adding BPM to comingle-mailing for Periodicals and Standard based on complexity – We discussed that a workgroup is not needed at this time; software programming is complex for both USPS and industry, and additional time is needed for programming. Possible release for July 2014.
- Technical requirements for FSS preparation needed prior to January 2014

MTAC – August 2013
Mail Prep & Entry Track
Standard – 10:45am to 12:15pm

Action Items from Last Meeting

- Process for notating FSS Site on 8125 and associated messaging of policy to sites – working with SOX team – will provide an update to group
- Issue policy on FAST holiday constraints – went out in August
- FSS damage rates – Engineering provided update
- Industry provide test mail for FSS – done
- Document FSS issues in eMIR
- Engineering meeting with Paper/Print Industry – industry putting together a meeting at Merrifield / aiming for September / update at next meeting
- Update on APPS singulation – Engineering provided update
- Evaluate adding old address to Mail Move File – done
- Palletization requirements on 8125 (Courtesy Pallet) – Pritha to address in Payment/Acceptance focus group

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 - Weekly meetings to discuss use of HUBS for each mail class and shape and system changes
 - Next week's focus – analyze results
 - Implementation – January 2014
- UG #7 – MTEOR
 - Covered in webinar prior to MTAC

MTEOR Update

- 38 Mailers have never reported (9% of total); Total = 405
- Phase 2.a provides the ability to order MTE from Postal plants
- Pilot launch at three pilot plants and approximately 125 Local Mailers on October 7, 2013
 - Indianapolis P&DC
 - Santa Ana P&DC
 - South Jersey P&DC
- Full launch beginning February 2014 in a phased roll-out by Area

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Network Rationalization Open Discussion

- 129 (87.8%) of 2013 Consolidations Completed
- 92.8% of Mail Moves Completed
- Process has been very efficient and little disruption to mailers

Mail Direction File & Labeling Lists Open Discussion

- Concerns around 75 day window having been reduced to 30 days – can this 30 day period be re-evaluated?

Open Discussion

- Lengthy discussion around the Mail Direction Files and Labeling lists and grace period.

ACTION ITEMS

- Load Leveling – Provide announcement to MTAC
- Concerns with Labeling List and Mail Direction File Release Schedule
 - Industry to provide data regarding impacted mailing with 30 Day Grace Period
 - Potential to lengthen 15-day posting date prior to effective date
 - Reopen workgroup and refresh charter; outcome should include:

- Add communication and education
 - 2014 schedule
- Communication on SCF discount at closing facilities

MTAC – August 2013
Mail Prep & Entry Track
Packages – 1:30pm to 3:00pm

Action Items from Last Meeting

- Workgroup Updates
- Investigate non-machineable package pricing anomaly – Pricing evaluating
- Post MOP Matrix & Flows on MITS - Complete
- Investigate system issues with redirection exceptions for eVS – Will be addressed in HUB WG

Workgroup Updates

- WG#154 – Alignment of Parcel Dropship Files and Labeling Lists
 - System changes
 - Align L606 and FAST Mail Direction File
 - Align pre-sort and entry with Parcel File
 - Long-term suspension of parcel file
 - Weekly publication of mail direction file (5-digit)
 - 30-day grace date for mail direction file
 - Quarterly update to labeling lists (no change)
 - Implementation January 2014
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 - Analyze results
- WG#159 – HUB Workgroup kick-off
 - June 24, 2013
 - Weekly meetings to discuss
 - Use of HUBS for each mail class and shape
 - System changes
 - Implementation
 - January 2014
- UG #7 – MTEOR

The purpose of the user group is to identify and recommend opportunities for future enhancements to the MTEOR program

Co-Leaders: Industry – Steve Colella

USPS – Nancy Paradise

Kick-off: July 23, 2013

Meeting: Every three weeks

MTEOR Enhancements – Areas of Focus

- Ease of Use
- Communication
- Mailer order history reporting
Report generation capabilities

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Open Discussion

- Concerns with policy on By/For
- Concerns with HAZMAT requirement for January

ACTION ITEMS

- Take up By / For issue with appropriate USPS functional owner
- Follow-up w/pricing regarding non-machineable issue
- Follow-up with Pritha on refund process as a result of LL data discrepancy
- Notice on MTEOR homepage- Alerts / MTEOR Bulletin (time / date of next UG telecom)
- Pallet height requirements – Richard Porras to provide info to align with industry standards
- Follow-up on HAZMAT requirements for eDoc in January 2014
- Dialog PSA – Standardize size of cluster boxes

MTAC – August 2013
Mail Prep & Entry Track
First Class – 3:15pm to 4:45pm

Action Items from Last Meeting

- Investigate Puerto Rico PARS issue - Completed
- Provide CFS.PARS site list and associated zip Mapping
- MOP – Map out forward and undeliverable mailflow – still exploring
- MTEESC – quality check of plants sending MTE – In process of sending out regular alerts to plants
- Fall Mailing Season Webinar - Completed
- MTEOR Update Webinar - Completed
- Evaluate providing enhanced tracking data in next Earned Value Initiative – Update provided
- Provide Industry Alerts for Labeling Lists and Mail Direction File Changes – Webinar completed
- Message need for 6 months Lead time for 6 to 5 day-will allow the 6 months - Completed

Workgroup Updates

- WG#156 – Utilizing the Mail Optimization Matrix (MOP)
 - Workgroup completed in June
 - Final step – complete templates for submission of top opportunities to Mail Prep & Entry Steering Committee
 - Workgroup meetings complete
 - MOP and supporting documents developed
 - Created prioritized list of opportunities

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Remittance Mail & Earned Value Initiative

- Registration Began: January 15, 2013
- Registration Ended: March 31, 2013
- Program Period: April 1 through June 30, 2013
- Awards Period: August 1 through August 31, 2013
- Next Steps:
 - Business Case completed
 - USPS Senior Management approval is next
 - PRC product filing

CFS Update

- CFS and PARS CIOSS Processing Consolidations
- USPS has reduced to 22 CFS units operating in 2013
- PARS CIOSS processing operations now consolidated to 66 plants
- Further CFS consolidations are dependent on the implementation of:
 - Remote Forwarding System (RFS)
 - FPARS (PARS for flats) – deployment in 2015

Open Discussion

- Labeling List & CSAs

ACTION ITEMS

- Process for ordering/replacing label holder – Process improvement
- Share MOP flow on forwarding of mail and undeliverable mail
- Post mail flows (MOP) on RIBBS (MP&E folders)
- MTEOR – sites not reporting – improve communication needed
- Include Postal Customer Councils (PCCs) when rolling out MTEOR
- Are First-Class Mailers permitted to stack pallets?
- Flat Strategy – Mail Design
- Remittance Mail Redirect – Address lead time in planning
- Labeling Lists & CSAs approval process does not align
 - Evaluate CSA process
 - Potential workgroup