

## MTAC Payment and Acceptance

**January 2016**

**First-Class Mail**

- ❑ **Action Items Review**
- ❑ **Pulse of the Industry**
  - Enterprise Payment
  - *PostalOne!* Help Desk Webinar
- ❑ **Updates**
  - By/For: 5,000 Piece Exception
  - eInduction Updates
  - Move Update
  - Exigency Rollback
  - A/B Testing
  - Undocumented Process
  - System Issues
  - Truck Arrival and Multi-Stop Start-the-Clock
  - Automated Business Reply Mail
  - Task Team 23: Full-Service & eInduction Mailer Testing
  - Mailer Scorecard Status

Action Item	Response / Corrective Action / Update
Check with Gary Reblin to ensure IMb Shared Mail will not have an impact or create undocumented pieces	Slide follows
New Policy Publication <ul style="list-style-type: none"> <li>• Add link to Change Log item to take user to the specific change within the publication.</li> <li>• Create FAQ based on customer comments on New Policy Publication</li> </ul>	Slide follows
Display Postage Assessment for eInduction on Mailer Scorecard in the December 1, 2015 on the eDoc Submitter view	Side follows
Display Postage Assessment for Seamless on Mailer Scorecard in the January 3, 2016 on the eDoc Submitter view	This due date was moved to February 1 <sup>st</sup> due to the scorecard not being ready for the change.
USPS will reach out to the mailers and explain how we will verify mail in the event that we need to remove the MERLIN machines	USPS is not planning to retire Merlin until the rollout of Seamless Acceptance
Display UAA metrics on the Mailer Scorecard. Currently displaying in drill under warnings.	CR 8581 is tentatively scheduled for R43 release

- Undocumented are identified by using the MID in the IMb
- MIDs for Shared Mail are unique
- No undocumented piece will be attributed to mail owners or MSPs

- ❑ Initial draft of publication created and posted to RIBBS in November 2015
  - [https://ribbs.usps.gov/intelligentmail\\_guides/documents/tech\\_guides/StreamlinedMailEntryPublication.pdf](https://ribbs.usps.gov/intelligentmail_guides/documents/tech_guides/StreamlinedMailEntryPublication.pdf)
- ❑ Industry feedback period extended to January 23<sup>rd</sup> 2016
  - Solicited feedback from mailer associations and MTAC workgroups and user groups
  - E-mail comments to MailAcceptancePub@usps.gov
- ❑ USPS currently reviewing/incorporating industry comments

- ❑ IDEAlliance recommended a restructure of the publication
  - Separate the contents to dedicated documents
    - DMM: Mailing Requirements
    - Publication: Policy
    - User Guides
    - Technical Specifications
  
- ❑ USPS sending document mapping to IDEAlliance
  
- ❑ Will review improvements with IDEAlliance before final publication

Document	Purpose	Decision	Document Contents / Action Items
<b>Domestic Mail Manual</b>	The Mailing Standards of the United States Postal Service, Domestic Mail Manual (DMM) provides the United States Postal Service's official prices and standards for all domestic mailing services.	Keep	All policy related to Streamlined Mail Acceptance.
<b>CIO Roadmap</b>	This roadmap provides timeline for key initiatives within the CIO group.	Create	full-service Move Update eInduction Seamless Acceptance eVS Payment Modernization
<b>Publication for Streamlined Mail Acceptance for Letters and Flats</b>	This publication provides the Mailing industry with the policies and procedures for the processes and verifications performed for the full-service, Move Update, eInduction, and Seamless Acceptance programs.	Keep	Brief overview to all programs Processes Verifications Assessment calculations Postage Assessment penalties Links to other guides for technical specifications and mail quality reports
<b>Guide to Streamlined Mail Acceptance for Letters and Flats Reporting</b>	This guide provides the mailing industry with the standards, processes, and roles of the mail quality and assessment reports.	Create	Step-by-step instruction for accessing the Mailer Scorecard and other mail quality reports Step-by-step instructions for processes relating to reporting Screenshots of each report
<b>Guide to Container, Tray, and Bundle Visibility</b>	This guide provides the mailing industry with the steps to obtain container, tray, and bundle tracking information for full-service mailers.	Keep	Container, Tray, and Bundle Visibility User Guide has been renamed to Guide to Container, Tray, and Bundle Visibility
<b>Technical Specifications for Streamlined Mail Acceptance Assessable Errors</b>	This specification document provides the mailing industry with the technical specifications surrounding the verifications performed in the full-service, Move Update, eInduction, and Seamless Acceptance programs.	Create	All error codes and descriptions for each verification metric System-based technical descriptions
<b>Technical Specifications for Mail.XML</b>	This specification document provides the mailing industry with a comprehensive technical guide that outlines steps for exchanging electronic data with the PostalOne!® system using the Mail.XML® file format.	Keep	File Layout Scenarios for eDoc completion Upload validation errors and Warnings WSDL Postal Service Mail.XML Technical Specifications has been renamed to Technical Specifications for Mail.XML
<b>Technical Specifications for Mail.dat</b>	This specification document provides the mailing industry with a comprehensive technical guide that outlines steps for exchanging electronic data with the PostalOne!® system using the Mail.dat® file format.	Keep	File Layout Scenarios for eDoc completion Upload validation errors and Warnings Mail.dat client setting Postal Service Mail.dat Technical Specifications has been renamed to Technical Specifications for Mail.dat
<b>Publication 205 eVS Technical Specifications</b>	This publication provides package mailers with the requirements, verifications and technical specifications for the electronic verification system.	Keep	Requirements Policies for the eVS program



- ❑ The eInduction tab on the mailer scorecard now displays total postage assessment amount

**Mailer Scorecard**

DECEMBER 2015

Verifications

Mailer Profile

Electronic Verification

eInduction

Seamless

SPM Exclusions

# Metrics
 # Trending
 % Metrics
 % Trending

eInduction

eDoc Submitter	Total	4430796
		AUTOMATED MAILING SYSTEMS
CRID eInduction Status	Active	Active
# eInduction Containers Accepted	5	5
# eInduction Container Scans Pending eDoc	--	--
# eInduction Misshipped Errors	--	--
# eInduction Duplicate Barcode Errors	--	--
# eInduction Payment Errors	--	--
# eInduction Entry Point Discount (EPD) Errors	--	--
# eInduction Zone Discount Errors	--	--
# eInduction Undocumented Containers	--	--
Total Additional Postage Due (eInduction) - Info Only	--	--



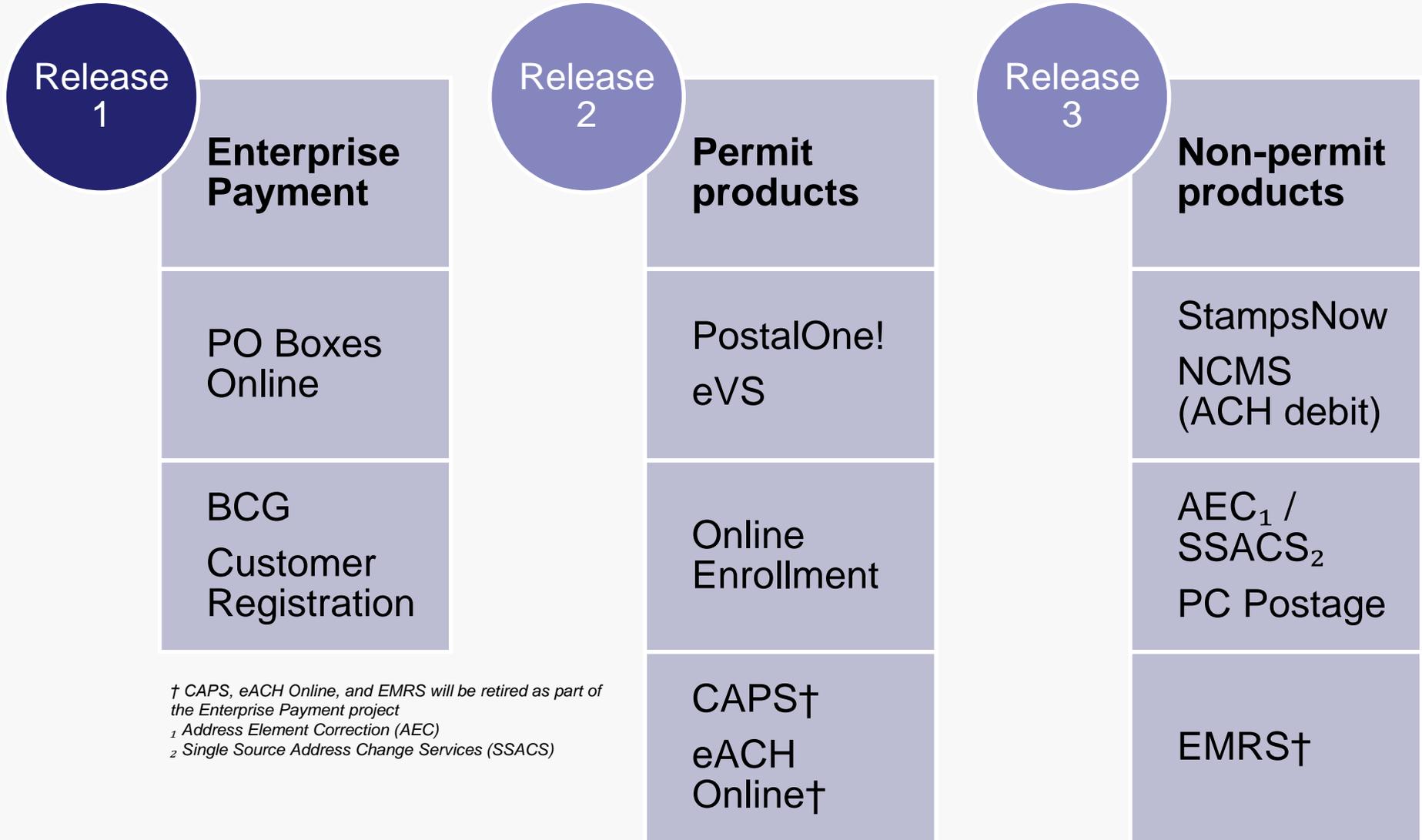
USPS is upgrading its payment architecture for ACH payments. USPS will acquire and implement software, equipment, and services to establish a secure, self-service account management platform and centralized payment system for commercial customers. The new system will provide a comprehensive view of customer reports through a secure online portal and support multi-user access via unique log-in credentials.

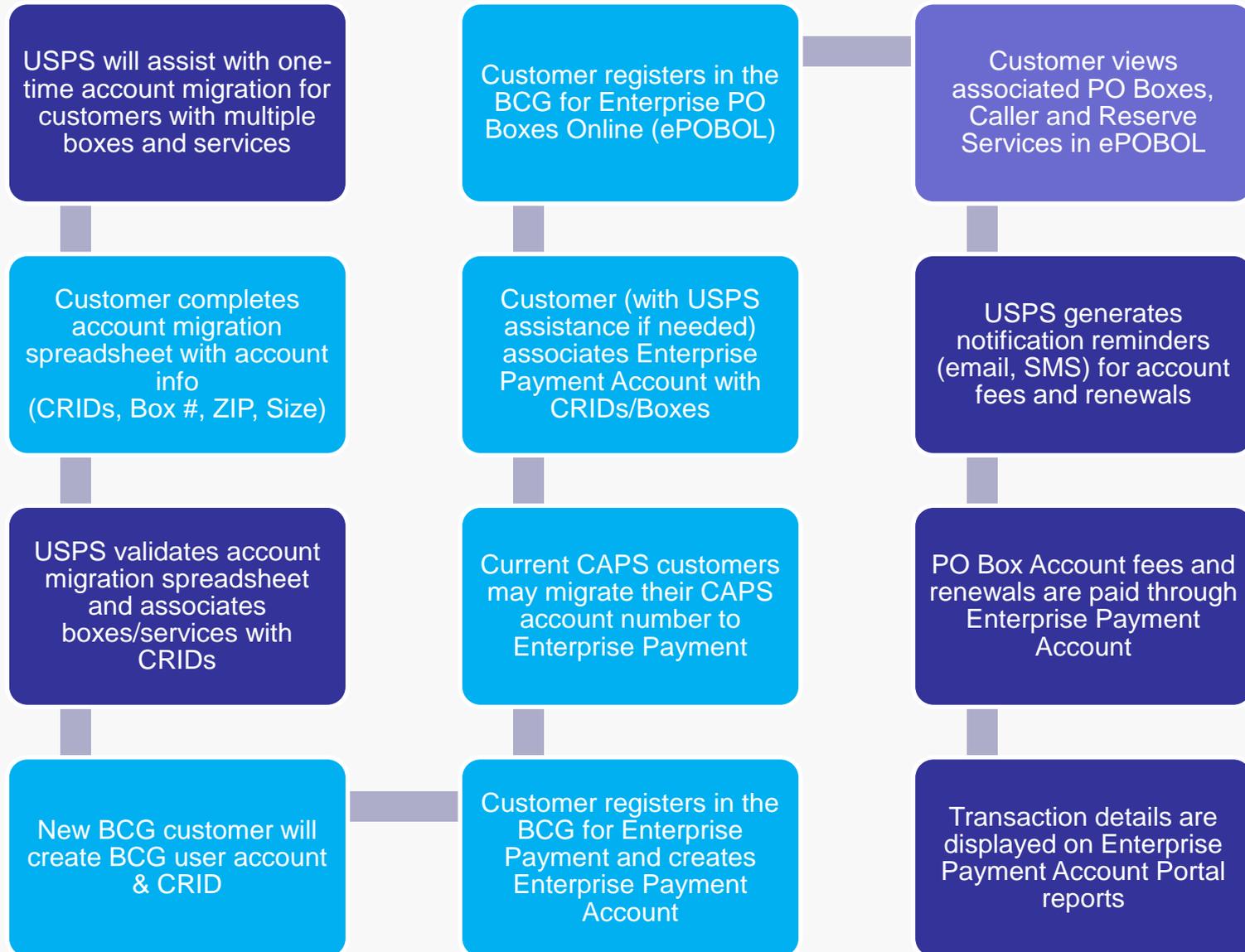
❑ Impact on other issues/Procedures:

- CAPS
- *PostalOne!*
- Mail Owners and Mail Service Providers

❑ Desired Results include Industry feedback related to the following:

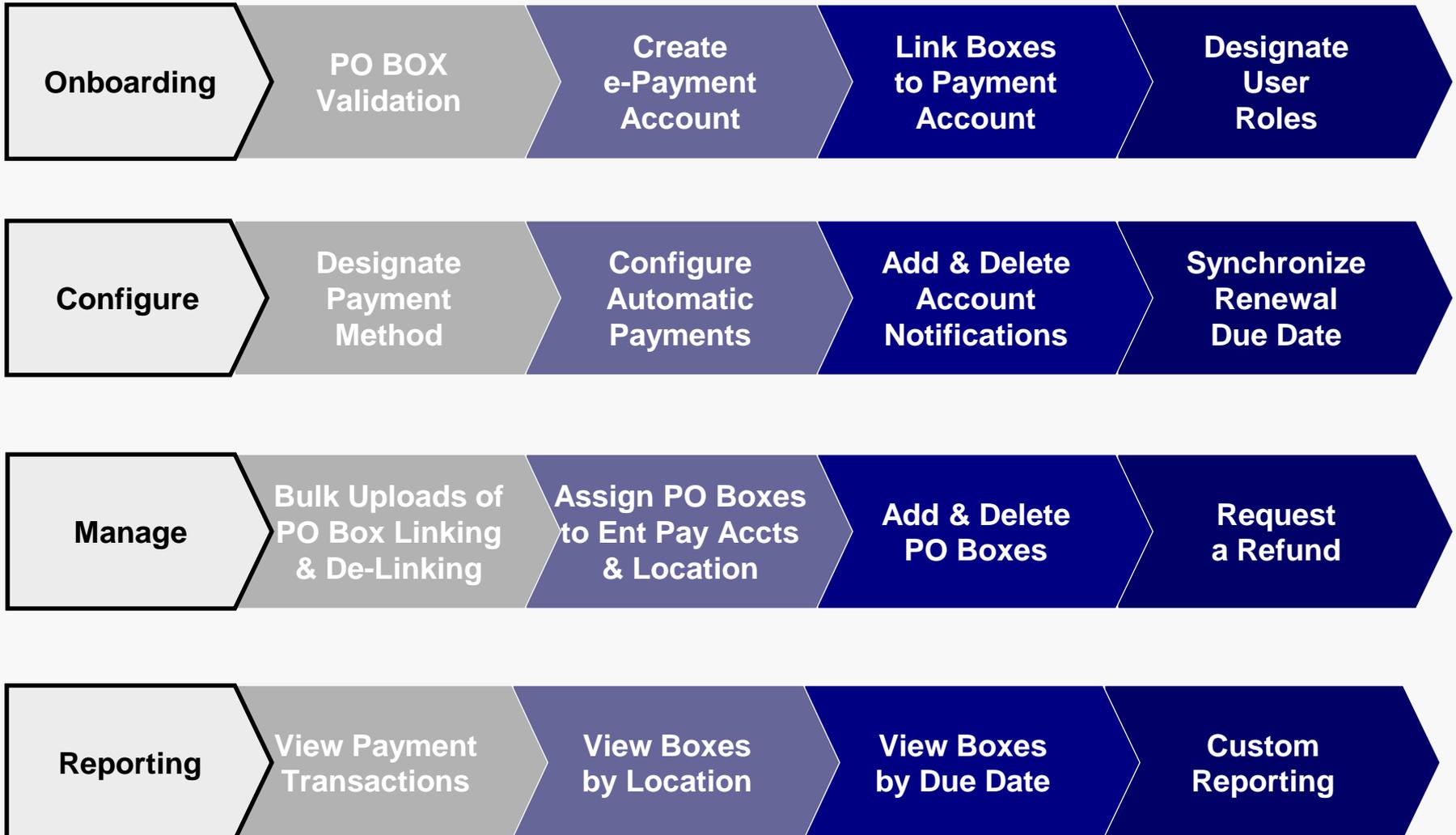
- access to and design of the online account management and reporting features
- process for migrating existing payment accounts to the new system
- process of onboarding new users
- development of customer educational materials





- ❑ Once you have an Enterprise Payment Account(s), you need to associate your Payment Account(s) with your box(es)
  1. Use the final spreadsheet from USPS and ensure all boxes have been validated. Delete any rows that have not been validated.
  2. Fill out the Enterprise Payment Account column for each box using the new Enterprise Payment Account(s) you've just created
  3. Send this spreadsheet to the Migration Team
  4. The Migration Team will manually link your boxes to the Payment Accounts you've provided
    - The Migration Team will inform you when the migration is complete and you are able to start managing your boxes online

Completed by the Customer					Completed by the USPS Migration Team			
Step 1			Step 3		EPOBOL Validated?	Cust Reg Validated?	Error Reason	
Company Name	ZIP Code	Box #	Box Size	CRID				Enterprise Payment Account #
BANK OF AMERICA	10101	10136	C	100001	1234567891	Y	Y	
BANK OF AMERICA	10101A	10137	C	100001	1234567891	Y	Y	



- Payment Modernization Work Group #173 Leads
  - Industry
    - Michelle Hilston [mhilston@csinc.com](mailto:mhilston@csinc.com)
    - John Whittington [John.Whittington@timeinc.com](mailto:John.Whittington@timeinc.com)
  - USPS
    - John Byrne [John.P.Byrne@usps.gov](mailto:John.P.Byrne@usps.gov)
    - Jennifer Howard [Jennifer.L.Howard@usps.gov](mailto:Jennifer.L.Howard@usps.gov)
  - Meetings
    - Bi-weekly: 11 am Eastern Wednesday (next meeting 1/20)
    - Face-to-Face: 8:30-10 am Thursday 1/14, 1P410

- ❑ USPS *PostalOne!* Help Desk Issue Resolution and Communication Tracking Webinar was held in December

- Recording can be reviewed at:

[https://ribbs.usps.gov/mtac/documents/tech\\_guides/webinararchives/2015Webinars/HelpDeskProcessPowerpoint.pdf](https://ribbs.usps.gov/mtac/documents/tech_guides/webinararchives/2015Webinars/HelpDeskProcessPowerpoint.pdf)

- ❑ **How it works:** Regardless of mailing size, Mail Service Providers (MSPs) that provide mail volume to other MSPs are still required to meet the By/For requirement if the mail volume provided to the second MSP is part of a mailing over 5,000 pieces prepared by the first MSP
- ❑ **For example:**
  - A well-known bank (large volume mailer) plans to mail 10,000 pieces. The bank provides all 10,000 pieces to “MSP A”. “MSP A” mails 9,000 of the pieces and provides 1,000 pieces to “MSP B” for preparation
  - The Mail Owner must be identified in the eDoc by “MSP A”. If “MSP B” is aware that the 1,000 pieces provided by “MSP A” were from a mailing over 5,000 pieces (large volume mailer), or if “MSP B” is aware that the “bank” generally mails more than 5,000 pieces in a mailing they are required to provide Mail Owner information for those 1,000 pieces
- ❑ **Exception:** Mail owner information does not have to be provided when fewer than 5,000 pieces are in a mailing for a Mail Owner. For Nonprofit prices, a Mail Owner must be identified for every mailpiece claiming the Nonprofit rate

- ❑ eInduction now supports a 10 minute window between postage statement cancellation and re-submission
  - Support for partial cancellations added in Jan 3 release
  - Resubmit can start 10 minutes after cancellation transaction completes

- ❑ eInduction automated assessments will start following USPS and mailer validation of the Mailer Scorecard
  - Internal USPS testing phase I complete, phase II ongoing
  - Limited mailer testing starts this month
  - Target: Errors logged after June 1 2016 are assessed using automated process

- ❑ Currently in discussion to release the Federal Register notice from Jim Wilson's office separately from the census message Federal Register Notice

- Evaluating Q1 Results
- Targeted for early April
- At least 45 days notice
- Price cell changes only

- ❑ eDoc requirements for A/B Testing will be covered on special session of UG1 next week

- ❑ While in Seamless Parallel, mailers should adjust processed whenever possible to include all barcoded piece in eDoc
- ❑ For any remaining barcoded pieces that can't be included in the eDoc, the USPS and mailer will have a joint process to identify the reasons and piece count
  - Mailer: Provide reasons to USPS for why barcoded pieces could not be included in eDoc
  - Mailer: Create process to count barcoded pieces not in eDoc
  - USPS: Validate mailer process to identify barcoded pieces not in eDoc
    - Review sample of physical mailpieces
    - Observe process to count barcoded pieces not in eDoc
    - Confirm mailer provided count is accurate
- ❑ Approve mailer transition to Seamless
- ❑ Monthly, mailer must provide monthly count of barcoded pieces not in eDoc
  - Count of pieces by reason established during initial process validation
- ❑ Periodic audit of mailer process to count barcoded pieces not in eDoc

How does Seamless Acceptance handle undocumented pieces caused by outages or upload failures?

- ❑ If a file is uploaded within 10 days of the scan occurring the system will automatically re-associate the IMb to the eDoc. The undocumented piece will be removed from the Mailer Scorecard reports and assessments.
- ❑ If a file is uploaded between 10 days and 30 days assuming it's prior to the 10<sup>th</sup> of the month data is manually recast and the system will reassociate the IMb to the eDoc. The undocumented piece will be removed from the Mailer Scorecard reports and assessments
- ❑ If a file is uploaded outside of 30 days or past the 10<sup>th</sup> data cannot be recast. A list of job numbers, including piece counts, will be provided to a BMS Analyst by the *PostalOne!* team. The analyst will work with individual mailers to reduce assessment charges (i.e. undocumented). These pieces would not be removed from the Mailer Scorecard or the Postage Assessment report
- ❑ If a file cannot be uploaded to *PostalOne!* at all the data cannot be recast. Mailers must report these instances to the Help Desk and a ticket will be assigned. A list of job numbers, including piece counts, will be provided to a BMS Analyst by the *PostalOne!* Help Desk. The analyst will work with individual mailers to reduce assessment charges (i.e. undocumented). These pieces would not be removed from the Mailer Scorecard or the Postage Assessment report

**In the event of a system outage near end of assessment period:**

- ❑ If there is a system outage around the 10<sup>th</sup> of the month and processing of data has not finalized- what is our process going to look like
  - USPS has the ability to hold the assessment generation. Notification will be sent to the industry alerting them of the delay in assessments.
  - Assessments will be generated once system processing is caught up

## **The Industry has requested two changes to improve Start-The-Clock (STC)**

- 1. Use facility arrived time vs. unload start time**
  - 2. Address the impact of delays on multi-Stop appointments**
- USPS Operations has started instructing dock employees to log appointment arrivals on the truck arrival time at the facility
    - SV devices support appointment arrival before the truck is at a dock door
    - Arrival time will be recorded as the time the driver checks in with the dock employee
    - Field was notified during peak, communication will continue
    - Please contact the FAST help desk if there are any issues with the new process
  - System uses the original appointment time when a multi-stop appointment is delayed at an earlier stop beyond USPS allowed unload duration.
    - This will only apply to appointments created as multi-stop in FAST

### Current Process

#### Step 1

- Customer goes to local office & manually completes Form 6805-BRM/QBRM application & 3615-Permit application

#### Step 2

- Permit Office verifies completion of forms, assigns a permit number, & manually completes required fields on Form 6805

#### Step 3

- Hardcopy of Form 6805 is scanned & emailed, mailed, or faxed to AMS office for ZIP+4 assignment

#### Step 4

- AMS office assigns ZIP+4, completes the required fields, & returns Form 6805 to Permit Office

#### Step 5

- Permit Office provides customer with copy of Form 6805, completing sections 1-3, containing BRM information & assigned ZIP+4 code(s)

## **Drawbacks of Current Process**

- Process is entirely manual – this takes time and is dependent on people moving the process forward
- Delays in local office submitting application to AMS
- Incorrect or missing information on application (resulting in re-starting the application)
- Exceptions causing delays in ZIP+4 assignment:
- Certain cities have specific ZIP+4 assignments for BRM, which require manual assignment
- Route assignments, which temporarily lock the ZIP Code database

### (Proposed) Future Process

#### Step 1

- Customer logs into BCG and completes electronic application

#### Step 2

- Application automatically sent to: Post Office of Permit request (housed in pending database); MY PO (retail window); BMEU (notification)

#### Step 3

- Post Office of permit origin completes Form 6805 and system electronically submits ZIP+4 assignment to AMS

#### Step 4

- AMS assigns ZIP+4. Customer is notified through BCG & email of BRM approval. Cc: BME, Permit Office, AMS  
Close pending database.

#### Step 5

- Customer uses ABRM tool to create BRM artwork.

## **Benefits of (Proposed) Future Process:**

- Process would be automated, providing visibility & reliability
- Streamlines the process between stakeholders, customers, permit office, and AMS
- Provides real time automated check of required fields on Forms 6805 and 3615, reducing errors and missing data
- Provides visibility into submission status and any delayed responses
- Capability still available for customers who want to open an account in person

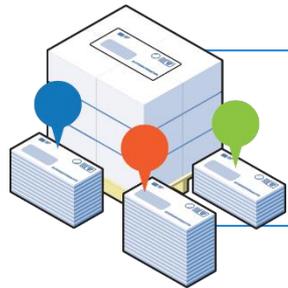
- ❑ USPS has been extensively testing Mailer Scorecard internally
- ❑ Reaching out to select mailers to validate there are no additional issues
- ❑ After validation, USPS will notify the industry that scorecard is ready for use
- ❑ Any remaining open issues will be posted to RIBBS
- ❑ Report any anomalies to the USPS Help Desk for investigation

(800) 522-9085

[postalone@email.usps.gov](mailto:postalone@email.usps.gov)

# Mailer Scorecard Status

## Full Service



### Industry Testing 1/31

- ✓ Same data set for error count, drills, and postage assessment
- ❖ Pieces in Error vs Errors
- ❖ Missing Detailed Errors in Combined Mailing
- ❖ Mail Owner Scorecard – Missing Errors
- ❖ Rounding Errors over Threshold

## eInduction



### Industry Testing 1/17

- ✓ Postage statement cancellation
- ✓ Colocated DDU containers
- ❖ Payment error with multiple mailings

## Seamless



### Industry Testing 1/31

- ✓ Same data set for error count, drills, and postage assessment
- ✓ Exclude barcode ID 93 from undocumented
- ❖ Multi-million piece metered mailings

Mailer Scorecard		DECEMBER 2015	
Verifications			
Mailer Profile	Electronic Verification	eInduction	Seamless
<input checked="" type="radio"/> # Metrics <input type="radio"/> # Trending <input type="radio"/> % Metrics <input type="radio"/> % Trending			
<b>Electronic Verifications</b>			
<b>eDoc Submitter</b>	Total	4430796	<b>AUTOMATED MAILING SYSTEMS</b>
# Containers processed for eDoc validations	11	11	
# Handling Units processed for eDoc validations	70	70	
# Bundles processed for eDoc validations	90	90	
# Pieces processed for eDoc validations	7,606	7,606	
# Full-Service Containers processed for eDoc validations	3	3	
# Full-Service Handling Units processed for eDoc validations	17	17	
# Full-Service Orphan Handling Units processed for eDoc validation	--	--	
# Full-Service Pieces processed for eDoc validations	5,551	5,551	
<b>Full-Service Verifications</b>			
# MID Container Errors	--	--	
# Containers with MID Errors	--	--	
# MID HU Errors	--	--	
# HUs with MID Errors	--	--	
# MID Piece Errors	--	--	
# Pieces with MID Errors	--	--	
# STID Errors	--	--	
# Pieces with STID Errors	--	--	
# By/For Errors	9,982	9,982	
# Pieces with By/For Errors	4,991	4,991	
# Barcode Uniqueness Container Errors	--	--	
# Containers with Barcode Uniqueness Errors	--	--	
# Barcode Uniqueness HU Errors	--	--	
# HUs with Barcode Uniqueness Errors	--	--	
# Barcode Uniqueness Piece Errors	--	--	
# Pieces with Barcode Uniqueness Errors	--	--	
# Entry Facility Container Errors	--	--	
# Containers with Entry Facility Errors	--	--	
# Entry Facility HU Errors	N/A	N/A	
# HUs with Entry Facility Errors	N/A	N/A	
# Unlinked Copal Tray Errors	--	--	
# HUs with Unlinked Copal Errors	--	--	
Total Additional Postage Due (Full-Service Electronic) - Info Only	\$4.71	\$4.71	
# Early Scheduled Ship Date Warnings	N/A	N/A	
# DMU Verified USPS Transported Containers	--	--	
# Default Tray Barcode Warnings	--	--	
# Unlinked Copal Tray Warnings	--	--	
# Unlinked Copal Bundle Warnings	340	340	

Mailer Scorecard		DECEMBER 2015	
Verifications			
Mailer Profile	Electronic Verification	eInduction	Seamless
<input type="radio"/> # Metrics <input type="radio"/> # Trending <input checked="" type="radio"/> % Metrics <input type="radio"/> % Trending			
<b>Electronic Verifications</b>			
<b>eDoc Submitter</b>	Total	4430796	<b>AUTOMATED MAILING SYSTEMS</b>
# Containers processed for eDoc validations	11	11	
# Handling Units processed for eDoc validations	70	70	
# Bundles processed for eDoc validations	90	90	
# Pieces processed for eDoc validations	7,606	7,606	
# Full-Service Containers processed for eDoc validations	3	3	
# Full-Service Handling Units processed for eDoc validations	17	17	
# Full-Service Orphan Handling Units processed for eDoc validation	--	--	
# Full-Service Pieces processed for eDoc validations	5,551	5,551	
<b>Full-Service Verifications</b>			
% Containers with MID Errors	--	--	
% HUs with MID Errors	--	--	
% Pieces with MID Errors	--	--	
% Pieces with STID Errors	--	--	
% Pieces with By/For Errors	89.91%	89.91%	
% Containers with Barcode Uniqueness Errors	--	--	
% HUs with Barcode Uniqueness Errors	--	--	
% Pieces with Barcode Uniqueness Errors	--	--	
% Containers with Entry Facility Errors	--	--	
% HUs with Entry Facility Errors	N/A	N/A	
% HUs with Unlinked Copal Errors	--	--	
% Early Scheduled Ship Date Warnings	N/A	N/A	
% Default Tray Barcode Warnings	--	--	
% Unlinked Copal Tray Warnings	--	--	
<b>Move/Update Verifications</b>			
Type of Move/Update verification	N/A	Automated	
% COA Errors	--	--	
<b>Entry Point Validations – Info Only</b>			
% eDoc/Appointment Entry Point Mismatch	--	--	
% No Valid MDF Match	--	--	
% Out of Date MDF Match	--	--	
<b>eDoc Nesting/Sortation Validations – Info Only</b>			
% CSA Container Errors	--	--	
% Minimum Piece Count/Weight Bundle Errors	--	--	
% Rate Category Bundle Errors	--	--	
% Destination ZIP Code HU Errors	--	--	
% Depth of Sort HU Errors	--	--	
% Minimum Piece Count/Weight HU Errors	--	--	

<b>Field</b>	<b>Description</b>
# of Errors vs # of Pieces in Errors	<p>In some cases, the number of errors does not match the number of pieces/HUs/containers in error when it should.</p> <p>Those two values should always match for Unlinked Copal, MID, STID, and Entry Facility errors. Those two values may not match for by/for or barcode uniqueness when more than one error is logged on a piece/HU/container.</p> <p>Drill reports from the mailer scorecard will reflect the numb. The assessment amount will reflect the number of pieces/HUs/containers in error of errors. (3630)</p>
Detailed Errors	Detailed full-service errors are missing in the detailed error report for all but one postage statements in a combined mailing. All errors are included in the mailer scorecard, errors by error type report, and job error type report. (3694)
Detailed Errors - Mail Owner & Mail Owner Scorecard	Mail owner information is missing in the detailed error report and full-service errors are missing on the Mail Owner scorecard when a mailing receives By/For Error 7110 and did not have any Mail Owner information on the mail.dat .mpa file. (3633)
Mail Owner/Mail Preparer Scorecard	Mail Owner/Mail Preparer scorecard is missing full-service errors for a mailing when the mailing was processed on multiple threads within SASP. These errors will be visible on the eDoc submitter scorecard. (3675)
Postage Assessment	Postage assessment incorrectly counts partial errors over threshold. The system should only include full errors to determine how many errors exceeded the threshold and should be included in the postage assessment calculation. (3579)
MID & STID	Mail Owner scorecard does not include STID and MID errors when the mail owner is identified using a publication number. On the eDoc Submitter scorecard, the Mail Owner will not be displayed at the detailed error level for STID and MID errors when the mail owner was identified using a publication number. (3711)

## Mailer Scorecard

DECEMBER 2015

Verifications				
Mailer Profile	Electronic Verification	eInduction	Seamless	S
<input checked="" type="radio"/> # Metrics	<input type="radio"/> # Trending	<input type="radio"/> % Metrics	<input type="radio"/> % Trending	
<b>Seamless</b>				
Data displayed for a Seamless Parallel or non-				

eDoc Submitter	Total	4430796
		<b>AUTOMATED MAILING SYSTEMS</b>
CRID Seamless Status	N/A	Inactive
# Seamless Acceptance Jobs	4	4
# Containers processed for Seamless validations	2	2
# Handling Units processed for Seamless validations	14	14
# Pieces processed for Seamless validations	4,998	4,998
# Seamless Acceptance Jobs not Auto-Finalized	4	4
# Seamless Documented Piece Scans	--	--
# Adjusted Seamless Documented Piece Scans	--	--
# Undocumented Pieces	--	--
# Nesting/ Sortation Piece Errors (MPE)	--	--
# Delivery Point Piece Errors	107	107
<b>Sampling Verifications</b>		
# Containers Sampled	--	--
# Handling Units Sampled	--	--
# Pieces Sampled	--	--
# Weight Piece Errors	N/A	N/A
# Postage Piece Errors	N/A	N/A
# Mail Characteristic Piece Errors	N/A	N/A
# Barcode Quality Piece Errors	N/A	N/A
<b>Sampling Validations - Info Only</b>		
# Nesting/ Sortation Container Warnings	N/A	N/A
# Nesting/ Sortation Handling Unit Warnings	N/A	N/A
# Nesting/ Sortation Piece Warnings	N/A	N/A

## Mailer Scorecard

DECEMBER 2015

Verifications				
Mailer Profile	Electronic Verification	eInduction	Seamless	S
<input type="radio"/> # Metrics	<input type="radio"/> # Trending	<input checked="" type="radio"/> % Metrics	<input type="radio"/> % Trending	
<b>Seamless</b>				
Data displayed for a Seamless Parallel or non-				

eDoc Submitter	Total	4430796
		<b>AUTOMATED MAILING SYSTEMS</b>
CRID Seamless Status	N/A	Inactive
% Seamless Acceptance Jobs	22.22%	22.22%
# Containers processed for Seamless validations	2	2
# Handling Units processed for Seamless validations	14	14
# Pieces processed for Seamless validations	4,998	4,998
% Volume Seamless Acceptance	65.71%	65.71%
Sampling Quality Score	N/A	50.00%
% Seamless Acceptance Jobs not Auto-Finalized	100.00%	100.00%
Piece Scan Rate	N/A	N/A
Adjusted Piece Scan Rate	N/A	N/A
% Undocumented Pieces	N/A	N/A
% Nesting/ Sortation Piece Errors (MPE)	--	--
% Delivery Point Piece Errors	2.14%	2.14%
<b>Sampling Verifications</b>		
# Containers Sampled	--	--
# Handling Units Sampled	--	--
# Pieces Sampled	--	--
% Weight Piece Errors	N/A	N/A
% Postage Piece Errors	N/A	N/A
% Mail Characteristic Piece Errors	N/A	N/A
% Barcode Quality Piece Errors	N/A	N/A
<b>Sampling Validations - Info Only</b>		
% Nesting/ Sortation Container Warnings	N/A	N/A
% Nesting/ Sortation Handling Unit Warnings	N/A	N/A
% Nesting/ Sortation Piece Warnings	N/A	N/A

<b>Field</b>	<b>Description</b>
Summary, Drills, Assessments	Use the same data set for scorecard error counts, drills, and rolling postage assessment (3450)
Nesting/Sortation (MPE)	Do not update nesting/sortation (MPE) errors after the 10 <sup>th</sup> day of the next month (3578)
Undocumented	Exclude mailpiece scans with barcode ID 93 from undocumented when the MID and Serial Number were provided in eDoc (8237)

<b>Field</b>	<b>Description</b>
Undocumented	Performance issue causing delays when importing large (multi-million piece) mail.dat jobs may cause undocumented pieces to temporarily appear on the mailer scorecard. (8462/3610)

<b>Mailer Scorecard</b>		<b>DECEMBER 2015</b>	
<b>Verifications</b>			
Mailer Profile	Electronic Verification	eInduction	Seamless
<input checked="" type="radio"/> # Metrics	<input type="radio"/> # Trending	<input type="radio"/> % Metrics	<input type="radio"/> % Trending
<b>eInduction</b>			
<b>eDoc Submitter</b>		Total	4430796 <small>AUTOMATED MAILING SYSTEMS</small>
CRID eInduction Status	Active	Active	Active
# eInduction Containers Accepted	5		5
# eInduction Container Scans Pending eDoc	--		--
# eInduction Misshipped Errors	--		--
# eInduction Duplicate Barcode Errors	--		--
# eInduction Payment Errors	--		--
# eInduction Entry Point Discount (EPD) Errors	--		--
# eInduction Zone Discount Errors	--		--
# eInduction Undocumented Containers	--		--
Total Additional Postage Due (eInduction) - Info Only	--		--

<b>Mailer Scorecard</b>		<b>DECEMBER 2015</b>	
<b>Verifications</b>			
Mailer Profile	Electronic Verification	eInduction	Seamless
<input type="radio"/> # Metrics	<input type="radio"/> # Trending	<input checked="" type="radio"/> % Metrics	<input type="radio"/> % Trending
<b>eInduction</b>			
<b>eDoc Submitter</b>		Total	4430796 <small>AUTOMATED MAILING SYSTEMS</small>
% eInduction Misshipped Errors	--		--
% eInduction Duplicate Barcode Errors	--		--
% eInduction Payment Errors	--		--
% eInduction Entry Point Discount (EPD) Errors	--		--
% eInduction Zone Discount Errors	--		--
% eInduction Undocumented Containers	--		--

<b>Field</b>	<b>Description</b>
Shipping Summary Report	Include the facility name in addition to the locale key (BNS 378)  Add columns to display any post-induction assessable errors including misshipped, zone, EPD, payment, and duplicate (BNS 378)
Postage Statement Cancellation	Allow mailers to cancel a portion of a postage statement (8317)  Handle container-level cancel and update submissions when sent in under the recommended time period (30 minutes) (8483)
Zone	Skip zone verification when the container is marked as “N” in the Accept Misshipped field, container was incorrectly accepted at a misshipped entry location, and the container does not include a Continuous MID (8513)
Postage Assessment	Correctly calculate zone and EPD postage when a non-DDU container is inducted at a site that is co-located with a DDU (8677)  Correctly calculate payment postage due when multiple non-finalized sibling containers receive an unload scan at the same timestamp (HH24:MI:SS) (8687)

1/17

<b>Field</b>	<b>Description</b>
Payment	Payment errors are logged incorrectly when a container is included on multiple mailings, one of which has a postage statement for the container that has been finalized
March	
<b>Field</b>	<b>Description</b>
Postage Assessment	Low Postage Assessment amount for extra containers with a MID from a co-palletized eDoc submitter CRID



## MTAC Payment and Acceptance

**January 2016**

**Periodicals**

- ❑ **Action Items Review**
- ❑ **Pulse of the Industry**
  - eInduction Updates
  - System Issues
- ❑ **Updates**
  - By/For: 5,000 Piece Exception
  - Move Update
  - Exigency Rollback
  - ABRM
  - A/B Testing
  - Truck Arrival and Multi-Stop Start-the-Clock
  - Undocumented Process
  - MERLIN
  - Task Team 23: Full-Service & eInduction Mailer Testing
  - Mailer Scorecard Status

Action Item	Response / Corrective Action / Update
<p>The Enterprise Payment workgroup needs to draw up a list of scenarios for access to payment accounts by Mail Owners, MSPs and other third parties</p> <ul style="list-style-type: none"> <li>• When a MSP CAPs account is being used against Mail Owner's PO Box</li> </ul>	<p>Slide follows</p>
<p>Can USPS Retail accept one check to pay Box rental, Accounting Fee, and Permit Fees today?</p>	<p>Today Accounting &amp; Permit Fes Yes. Box Rental is a separate system with a separate check. New system can do all three with one check.</p>
<p>Display Postage Assessment for eInduction on Mailer Scorecard in the December 1, 2015 on the eDoc Submitter view</p>	<p>Slide follows</p>
<p>Display Postage Assessment for Seamless on Mailer Scorecard in the January 3, 2016 on the eDoc Submitter view</p>	<p>This due date was moved to February 1<sup>st</sup> due to the scorecard not being ready for the change.</p>

Action Item	Response / Corrective Action / Update
<p>Provide a Mail Owner report to view Third Party Shipper Errors</p> <ul style="list-style-type: none"> <li>• Report view should display at the Mail Owner level by the eDoc submitter and transportation carrier who is responsible for the error(s)</li> <li>• Review Mailer Scorecard to evaluate if similar revisions are require</li> <li>• Share eInduction User Group 3</li> </ul>	<p>Slide follows</p>
<p>New Policy Publication - Streamlined Mail Entry for Letters and Flats</p> <ul style="list-style-type: none"> <li>• Add link to Change Log item to take user to the specific change within the publication - Streamlined Mail Entry for Letters and Flats</li> <li>• Create FAQ based on customer comments on New Policy Publication - Streamlined Mail Entry for Letters and Flats</li> </ul>	<p>Slide follows</p>
<p>January MTAC Session review FAQs for Streamlined Mail Entry Letters and Flats</p>	<p>USPS is still receiving feedback on Streamlined Mail Entry Letters and Flats which will provide material for FAQ</p>

## Enterprise Payment: Potential User Access - Current

		BCG user or BSA	Acct Mgmt	Reports (Activity)	Reports (Financial)
EPOBOL	Mail Owner	x	x	x	x
	MSP				x
<i>PostalOne!</i>	Mail Owner	x	x	x	x
	MSP		x	x	x
	Software Vendor				
	Auditor			x	x
eVS	Mail Owner	x	x	x	x
	MSP		x	x	x
	Software Vendor				
CAPS	Mail Owner	x	x	x	x
	MSP			x	x
EMRS	Mail Owner	x	x	x	x

**Scenario A:** Permit mailer(mail owner) uses a Mail Service Provider(MSP).

MSP pays quarterly permit fee, drops mailings on mail owner's behalf, monitors mailing costs. Mailing postage paid via mail owner ACH debit.

**Scenario B:** Permit mailer uses an MSP. MSP drops mailings on mail owner's behalf, monitors all activity. All payment is managed and executed by the mail owner.

	User Type	Payment Setup	Pay Permit	Pay Postage	Manage Permit	Reports Activity	Reports (Fin)
<b>Scenario A</b>	Mail Owner	x		x		x	x
	MSP		x		x	x	x
<b>Scenario B</b>	Mail Owner	x	x	x	x	x	x
	MSP					x	

**Scenario C:** Business Reply Mail customer (BRM customer) uses an MSP. MSP pays quarterly BRM permit fee, annual PO Box renewal, collects mail. Reply mail postage paid via mail ACH debit.

**Scenario D:** BRM customer uses an MSP. MSP pays quarterly BRM permit fee, postage, and collects mail. BRM customer pays annual renewal fee and directly manages the PO boxes.

	User Type	Payment Setup	Pay Permit	Pay Postage	Pay Boxes	Manage Permit	Manage Boxes	Reports (Activity)	Reports (Fin)
<b>Scenario C</b>	BRM Cust.	X		X				X	X
	MSP		X		X	X	X	X	X
<b>Scenario D</b>	BRM Cust.	X			X		X	X	X
	MSP		X	X		X		X	X



USPS is upgrading its payment architecture for ACH payments. USPS will acquire and implement software, equipment, and services to establish a secure, self-service account management platform and centralized payment system for commercial customers. The new system will provide a comprehensive view of customer reports through a secure online portal and support multi-user access via unique log-in credentials.

❑ Impact on other issues/Procedures:

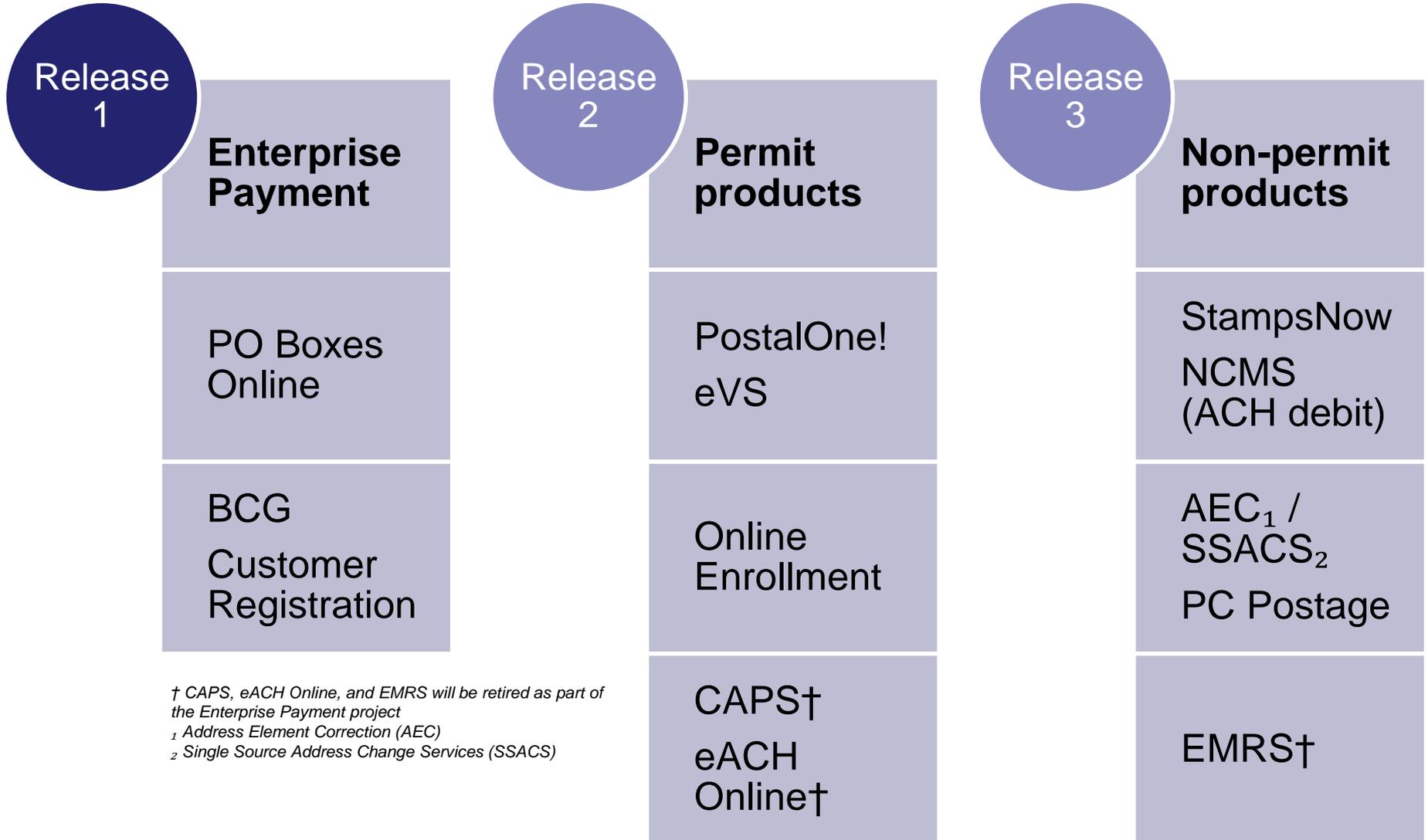
- CAPS
- PostalOne!
- Mail Owners and Mail Service Providers

❑ Desired Results include Industry feedback related to the following:

- access to and design of the online account management and reporting features
- process for migrating existing payment accounts to the new system
- process of onboarding new users
- development of customer educational materials



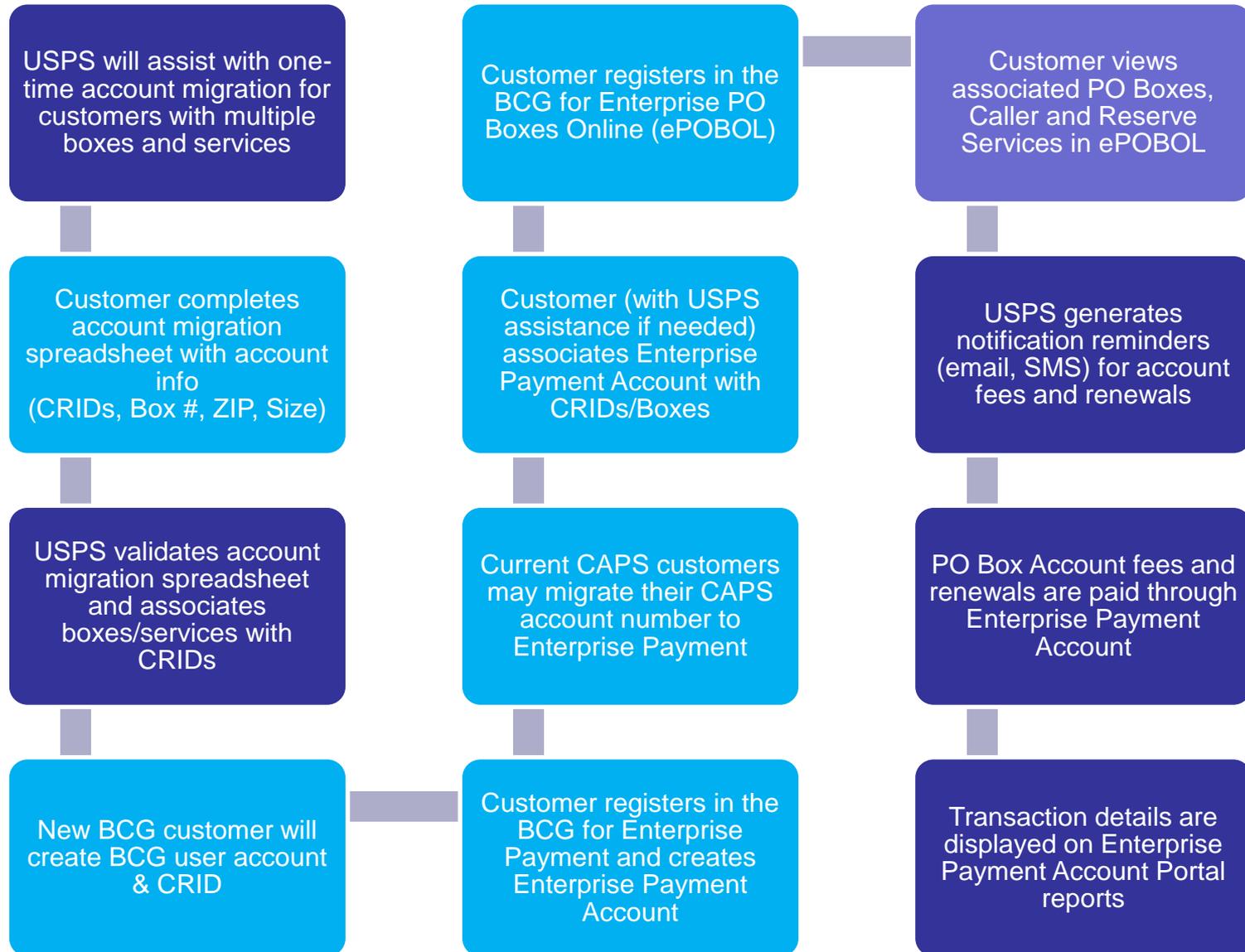
# Enterprise Payment System Release Schedule



† CAPS, eACH Online, and EMRS will be retired as part of the Enterprise Payment project  
<sub>1</sub> Address Element Correction (AEC)  
<sub>2</sub> Single Source Address Change Services (SSACS)



# Enterprise Payment Release 1: PO Box, Callers & Reserve Services





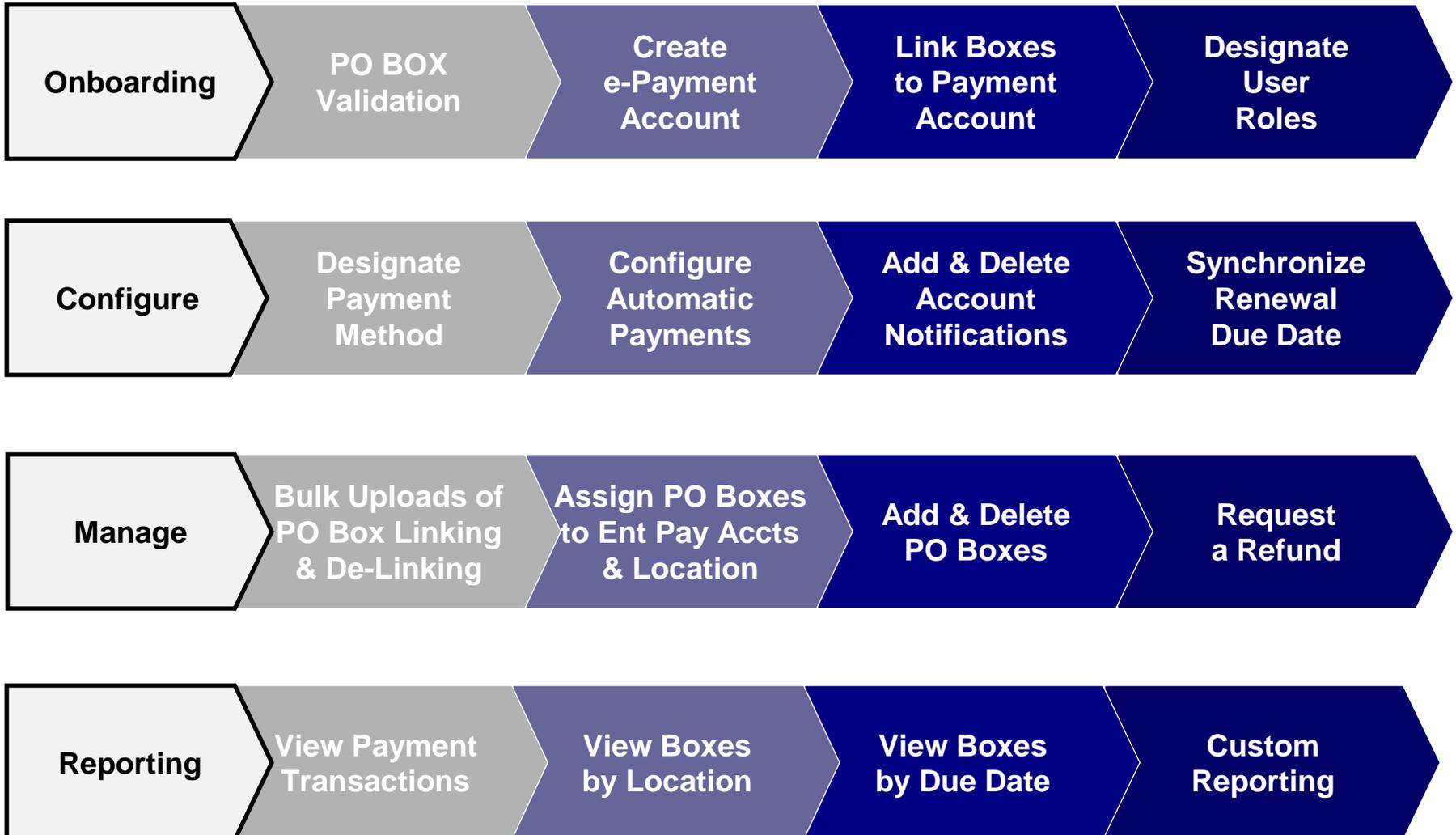
## ***Once you have an Enterprise Payment Account(s), you need to associate your Payment Account(s) with your box(es)***

1. Use the final spreadsheet from USPS and ensure all boxes have been validated. Delete any rows that have not been validated.
2. Fill out the Enterprise Payment Account column for each box using the new Enterprise Payment Account(s) you've just created
3. Send this spreadsheet to the Migration Team
4. The Migration Team will manually link your boxes to the Payment Accounts you've provided
  - The Migration Team will inform you when the migration is complete and you are able to start managing your boxes online

Completed by the Customer					Completed by the USPS Migration Team			
Step 1				Step 3		EPOBOL Validated?	Cust Reg Validated?	Error Reason
Company Name	ZIP Code	Box #	Box Size	CRID	Enterprise Payment Account #			
BANK OF AMERICA	10101	10136	C	100001	1234567891	Y	Y	
BANK OF AMERICA	10101A	10137	C	100001	1234567891	Y	Y	



# Enterprise Payment Release 1: Enterprise Payment Functions





## □ **Payment Modernization Work Group #173 Leads**

- Industry
  - Michelle Hilston [mhilston@csinc.com](mailto:mhilston@csinc.com)
  - John Whittington [John.Whittington@timeinc.com](mailto:John.Whittington@timeinc.com)
- USPS
  - John Byrne [John.P.Byrne@usps.gov](mailto:John.P.Byrne@usps.gov)
  - Jennifer Howard [Jennifer.L.Howard@usps.gov](mailto:Jennifer.L.Howard@usps.gov)
- Meetings
  - Bi-weekly: 11 am Eastern Wednesday (next meeting 1/20)
  - Face-to-Face: 8:30-10 am Thursday 1/14, 1P410

## eInduction: Mail Owner Report for Third Party Shippers

### ❑ Mail Owner view on Scorecard

- Scheduled for the March Release
- Report displays at the Mail Owner level by the eDoc submitter and transportation carrier who is responsible for the error(s)

eDoc Submitter		Appointment Scheduler		Error Type	Error Code	# Errors	Postage Impact
3097616	QUAD/GRAPHICS-MERCED	12345678	Scheduler A	<a href="#">Entry Facility</a>	<a href="#">E29P</a>	5	\$200.00
		12345679	Scheduler B	<a href="#">Entry Facility</a>	<a href="#">E29P</a>	117	\$4,000.00
		98765432	Scheduler C	<a href="#">Entry Facility</a>	<a href="#">E29P</a>	8	\$500.00
		98765431	Scheduler D	<a href="#">Entry Facility</a>	<a href="#">E29P</a>	11	\$1,100.00

eDoc Submitter		Transportation Carrier		Mailing Group ID	Customer Group ID	Job ID	User License Code	Mailing Date	Error Type	Error Code	# Errors	Postage Impact
2436580	QUAD/GRAPHICS-SARATOGA SPRINGS	12345678	Scheduler A	154422157		QG78T903	QUAD	9/2/2015	<a href="#">Entry Facility</a>	<a href="#">E29P</a>	1	\$40.00
				154448316		QG78R03	QUAD	9/2/2015	<a href="#">Entry Facility</a>	<a href="#">E29P</a>	2	\$80.00
				154456985		QG78SM02	QUAD	9/4/2015	<a href="#">Entry Facility</a>	<a href="#">E29P</a>	1	\$40.00
				154539462		QG76QD03	QUAD	9/4/2015	<a href="#">Entry Facility</a>	<a href="#">E29P</a>	1	\$40.00

eDoc Submitter	Mailing Date	IM Barcode	Error Level	Source	Verification Type	Error Type	Error Code	Error Description	Error Data	Resolution Action	eDoc Job ID	eDoc User License Code	eDoc Mailing Group ID	eDoc Customer Group ID	eDoc Type	eDoc Mail Class	eDoc Processing Category	Container Destination ZIP	Container ID	Appointment Scheduler	Planned Entry Point Facility	Actual Entry Point Facility	Postage Impact
2436580	9/2/2015	99M10010000E41495320	Container	eInduction	Post-induction	Entry Facility	E29P	Misshipped container: eInduction container was shipped to an incorrect facility.	EDOC ENTRY FACILITY TYPE = , APPOINTMENT ID = 3452292903, SCAN DATETIME = 02-SEP-15, SCAN LOCALE KEY = X2048 - CARRIER SECTIONS, MCF/INVALID ENTRY FACILITY = 013407 - CLEVELAND ANNEX.	NA	QG78R03	QUAD	154448316		Periodicals	Flat	44011	000293	12345678	Scheduler A	013407 - CLEVELAND ANNEX	X2048 - CARRIER SECTIONS	\$30.00
2436580	9/2/2015	99M10010000E41495327	Container	eInduction	Post-induction	Entry Facility	E29P	Misshipped container: eInduction container was shipped to an incorrect facility.	EDOC ENTRY FACILITY TYPE = , APPOINTMENT ID = 3452292903, SCAN DATETIME = 02-SEP-15, SCAN LOCALE KEY = X2048 - CARRIER SECTIONS, MCF/INVALID ENTRY FACILITY = 013407 - CLEVELAND ANNEX.	NA	QG78R03	QUAD	154448316		Periodicals	Flat	44012	000294	12345678	Scheduler A	013407 - CLEVELAND ANNEX	X2048 - CARRIER SECTIONS	\$50.00

The eInduction tab on the mailer scorecard now displays total postage assessment amount

Mailer Scorecard

DECEMBER 2015

Verifications

Mailer Profile
Electronic Verification
eInduction
Seamless
SPM Exclusions

# Metrics
 # Trending
 % Metrics
 % Trending

eInduction

eDoc Submitter	Total	4430796 <a href="#" style="color: white; text-decoration: none;">AUTOMATED MAILING SYSTEMS</a>
CRID eInduction Status	Active	Active
# eInduction Containers Accepted	5	5
# eInduction Container Scans Pending eDoc	--	--
# eInduction Misshipped Errors	--	--
# eInduction Duplicate Barcode Errors	--	--
# eInduction Payment Errors	--	--
# eInduction Entry Point Discount (EPD) Errors	--	--
# eInduction Zone Discount Errors	--	--
# eInduction Undocumented Containers	--	--
Total Additional Postage Due (eInduction) - Info Only	--	--



- ❑ Initial draft of publication created and posted to RIBBS in November 2015
  - [https://ribbs.usps.gov/intelligentmail\\_guides/documents/tech\\_guides/StreamlinedMailEntryPublication.pdf](https://ribbs.usps.gov/intelligentmail_guides/documents/tech_guides/StreamlinedMailEntryPublication.pdf)
- ❑ Industry feedback period extended to January 23<sup>rd</sup> 2016
  - Solicited feedback from mailer associations and MTAC workgroups and user groups
  - E-mail comments to MailAcceptancePub@usps.gov
- ❑ USPS currently reviewing/incorporating industry comments

- ❑ IDEAlliance recommended a restructure of the publication
  - Separate the contents to dedicated documents
    - DMM: Mailing Requirements
    - Publication: Policy
    - User Guides
    - Technical Specifications
  
- ❑ USPS sending document mapping to IDEAlliance
  
- ❑ Will review improvements with IDEAlliance before final publication

Document	Purpose	Decision	Document Contents / Action Items
<b>Domestic Mail Manual</b>	The Mailing Standards of the United States Postal Service, Domestic Mail Manual (DMM) provides the United States Postal Service's official prices and standards for all domestic mailing services.	Keep	All policy related to Streamlined Mail Acceptance.
<b>CIO Roadmap</b>	This roadmap provides timeline for key initiatives within the CIO group.	Create	full-service Move Update eInduction Seamless Acceptance eVS Payment Modernization
<b>Publication for Streamlined Mail Acceptance for Letters and Flats</b>	This publication provides the Mailing industry with the policies and procedures for the processes and verifications performed for the full-service, Move Update, eInduction, and Seamless Acceptance programs.	Keep	Brief overview to all programs Processes Verifications Assessment calculations Postage Assessment penalties Links to other guides for technical specifications and mail quality reports
<b>Guide to Streamlined Mail Acceptance for Letters and Flats Reporting</b>	This guide provides the mailing industry with the standards, processes, and roles of the mail quality and assessment reports.	Create	Step-by-step instruction for accessing the Mailer Scorecard and other mail quality reports Step-by-step instructions for processes relating to reporting Screenshots of each report
<b>Guide to Container, Tray, and Bundle Visibility</b>	This guide provides the mailing industry with the steps to obtain container, tray, and bundle tracking information for full-service mailers.	Keep	Container, Tray, and Bundle Visibility User Guide has been renamed to Guide to Container, Tray, and Bundle Visibility
<b>Technical Specifications for Streamlined Mail Acceptance Assessable Errors</b>	This specification document provides the mailing industry with the technical specifications surrounding the verifications performed in the full-service, Move Update, eInduction, and Seamless Acceptance programs.	Create	All error codes and descriptions for each verification metric System-based technical descriptions
<b>Technical Specifications for Mail.XML</b>	This specification document provides the mailing industry with a comprehensive technical guide that outlines steps for exchanging electronic data with the PostalOne!® system using the Mail.XML® file format.	Keep	File Layout Scenarios for eDoc completion Upload validation errors and Warnings WSDL Postal Service Mail.XML Technical Specifications has been renamed to Technical Specifications for Mail.XML
<b>Technical Specifications for Mail.dat</b>	This specification document provides the mailing industry with a comprehensive technical guide that outlines steps for exchanging electronic data with the PostalOne!® system using the Mail.dat® file format.	Keep	File Layout Scenarios for eDoc completion Upload validation errors and Warnings Mail.dat client setting Postal Service Mail.dat Technical Specifications has been renamed to Technical Specifications for Mail.dat
<b>Publication 205 eVS Technical Specifications</b>	This publication provides package mailers with the requirements, verifications and technical specifications for the electronic verification system.	Keep	Requirements Policies for the eVS program



## **eInduction now supports a 10 minute window between postage statement cancellation and re-submission**

- ❑ Support for partial cancellations added in Jan 3 release
- ❑ Resubmit can start 10 minutes after cancellation transaction completes

**eInduction automated assessments will start following USPS and mailer validation of the Mailer Scorecard**

- ❑ Internal USPS testing phase I complete, phase II ongoing
- ❑ Limited mailer testing starts this month
- ❑ Target: Errors logged after June 1 2016 are assessed using automated process

How does Seamless Acceptance handle undocumented pieces caused by outages or upload failures?

- ❑ If a file is uploaded within 10 days of the scan occurring the system will automatically re-associate the IMb to the eDoc. The undocumented piece will be removed from the Mailer Scorecard reports and assessments.
- ❑ If a file is uploaded between 10 days and 30 days assuming it's prior to the 10<sup>th</sup> of the month data is manually recast and the system will reassociate the IMb to the eDoc. The undocumented piece will be removed from the Mailer Scorecard reports and assessments
- ❑ If a file is uploaded outside of 30 days or past the 10<sup>th</sup> data cannot be recast. A list of job numbers, including piece counts, will be provided to a BMS Analyst by the *PostalOne!* team. The analyst will work with individual mailers to reduce assessment charges (i.e. undocumented). These pieces would not be removed from the Mailer Scorecard or the Postage Assessment report
- ❑ If a file cannot be uploaded to *PostalOne!* at all the data cannot be recast. Mailers must report these instances to the Help Desk and a ticket will be assigned. A list of job numbers, including piece counts, will be provided to a BMS Analyst by the *PostalOne!* Help Desk. The analyst will work with individual mailers to reduce assessment charges (i.e. undocumented). These pieces would not be removed from the Mailer Scorecard or the Postage Assessment report

**In the event of a system outage:**

- ❑ If there is a system outage around the 10<sup>th</sup> of the month and processing of data has not finalized- what is our process going to look like
  - USPS has the ability to hold the assessment generation. Notification will be sent to the industry alerting them of the delay in assessments.
  - Assessments will be generated once system processing is caught up

- ❑ **How it works:** Regardless of mailing size, Mail Service Providers (MSPs) that provide mail volume to other MSPs are still required to meet the By/For requirement if the mail volume provided to the second MSP is part of a mailing over 5,000 pieces prepared by the first MSP
- ❑ **For example:**
  - A well-known bank (large volume mailer) plans to mail 10,000 pieces. The bank provides all 10,000 pieces to “MSP A”. “MSP A” mails 9,000 of the pieces and provides 1,000 pieces to “MSP B” for preparation
  - The Mail Owner must be identified in the eDoc by “MSP A”. If “MSP B” is aware that the 1,000 pieces provided by “MSP A” were from a mailing over 5,000 pieces (large volume mailer), or if “MSP B” is aware that the “bank” generally mails more than 5,000 pieces in a mailing they are required to provide Mail Owner information for those 1,000 pieces
- ❑ **Exception:** Mail owner information does not have to be provided when fewer than 5,000 pieces are in a mailing for a Mail Owner. For Nonprofit prices, a Mail Owner must be identified for every mailpiece claiming the Nonprofit rate

- ❑ Currently in discussion to release the Federal Register notice from Jim Wilson's office separately from the census message Federal Register Notice

- Evaluating Q1 Results
- Targeted for early April
- At least 45 days notice
- Price cell changes only

### Current Process

#### Step 1

- Customer goes to local office & manually completes Form 6805-BRM/QBRM application & 3615-Permit application

#### Step 2

- Permit Office verifies completion of forms, assigns a permit number, & manually completes required fields on Form 6805

#### Step 3

- Hardcopy of Form 6805 is scanned & emailed, mailed, or faxed to AMS office for ZIP+4 assignment

#### Step 4

- AMS office assigns ZIP+4, completes the required fields, & returns Form 6805 to Permit Office

#### Step 5

- Permit Office provides customer with copy of Form 6805, completing sections 1-3, containing BRM information & assigned ZIP+4 code(s)

## **Drawbacks of Current Process**

- Process is entirely manual – this takes time and is dependent on people moving the process forward
- Delays in local office submitting application to AMS
- Incorrect or missing information on application (resulting in re-starting the application)
- Exceptions causing delays in ZIP+4 assignment:
- Certain cities have specific ZIP+4 assignments for BRM, which require manual assignment
- Route assignments, which temporarily lock the ZIP Code database

### (Proposed) Future Process

#### Step 1

- Customer logs into BCG and completes electronic application

#### Step 2

- Application automatically sent to: Post Office of Permit request (housed in pending database); MY PO (retail window); BMEU (notification)

#### Step 3

- Post Office of permit origin completes Form 6805 and system electronically submits ZIP+4 assignment to AMS

#### Step 4

- AMS assigns ZIP+4. Customer is notified through BCG & email of BRM approval. Cc: BME, Permit Office, AMS  
Close pending database.

#### Step 5

- Customer uses ABRM tool to create BRM artwork.

## **Benefits of (Proposed) Future Process:**

- Process would be automated, providing visibility & reliability
- Streamlines the process between stakeholders, customers, permit office, and AMS
- Provides real time automated check of required fields on Forms 6805 and 3615, reducing errors and missing data
- Provides visibility into submission status and any delayed responses
- Capability still available for customers who want to open an account in person

- ❑ eDoc requirements for A/B Testing will be covered on special session of UG1 next week

## **The Industry has requested two changes to improve Start-The-Clock (STC)**

- 1. Use facility arrived time vs. unload start time**
  - 2. Address the impact of delays on multi-Stop appointments**
- USPS Operations has started instructing dock employees to log appointment arrivals on the truck arrival time at the facility
    - SV devices support appointment arrival before the truck is at a dock door
    - Arrival time will be recorded as the time the driver checks in with the dock employee
    - Field was notified during peak, communication will continue
    - Please contact the FAST help desk if there are any issues with the new process
  - System uses the original appointment time when a multi-stop appointment is delayed at an earlier stop beyond USPS allowed unload duration.
    - This will only apply to appointments created as multi-stop in FAST

- While in Seamless Parallel, mailers should adjust processed whenever possible to include all barcoded piece in eDoc
- For any remaining barcoded pieces that can't be included in the eDoc, the USPS and mailer will have a joint process to identify the reasons and piece count
  - Mailer: Provide reasons to USPS for why barcoded pieces could not be included in eDoc
  - Mailer: Create process to count barcoded pieces not in eDoc
  - USPS: Validate mailer process to identify barcoded pieces not in eDoc
    - Review sample of physical mailpieces
    - Observe process to count barcoded pieces not in eDoc
    - Confirm mailer provided count is accurate
- Approve mailer transition to Seamless
- Monthly, mailer must provide monthly count of barcoded pieces not in eDoc
  - Count of pieces by reason established during initial process validation
- Periodic audit of mailer process to count barcoded pieces not in eDoc

- ❑ USPS is not planning to retire Merlin until the rollout of Seamless Acceptance

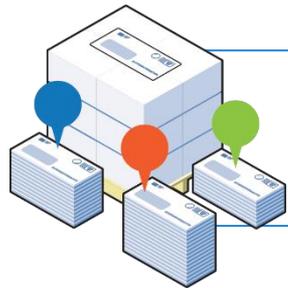
- ❑ USPS has been extensively testing Mailer Scorecard internally
- ❑ Reaching out to select mailers to validate there are no additional issues
- ❑ After validation, USPS will notify the industry that scorecard is ready for use
- ❑ Any remaining open issues will be posted to RIBBS
- ❑ Report any anomalies to the USPS Help Desk for investigation

(800) 522-9085

[postalone@email.usps.gov](mailto:postalone@email.usps.gov)

## Mailer Scorecard Status

## Full Service



### Industry Testing 1/31

- ✓ Same data set for error count, drills, and postage assessment
- ❖ Pieces in Error vs Errors
- ❖ Missing Detailed Errors in Combined Mailing
- ❖ Mail Owner Scorecard – Missing Errors
- ❖ Rounding Errors over Threshold

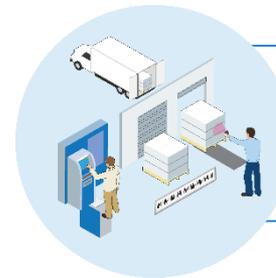
## eInduction



### Industry Testing 1/17

- ✓ Postage statement cancellation
- ✓ Colocated DDU containers
- ❖ Payment error with multiple mailings

## Seamless



### Industry Testing 1/31

- ✓ Same data set for error count, drills, and postage assessment
- ✓ Exclude barcode ID 93 from undocumented
- ❖ Multi-million piece metered mailings

Mailer Scorecard		DECEMBER 2015	
Verifications			
Mailer Profile	Electronic Verification	eInduction	Seamless
<input checked="" type="radio"/> # Metrics <input type="radio"/> # Trending <input type="radio"/> % Metrics <input type="radio"/> % Trending			
<b>Electronic Verifications</b>			
<b>eDoc Submitter</b>	Total	4430796	<b>AUTOMATED MAILING SYSTEMS</b>
# Containers processed for eDoc validations	11	11	
# Handling Units processed for eDoc validations	70	70	
# Bundles processed for eDoc validations	90	90	
# Pieces processed for eDoc validations	7,606	7,606	
# Full-Service Containers processed for eDoc validations	3	3	
# Full-Service Handling Units processed for eDoc validations	17	17	
# Full-Service Orphan Handling Units processed for eDoc validation	--	--	
# Full-Service Pieces processed for eDoc validations	5,551	5,551	
<b>Full-Service Verifications</b>			
# MID Container Errors	--	--	
# Containers with MID Errors	--	--	
# MID HU Errors	--	--	
# HUs with MID Errors	--	--	
# MID Piece Errors	--	--	
# Pieces with MID Errors	--	--	
# STID Errors	--	--	
# Pieces with STID Errors	--	--	
# By/For Errors	9,982	9,982	
# Pieces with By/For Errors	4,991	4,991	
# Barcode Uniqueness Container Errors	--	--	
# Containers with Barcode Uniqueness Errors	--	--	
# Barcode Uniqueness HU Errors	--	--	
# HUs with Barcode Uniqueness Errors	--	--	
# Barcode Uniqueness Piece Errors	--	--	
# Pieces with Barcode Uniqueness Errors	--	--	
# Entry Facility Container Errors	--	--	
# Containers with Entry Facility Errors	--	--	
# Entry Facility HU Errors	N/A	N/A	
# HUs with Entry Facility Errors	N/A	N/A	
# Unlinked Copal Tray Errors	--	--	
# HUs with Unlinked Copal Errors	--	--	
Total Additional Postage Due (Full-Service Electronic) - Info Only	\$4.71	\$4.71	
# Early Scheduled Ship Date Warnings	N/A	N/A	
# DMU Verified USPS Transported Containers	--	--	
# Default Tray Barcode Warnings	--	--	
# Unlinked Copal Tray Warnings	--	--	
# Unlinked Copal Bundle Warnings	340	340	

Mailer Scorecard		DECEMBER 2015	
Verifications			
Mailer Profile	Electronic Verification	eInduction	Seamless
<input type="radio"/> # Metrics <input type="radio"/> # Trending <input checked="" type="radio"/> % Metrics <input type="radio"/> % Trending			
<b>Electronic Verifications</b>			
<b>eDoc Submitter</b>	Total	4430796	<b>AUTOMATED MAILING SYSTEMS</b>
# Containers processed for eDoc validations	11	11	
# Handling Units processed for eDoc validations	70	70	
# Bundles processed for eDoc validations	90	90	
# Pieces processed for eDoc validations	7,606	7,606	
# Full-Service Containers processed for eDoc validations	3	3	
# Full-Service Handling Units processed for eDoc validations	17	17	
# Full-Service Orphan Handling Units processed for eDoc validation	--	--	
# Full-Service Pieces processed for eDoc validations	5,551	5,551	
<b>Full-Service Verifications</b>			
% Containers with MID Errors	--	--	
% HUs with MID Errors	--	--	
% Pieces with MID Errors	--	--	
% Pieces with STID Errors	--	--	
% Pieces with By/For Errors	89.91%	89.91%	
% Containers with Barcode Uniqueness Errors	--	--	
% HUs with Barcode Uniqueness Errors	--	--	
% Pieces with Barcode Uniqueness Errors	--	--	
% Containers with Entry Facility Errors	--	--	
% HUs with Entry Facility Errors	N/A	N/A	
% HUs with Unlinked Copal Errors	--	--	
% Early Scheduled Ship Date Warnings	N/A	N/A	
% Default Tray Barcode Warnings	--	--	
% Unlinked Copal Tray Warnings	--	--	
<b>Move/Update Verifications</b>			
Type of Move/Update verification	N/A	Automated	
% COA Errors	--	--	
<b>Entry Point Validations – Info Only</b>			
% eDoc/Appointment Entry Point Mismatch	--	--	
% No Valid MDF Match	--	--	
% Out of Date MDF Match	--	--	
<b>eDoc Nesting/Sortation Validations – Info Only</b>			
% CSA Container Errors	--	--	
% Minimum Piece Count/Weight Bundle Errors	--	--	
% Rate Category Bundle Errors	--	--	
% Destination ZIP Code HU Errors	--	--	
% Depth of Sort HU Errors	--	--	
% Minimum Piece Count/Weight HU Errors	--	--	

<b>Field</b>	<b>Description</b>
# of Errors vs # of Pieces in Errors	<p>In some cases, the number of errors does not match the number of pieces/HUs/containers in error when it should.</p> <p>Those two values should always match for Unlinked Copal, MID, STID, and Entry Facility errors. Those two values may not match for by/for or barcode uniqueness when more than one error is logged on a piece/HU/container.</p> <p>Drill reports from the mailer scorecard will reflect the numb. The assessment amount will reflect the number of pieces/HUs/containers in error of errors. (3630)</p>
Detailed Errors	Detailed full-service errors are missing in the detailed error report for all but one postage statements in a combined mailing. All errors are included in the mailer scorecard, errors by error type report, and job error type report. (3694)
Detailed Errors - Mail Owner & Mail Owner Scorecard	Mail owner information is missing in the detailed error report and full-service errors are missing on the Mail Owner scorecard when a mailing receives By/For Error 7110 and did not have any Mail Owner information on the mail.dat .mpa file. (3633)
Mail Owner/Mail Preparer Scorecard	Mail Owner/Mail Preparer scorecard is missing full-service errors for a mailing when the mailing was processed on multiple threads within SASP. These errors will be visible on the eDoc submitter scorecard. (3675)
Postage Assessment	Postage assessment incorrectly counts partial errors over threshold. The system should only include full errors to determine how many errors exceeded the threshold and should be included in the postage assessment calculation. (3579)
MID & STID	Mail Owner scorecard does not include STID and MID errors when the mail owner is identified using a publication number. On the eDoc Submitter scorecard, the Mail Owner will not be displayed at the detailed error level for STID and MID errors when the mail owner was identified using a publication number. (3711)

## Mailer Scorecard

DECEMBER 2015

Verifications				
Mailer Profile	Electronic Verification	eInduction	Seamless	S
<input checked="" type="radio"/> # Metrics	<input type="radio"/> # Trending	<input type="radio"/> % Metrics	<input type="radio"/> % Trending	
<b>Seamless</b>				
Data displayed for a Seamless Parallel or non-				

eDoc Submitter	Total	4430796
		<b>AUTOMATED MAILING SYSTEMS</b>
CRID Seamless Status	N/A	Inactive
# Seamless Acceptance Jobs	4	4
# Containers processed for Seamless validations	2	2
# Handling Units processed for Seamless validations	14	14
# Pieces processed for Seamless validations	4,998	4,998
# Seamless Acceptance Jobs not Auto-Finalized	4	4
# Seamless Documented Piece Scans	--	--
# Adjusted Seamless Documented Piece Scans	--	--
# Undocumented Pieces	--	--
# Nesting/ Sortation Piece Errors (MPE)	--	--
# Delivery Point Piece Errors	107	107
<b>Sampling Verifications</b>		
# Containers Sampled	--	--
# Handling Units Sampled	--	--
# Pieces Sampled	--	--
# Weight Piece Errors	N/A	N/A
# Postage Piece Errors	N/A	N/A
# Mail Characteristic Piece Errors	N/A	N/A
# Barcode Quality Piece Errors	N/A	N/A
<b>Sampling Validations - Info Only</b>		
# Nesting/ Sortation Container Warnings	N/A	N/A
# Nesting/ Sortation Handling Unit Warnings	N/A	N/A
# Nesting/ Sortation Piece Warnings	N/A	N/A

## Mailer Scorecard

DECEMBER 2015

Verifications				
Mailer Profile	Electronic Verification	eInduction	Seamless	S
<input type="radio"/> # Metrics	<input type="radio"/> # Trending	<input checked="" type="radio"/> % Metrics	<input type="radio"/> % Trending	
<b>Seamless</b>				
Data displayed for a Seamless Parallel or non-				

eDoc Submitter	Total	4430796
		<b>AUTOMATED MAILING SYSTEMS</b>
CRID Seamless Status	N/A	Inactive
% Seamless Acceptance Jobs	22.22%	22.22%
# Containers processed for Seamless validations	2	2
# Handling Units processed for Seamless validations	14	14
# Pieces processed for Seamless validations	4,998	4,998
% Volume Seamless Acceptance	65.71%	65.71%
Sampling Quality Score	N/A	50.00%
% Seamless Acceptance Jobs not Auto-Finalized	100.00%	100.00%
Piece Scan Rate	N/A	N/A
Adjusted Piece Scan Rate	N/A	N/A
% Undocumented Pieces	N/A	N/A
% Nesting/ Sortation Piece Errors (MPE)	--	--
% Delivery Point Piece Errors	2.14%	2.14%
<b>Sampling Verifications</b>		
# Containers Sampled	--	--
# Handling Units Sampled	--	--
# Pieces Sampled	--	--
% Weight Piece Errors	N/A	N/A
% Postage Piece Errors	N/A	N/A
% Mail Characteristic Piece Errors	N/A	N/A
% Barcode Quality Piece Errors	N/A	N/A
<b>Sampling Validations - Info Only</b>		
% Nesting/ Sortation Container Warnings	N/A	N/A
% Nesting/ Sortation Handling Unit Warnings	N/A	N/A
% Nesting/ Sortation Piece Warnings	N/A	N/A

<b>Field</b>	<b>Description</b>
Summary, Drills, Assessments	Use the same data set for scorecard error counts, drills, and rolling postage assessment (3450)
Nesting/Sortation (MPE)	Do not update nesting/sortation (MPE) errors after the 10 <sup>th</sup> day of the next month (3578)
Undocumented	Exclude mailpiece scans with barcode ID 93 from undocumented when the MID and Serial Number were provided in eDoc (8237)

<b>Field</b>	<b>Description</b>
Undocumented	Performance issue causing delays when importing large (multi-million piece) mail.dat jobs may cause undocumented pieces to temporarily appear on the mailer scorecard. (8462/3610)

<b>Mailer Scorecard</b>		<b>DECEMBER 2015</b>	
<b>Verifications</b>			
Mailer Profile	Electronic Verification	eInduction	Seamless
<input checked="" type="radio"/> # Metrics	<input type="radio"/> # Trending	<input type="radio"/> % Metrics	<input type="radio"/> % Trending
<b>eInduction</b>			
<b>eDoc Submitter</b>		Total	4430796 AUTOMATED MAILING SYSTEMS
CRID eInduction Status	Active	Active	Active
# eInduction Containers Accepted	5	5	5
# eInduction Container Scans Pending eDoc	--	--	--
# eInduction Misshipped Errors	--	--	--
# eInduction Duplicate Barcode Errors	--	--	--
# eInduction Payment Errors	--	--	--
# eInduction Entry Point Discount (EPD) Errors	--	--	--
# eInduction Zone Discount Errors	--	--	--
# eInduction Undocumented Containers	--	--	--
Total Additional Postage Due (eInduction) - Info Only	--	--	--

<b>Mailer Scorecard</b>		<b>DECEMBER 2015</b>	
<b>Verifications</b>			
Mailer Profile	Electronic Verification	eInduction	Seamless
<input type="radio"/> # Metrics	<input type="radio"/> # Trending	<input checked="" type="radio"/> % Metrics	<input type="radio"/> % Trending
<b>eInduction</b>			
<b>eDoc Submitter</b>		Total	4430796 AUTOMATED MAILING SYSTEMS
% eInduction Misshipped Errors	--	--	--
% eInduction Duplicate Barcode Errors	--	--	--
% eInduction Payment Errors	--	--	--
% eInduction Entry Point Discount (EPD) Errors	--	--	--
% eInduction Zone Discount Errors	--	--	--
% eInduction Undocumented Containers	--	--	--

Field	Description
Shipping Summary Report	<p>Include the facility name in addition to the locale key (BNS 378)</p> <p>Add columns to display any post-induction assessable errors including misshipped, zone, EPD, payment, and duplicate (BNS 378)</p>
Postage Statement Cancellation	<p>Allow mailers to cancel a portion of a postage statement (8317)</p> <p>Handle container-level cancel and update submissions when sent in under the recommended time period (30 minutes) (8483)</p>
Zone	<p>Skip zone verification when the container is marked as “N” in the Accept Misshipped field, container was incorrectly accepted at a misshipped entry location, and the container does not include a Continuous MID (8513)</p>
Postage Assessment	<p>Correctly calculate zone and EPD postage when a non-DDU container is inducted at a site that is co-located with a DDU (8677)</p> <p>Correctly calculate payment postage due when multiple non-finalized sibling containers receive an unload scan at the same timestamp (HH24:MI:SS) (8687)</p>

1/17

<b>Field</b>	<b>Description</b>
Payment	Payment errors are logged incorrectly when a container is included on multiple mailings, one of which has a postage statement for the container that has been finalized
March	
<b>Field</b>	<b>Description</b>
Postage Assessment	Low Postage Assessment amount for extra containers with a MID from a co-palletized eDoc submitter CRID



## MTAC Payment and Acceptance

**January 2016**

**Standard Mail**

- ❑ **Action Items Review**
- ❑ **Pulse of the Industry**
  - **A/B Testing**
  - **Task Team 23: Full-Service & eInduction Mailer Testing**
  - **Move Update**
  - **Truck Arrival and Multi-Stop Start-the-Clock**
- ❑ **Updates**
  - **Undocumented Process**
  - **System Issues**
  - **By/For: 5,000 Piece Exception**
  - **Exigency Rollback**
  - **Enterprise Payment**
  - **Mailer Scorecard Status**

Action Item	Response / Corrective Action / Update
Discussion on BRM ZIP+4 automated process will be brought up in Leadership meeting with the Visibility/Service Performance Track	Slide follows
Discuss mailer concerns with Start the Clock for mail transported by USPS from mailer's DMU with Robert Cintron	Met with Robert Cintron to please raise this discussion in Service Measurement Group
Validate how long it takes container barcodes to be backed out of the eInduction and can be resubmitted when the initial submission is: <ul style="list-style-type: none"> <li>• Cancellation of postage statement</li> <li>• Partial postage statement cancellation</li> </ul>	Slide follows
Give industry until December 24, 2015 to review Streamlined Mail Entry for Letter and Flats publication and provide feedback	Slide follows
When Streamlined Mail Entry for Letters and Flats is posted, send out industry notices via: <ul style="list-style-type: none"> <li>• DMM Advisory</li> <li>• UG 1</li> <li>• MTAC Advisory</li> </ul>	Done
Contact mailers if the MERLIN will be removed to explain how USPS will verify mail	USPS is not planning to retire Merlin until the rollout of Seamless Acceptance

<b>Action Item</b>	<b>Response / Corrective Action / Update</b>
<p>Review current process of viewing postage statements</p> <ul style="list-style-type: none"><li>• Current - PDF download, comma delimited, csv file formats<ul style="list-style-type: none"><li>◆ Would like bulk download</li></ul></li><li>• Bring to UG 1</li></ul>	Slide follows

**Current Process****Step 1**

- Customer goes to local office & manually completes Form 6805-BRM/QBRM application & 3615-Permit application

**Step 2**

- Permit Office verifies completion of forms, assigns a permit number, & manually completes required fields on Form 6805

**Step 3**

- Hardcopy of Form 6805 is scanned & emailed, mailed, or faxed to AMS office for ZIP+4 assignment

**Step 4**

- AMS office assigns ZIP+4, completes the required fields, & returns Form 6805 to Permit Office

**Step 5**

- Permit Office provides customer with copy of Form 6805, completing sections 1-3, containing BRM information & assigned ZIP+4 code(s)

## **Drawbacks of Current Process**

- ❑ Process is entirely manual – this takes time and is dependent on people moving the process forward
- ❑ Delays in local office submitting application to AMS
- ❑ Incorrect or missing information on application (resulting in re-starting the application)
- ❑ Exceptions causing delays in ZIP+4 assignment:
- ❑ Certain cities have specific ZIP+4 assignments for BRM, which require manual assignment
- ❑ Route assignments, which temporarily lock the ZIP Code database

**(Proposed) Future Process****Step 1**

- Customer logs into BCG and completes electronic application

**Step 2**

- Application automatically sent to: Post Office of Permit request (housed in pending database); MY PO (retail window); BMEU (notification)

**Step 3**

- Post Office of permit origin completes Form 6805 and system electronically submits ZIP+4 assignment to AMS

**Step 4**

- AMS assigns ZIP+4. Customer is notified through BCG & email of BRM approval. Cc: BME, Permit Office, AMS  
Close pending database.

**Step 5**

- Customer uses ABRM tool to create BRM artwork.

**Benefits of (Proposed) Future Process:**

- ❑ Process would be automated, providing visibility & reliability
- ❑ Streamlines the process between stakeholders, customers, permit office, and AMS
- ❑ Provides real time automated check of required fields on Forms 6805 and 3615, reducing errors and missing data
- ❑ Provides visibility into submission status and any delayed responses
- ❑ Capability still available for customers who want to open an account in person

**eInduction now supports a 10 minute window between postage statement cancellation and re-submission**

- ❑ Support for partial cancellations added in Jan 3 release
- ❑ Resubmit can start 10 minutes after cancellation transaction completes

**eInduction automated assessments will start following USPS and mailer validation of the Mailer Scorecard**

- ❑ Internal USPS testing phase I complete, phase II ongoing
- ❑ Limited mailer testing starts this month
- ❑ Target: Errors logged after June 1 2016 are assessed using automated process

- ❑ Initial draft of publication created and posted to RIBBS in November 2015
  - [https://ribbs.usps.gov/intelligentmail\\_guides/documents/tech\\_guides/StreamlinedMailEntryPublication.pdf](https://ribbs.usps.gov/intelligentmail_guides/documents/tech_guides/StreamlinedMailEntryPublication.pdf)
- ❑ Industry feedback period extended to January 23<sup>rd</sup> 2016
  - Solicited feedback from mailer associations and MTAC workgroups and user groups
  - E-mail comments to MailAcceptancePub@usps.gov
- ❑ USPS currently reviewing/incorporating industry comments

- ❑ IDEAlliance recommended a restructure of the publication
  - Separate the contents to dedicated documents
    - DMM: Mailing Requirements
    - Publication: Policy
    - User Guides
    - Technical Specifications
  
- ❑ USPS sending document mapping to IDEAlliance
  
- ❑ Will review improvements with IDEAlliance before final publication

Document	Purpose	Decision	Document Contents / Action Items
Domestic Mail Manual	The Mailing Standards of the United States Postal Service, Domestic Mail Manual (DMM) provides the United States Postal Service's official prices and standards for all domestic mailing services.	Keep	All policy related to Streamlined Mail Acceptance.
CIO Roadmap	This roadmap provides timeline for key initiatives within the CIO group.	Create	full-service Move Update eInduction Seamless Acceptance eVS Payment Modernization
Publication for Streamlined Mail Acceptance for Letters and Flats	This publication provides the Mailing industry with the policies and procedures for the processes and verifications performed for the full-service, Move Update, eInduction, and Seamless Acceptance programs.	Keep	Brief overview to all programs Processes Verifications Assessment calculations Postage Assessment penalties Links to other guides for technical specifications and mail quality reports
Guide to Streamlined Mail Acceptance for Letters and Flats Reporting	This guide provides the mailing industry with the standards, processes, and roles of the mail quality and assessment reports.	Create	Step-by-step instruction for accessing the Mailer Scorecard and other mail quality reports Step-by-step instructions for processes relating to reporting Screenshots of each report
Guide to Container, Tray, and Bundle Visibility	This guide provides the mailing industry with the steps to obtain container, tray, and bundle tracking information for full-service mailers.	Keep	Container, Tray, and Bundle Visibility User Guide has been renamed to Guide to Container, Tray, and Bundle Visibility
Technical Specifications for Streamlined Mail Acceptance Assessable Errors	This specification document provides the mailing industry with the technical specifications surrounding the verifications performed in the full-service, Move Update, eInduction, and Seamless Acceptance programs.	Create	All error codes and descriptions for each verification metric System-based technical descriptions
Technical Specifications for Mail.XML	This specification document provides the mailing industry with a comprehensive technical guide that outlines steps for exchanging electronic data with the PostalOne!® system using the Mail.XML® file format.	Keep	File Layout Scenarios for eDoc completion Upload validation errors and Warnings WSDL Postal Service Mail.XML Technical Specifications has been renamed to Technical Specifications for Mail.XML
Technical Specifications for Mail.dat	This specification document provides the mailing industry with a comprehensive technical guide that outlines steps for exchanging electronic data with the PostalOne!® system using the Mail.dat® file format.	Keep	File Layout Scenarios for eDoc completion Upload validation errors and Warnings Mail.dat client setting Postal Service Mail.dat Technical Specifications has been renamed to Technical Specifications for Mail.dat
Publication 205 eVS Technical Specifications	This publication provides package mailers with the requirements, verifications and technical specifications for the electronic verification system.	Keep	Requirements Policies for the eVS program



## ❑ As part of the January 3<sup>rd</sup> Release a PDF Download column will be added to the Dashboard search results

- This column will allow a user to select multiple finalized or master reversed/cancelled postage statements that can be downloaded at once
- “Select All” option will be available to allow a user to select all applicable postage statements on the current search results page to be downloaded. If you would like to download other search results then you would need to navigate to the next page and select all to download or increase the number of rows to display per page to either 10, 20, 30, 50 or 100
- If a postage statement is in UPD, INC, Single CAN/Rev or INM the PDF Download column won't display a box to select for download

Job ID	Mailing Group ID	Postage Statement ID	Cancel Job	Verification Due	Verification Performed	PO of Permit	PO of Mailing	Mailing Mailing Date	Open Date	Job/Publish Name	Mail Entry Issues	Account Number	PERMITS Number	Mail Class	Pieces	Postage (\$)	Statement Status	PO of Permit Exp. Date	Imb Entry Method	Electronic File Count	PDF Download
18 PS SECTION F_P	61324670	Multiple		No	No			12/03/2015	12/11/2015			1452474	PI 101	PP	862	\$61,376.78	FIN	510306			<input checked="" type="checkbox"/>
18 PS SECTION H_P	61324449	Multiple		No	No			12/03/2015	12/11/2015			1452474	PI 101	PP	862	\$51,677.48	FIN	510306			<input checked="" type="checkbox"/>
MMT1211c	61324364	Multiple		No	No			12/11/2015	12/11/2015	15-1 PM SECTION A PI		1860633	PI 2	PM	136	\$976.42	FIN	010300			<input checked="" type="checkbox"/>
18 PS SECTION D_P	61324377	Multiple		No	No			12/04/2015	12/11/2015			1452474	PI 101	PP	862	\$62,210.51	FIN	510306			<input checked="" type="checkbox"/>
MMT1211c	61324373	Multiple		No	No			12/11/2015	12/11/2015	15-1 PM SECTION A PI		1860633	PI 2	PM	136	\$976.42	FIN	010300			<input checked="" type="checkbox"/>
18 PS SECTION D_P	61324363	Multiple		No	No			12/03/2015	12/11/2015			1452474	PI 101	PP	862	\$51,806.78	FIN	510306			<input checked="" type="checkbox"/>
18 PS SECTION D_P	61324340	Multiple		No	No			12/04/2015	12/11/2015			1452474	PI 101	PP	862	\$62,210.51	FIN	510306			<input checked="" type="checkbox"/>
18 PS SECTION D_P	61324339	Multiple		No	No			12/03/2015	12/11/2015			1452474	PI 101	PP	862	\$51,806.78	FIN	510306			<input checked="" type="checkbox"/>
18 PS SECTION G_P	61324167	Multiple		No	No			12/03/2015	12/11/2015			1452474	PI 101	PP	862	\$13,651.91	Multiple	510306			<input checked="" type="checkbox"/>
18 PS SECTION G_P	61324166	Multiple		No	No			12/03/2015	12/11/2015			1452474	PI 101	PP	862	\$13,651.91	Multiple	510306			<input checked="" type="checkbox"/>
18 PS SECTION G_P	61324161	Multiple		No	No			12/04/2015	12/11/2015			1452474	PI 101	PP	1,462	\$21,436.16	Multiple	510306			<input checked="" type="checkbox"/>
18 PS SECTION G_P	61324156	Multiple		No	No			12/04/2015	12/11/2015			1452474	PI 101	PP	1,462	\$21,436.16	Multiple	510306			<input checked="" type="checkbox"/>
MANUAL	61321234	PS# 79648016 (F - 100%)				BC, DPR, LBR, MLR, MPR, PS	MERRFIELD, VA 22116-9998	MERRFIELD, VA 22116-9998	12/10/2015	12/10/2015	A B R SERVICES INC	13853	PI 79	SM	1,000	\$311.50	FIN	518540			<input checked="" type="checkbox"/>
MANUAL	61319730	PS# 79675934 (F - 100%)				DPR, LBR, MLR, MPR	ARLINGTON, VA 22210-9998	ARLINGTON, VA 22210-9998	12/10/2015	12/10/2015	SHAPPRO PERFECT MAILING COMPANY, PUBLIC RISK (Issue Date 2015-12-10)	341210	PE 1437	PE	2,000	\$517.37	FIN	510306			<input checked="" type="checkbox"/>
MANUAL	61318580	PS# 79685513 (F - 100%)				DPR, LBR, MLR, MPR	MAIN POST OFFICE, CHICAGO, IL	MAIN POST OFFICE, CHICAGO, IL	12/10/2015	12/10/2015	CHRISTIAN CENTURY, CHRISTIAN CENTURY (THE) (Issue Date 2015-12-10)	477437	PE 107560	PE	2,000	\$517.37	FIN	161542			<input checked="" type="checkbox"/>
MANUAL	61318324	PS# 79647015 (F - 100%)				DPR, LBR, MLR	Boston, MA 02205-9851	Boston, MA 02205-9851	12/10/2015	12/10/2015	NFPA JOURNAL, NFPA JOURNAL (Issue Date 2015-12-10)	221015	PE 190940	PE	1,000	\$0.00	FIN	240799			<input checked="" type="checkbox"/>
MANUAL	61318039	PS# 79675305 (F - 0%)				DPR, LBR, MLR	Boston, MA 02205-9851	Boston, MA 02205-9851	12/10/2015	12/10/2015	NFPA JOURNAL, NFPA JOURNAL (Issue Date 2015-12-10)	221015	PE 190940	PE	1,000	\$0.00	FIN	240799			<input checked="" type="checkbox"/>
MANUAL	61317787	PS# 79665246 (F - 100%)				DPR, LBR, MLR, MPR	ANNISTON AL 36201-9998	ANNISTON AL 36201-9998	12/10/2015	12/10/2015	NEW HOPE, NEW HOPE (Issue Date 2015-12-10)	470574	PE 362050	PE	1,000	\$517.37	FIN	010300			<input checked="" type="checkbox"/>
J0001711	61316491	Multiple		No	No			11/30/2015	12/10/2015	14-2 FC SECTION B SM PI		689912	PI 65	FC	1,309	\$983.78	FIN	105000			<input checked="" type="checkbox"/>
JRQ12090	61315577	PS# 79631643 (B - 0%)					ARLINGTON, VA 22210-9998	ARLINGTON, VA 22210-9998	12/10/2015	12/09/2015	15-1 SM SECTION L PI / ARLINGTON COUNTY CIVIC FEDERATION	1316068	PI 25	SM	1,554	\$713.29	FIN	510306			<input checked="" type="checkbox"/>

Export options: CSV | Excel | PDF

Refresh My Results

Modify My Search

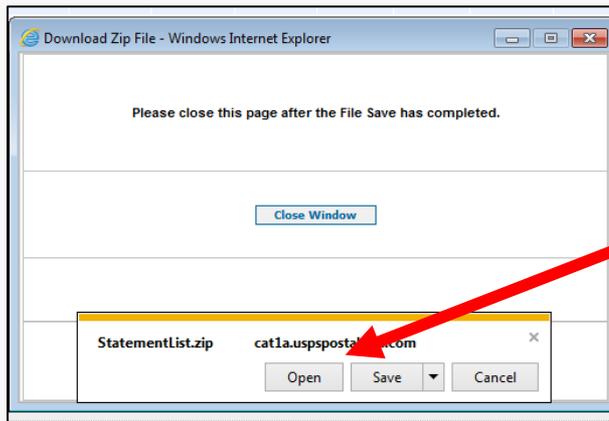
Start New Search

Download PDF

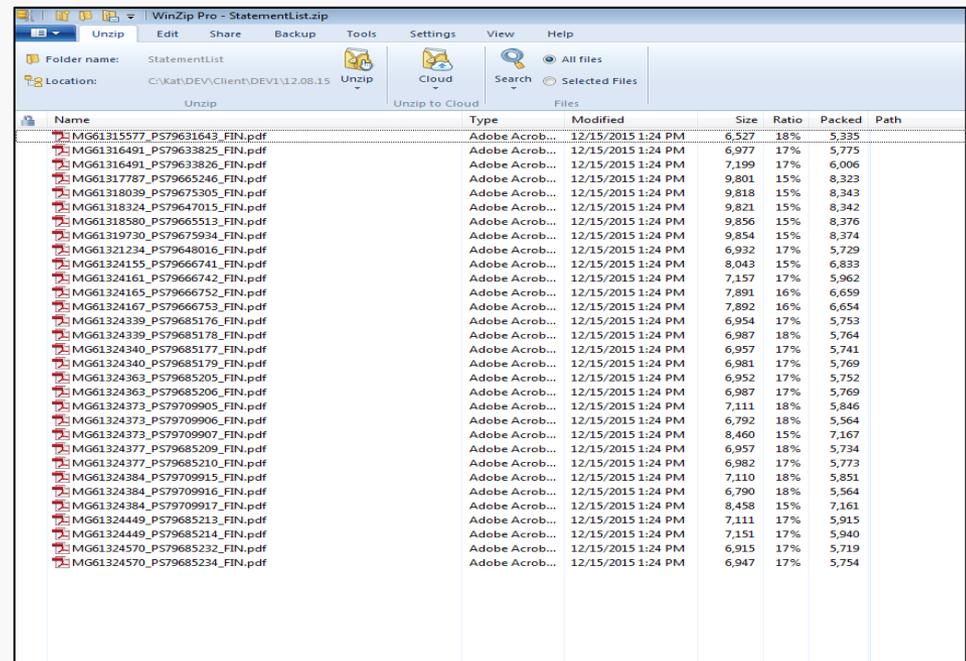
# Multiple PDF Download Functionality

- Once the user has selected all postage statements to be downloaded and click the Downloaded PDF button a Download Dialog will appear

- Download Dialog Box (after Download PDF is selected):



Clicking the open button on the zip will display all the PDF selected :



Name	Type	Modified	Size	Ratio	Packed	Path
MG61315577_PS79631643_FIN.pdf	Adobe Acrobat...	12/15/2015 1:24 PM	6,527	18%	5,335	
MG61316491_PS79633825_FIN.pdf	Adobe Acrobat...	12/15/2015 1:24 PM	6,977	17%	5,775	
MG61316491_PS79633825_FIN.pdf	Adobe Acrobat...	12/15/2015 1:24 PM	7,199	17%	6,006	
MG61317787_PS79665246_FIN.pdf	Adobe Acrobat...	12/15/2015 1:24 PM	9,801	15%	8,323	
MG61318039_PS79675305_FIN.pdf	Adobe Acrobat...	12/15/2015 1:24 PM	9,818	15%	8,343	
MG61318324_PS79647015_FIN.pdf	Adobe Acrobat...	12/15/2015 1:24 PM	9,821	15%	8,342	
MG61318580_PS79665513_FIN.pdf	Adobe Acrobat...	12/15/2015 1:24 PM	9,856	15%	8,376	
MG61319730_PS79675934_FIN.pdf	Adobe Acrobat...	12/15/2015 1:24 PM	9,854	15%	8,374	
MG61321234_PS79648016_FIN.pdf	Adobe Acrobat...	12/15/2015 1:24 PM	6,932	17%	5,729	
MG61324155_PS79666741_FIN.pdf	Adobe Acrobat...	12/15/2015 1:24 PM	8,043	15%	6,833	
MG61324161_PS79666742_FIN.pdf	Adobe Acrobat...	12/15/2015 1:24 PM	7,157	17%	5,962	
MG61324165_PS79666752_FIN.pdf	Adobe Acrobat...	12/15/2015 1:24 PM	7,891	16%	6,659	
MG61324167_PS79666753_FIN.pdf	Adobe Acrobat...	12/15/2015 1:24 PM	7,892	16%	6,654	
MG61324339_PS79685176_FIN.pdf	Adobe Acrobat...	12/15/2015 1:24 PM	6,954	17%	5,753	
MG61324339_PS79685178_FIN.pdf	Adobe Acrobat...	12/15/2015 1:24 PM	6,987	18%	5,764	
MG61324340_PS79685177_FIN.pdf	Adobe Acrobat...	12/15/2015 1:24 PM	6,957	17%	5,741	
MG61324340_PS79685179_FIN.pdf	Adobe Acrobat...	12/15/2015 1:24 PM	6,981	17%	5,769	
MG61324363_PS79685205_FIN.pdf	Adobe Acrobat...	12/15/2015 1:24 PM	6,952	17%	5,752	
MG61324363_PS79685206_FIN.pdf	Adobe Acrobat...	12/15/2015 1:24 PM	6,987	17%	5,769	
MG61324373_PS79709905_FIN.pdf	Adobe Acrobat...	12/15/2015 1:24 PM	7,111	18%	5,846	
MG61324373_PS79709906_FIN.pdf	Adobe Acrobat...	12/15/2015 1:24 PM	6,792	18%	5,564	
MG61324373_PS79709907_FIN.pdf	Adobe Acrobat...	12/15/2015 1:24 PM	8,460	15%	7,167	
MG61324377_PS79685209_FIN.pdf	Adobe Acrobat...	12/15/2015 1:24 PM	6,957	18%	5,734	
MG61324377_PS79685210_FIN.pdf	Adobe Acrobat...	12/15/2015 1:24 PM	6,982	17%	5,773	
MG61324384_PS79709915_FIN.pdf	Adobe Acrobat...	12/15/2015 1:24 PM	7,110	18%	5,851	
MG61324384_PS79709916_FIN.pdf	Adobe Acrobat...	12/15/2015 1:24 PM	6,790	18%	5,564	
MG61324384_PS79709917_FIN.pdf	Adobe Acrobat...	12/15/2015 1:24 PM	8,458	15%	7,161	
MG61324449_PS79685213_FIN.pdf	Adobe Acrobat...	12/15/2015 1:24 PM	7,111	17%	5,915	
MG61324449_PS79685214_FIN.pdf	Adobe Acrobat...	12/15/2015 1:24 PM	7,151	17%	5,940	
MG61324570_PS79685232_FIN.pdf	Adobe Acrobat...	12/15/2015 1:24 PM	6,915	17%	5,719	
MG61324570_PS79685234_FIN.pdf	Adobe Acrobat...	12/15/2015 1:24 PM	6,947	17%	5,754	

- ❑ eDoc requirements for A/B Testing will be covered on special session of UG1 next week

- ❑ USPS has been extensively testing Mailer Scorecard internally
- ❑ Reaching out to select mailers to validate there are no additional issues
- ❑ After validation, USPS will notify the industry that scorecard is ready for use
- ❑ Any remaining open issues will be posted to RIBBS
- ❑ Report any anomalies to the USPS Help Desk for investigation

(800) 522-9085

[postalone@email.usps.gov](mailto:postalone@email.usps.gov)

- ❑ Currently in discussion to release the Federal Register notice from Jim Wilson's office separately from the census message Federal Register Notice

- ❑ The Industry has requested two changes to improve Start-The-Clock (STC)
  - Use facility arrived time vs. unload start time
  - Address the impact of delays on multi-Stop appointments
- ❑ USPS Operations has started instructing dock employees to log appointment arrivals on the truck arrival time at the facility
  - SV devices support appointment arrival before the truck is at a dock door
  - Arrival time will be recorded as the time the driver checks in with the dock employee
  - Field was notified during peak, communication will continue
  - Please contact the FAST help desk if there are any issues with the new process
- ❑ System uses the original appointment time when a multi-stop appointment is delayed at an earlier stop beyond USPS allowed unload duration.
  - This will only apply to appointments created as multi-stop in FAST

- ❑ While in Seamless Parallel, mailers should adjust processed whenever possible to include all barcoded piece in eDoc
- ❑ For any remaining barcoded pieces that can't be included in the eDoc, the USPS and mailer will have a joint process to identify the reasons and piece count
  - Mailer: Provide reasons to USPS for why barcoded pieces could not be included in eDoc
  - Mailer: Create process to count barcoded pieces not in eDoc
  - USPS: Validate mailer process to identify barcoded pieces not in eDoc
    - Review sample of physical mailpieces
    - Observe process to count barcoded pieces not in eDoc
    - Confirm mailer provided count is accurate
- ❑ Approve mailer transition to Seamless
- ❑ Monthly, mailer must provide monthly count of barcoded pieces not in eDoc
  - Count of pieces by reason established during initial process validation
- ❑ Periodic audit of mailer process to count barcoded pieces not in eDoc

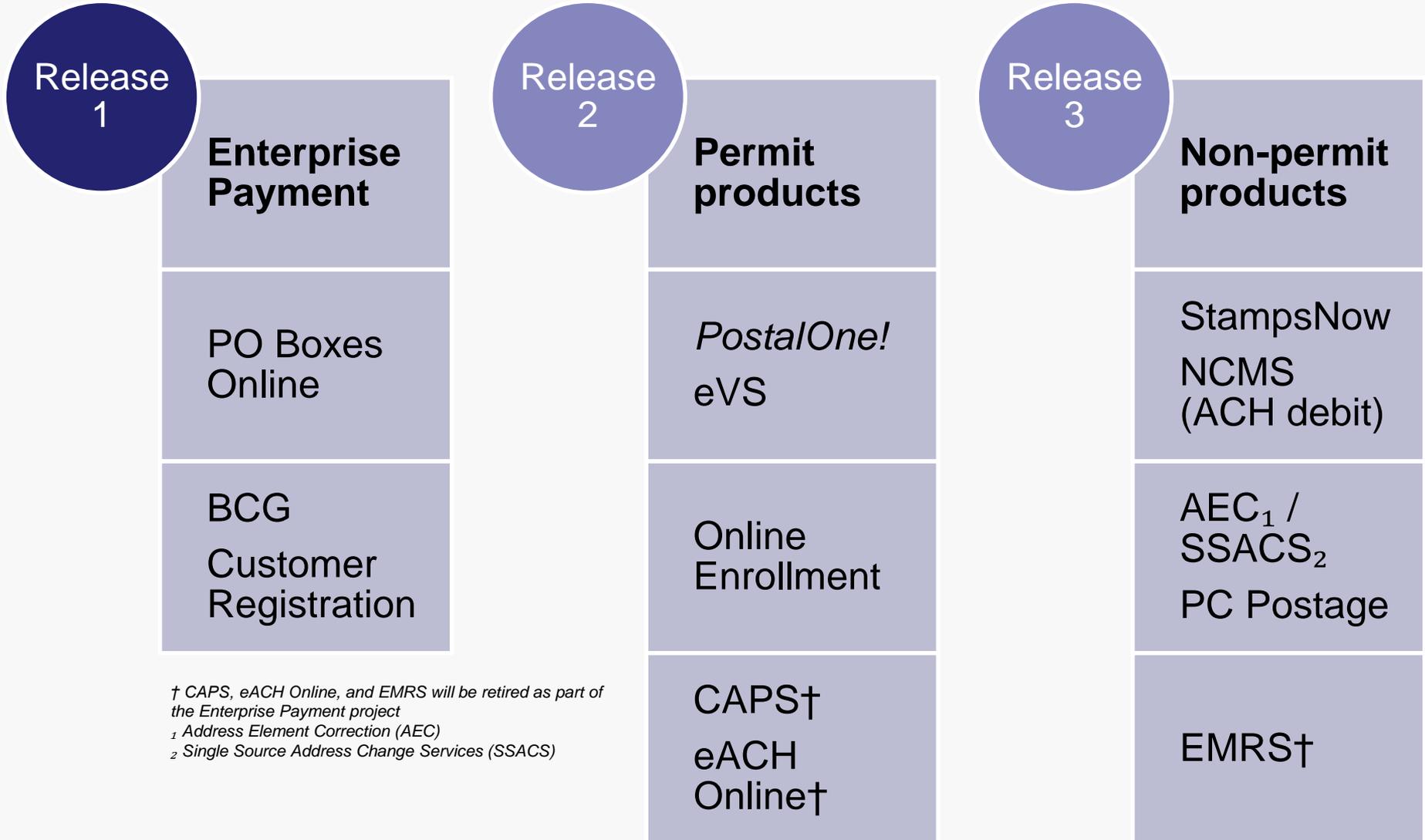
- ❑ How does Seamless Acceptance handle undocumented pieces caused by outages or upload failures?
  - If a file is uploaded within 10 days of the scan occurring the system will automatically re-associate the IMb to the eDoc. The undocumented piece will be removed from the Mailer Scorecard reports and assessments.
  - If a file is uploaded between 10 days and 30 days assuming it's prior to the 10<sup>th</sup> of the month data is manually recast and the system will reassociate the IMb to the eDoc. The undocumented piece will be removed from the Mailer Scorecard reports and assessments
  - If a file is uploaded outside of 30 days or past the 10<sup>th</sup> data cannot be recast. A list of job numbers, including piece counts, will be provided to a BMS Analyst by the *PostalOne!* team. The analyst will work with individual mailers to reduce assessment charges (i.e. undocumented). These pieces would not be removed from the Mailer Scorecard or the Postage Assessment report
  - If a file cannot be uploaded to *PostalOne!* at all the data cannot be recast. Mailers must report these instances to the Help Desk and a ticket will be assigned. A list of job numbers, including piece counts, will be provided to a BMS Analyst by the *PostalOne!* Help Desk. The analyst will work with individual mailers to reduce assessment charges (i.e. undocumented). These pieces would not be removed from the Mailer Scorecard or the Postage Assessment report

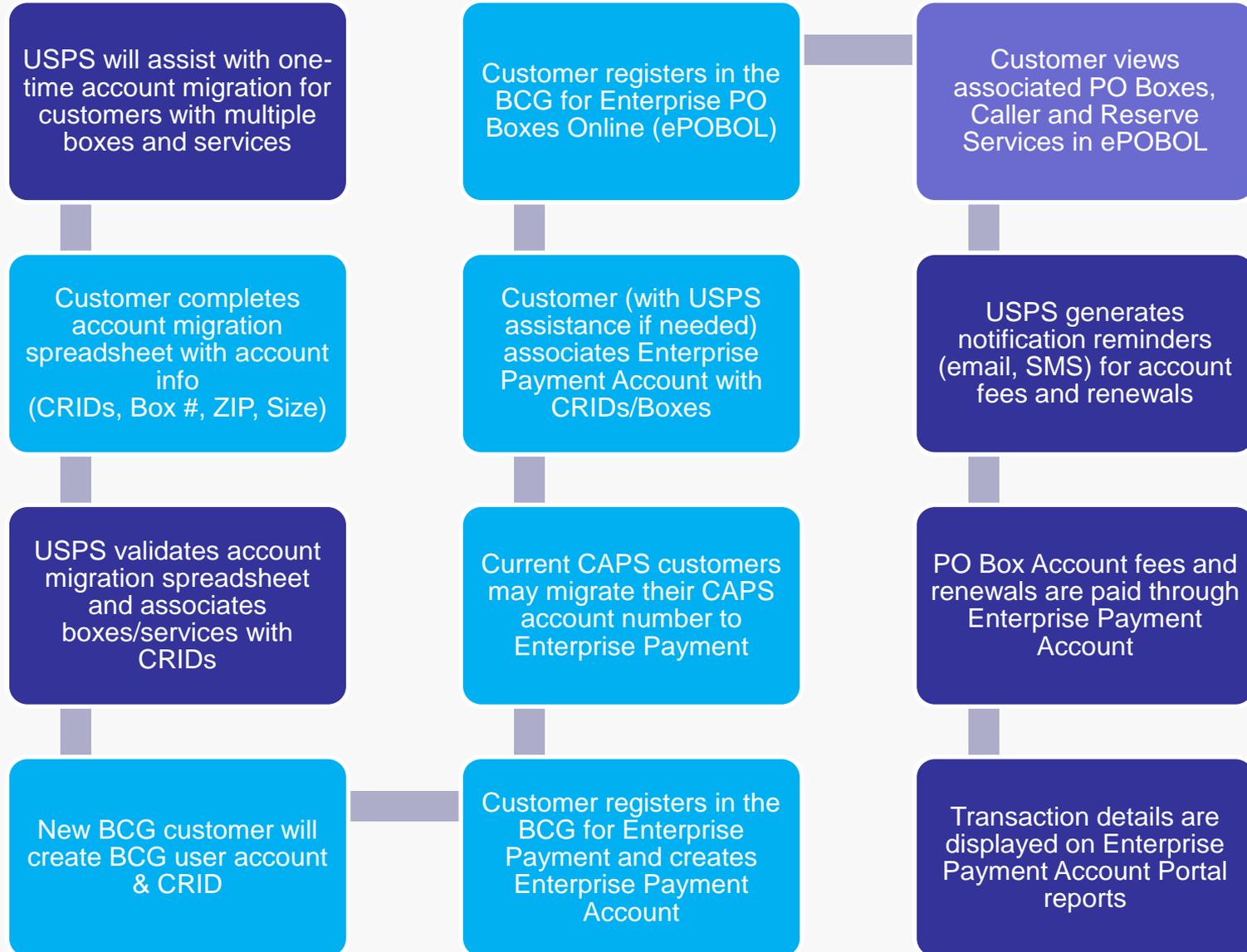
- ❑ In the event of a system outage:
  - If there is a system outage around the 10<sup>th</sup> of the month and processing of data has not finalized- what is our process going to look like
    - USPS has the ability to hold the assessment generation. Notification will be sent to the industry alerting them of the delay in assessments.
    - Assessments will be generated once system processing is caught up

- ❑ **How it works:** Regardless of mailing size, Mail Service Providers (MSPs) that provide mail volume to other MSPs are still required to meet the By/For requirement if the mail volume provided to the second MSP is part of a mailing over 5,000 pieces prepared by the first MSP
- ❑ **For example:**
  - A well-known bank (large volume mailer) plans to mail 10,000 pieces. The bank provides all 10,000 pieces to “MSP A”. “MSP A” mails 9,000 of the pieces and provides 1,000 pieces to “MSP B” for preparation
  - The Mail Owner must be identified in the eDoc by “MSP A”. If “MSP B” is aware that the 1,000 pieces provided by “MSP A” were from a mailing over 5,000 pieces (large volume mailer), or if “MSP B” is aware that the “bank” generally mails more than 5,000 pieces in a mailing they are required to provide Mail Owner information for those 1,000 pieces
- ❑ **Exception:** Mail owner information does not have to be provided when fewer than 5,000 pieces are in a mailing for a Mail Owner. For Nonprofit prices, a Mail Owner must be identified for every mailpiece claiming the Nonprofit rate

- Evaluating Q1 Results
- Targeted for early April
- At least 45 days notice
- Price cell changes only

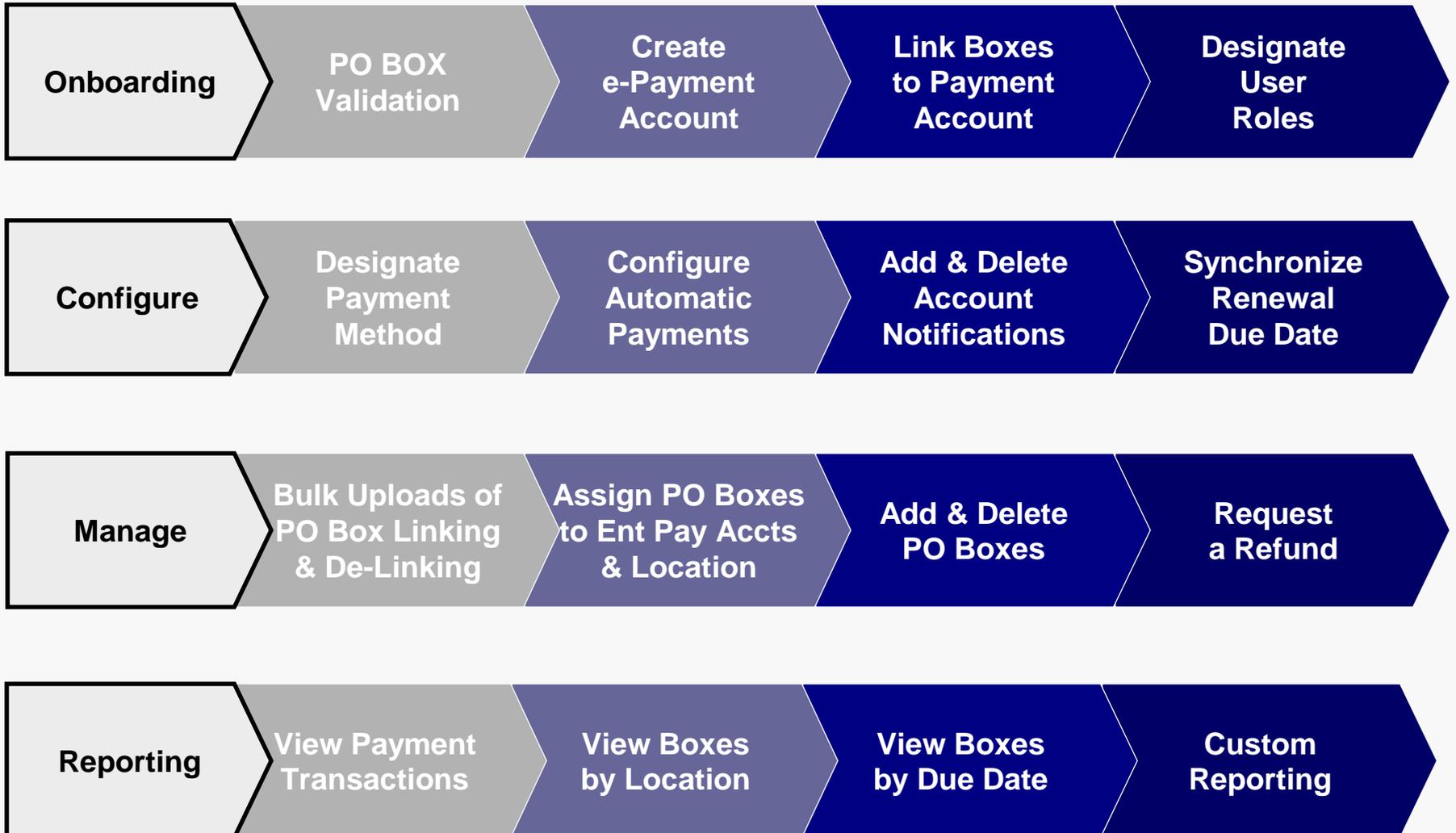
- ❑ USPS is upgrading its payment architecture for ACH payments. USPS will acquire and implement software, equipment, and services to establish a secure, self-service account management platform and centralized payment system for commercial customers. The new system will provide a comprehensive view of customer reports through a secure online portal and support multi-user access via unique log-in credentials.
- ❑ Impact on other issues/Procedures:
  - CAPS
  - PostalOne!
  - Mail Owners and Mail Service Providers
- ❑ Desired Results include Industry feedback related to the following:
  - access to and design of the online account management and reporting features
  - process for migrating existing payment accounts to the new system
  - process of onboarding new users
  - development of customer educational materials





- ❑ Once you have an Enterprise Payment Account(s), you need to associate your Payment Account(s) with your box(es)
  1. Use the final spreadsheet from USPS and ensure all boxes have been validated. Delete any rows that have not been validated.
  2. Fill out the Enterprise Payment Account column for each box using the new Enterprise Payment Account(s) you've just created
  3. Send this spreadsheet to the Migration Team
  4. The Migration Team will manually link your boxes to the Payment Accounts you've provided
    - The Migration Team will inform you when the migration is complete and you are able to start managing your boxes online

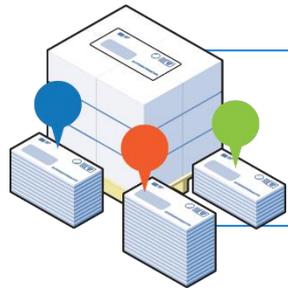
Completed by the Customer					Completed by the USPS Migration Team			
Step 1					Step 3			
Company Name	ZIP Code	Box #	Box Size	CRID	Enterprise Payment Account #	EPOBOL Validated?	Cust Reg Validated?	Error Reason
BANK OF AMERICA	10101	10136	C	100001	1234567891	Y	Y	
BANK OF AMERICA	10101A	10137	C	100001	1234567891	Y	Y	



- Payment Modernization Work Group #173 Leads
  - Industry
    - Michelle Hilston [mhilston@csinc.com](mailto:mhilston@csinc.com)
    - John Whittington [John.Whittington@timeinc.com](mailto:John.Whittington@timeinc.com)
  - USPS
    - John Byrne [John.P.Byrne@usps.gov](mailto:John.P.Byrne@usps.gov)
    - Jennifer Howard [Jennifer.L.Howard@usps.gov](mailto:Jennifer.L.Howard@usps.gov)
  - Meetings
    - Bi-weekly: 11 am Eastern Wednesday (next meeting 1/20)
    - Face-to-Face: 8:30-10 am Thursday 1/14, 1P410

## Mailer Scorecard Status

## Full Service



### Industry Testing 1/31

- ✓ Same data set for error count, drills, and postage assessment
- ❖ Pieces in Error vs Errors
- ❖ Missing Detailed Errors in Combined Mailing
- ❖ Mail Owner Scorecard – Missing Errors
- ❖ Rounding Errors over Threshold

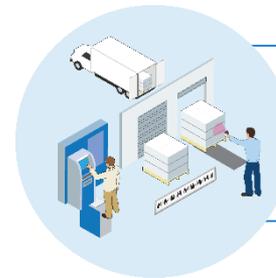
## eInduction



### Industry Testing 1/17

- ✓ Postage statement cancellation
- ✓ Colocated DDU containers
- ❖ Payment error with multiple mailings

## Seamless



### Industry Testing 1/31

- ✓ Same data set for error count, drills, and postage assessment
- ✓ Exclude barcode ID 93 from undocumented
- ❖ Multi-million piece metered mailings

## Mailer Scorecard

DECEMBER 2015

		Verifications		
Mailer Profile	Electronic Verification	eInduction	Seamless	SPM
<input checked="" type="radio"/> # Metrics	<input type="radio"/> # Trending	<input type="radio"/> % Metrics	<input type="radio"/> % Trending	
<b>Electronic Verifications</b>				
<b>eDoc Submitter</b>	Total	4430796	<b>AUTOMATED MAILING SYSTEMS</b>	
# Containers processed for eDoc validations	11	11		
# Handling Units processed for eDoc validations	70	70		
# Bundles processed for eDoc validations	90	90		
# Pieces processed for eDoc validations	7,606	7,606		
# Full-Service Containers processed for eDoc validations	3	3		
# Full-Service Handling Units processed for eDoc validations	17	17		
# Full-Service Orphan Handling Units processed for eDoc validation	--	--		
# Full-Service Pieces processed for eDoc validations	5,551	5,551		
<b>Full-Service Verifications</b>				
# MID Container Errors	--	--		
# Containers with MID Errors	--	--		
# MID HU Errors	--	--		
# HUs with MID Errors	--	--		
# MID Piece Errors	--	--		
# Pieces with MID Errors	--	--		
# STID Errors	--	--		
# Pieces with STID Errors	--	--		
# By/For Errors	9,982	9,982		
# Pieces with By/For Errors	4,991	4,991		
# Barcode Uniqueness Container Errors	--	--		
# Containers with Barcode Uniqueness Errors	--	--		
# Barcode Uniqueness HU Errors	--	--		
# HUs with Barcode Uniqueness Errors	--	--		
# Barcode Uniqueness Piece Errors	--	--		
# Pieces with Barcode Uniqueness Errors	--	--		
# Entry Facility Container Errors	--	--		
# Containers with Entry Facility Errors	--	--		
# Entry Facility HU Errors	N/A	N/A		
# HUs with Entry Facility Errors	N/A	N/A		
# Unlinked Copal Tray Errors	--	--		
# HUs with Unlinked Copal Errors	--	--		
Total Additional Postage Due (Full-Service Electronic) - Info Only	\$4.71	\$4.71		
# Early Scheduled Ship Date Warnings	N/A	N/A		
# DMU Verified USPS Transported Containers	--	--		
# Default Tray Barcode Warnings	--	--		
# Unlinked Copal Tray Warnings	--	--		
# Unlinked Copal Bundle Warnings	340	340		

## Mailer Scorecard

DECEMBER 2015

		Verifications		
Mailer Profile	Electronic Verification	eInduction	Seamless	SPM
<input type="radio"/> # Metrics	<input type="radio"/> # Trending	<input checked="" type="radio"/> % Metrics	<input type="radio"/> % Trending	
<b>Electronic Verifications</b>				
<b>eDoc Submitter</b>	Total	4430796	<b>AUTOMATED MAILING SYSTEMS</b>	
# Containers processed for eDoc validations	11	11		
# Handling Units processed for eDoc validations	70	70		
# Bundles processed for eDoc validations	90	90		
# Pieces processed for eDoc validations	7,606	7,606		
# Full-Service Containers processed for eDoc validations	3	3		
# Full-Service Handling Units processed for eDoc validations	17	17		
# Full-Service Orphan Handling Units processed for eDoc validation	--	--		
# Full-Service Pieces processed for eDoc validations	5,551	5,551		
<b>Full-Service Verifications</b>				
% Containers with MID Errors	--	--		
% HUs with MID Errors	--	--		
% Pieces with MID Errors	--	--		
% Pieces with STID Errors	--	--		
% Pieces with By/For Errors	89.91%	89.91%		
% Containers with Barcode Uniqueness Errors	--	--		
% HUs with Barcode Uniqueness Errors	--	--		
% Pieces with Barcode Uniqueness Errors	--	--		
% Containers with Entry Facility Errors	--	--		
% HUs with Entry Facility Errors	N/A	N/A		
% HUs with Unlinked Copal Errors	--	--		
% Early Scheduled Ship Date Warnings	N/A	N/A		
% Default Tray Barcode Warnings	--	--		
% Unlinked Copal Tray Warnings	--	--		
<b>Move/Update Verifications</b>				
Type of Move/Update verification	N/A	Automated		
% COA Errors	--	--		
<b>Entry Point Validations -- Info Only</b>				
% eDoc/Appointment Entry Point Mismatch	--	--		
% No Valid MDF Match	--	--		
% Out of Date MDF Match	--	--		
<b>eDoc Nesting/Sortation Validations -- Info Only</b>				
% CSA Container Errors	--	--		
% Minimum Piece Count/Weight Bundle Errors	--	--		
% Rate Category Bundle Errors	--	--		
% Destination ZIP Code HU Errors	--	--		
% Depth of Sort HU Errors	--	--		
% Minimum Piece Count/Weight HU Errors	--	--		

<b>Field</b>	<b>Description</b>
# of Errors vs # of Pieces in Errors	<p>In some cases, the number of errors does not match the number of pieces/HUs/containers in error when it should.</p> <p>Those two values should always match for Unlinked Copal, MID, STID, and Entry Facility errors. Those two values may not match for by/for or barcode uniqueness when more than one error is logged on a piece/HU/container.</p> <p>Drill reports from the mailer scorecard will reflect the numb. The assessment amount will reflect the number of pieces/HUs/containers in error of errors. (3630)</p>
Detailed Errors	Detailed full-service errors are missing in the detailed error report for all but one postage statements in a combined mailing. All errors are included in the mailer scorecard, errors by error type report, and job error type report. (3694)
Detailed Errors - Mail Owner & Mail Owner Scorecard	Mail owner information is missing in the detailed error report and full-service errors are missing on the Mail Owner scorecard when a mailing receives By/For Error 7110 and did not have any Mail Owner information on the mail.dat .mpa file. (3633)
Mail Owner/Mail Preparer Scorecard	Mail Owner/Mail Preparer scorecard is missing full-service errors for a mailing when the mailing was processed on multiple threads within SASP. These errors will be visible on the eDoc submitter scorecard. (3675)
Postage Assessment	Postage assessment incorrectly counts partial errors over threshold. The system should only include full errors to determine how many errors exceeded the threshold and should be included in the postage assessment calculation. (3579)
MID & STID	Mail Owner scorecard does not include STID and MID errors when the mail owner is identified using a publication number. On the eDoc Submitter scorecard, the Mail Owner will not be displayed at the detailed error level for STID and MID errors when the mail owner was identified using a publication number. (3711)

## Mailer Scorecard

DECEMBER 2015

Verifications				
Mailer Profile	Electronic Verification	eInduction	Seamless	S
<input checked="" type="radio"/> # Metrics	<input type="radio"/> # Trending	<input type="radio"/> % Metrics	<input type="radio"/> % Trending	
<b>Seamless</b>				
Data displayed for a Seamless Parallel or non-				

eDoc Submitter	Total	4430796
		<b>AUTOMATED MAILING SYSTEMS</b>
CRID Seamless Status	N/A	Inactive
# Seamless Acceptance Jobs	4	4
# Containers processed for Seamless validations	2	2
# Handling Units processed for Seamless validations	14	14
# Pieces processed for Seamless validations	4,998	4,998
# Seamless Acceptance Jobs not Auto-Finalized	4	4
# Seamless Documented Piece Scans	--	--
# Adjusted Seamless Documented Piece Scans	--	--
# Undocumented Pieces	--	--
# Nesting/ Sortation Piece Errors (MPE)	--	--
# Delivery Point Piece Errors	107	107
<b>Sampling Verifications</b>		
# Containers Sampled	--	--
# Handling Units Sampled	--	--
# Pieces Sampled	--	--
# Weight Piece Errors	N/A	N/A
# Postage Piece Errors	N/A	N/A
# Mail Characteristic Piece Errors	N/A	N/A
# Barcode Quality Piece Errors	N/A	N/A
<b>Sampling Validations - Info Only</b>		
# Nesting/ Sortation Container Warnings	N/A	N/A
# Nesting/ Sortation Handling Unit Warnings	N/A	N/A
# Nesting/ Sortation Piece Warnings	N/A	N/A

## Mailer Scorecard

DECEMBER 2015

Verifications				
Mailer Profile	Electronic Verification	eInduction	Seamless	S
<input type="radio"/> # Metrics	<input type="radio"/> # Trending	<input checked="" type="radio"/> % Metrics	<input type="radio"/> % Trending	
<b>Seamless</b>				
Data displayed for a Seamless Parallel or non-				

eDoc Submitter	Total	4430796
		<b>AUTOMATED MAILING SYSTEMS</b>
CRID Seamless Status	N/A	Inactive
% Seamless Acceptance Jobs	22.22%	22.22%
# Containers processed for Seamless validations	2	2
# Handling Units processed for Seamless validations	14	14
# Pieces processed for Seamless validations	4,998	4,998
% Volume Seamless Acceptance	65.71%	65.71%
Sampling Quality Score	N/A	50.00%
% Seamless Acceptance Jobs not Auto-Finalized	100.00%	100.00%
Piece Scan Rate	N/A	N/A
Adjusted Piece Scan Rate	N/A	N/A
% Undocumented Pieces	N/A	N/A
% Nesting/ Sortation Piece Errors (MPE)	--	--
% Delivery Point Piece Errors	2.14%	2.14%
<b>Sampling Verifications</b>		
# Containers Sampled	--	--
# Handling Units Sampled	--	--
# Pieces Sampled	--	--
% Weight Piece Errors	N/A	N/A
% Postage Piece Errors	N/A	N/A
% Mail Characteristic Piece Errors	N/A	N/A
% Barcode Quality Piece Errors	N/A	N/A
<b>Sampling Validations - Info Only</b>		
% Nesting/ Sortation Container Warnings	N/A	N/A
% Nesting/ Sortation Handling Unit Warnings	N/A	N/A
% Nesting/ Sortation Piece Warnings	N/A	N/A

<b>Field</b>	<b>Description</b>
Summary, Drills, Assessments	Use the same data set for scorecard error counts, drills, and rolling postage assessment (3450)
Nesting/Sortation (MPE)	Do not update nesting/sortation (MPE) errors after the 10 <sup>th</sup> day of the next month (3578)
Undocumented	Exclude mailpiece scans with barcode ID 93 from undocumented when the MID and Serial Number were provided in eDoc (8237)

<b>Field</b>	<b>Description</b>
Undocumented	Performance issue causing delays when importing large (multi-million piece) mail.dat jobs may cause undocumented pieces to temporarily appear on the mailer scorecard. (8462/3610)

<div style="background-color: #003366; color: white; padding: 5px; display: inline-block;"> <b>Mailer Scorecard</b> </div> <span style="margin-left: 20px;"><b>DECEMBER 2015</b></span>					
Verifications					
Mailer Profile	Electronic Verification				
eInduction	Seamless				
SP					
<input checked="" type="radio"/> # Metrics <input type="radio"/> # Trending <input type="radio"/> % Metrics <input type="radio"/> % Trending					
<b>eInduction</b>					
<b>eDoc Submitter</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 50%;">Total</th> <th style="width: 50%;">4430796</th> </tr> <tr> <td colspan="2" style="text-align: center; color: blue;">AUTOMATED MAILING SYSTEMS</td> </tr> </table>	Total	4430796	AUTOMATED MAILING SYSTEMS	
Total	4430796				
AUTOMATED MAILING SYSTEMS					
CRID eInduction Status	Active Active				
# eInduction Containers Accepted	5 5				
# eInduction Container Scans Pending eDoc	-- --				
# eInduction Misshipped Errors	-- --				
# eInduction Duplicate Barcode Errors	-- --				
# eInduction Payment Errors	-- --				
# eInduction Entry Point Discount (EPD) Errors	-- --				
# eInduction Zone Discount Errors	-- --				
# eInduction Undocumented Containers	-- --				
Total Additional Postage Due (eInduction) - Info Only	-- --				

<div style="background-color: #003366; color: white; padding: 5px; display: inline-block;"> <b>Mailer Scorecard</b> </div> <span style="margin-left: 20px;"><b>DECEMBER 2015</b></span>					
Verifications					
Mailer Profile	Electronic Verification				
eInduction	Seamless				
SP					
<input type="radio"/> # Metrics <input type="radio"/> # Trending <input checked="" type="radio"/> % Metrics <input type="radio"/> % Trending					
<b>eInduction</b>					
<b>eDoc Submitter</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 50%;">Total</th> <th style="width: 50%;">4430796</th> </tr> <tr> <td colspan="2" style="text-align: center; color: blue;">AUTOMATED MAILING SYSTEMS</td> </tr> </table>	Total	4430796	AUTOMATED MAILING SYSTEMS	
Total	4430796				
AUTOMATED MAILING SYSTEMS					
% eInduction Misshipped Errors	-- --				
% eInduction Duplicate Barcode Errors	-- --				
% eInduction Payment Errors	-- --				
% eInduction Entry Point Discount (EPD) Errors	-- --				
% eInduction Zone Discount Errors	-- --				
% eInduction Undocumented Containers	-- --				

<b>Field</b>	<b>Description</b>
Shipping Summary Report	Include the facility name in addition to the locale key (BNS 378)  Add columns to display any post-induction assessable errors including misshipped, zone, EPD, payment, and duplicate (BNS 378)
Postage Statement Cancellation	Allow mailers to cancel a portion of a postage statement (8317)  Handle container-level cancel and update submissions when sent in under the recommended time period (30 minutes) (8483)
Zone	Skip zone verification when the container is marked as “N” in the Accept Misshipped field, container was incorrectly accepted at a misshipped entry location, and the container does not include a Continuous MID (8513)
Postage Assessment	Correctly calculate zone and EPD postage when a non-DDU container is inducted at a site that is co-located with a DDU (8677)  Correctly calculate payment postage due when multiple non-finalized sibling containers receive an unload scan at the same timestamp (HH24:MI:SS) (8687)

1/17

<b>Field</b>	<b>Description</b>
Payment	Payment errors are logged incorrectly when a container is included on multiple mailings, one of which has a postage statement for the container that has been finalized
March	
<b>Field</b>	<b>Description</b>
Postage Assessment	Low Postage Assessment amount for extra containers with a MID from a co-palletized eDoc submitter CRID



# MTAC Payment and Acceptance

**January 2016**

**Package Services**

## ❑ **Action Items Review**

## ❑ **Pulse of the Industry**

- IMpb – eVS
- IMpb – non-eVS
- Metrics
- Contingency
- Refund Requests

## ❑ **USPS Updates**

- Exigency Rollback
- Enterprise Payment

Action Item	Response / Corrective Action / Update
<p>Review CEW file creation and specifications. John M. (DHL) indicates that PTR is including field lengths that are in excess of 60 characters when the maximum field length is 60.</p>	<p>Slide follows</p>
<p>The Postal Service has requested the industry to provide the process they currently use to acquire Bulk MIDs and later notify the postal service when these are assigned to mail owners. (Industry members)</p> <ul style="list-style-type: none"> <li>•Explain how MIDs are obtained</li> <li>•How are MIDs activated?</li> <li>•What file format is used to send to the NCSC for MID activation?</li> </ul> <p>Recommendation on how they will improve the mailer owner identification across postal systems</p>	<p>Slide follows</p>
<p>Look into un-manifested process flowing after 10th of the month</p>	<p>Slide follows</p>
<p>Vicki will review un-manifest process and concerns raised by the industry. Hold individual conversation with industry members.</p>	<p>Review End of Month Reconciliation Process with industry members is on-going</p>

- ❑ Deployed January 5<sup>th</sup> with 6.0 release

Change #	Title	Details
1172	CEW Long Message Fix	The confirmation error/warning (CEW) report that is sent to eVS for each mailer is a comma delimited file. The maximum length of an error/warning message is 60 characters. The Start The Clock Time Format is being changed because the 214 EDI segment can not process the format of HHMMxx.

## Current Process for Requesting Bulk MIDs for eVS

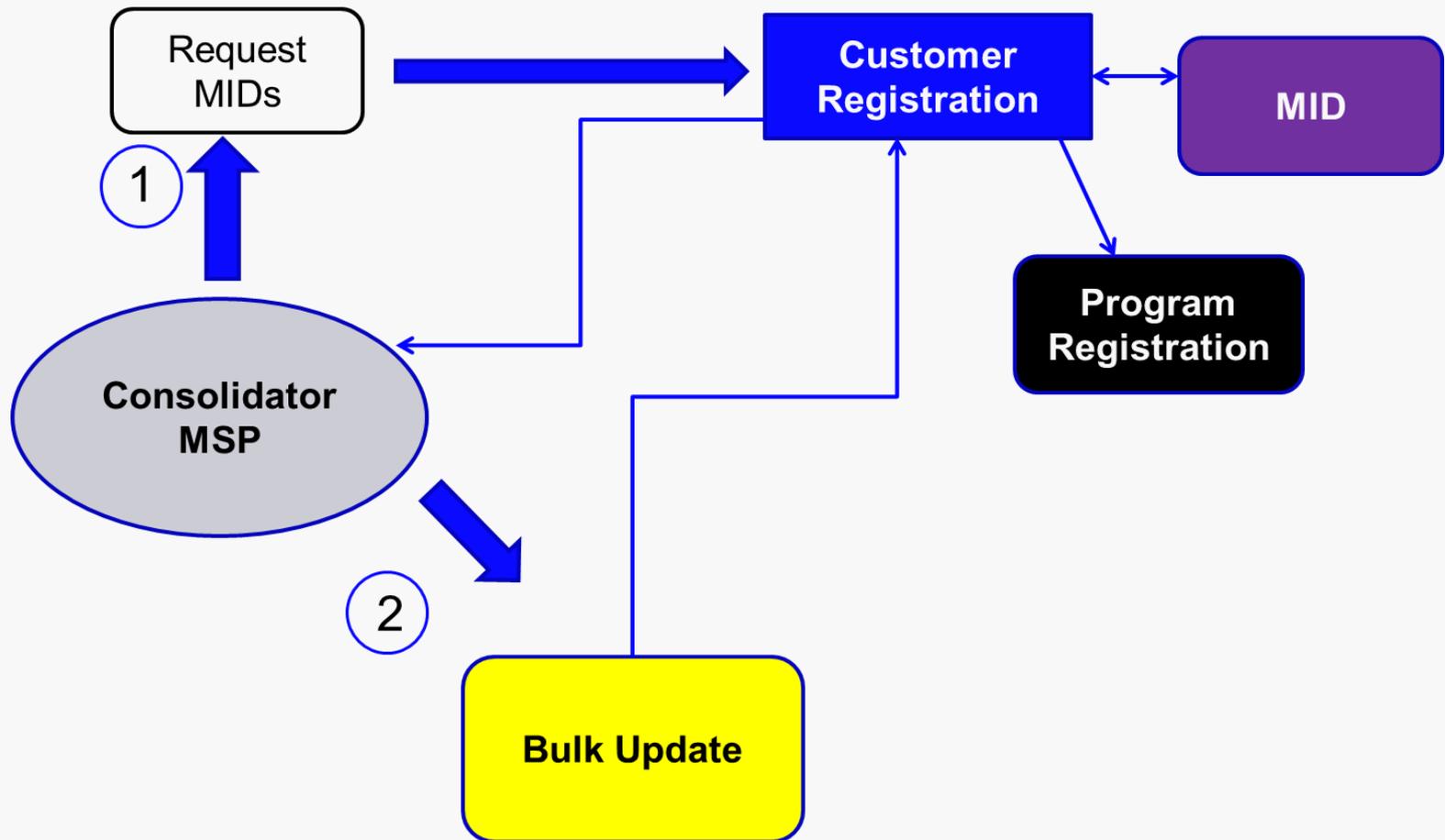
- Industry Bulk MIDs assignment feedback as follows:

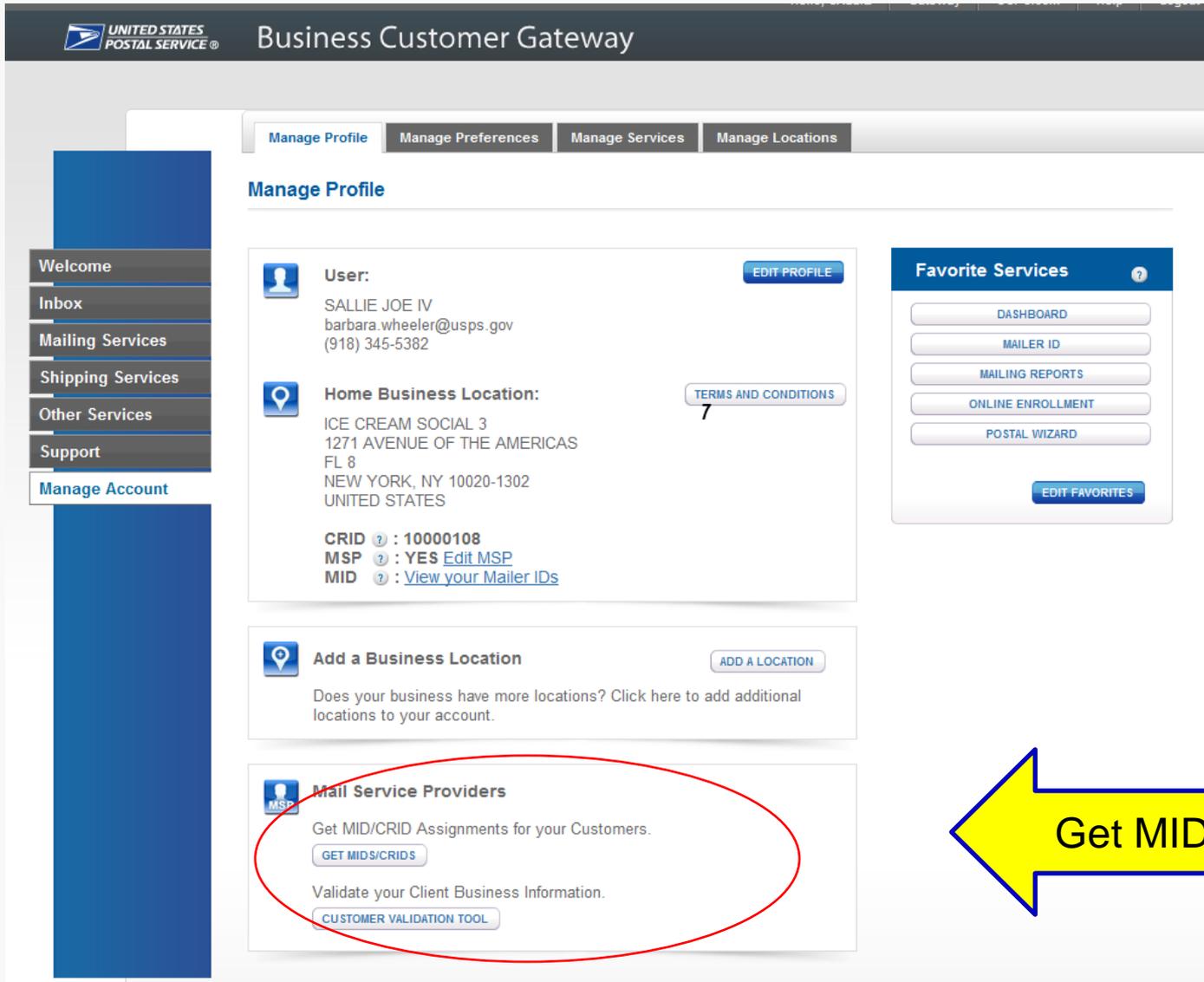


- To assign the MIDs to clients



- ❑ Proposed Changes to the Current Process (proposed for June 2016) for the Bulk MID Requests & Updates





**UNITED STATES  
POSTAL SERVICE®** Business Customer Gateway

Manage Profile | Manage Preferences | Manage Services | Manage Locations

### Manage Profile

**User:** [EDIT PROFILE](#)  
SALLIE JOE IV  
barbara.wheeler@usps.gov  
(918) 345-5382

**Home Business Location:** [TERMS AND CONDITIONS](#)  
ICE CREAM SOCIAL 3  
1271 AVENUE OF THE AMERICAS  
FL 8  
NEW YORK, NY 10020-1302  
UNITED STATES

**CRID** ⓘ : 10000108  
**MSP** ⓘ : YES [Edit MSP](#)  
**MID** ⓘ : [View your Mailer IDs](#)

### Favorite Services

[DASHBOARD](#)  
[MAILER ID](#)  
[MAILING REPORTS](#)  
[ONLINE ENROLLMENT](#)  
[POSTAL WIZARD](#)  
[EDIT FAVORITES](#)

**Add a Business Location** [ADD A LOCATION](#)  
Does your business have more locations? Click here to add additional locations to your account.

**Mail Service Providers**  
Get MID/CRID Assignments for your Customers.  
[GET MIDS/CRIDS](#)  
Validate your Client Business Information.  
[CUSTOMER VALIDATION TOOL](#)

**Get MID**

- ❑ Here, you can choose to make a request for MIDs and CRIDs or you can look up MIDs and CRIDs
  - In the subsequent pages, we'll first review all the individual options and then turn to the Bulk Request options

## Requests for MIDs and CRIDs

### Select the type of request:

#### CRID

- Users will provide a company name and address and the system will return a CRID

[Individual Request >](#) [Bulk Request >](#)

#### Mailer ID (MID)

- Users will provide a CRID and the system will provide the list of Mailer IDs associated with this CRID or will provide a new Mailer ID

[Individual Request >](#) [Bulk Request >](#)

#### CRID and MID

- Users will provide a Company Name and Address, and the system will provide a CRID and a MID

[Individual Request >](#) [Bulk Request >](#)

#### **Package MID**

[Bulk Request>](#) [Bulk Update>](#)

[Business Customer Gateway](#)

### Select the type of look-up:

#### CRID Look-Up

- Users will provide a CRID and the system will return the corresponding Company Name and Address

[Individual Request >](#) [Bulk Request >](#)

#### MID Look-Up

- Users will provide a Mailer ID and the system will return a corresponding CRID plus its Company Name and Address

[Individual Request >](#) [Bulk Request >](#)

### Your Latest Requests

## Request a Block Of Mailer IDs

**Enter the number of MIDs requested for the block assigned to your company (limit 5,000 per request)**

**Enter Number of  
\* MIDs Requested** 

Cancel

Request

## ❑ Request for MIDs and CRIDS

### Select the type of request:

#### CRID

- Users will provide a company name and address and the system will return a CRID

[Individual Request >](#) [Bulk Request >](#)

#### Mailer ID (MID)

- Users will provide a CRID and the system will provide the list of Mailer IDs associated with this CRID or will provide a new Mailer ID

[Individual Request >](#) [Bulk Request >](#)

#### CRID and MID

- Users will provide a Company Name and Address, and the system will provide a CRID and a MID

[Individual Request >](#) [Bulk Request >](#)

#### **Package MID**

[Bulk Request>](#) [Bulk Update>](#)

[Business Customer Gateway](#)

### Select the type of look-up:

#### CRID Look-Up

- Users will provide a CRID and the system will return the corresponding Company Name and Address

[Individual Request >](#) [Bulk Request >](#)

#### MID Look-Up

- Users will provide a Mailer ID and the system will return a corresponding CRID plus it's Company Name and Address

[Individual Request >](#) [Bulk Request >](#)

### Your Latest Requests ?

#### **Bulk MID Request**

20130711120006-35  
J405-36  
Jul 11 12:00:06 20130711120006-35  
Jul 10 07:46:53 20130710074653-22  
Jul 10 07:42:35 20130710074235-21

#### **Bulk MID Update**

20130712074544-47  
20130712073327-46  
20130712073103-45  
20130712072400-44  
20130711102847-33  
Jul 12 07:45:44 20130712074544-47  
Jul 12 07:33:27 20130712073327-46  
Jul 12 07:31:03 20130712073103-45  
Jul 12 07:24:00 20130712072400-44  
Jul 11 10:28:47 20130711102847-33

## Bulk Upload Requests

### Select the Type of Bulk Upload:

Type	Required Input and Format
<input checked="" type="radio"/> CRID	Company Name and Address ?
<input type="radio"/> CRID Look-up	CRID number ?
<input type="radio"/> MID	CRID ?
<input type="radio"/> MID Look-up	MID Number ?
<input type="radio"/> CRID and MID	Company Name and Address ?

### Upload a File

**Enter Information**  
\* Indicates a required field

\*Choose your file

### Bulk Upload Request Questions?

Please click the link for more information:  
[Detailed instructions and file layouts](#)

Estimated Time to Process 100 records ▾

- Bulk requests allow a file upload to retrieve CRIDs and/or MIDs for up to 100 customers at a time
- The Basic process** is to create a file in the correct file layout format for each type and upload the file
  - Please review the detailed instructions for each file layout

- CRID REQUEST
- CRID LOOK-UP
- MID REQUEST
- MID LOOK-UP
- CRID AND MID REQUEST
- MID UPDATE**

### MID BULK UPDATE

Mailer ID	Company Name	Addr 1	Addr 2	Addr 3	City	State	Urban Code	Postal Code	Country
digits	50 characters maximum	50 characters maximum	50 characters maximum	50 characters maximum	50 characters maximum	2 characters max for U.S. address 50 character max for International	20 characters maximum	5-9 max for US addresses 50 max for International	Must be a valid USPS Country
Number used to reconcile input to output data	Required	Required		International addresses only	Required	Required for US addresses	Puerto Rico addresses only	Required for US addresses	Required

#### Validation:

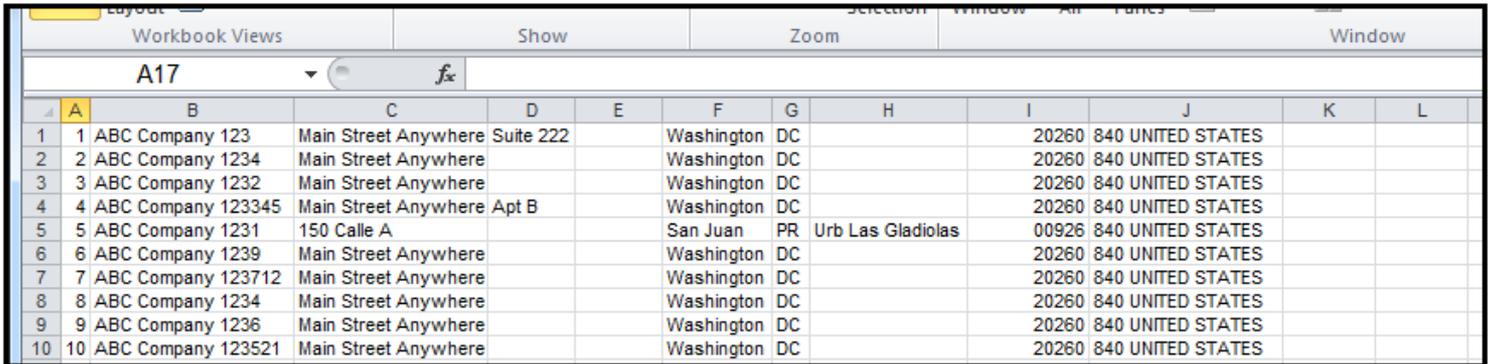
All fields will be validated to meet USPS standards. If any field of the record fails validation, the record will not be processed. An error message will be provided on the output screen so the field can be fixed and the record re-processed.

The USPS desires to ensure that all domestic addresses reflect valid mailing locations and use the Postal Service standard abbreviations and our ZIP+4 format. All addresses will be validated and if they do not pass USPS validation that record will not be processed. Addresses must have valid Country codes and U.S. addresses must have a valid State Code. A complete list of valid USPS countries and U.S. states are available:

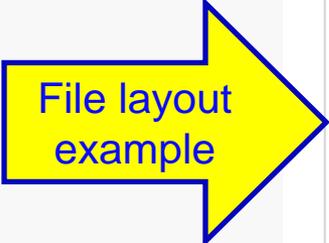
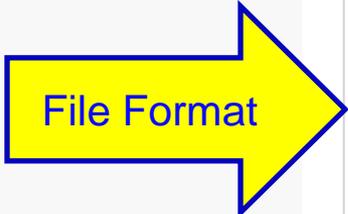
[Valid USPS Country List](#)   [Valid U.S. State List](#)

The Postal Service has reserved 7 CRIDs for its internal usage. We call these placeholder CRIDs. Those CRIDs are: 5155279, 5155323, 5155336, 5155360, 5198487, 5807691, and 8148017.

Example of how your formatted file will look in Microsoft Excel:



	A	B	C	D	E	F	G	H	I	J	K	L
1	1	ABC Company 123	Main Street Anywhere	Suite 222		Washington	DC		20260	840	UNITED STATES	
2	2	ABC Company 1234	Main Street Anywhere			Washington	DC		20260	840	UNITED STATES	
3	3	ABC Company 1232	Main Street Anywhere			Washington	DC		20260	840	UNITED STATES	
4	4	ABC Company 123345	Main Street Anywhere	Apt B		Washington	DC		20260	840	UNITED STATES	
5	5	ABC Company 1231	150 Calle A			San Juan	PR	Urb Las Gladiolas	00926	840	UNITED STATES	
6	6	ABC Company 1239	Main Street Anywhere			Washington	DC		20260	840	UNITED STATES	
7	7	ABC Company 123712	Main Street Anywhere			Washington	DC		20260	840	UNITED STATES	
8	8	ABC Company 1234	Main Street Anywhere			Washington	DC		20260	840	UNITED STATES	
9	9	ABC Company 1236	Main Street Anywhere			Washington	DC		20260	840	UNITED STATES	
10	10	ABC Company 123521	Main Street Anywhere			Washington	DC		20260	840	UNITED STATES	



- ❑ When you provide the list of addresses, the response will provide a list of valid matches and additional information

### Bulk MID Update

[More Info >](#)

8 found, displaying all items

1

MID	COMPANY	ADDR 1	ADDR 2	ADDR 3	CITY	STATE	URBAN	POSTAL CODE	COUNTRY	
4430082	ACCENTURE	8093 FAIRGROUNDS PKWY			SAN ANTONIO	TX		78238-4540	UNITED STATES	✓
4433904	SUNLIGHT	16428 GRANDE VISTA DR			DERWOOD	MD		20855-1914	UNITED STATES	✓
5155279										✗
5155360										✗
5807691										✗
8148017										✗
94545436	MARRIOTT HOTELS SAN JUAN	1309 AVE ASHFORD			SAN JUAN	PR	123	00907	UNITED STATES	✓
94545437	LONDON MARRIOTT HOTEL REGENTS PARK	128 KING HENRY'S ROAD			LONDON	ENGLAND		NW3 3ST	GREAT BRITAIN AND NORTHERN IRELAND	✓

Export options: [CSV](#) | [Excel](#) | [XML](#) | [PDF](#) | [RTF](#)

All results can be exported in multiple formats. Data exports occur page by page

I'm Finished

Look-Up more CRIDs

**Your Latest Requests ?****Bulk MID Request**

Jul 11 12:04:05 20130711120405-36  
Jul 11 12:00:06 20130711120006-35  
Jul 10 07:46:53 20130710074653-22  
Jul 10 07:42:35 20130710074235-21

**Bulk MID Update**

Jul 12 12:53:35 20130712125335-48  
Jul 12 07:45:44 20130712074544-47  
Jul 12 07:33:27 20130712073327-46  
Jul 12 07:31:03 20130712073103-45

- We store your results for 7 days
- We will send you a reminder message telling you when we will be deleting your files

From:  USPostalService@usps.com Sent: Fri 7/12/2013 9  
To:  Wheeler, Barbara - Washington, DC - Contractor  
Cc:  
Subject: Your United States Postal Service Online Account

In the past 7 days, you have used the MID-CRID upload process. The results of your file uploads are posted on the Business Customer Gateway. We save the results for 7 days. On Tuesday, July 16, 2013 we will be deleting those result files. If you haven't done so already, please save these reports for your records by visiting <https://reg.usps.com/cridMidRequests?app=EadminAPP&appURL=https://gateway.usps.com/bcg/login.htm>.

The following reports will be deleted:

- Report Type: ADD COMPANY, Number of Reports: 15
- Report Type: ADD CRID MID, Number of Reports: 2
- Report Type: ADD MID, Number of Reports: 3
- Report Type: CRID LOOKUP, Number of Reports: 1
- Report Type: MID LOOKUP, Number of Reports: 2

- ❑ Current process:
  - Unmanifested data flowing into system on or before the 10th of the month will be loaded in the previous month
  - Unmanifested data flowing into system after the 10th of the month will be loaded in the current month
  
- ❑ Proposed: (Tentatively scheduled for March 2016 )
  - Unmanifested data flowing into system on or before the 7th of the month will be loaded in the previous month
  - Unmanifested data flowing into system after the 7th of the month will be loaded in the current month
  
- ❑ End of Month Reconciliation Process review with industry members is ongoing

**❑ For eVS:**

- Prior to January – PTR will be giving the data to customers
- On January 17, 2016 – eVS will display data for the new quality thresholds
- Thresholds will be set to zero which will not be assessed

**❑ For non-eVS:**

- Prior to January – PTR will be giving the data to customers
- On January 17, 2016 – non-eVS summary data will flow to PostalOne but no assessments for new thresholds
- On February 1, 2016 – BMEU accessible reports; data refreshed every 15 minutes
  - non-eVS data will flow to PTR MicroStrategy reports
  - BMEU will provide data to non-compliant customers using these reports
- In Spring 2016 – customer/BMEU accessible reports; data refreshed every 15 minutes
  - non-eVS detailed data on non-compliant packages provisioned to customers via BCG/PostalOne dashboard
  - BMEU via PostalOne

- ❑ IMpb Compliance Reporting January 2016
  - Quality noncompliance reporting for Address, Manifest, and Barcode Quality
  - Noncompliance fees not being charged for the 3 new IMpb quality components
  - Fee assessments proposed July 2016

- From the e-VS Monthly Account and Sampling Summary, the Customer may view IMpb noncompliance adjustments broken down by Mail Class



Restricted Information

**eVS Monthly Account and Sampling Summary**  
**STYLEWATCH**  
 Month 02 of Fiscal Year 2016 (11/01/2015 - 11/30/2015)

Reports | Printer-Friendly View

Report Date: 01/05/2016

Change Month and Year

November | 2015 | Show Data

Manage Mailing Activity

Home

Summary

Balance and Fees

Postal Wizard

Electronic Data Exchange

Mailing Reports

Dashboard

Manage Permits

IMsb Tool

e-VS Customer

e-VS Monthly Account and Sampling Summary

Manifest Search

eVS/PRS Dashboard

Mailer ID Report

Third Party Billing Reports

Dispute Queue

eVS Alerts

e-VS Customer (SBP)

Print and Deliver Label Service

PRS Customer

PRS Monthly Account and Sampling Summary

eVS/PRS Dashboard

Manifest Search

Mailer ID Report

PRS Customer (SBP)

Print and Deliver Label Service

SBP Customer (SBP)

SBP Monthly Account and Sampling Summary

SBP Mailer ID Report

Print and Deliver Label Service

**Mailer Name:** STYLEWATCH  
**Street Address:** 1271 AVENUE OF AMERICAS  
**City, State, ZIP Code:** NEW YORK, NY 10020  
**CRID:** 20427781  
**Master Mailer ID:** 900019367  
**Mailer ID for Last Transmission of Month:** 900019367

**Authorized Mail Classes and Subclasses:**

Priority Mail Express  
 Parcel Select  
 First Class  
 Priority Mail  
 Media Mail  
 Standard Mail Marketing nonprof  
 Priority Mail Express International  
 Global Express Guaranteed  
 Priority Mail International Regional Rate Boxes

Metro Post  
 Bound Printed Matter  
 Parcel Select Light Weight  
 Standard Mail Nonprofit  
 Standard Mail Marketing  
 Library Mail  
 First-Class International  
 Priority Mail International

Permit	Company Name	Federal Agency Cost Code	Permit ZIP Code	Finance Number	CAP'S Acct #
PI 277 (Mailer)	STYLEWATCH	N/A	90000	99-9922	N/A

Monthly Account Summary

**Files and Postage Statements: Postage Statement Summary**

**Total Postage Calculation**

	Pieces	Postage	Avg Per Piece Charge
<b>1. Manifest Postage :</b>			
a. Manifest postage from mailer's files	284	\$284.00	---
b. Variance postage from USPS recalculation of mailer's data	284	\$10,854.58	---
c. Total manifest postage	284	\$11,138.58	---
d. Unmanifested parcels from	36	\$32.40	---
Priority Mail	70	\$1,781.12	---
Priority Mail Express	90	\$5,903.48	---
Parcel Select	76	\$2,400.88	---
e. Manifest postage paid	0		
<b>2. Additional Postage Due :</b>			
a. Postage adjustment from			
Line Subtotal:			
b. Postage adjustment from			
First-Class Package Service			
Priority Mail			
Priority Mail Express			
Parcel Select/Parcel Post			
Line Subtotal:			
c. Unmanifested parcels from			
Mis-Shipped DDU lost			
Duplicate PIC assigned to			
Postage adjustment from			
Express Mail (EM)			
First-Class Package Service (DZ)			
Priority Mail (DZ)			
Parcel Select (DZ)			
Line Subtotal:			
d. Postage adjustment from			
Parcel Select			
Line Subtotal:			
e. Postage adjustment from			
First-Class Package Service			
Line Subtotal:			
f. Postage adjustment from			
Line Subtotal:			
g. Total additional postage			
<b>3. Total Postage</b>			
<b>Records</b>			
a. Manifest pieces	284		
b. Unmanifested pieces	36		
c. Manifest Error Records with Default Postage	238		
d. Duplicate PIC assigned to multiple packages	0		
e. Total pieces	619		
f. Manifest Confirmation Report :			
g. Manifest Header Error Records :			

Comments:

IMpb Compliance Adjustment Transaction Note: Katia's adjustment 101815 (0814J0\_12083);

Last Update By: Save Comments

<p><b>LEGAL</b></p> <p>Privacy Policy &gt;</p> <p>Terms of Use &gt;</p> <p>FOIA &gt;</p> <p>No FEAR Act EEO Data &gt;</p>	<p><b>ON USPS.COM</b></p> <p>Government Services &gt;</p> <p>Buy Stamps &amp; Shop &gt;</p> <p>Print a Label with Postage &gt;</p> <p>Customer Service &gt;</p> <p>Site Index &gt;</p>	<p><b>ON ABOUT.USPS.COM</b></p> <p>About USPS Home &gt;</p> <p>New Rooms &gt;</p> <p>Mail Service Updates &gt;</p> <p>Forms &amp; Publications &gt;</p> <p>Careers &gt;</p>	<p><b>OTHER USPS SITES</b></p> <p>Business Customer Gateway &gt;</p> <p>Postal Inspectors &gt;</p> <p>Inspector General &gt;</p> <p>Postal Explorer &gt;</p>
---	--	---	--

22

- Click on the Monthly Sampling Summary tab for more detail regarding the IMpb noncompliance adjustments factor

Monthly Account Summary
Monthly Sampling Summary
Monthly Adjustment Summary

### Monthly Sampling Summary

11/01/2015 - 11/30/2015  
**Manifest File Numbers:**

<b>Total Manifest Files Processed:</b>	4
<b>Total Parcel Records Processed:</b>	284
<b>Total Pieces Sampled:</b>	0

**Computation of Postage Adjustment Factor (PAF)**

<b>Actual Postage of Pieces Sampled</b>	Divided By	<b>Manifest Postage of Pieces Sampled</b>	Equals	<b>Postage Adjustment Factor</b>
---	------------	---	--------	----------------------------------

\* Actual postage of pieces sampled contains postage for all sampled packages where a matching manifest record was found. Parcels sampled which did not have an associated manifest will appear in the unmanifested report with the actual sample postage.

\*\* A PAF greater than 1.015 is processed after the close of the current mailing period.

**Computation of the IMpb Compliance Adjustment Factor**

	Total Pieces Requiring IMpb	Total IMpb-Noncompliant Pieces	IMpb Compliance Percentage	IMpb Compliance Threshold	IMpb Compliance Adjustment Factor
Express Mail (BQ)	155	5	96.774	98	1.226
Express Mail (DZ)	155	8	94.839	97	2.161
Express Mail (MQ)	155	10	93.548	98	4.452
First-Class Package Service (BQ)	50	7	86	98	12.000
First-Class Package Service (DZ)	50	8	84	97	13.000
Priority Mail (BQ)	208	8	96.154	98	1.846
Priority Mail (DZ)	208	7	96.635	97	0.365
Parcel Select (BQ)	106	10	90.666	98	7.434
Parcel Select (DZ)	106	7	93.396	97	3.604

- ❑ You may access/download the IMpb Noncompliance report one of two ways
1. From the Monthly Account Summary link:

2. Additional Postage Due:	
a. <a href="#">Postage adjustment from sampling postage adjustment factor (PAF)</a>	
Line Subtotal:	0
b. <a href="#">Postage adjustment from Manifest Errors</a>	
First-Class Package Service	14
Priority Mail	132
Priority Mail Express	59
Parcel Select/Parcel Post	30
Line Subtotal:	235
c. <a href="#">Unmanifested parcels from PTS and Sampling scans</a>	0
d. <a href="#">Mis-Shipped DDU parcels from Confirmation Services scans</a>	0
e. <a href="#">Duplicate PIC assigned to multiple packages</a>	0
f. <a href="#">Postage adjustment from IMpb noncompliance</a> <a href="#">[Download]</a>	
Express Mail (MQ)	7
First-Class Package Service (DZ)	11
Priority Mail (BQ)	4
Parcel Select (BQ)	8
Line Subtotal:	30
g. <a href="#">Postage adjustment from Incorrect Packaging</a>	0
h. <a href="#">Postage adjustment from Destination Entry</a>	

2. From the Reports menu:

Reports Menu	
<a href="#">Carbon Accounting Statement</a>	
<a href="#">Content Eligibility Sampling Report</a>	
<a href="#">DDU Confirmation Services Mis-shipped Report</a>	
<a href="#">Destination Entry Eligibility Report</a>	
<a href="#">Duplicate PICs Report</a>	
<a href="#">eVS IMpb Noncompliance Report</a> <a href="#">[Download]</a>	
<a href="#">eVS Monthly Account and Sampling Summary page</a>	
<a href="#">Manifest Confirmation Report</a>	
<a href="#">Manifest Summary Report</a>	
<a href="#">Manifest Error Report</a>	
<a href="#">Missing Manifest Summary Report</a>	
<a href="#">Postage Discrepancy Report</a>	
<a href="#">Postage Statement Summary</a>	
<a href="#">Presort Eligibility Exception Report</a>	
<a href="#">Sampling Reports</a>	
<a href="#">Unmanifested Records Report</a>	

- Here is an example of the report. Select the Mail Class and change the Month and Year as necessary

### eVS IMpb Noncompliance Report (Live)

Details for STYLEWATCH  
Month 02 of Fiscal Year 2016 (11/01/2015 - 11/30/2015)

[Manifest Mailing](#) [Reports](#)

Report Date: 01/05/2016  
 Mail Class: FC - First-Class Package Service | Change Month and Year: November | 2015 | Show Data

EVS IMPB NONCOMPLIANCE REPORT

Records listed in this report were identified by the Product Tracking System (PTS) because they failed to meet the requirements for postage prices based on the use of an Intelligent Mail Package Barcode (IMpb). Additional postage is due based on the failure to meet DMM eligibility for the prices claimed in the manifest.

Total Records: 14  
[First/Prev] 1 [Next/Last]

Date of PTS Validation	Date of Manifest Transmission	Transaction ID	File Number	Sub-File Number	Package Identification Code (PIC)	Mailer ID	Entry ZIP Code	Mail Class	Manifest Weight (lbs.)	Noncompliance Codes	DPV Footnotes	MQ Reasons	BQ Reasons
11/12/2015	11/12/2015	201511120000	9275090001936704662204	9275090001936704662204	<a href="#">9217990001936723311768</a>	900019367	12866	FC	0.4841	BQ			
11/12/2015	11/12/2015	201511120000	9275090001936704662204	9275090001936704662204	<a href="#">9217990001936759053555</a>	900019367	12866	FC	0.1066	BQ			
11/12/2015	11/12/2015	201511120000	9275090001936704662204	9275090001936704662204	<a href="#">9217990001936780367450</a>	900019367	12866	FC	0.3381	BQ			
11/12/2015	11/12/2015	201511120000	9275090001936704662204	9275090001936704662204	<a href="#">9217990001936795873642</a>	900019367	12866	FC	0.7722	BQ			
11/12/2015	11/12/2015	201511120000	9275090001936704662204	9275090001936704662204	<a href="#">9217990001936798767334</a>	900019367	12866	FC	0.5847	BQ			
11/12/2015	11/12/2015	201511120000	9275090001936704662204	9275090001936704662204	<a href="#">9217990001936754376958</a>	900019367	12866	FC	0.4353	BQ,DZ,UN	A1 - ZIP+4 Missing	56, 25, 26, 22, 37, 12	39, 39, 41
11/12/2015	11/12/2015	201511120000	9275090001936704662204	9275090001936704662204	<a href="#">9217990001936730265658</a>	900019367	12866	FC	0.2389	BQ,UN	C1 - ZIP+4 Missing3	56,57,58	39,40,41
11/03/2015	10/29/2015	201510290000	9275090001936706911801	9275090001936706911801	<a href="#">9217990001936704085243</a>	900019367	12866	FC	0.2221	DZ			
11/03/2015	10/29/2015	201510290000	9275090001936706911801	9275090001936706911801	<a href="#">9217990001936774260833</a>	900019367	12866	FC	0.7808	DZ	C1 - ZIP+4 Missing3	56,57,58	39,40,41
11/03/2015	10/29/2015	201510290000	9275090001936706911801	9275090001936706911801	<a href="#">9217990001936775052791</a>	900019367	12866	FC	0.5199	DZ	AABB, A1	56,57,58,59	39,40,42
11/12/2015	11/12/2015	201511120000	9275090001936704662204	9275090001936704662204	<a href="#">9217990001936714688711</a>	900019367	12866	FC	0.4844	DZ			
11/12/2015	11/12/2015	201511120000	9275090001936704662204	9275090001936704662204	<a href="#">9217990001936731083747</a>	900019367	12866	FC	0.6359	DZ	AABB, A1	56,57,58,59	39,40,42
11/12/2015	11/12/2015	201511120000	9275090001936704662204	9275090001936704662204	<a href="#">9217990001936765680453</a>	900019367	12866	FC	0.746	DZ			
11/12/2015	11/12/2015	201511120000	9275090001936704662204	9275090001936704662204	<a href="#">9217990001936787867601</a>	900019367	12866	FC	0.6342	DZ	ZIP + 4 not matching		

[First/Prev] 1 [Next/Last]

[CSV](#) | [Excel](#) | [XML](#) | [Printer-Friendly View](#)

- Depending on the volume of data to return, it could take a few minutes to generate the results. You will see message 'In progress, please check back later'. The search results are available for 3 days. Multiple download files may be generated based on the resulting number of records. A maximum of 100,000 records are included per downloadable file

### eVS IMpb Noncompliance Download Report

Details for STYLEWATCH  
Month 02 of Fiscal Year 2016 (11/01/2015 - 11/30/2015)  
[Manifest Mailing](#) [Reports](#)

Report Date: 01/05/2016

---

Enter search criteria in the form below to generate a data export file.  
The results will be packaged into downloadable file(s) and will be displayed as action links in the Search Results.

Month/Year:

Mail Class:

IMpb Error Code:

\* Hold down the Ctrl key for multiple selection

Your request is being processed.

It may take some time to generate the report.  
Please click on the refresh button to see if the downloadable file(s) for report ID 45 have been generated.

**IMpb Noncompliance Search Results**

Note: Search results will be automatically removed after 3 days.

Report ID	Date Request Submitted	Search Criteria	Number of Records	Export Files (maximum 100,000 records per file)
45	01/05/2016 10:40:01	Month/Year: 11/2015 Mail Class: EX	13*	In progress, please check back later

- ❑ Use the 'Refresh' button to update the status of the display. When the export files are ready for download, the filename will display as a clickable link in the 'Export Files' column

### IMpb Noncompliance Search Results Refresh

Note: Search results will be automatically removed after 3 days.

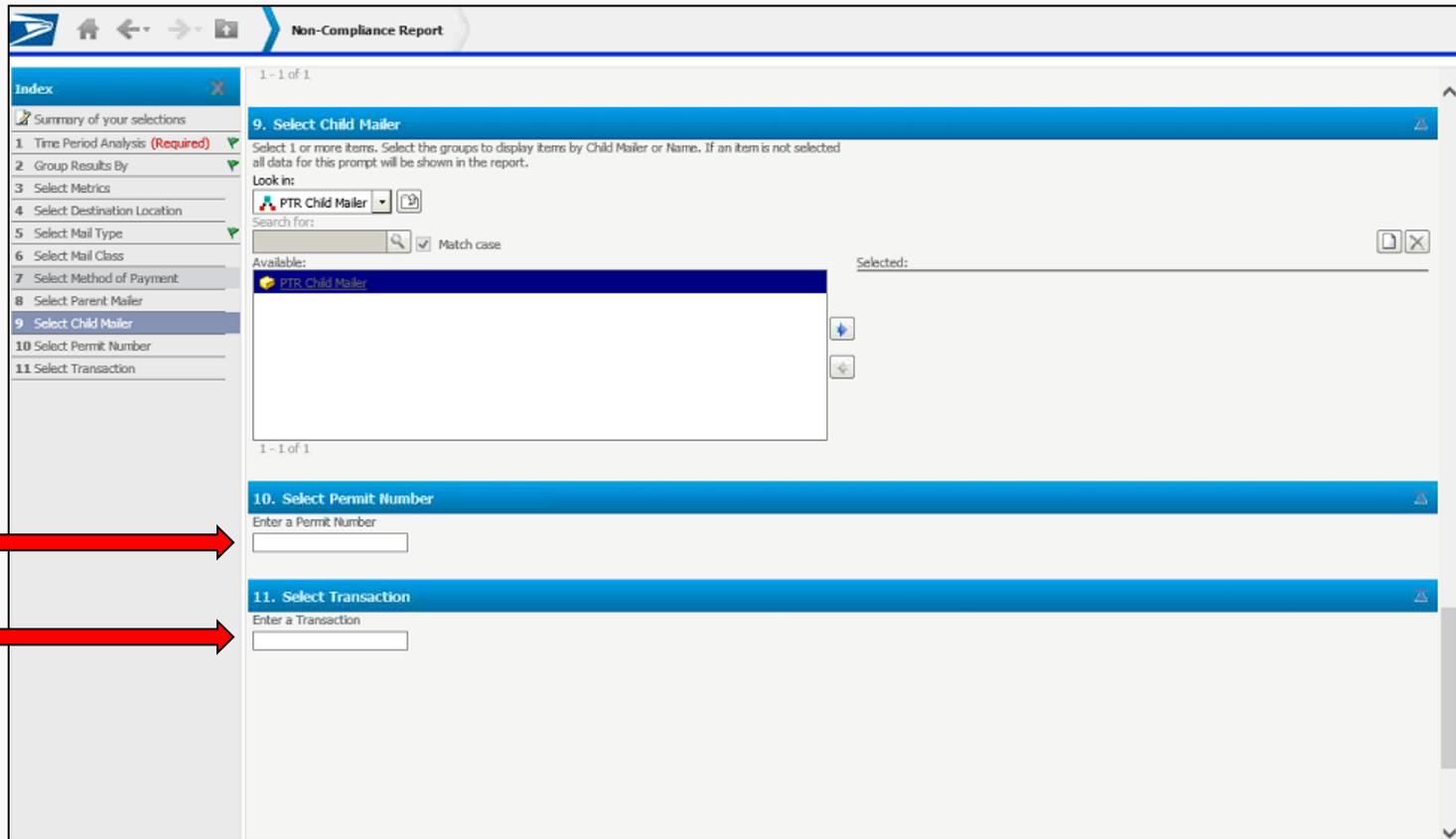
Report ID	Date Request Submitted	Search Criteria	Number of Records	Export Files (maximum 100,000 records per file)
45	01/05/2016 10:46:01	Month/Year: 11/2015 Mail Class: EX IMpb Error Code: BF, BQ, DZ	13	<a href="#">900019367_45_1.csv</a> <a href="#">900019367_45_2.csv</a> <a href="#">900019367_45_3.csv</a>

- ❑ Click on the export file name to download and use in the tool of choice. Here is an example reviewing the results in Microsoft Excel:

900019367\_45\_1.csv - Microsoft Excel

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
	Date of PTS Validation	Date of Manifest Transmission	Transaction ID	File Number	Sub-File Number	Package Id	Mailer ID	Entry ZIP	Mail Class	Manifest V	Noncompli	DPV Footr	MQ Reasons	BQ Reasons
1														
2	11/30/2015	11/30/2015	'201511300000'	'9275090001936700644854'	'9275090001936700644854'	'927239001'	'90001936'	30318	EX	45.8022	BQ MQ	193	196 222 78	Entry Facility Does Not Match Manifest 221
3	11/30/2015	11/30/2015	'201511300000'	'9275090001936700644854'	'9275090001936700644854'	'927239001'	'90001936'	30318	EX	11.5325	BQ MQ	136	1535	Entry Facility Does Not Match Manifest 221
4	11/30/2015	11/30/2015	'201511300000'	'9275090001936700644854'	'9275090001936700644854'	'927239001'	'90001936'	30318	EX	18.6204	DZ MQ	136	1535 1538	Entry Facility Does Not Match Manifest
5	11/30/2015	11/30/2015	'201511300000'	'9275090001936700644854'	'9275090001936700644854'	'927239001'	'90001936'	98701	EX	47.2911	DZ UN			
6	11/30/2015	11/30/2015	'201511300000'	'9275090001936700644854'	'9275090001936700644854'	'927239001'	'90001936'	30318	EX	67.9413	DZ MQ			Entry Facility Does Not Match Manifest
7														

- ❑ Non eVS IMpb Reporting – February 1, 2016 – PTR MicroStrategy reports
- ❑ Future solution for providing internal and external views through the BCG and *PostalOne!*



1 - 1 of 1

**9. Select Child Mailer**

Select 1 or more items. Select the groups to display items by Child Mailer or Name. If an item is not selected all data for this prompt will be shown in the report.

Look in:  
PTR Child Mailer

Search for:   Match case

Available:  
PTR Child Mailer

Selected:

1 - 1 of 1

**10. Select Permit Number**

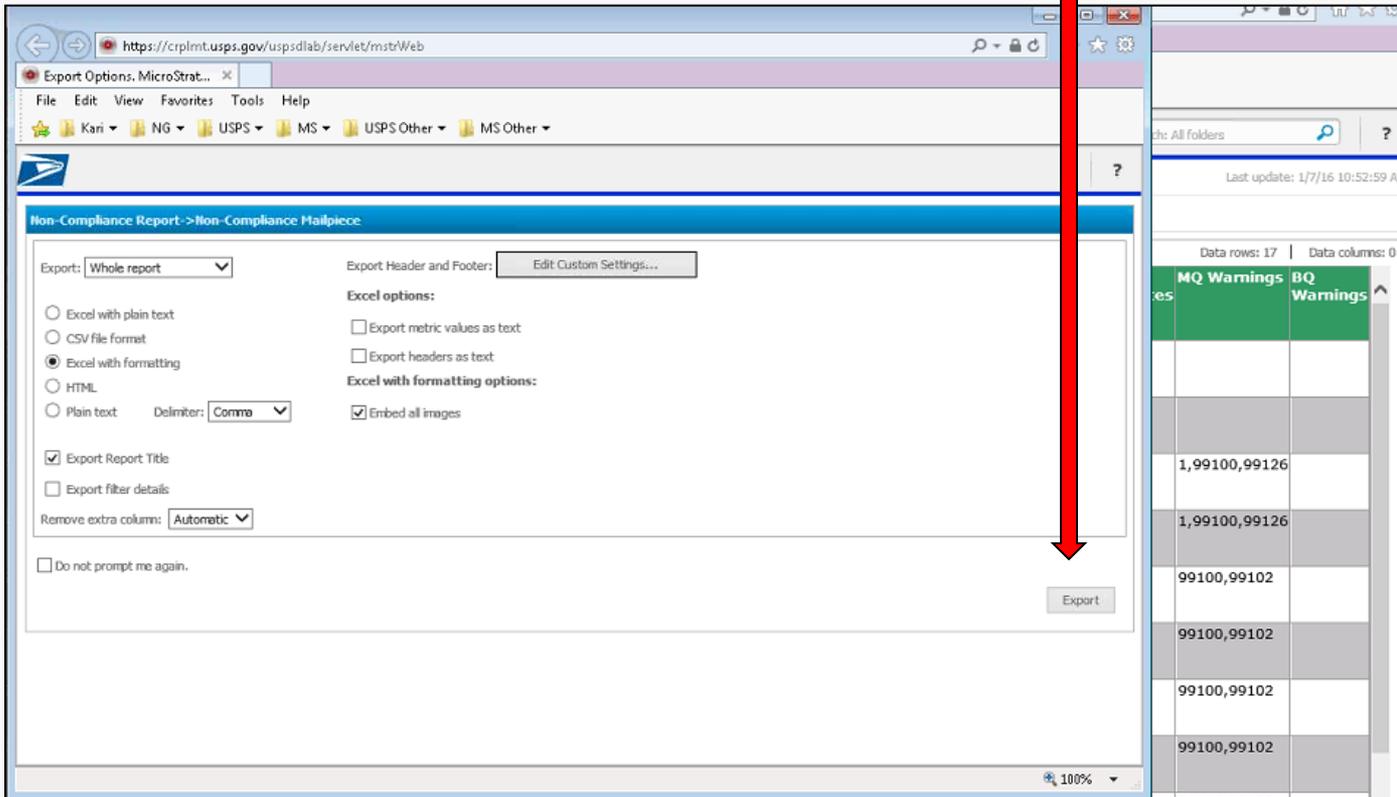
Enter a Permit Number

**11. Select Transaction**

Enter a Transaction

GUI Report allows users to search by Permit Number and/or Transaction ID

The detailed information can be exported into numerous different ways (excel, csv, HTM, or text file)



The screenshot shows a web browser window with the URL <https://crplmt.usps.gov/uspsdlab/servelet/mstWeb>. The page title is "Export Options, MicroStrat...". The main content area is titled "Non-Compliance Report -> Non-Compliance Mailpiece".

Export: **Whole report** (dropdown menu)

Export Header and Footer: **Edit Custom Settings...** (button)

**Excel options:**

- Excel with plain text
- CSV file format
- Excel with formatting
- HTML
- Plain text

Delimiter: **Comma** (dropdown menu)

**Excel with formatting options:**

- Embed all images

Export Report Title

Export filter details

Remove extra column: **Automatic** (dropdown menu)

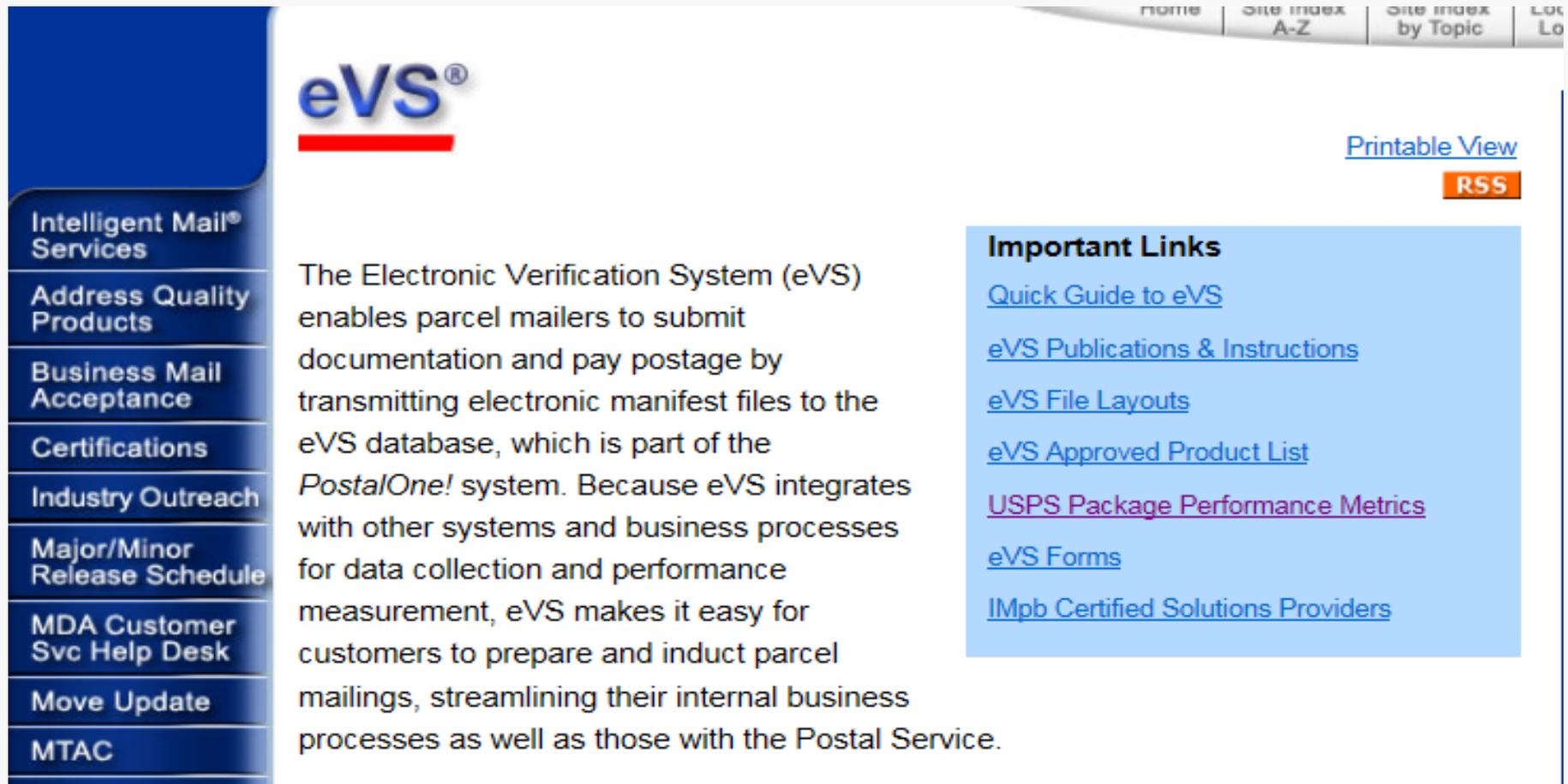
Do not prompt me again.

**Export** (button)

The right side of the screenshot shows a data table with 17 rows and 0 columns. The table has two columns: "MQ Warnings" and "BQ Warnings". The data rows contain the following values:

MQ Warnings	BQ Warnings
1,99100,99126	
1,99100,99126	
99100,99102	
99100,99102	
99100,99102	
99100,99102	

- ❑ eVS Package Performance Metrics Weekly Report is now posted on RIBBS:



The screenshot shows the eVS website interface. At the top right, there are navigation links: [Home](#), [Site Index A-Z](#), [Site Index by Topic](#), and [Log Out](#). On the left side, there is a vertical menu with the following items: [Intelligent Mail® Services](#), [Address Quality Products](#), [Business Mail Acceptance](#), [Certifications](#), [Industry Outreach](#), [Major/Minor Release Schedule](#), [MDA Customer Svc Help Desk](#), [Move Update](#), and [MTAC](#). The main content area features the eVS logo (with a red underline) and a paragraph of text: "The Electronic Verification System (eVS) enables parcel mailers to submit documentation and pay postage by transmitting electronic manifest files to the eVS database, which is part of the PostalOne! system. Because eVS integrates with other systems and business processes for data collection and performance measurement, eVS makes it easy for customers to prepare and induct parcel mailings, streamlining their internal business processes as well as those with the Postal Service." To the right of the text, there are two buttons: [Printable View](#) and [RSS](#). Below the text, there is a blue box titled "Important Links" containing several links: [Quick Guide to eVS](#), [eVS Publications & Instructions](#), [eVS File Layouts](#), [eVS Approved Product List](#), [USPS Package Performance Metrics](#), [eVS Forms](#), and [IMpb Certified Solutions Providers](#).

Category	Name	Description	Target	SLA	Average (Last 4 weeks)	12/26/15 - 1/1/16	12/19/15 - 12/25/15	12/12/15 - 12/18/15	12/5/15 - 12/11/15
Manifest Files Processing	eVS Manifests Processing from PTR to eVS	This metric measures the time between when PTR receives the eVS manifest files until when eVS completes payment processing (generates postages statements that can be viewed in PostalOne!/eVS)	95%	Process completes within 4 hours	91.2%	98.9%	95.8%	71.5%	98.5%
eVS Online Reports Availability	Unmanifested Scans Reporting	This metric measures the time between when PTR delivers the unmanifested scans data to eVS, and when eVS completes the processing and makes the data available via the eVS reports online	95%	Report data is refreshed by 2 PM CT on Tuesdays and First Day of the month	97.4%	89.6%	100.0%	100.0%	100.0%
	Duplicate Scans Reporting	This metric measures the time between when PTR delivers the duplicate scans data to eVS, and when eVS completes the processing and makes the data available via the eVS reports online	95%	Report data is refreshed daily by 2 PM CT	75.0%	100.0%	0.0%	100.0%	100.0%
	Mis-shipped Scans Reporting	This metric measures the time between when PTR delivers the mis-shipped scans data to eVS, and when eVS completes the processing and makes the data available via the eVS reports online	95%	Report data is refreshed daily by 2 PM CT	91.5%	100.0%	66.0%	100.0%	100.0%
	IMpb Non-Compliance Reporting	This metric measures the time between when PTR delivers the IMpb Non-Compliance data to eVS, and when eVS completes the processing and makes the data available via the eVS reports online	95%	Report data is refreshed daily by 2 PM CT	86.4%	100.0%	86.6%	59.0%	100.0%

**Note:** The target percentages reflect data available by the specified time or on the specified day. The expectation is 100% of the data will be provided to customers and interfacing systems at the service level specified. For example, for a given metric, 95% of the data will be provided within the timeframe.

**Legend:**

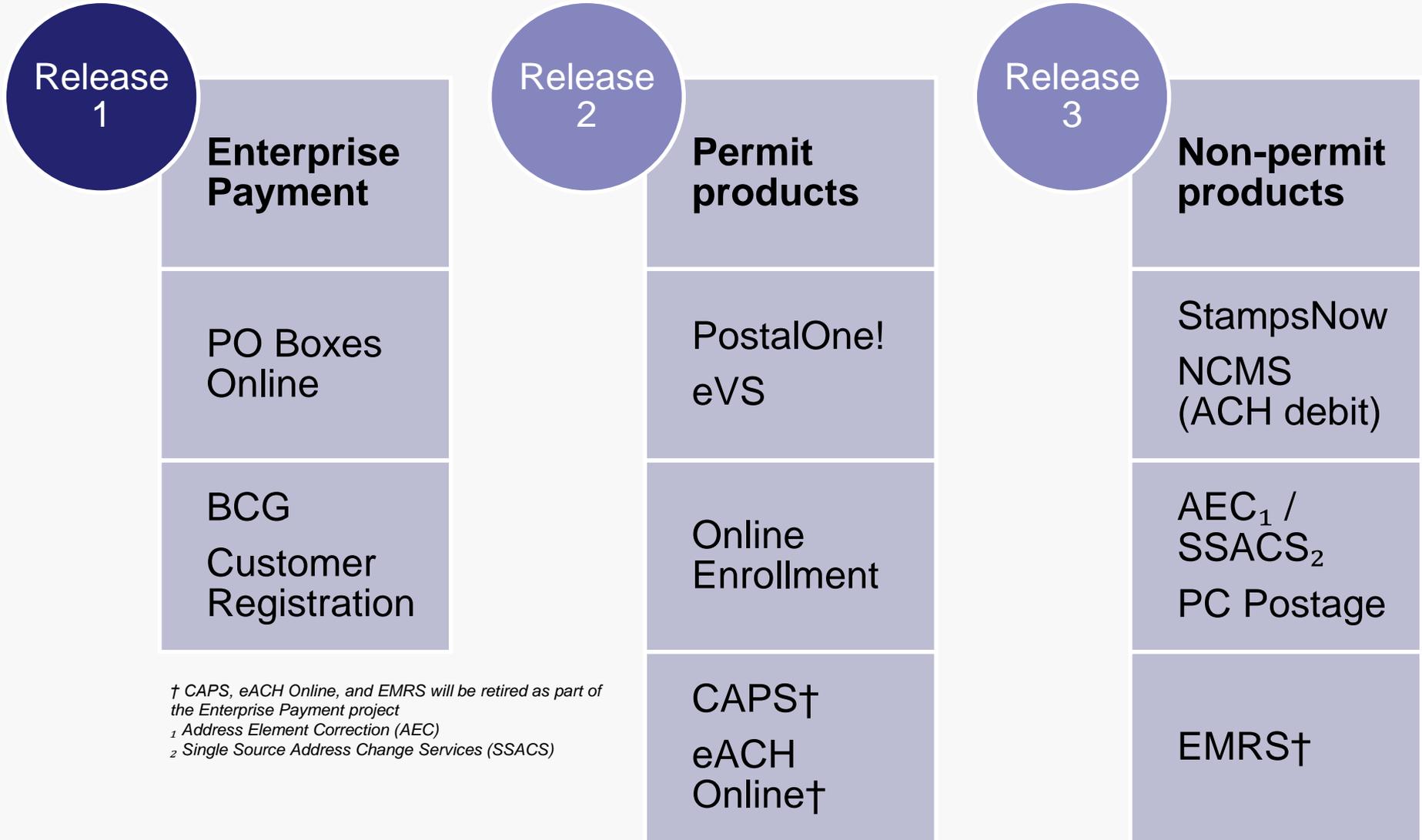
Met or exceeded the threshold percentage
Within 80% of the threshold percentage
Less than 80% of the threshold percentage

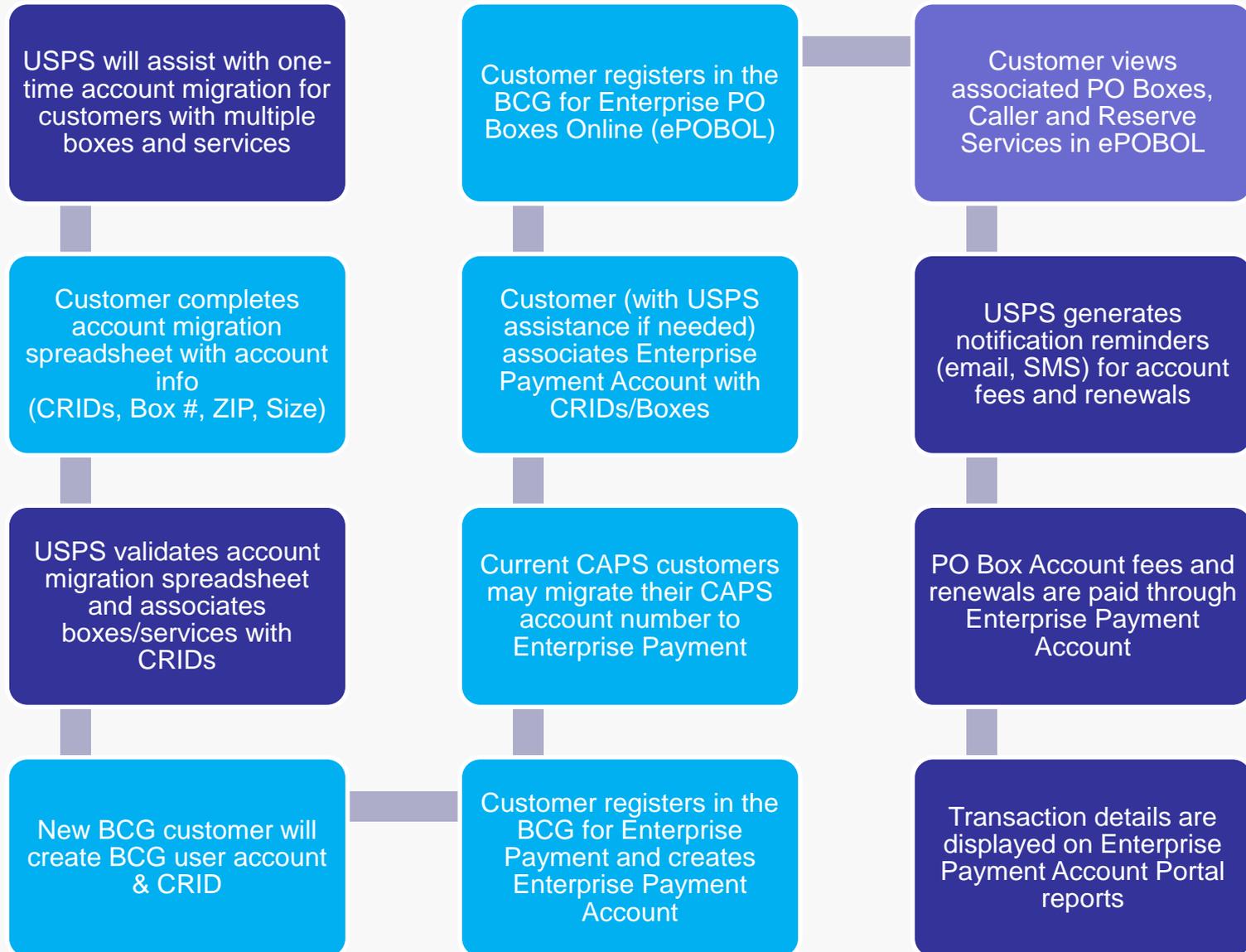
- ❑ We received feedback to improve contingency process
  - Streamlined the manual documentation of mailing by BMEU
  - More repeated and aggressive communication across stakeholders
  - Manage large CAPS debits upon restoration
  
- ❑ We will review enhanced contingency processes with mailers

- ❑ eVS/PRS Refund requests:
  - All refund requests must be submitted within 60 days from the date of mailing; otherwise, refund request may not be considered
    - Under exceptional circumstances USPS may consider refund request submitted after 60 days
  - This 60-day policy mirrors PC Postage refund requests published in the DMM. (DMM 604.9.3.2)
  - Refund submissions cannot be open ended. All supporting documentation must be provided timely.
  - eVS is requesting accurate postage payment. If USPS detects a system issue postage payment is expected.

- ❑ Evaluating Q1 Results
- ❑ Targeted for early April
- ❑ At least 45 days notice
- ❑ Price cell changes only

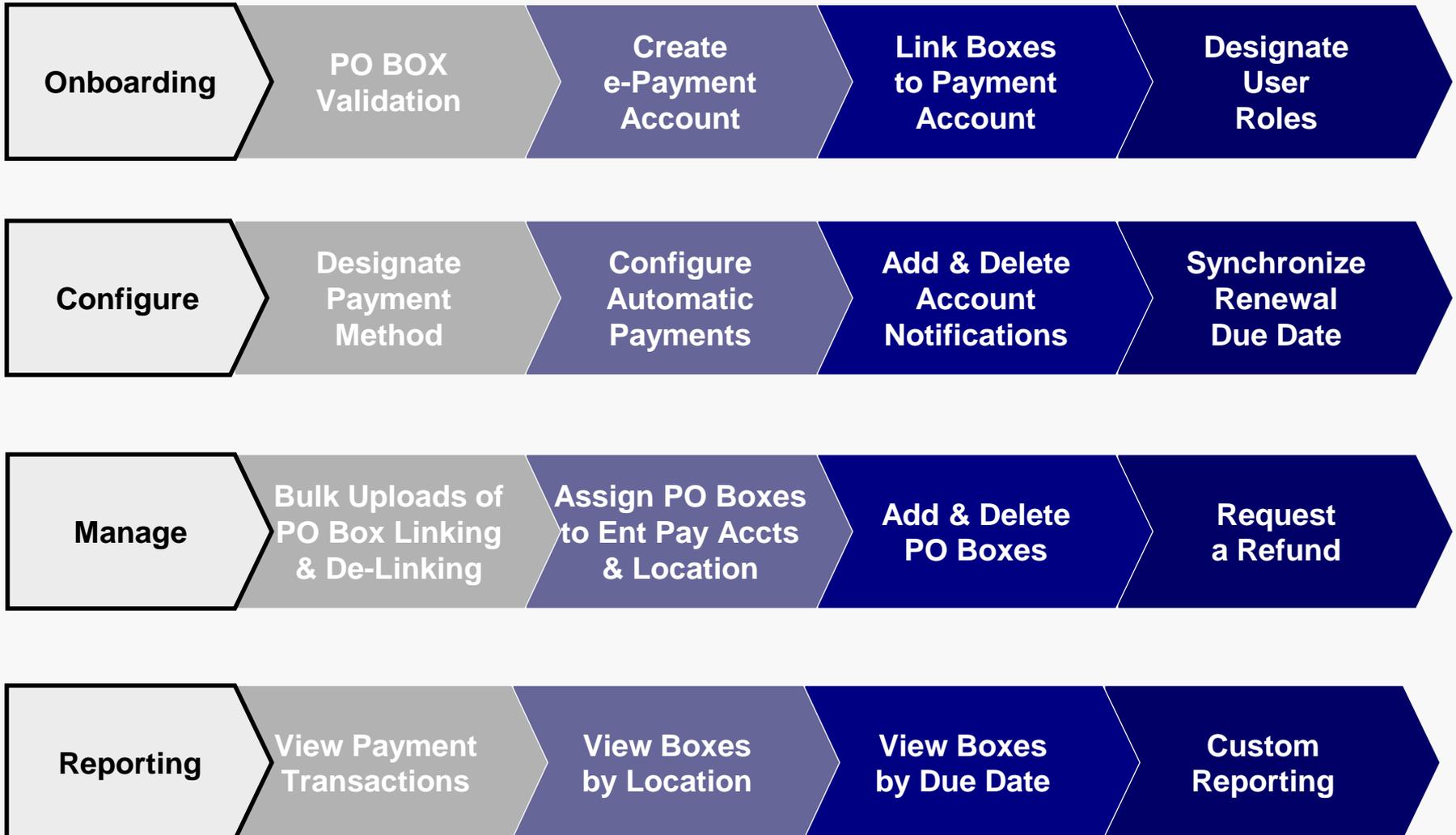
- ❑ USPS is upgrading its payment architecture for ACH payments. USPS will acquire and implement software, equipment, and services to establish a secure, self-service account management platform and centralized payment system for commercial customers. The new system will provide a comprehensive view of customer reports through a secure online portal and support multi-user access via unique log-in credentials.
- ❑ Impact on other issues/Procedures:
  - CAPS
  - PostalOne!
  - Mail Owners and Mail Service Providers
- ❑ Desired Results include Industry feedback related to the following:
  - access to and design of the online account management and reporting features
  - process for migrating existing payment accounts to the new system
  - process of onboarding new users
  - development of customer educational materials





- ❑ Once you have an Enterprise Payment Account(s), you need to associate your Payment Account(s) with your box(es)
  - Use the final spreadsheet from USPS and ensure all boxes have been validated. Delete any rows that have not been validated.
  - Fill out the Enterprise Payment Account column for each box using the new Enterprise Payment Account(s) you've just created
  - Send this spreadsheet to the Migration Team
  - The Migration Team will manually link your boxes to the Payment Accounts you've provided
    - The Migration Team will inform you when the migration is complete and you are able to start managing your boxes online

Completed by the Customer					Completed by the USPS Migration Team			
Step 1			Step 3		EPOBOL Validated?	Cust Reg Validated?	Error Reason	
Company Name	ZIP Code	Box #	Box Size	CRID				Enterprise Payment Account #
BANK OF AMERICA	10101	10136	C	100001	1234567891	Y	Y	
BANK OF AMERICA	10101A	10137	C	100001	1234567891	Y	Y	



- Payment Modernization Work Group #173 Leads
  - Industry
    - Michelle Hilston [mhilston@csinc.com](mailto:mhilston@csinc.com)
    - John Whittington [John.Whittington@timeinc.com](mailto:John.Whittington@timeinc.com)
  - USPS
    - John Byrne [John.P.Byrne@usps.gov](mailto:John.P.Byrne@usps.gov)
    - Jennifer Howard [Jennifer.L.Howard@usps.gov](mailto:Jennifer.L.Howard@usps.gov)
  - Meetings
    - Bi-weekly: 11 am Eastern Wednesday (next meeting 1/20)
    - Face-to-Face: 8:30-10 am Thursday 1/14, 1P410

