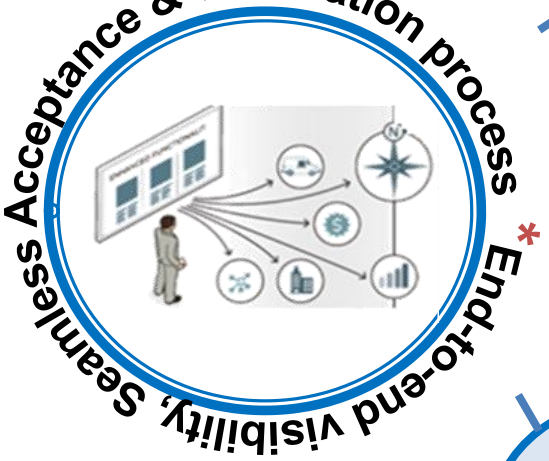
UNITED STATES POSTAL SERVICE®

Mail Entry Payment & Technology

Mail Entry Programs

Mailing Initiatives



- Capture Data
- Process Data
- Aggregated Over a Calendar Month
- Mailer Scorecard

Data Driven Enterprise

Agenda

- Mailer Scorecard - Update
- Full-Service
- Move Update
- eInduction
- Seamless Acceptance
- Resources

Mailer Scorecard
ACTIONS to Engagement, Communication, Training

Objective: Provide a recommendation for each program (Full-Service, Move Update, Seamless, eInduction) on the readiness of transitioning to trend based verification

Desired Results

- Validate data quality across key reports and invoices
- Validate stability of systems to consistently meet establish SLAs
- Validate attribution of data to the correct parties

Communication:

- All Task Team 23 documentation is regularly posted to the main RIBBS landing page for ease of access to all.
- Mail Quality Programs central document will become a USPS Publication

Training:

- Comprehensive suite of documents developed:
  - USPS Mailer Scorecard Performance Metrics
  - Guide to Thresholds
  - Guide to Assessable Metrics
  - Guide to Postage Assessment

Create single policy publication for Streamlined Mail Entry for Letters and Flats

Mailer Scorecard
Validate System Stability

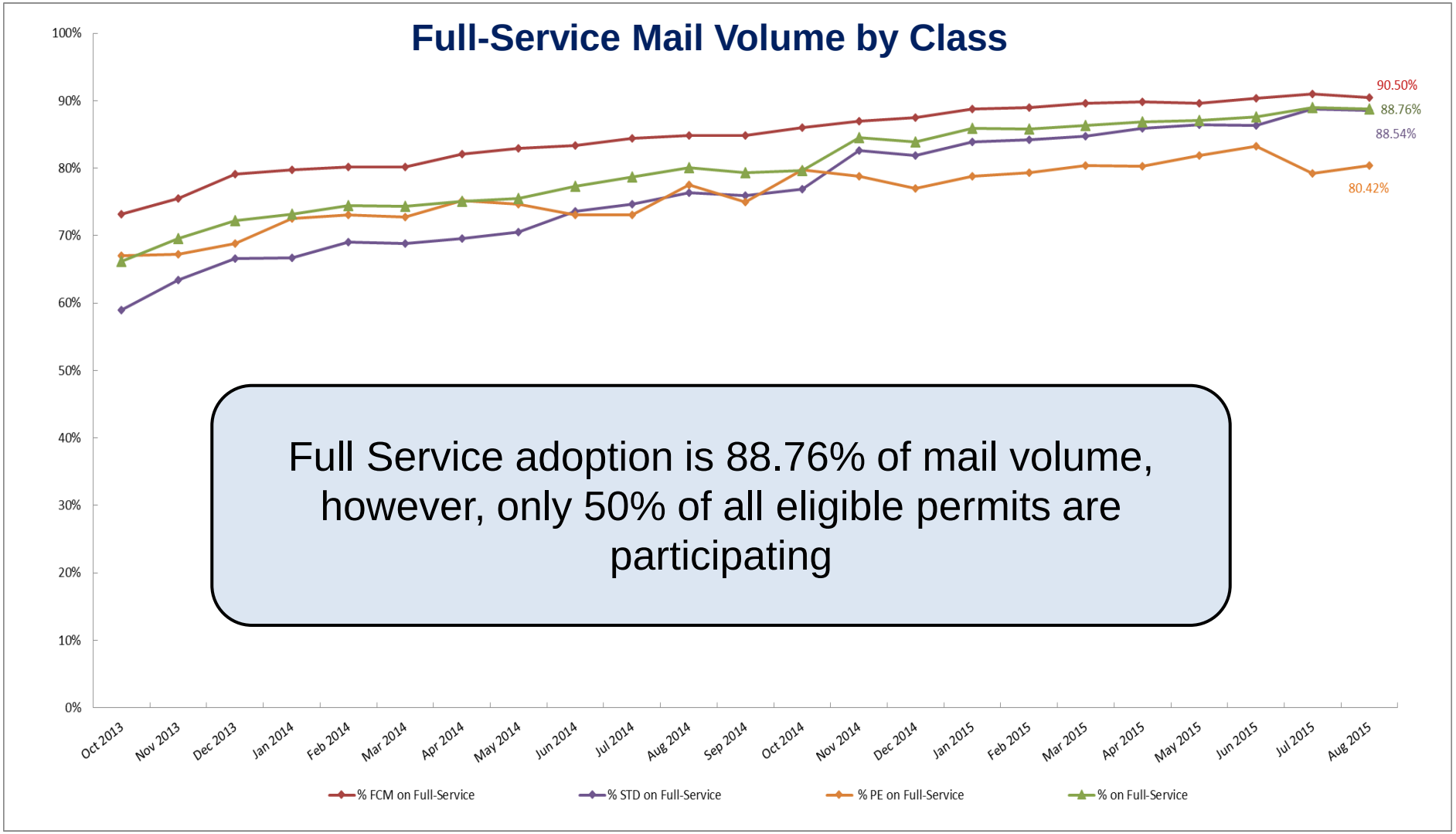
- **Developed performance metrics, posted to RIBBS weekly**
  - eDoc Processing
  - Report Availability
  - Data Availability
  - Mailer Feedback
- **Evaluating options to improve performance and meet SLAs**

Category	Metric Name	Threshold	SLA	Avg	Avg last 4 wks	7/31	7/24	7/17	7/
eDoc Processing	Mail.dat Job End-to-End Processing Time	98%	Jobs processed in under 2 hours	99.8%	99.9%	99.9%	99.9%	99.9%	99.
	Mail.xml Message End-to-End Processing Time	98%	Qualification Report Summary messages processed in <30 seconds	97.9%	99.5%	98.9%	100.0%	99.2%	100
		98%	Qualification Report Detail messages processed in <4 minutes	100.0%	99.9%	99.9%	100.0%	100.0%	99.
		98%	Mail Piece messages processed in <2 minutes	96.3%	95.9%	96.7%	96.9%	95.8%	94.
		98%	Postage Statement messages processed in <3 minutes	99.1%	98.8%	98.1%	99.1%	99.1%	98

https://ribbs.usps.gov/intelligentmail_latestnews/documents/tech_guides/USPSMailerScorecardPerformanceMetrics.xlsx

Mailer Scorecard
erformance Metric

Full-Service Adoption



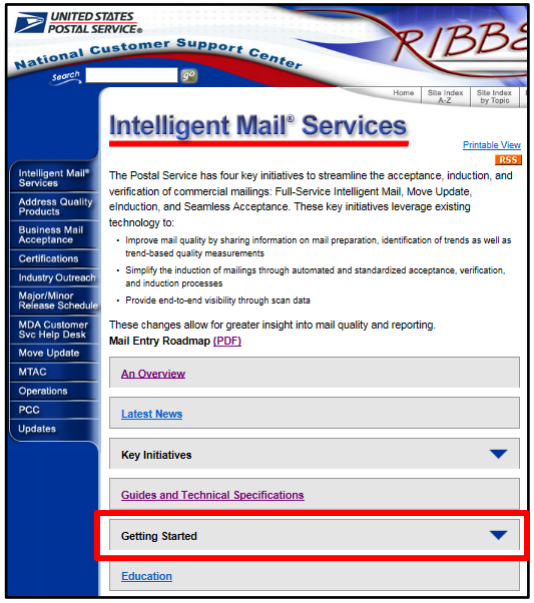
Full Service adoption is 88.76% of mail volume, however, only 50% of all eligible permits are participating

Vendors with Full-Service Software Capabilities

Vendors offer a variety of software products to prepare and present presort mailings which support Full-Service. Please contact the software vendor to activate the Full-Service capability

- Get started today to take advantage of cost savings and benefits designed to help grow your business

Click on Intelligent Mail® Services tab on RIBBs home page



Click on Getting Started

For the most current list of available vendors and more information about transitioning, please visit ribbs.usps.gov and click Getting Started under the Intelligent Mail® Services tab.

Full-Service eDoc Quality Verifications

eDoc Verifications	Description
Mailer ID	**MIDs** in the IMcb, IMtb, & IMb as listed in the eDoc must be valid and assigned by the USPS
Service Type ID	The **STID** in the IMb as listed in the eDoc must be valid and correct for the mail class and service level of the mailpiece
By/For	**By/For** –The mail owner and preparer must be identified correctly in the eDoc for a mailing with more than 5000 pieces per day for a single mail owner
Barcode Uniqueness	**Unique Barcodes** in the IMcb, IMtb, & IMb as listed in the eDoc must be unique across all mailings from all mailers over the previous 45 days
Entry Facility	The **Entry Facility** for a container or handling unit as listed in the eDoc must match the entry facility retrieved from the Mail Direction File or the Facilities Database
Unlinked Copal	All trays/virtual sacks marked for co-palletization at origin must have corresponding eDoc linking to a pallet within **14 days**

UNITED STATES POSTAL SERVICE®

Full-Service

Full- Service Requirements

Unique Intelligent Mail® Barcodes must be on all mailpieces, Handling Units, and containers. These barcodes must be **unique across all mailings / mailers over the previous 45 days**

eDoc must be submitted using Mail.dat, Mail.XML, Postal Wizard, or the IMsb

Claim Full-Service discounts for the following mailpiece types only:

- First-Class® postcards, letters and flats
- Standard Mail® letters and flats
- Periodicals letters and flats
- Bound Printed Matter flats
- Standard Mail Basic Carrier Route flats
- Standard Mail High Density Plus carrier Route flats
- Periodicals Carrier Route flats

Full-Service Verifications		
# MID Container Errors	5	5
# MID HU Errors	19	19
# MID Piece Errors	980	980
# STID Errors	--	--
# By/For Errors	980	980
# Barcode Uniqueness Container Errors	--	--
# Barcode Uniqueness HU Errors	--	--
# Barcode Uniqueness Piece Errors	--	--
# Entry Facility Container Errors	--	--
# Entry Facility HU Errors	--	--
# Unlinked Copal Tray Errors	--	N/A
Total Additional Postage Due (Full-Service Electronic) - Info Only	--	--

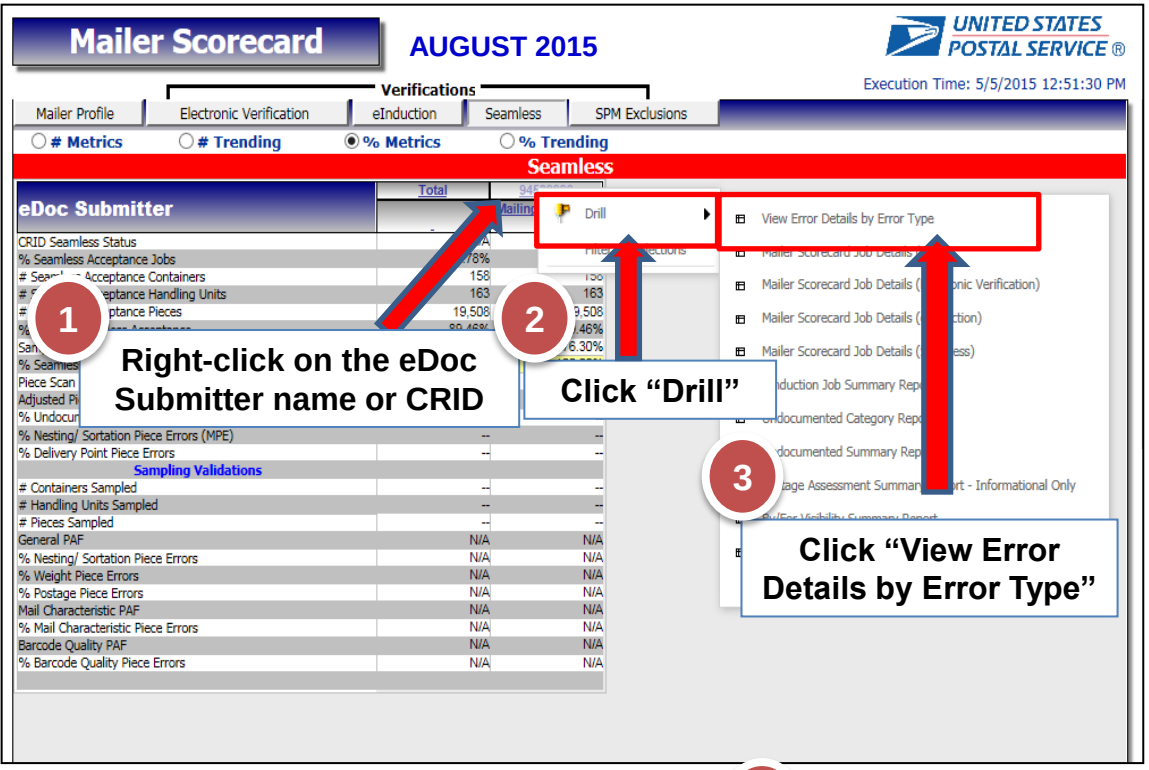
Full-Service Errors in August 2015

Verification	Threshold	Error %
MID Error - Container	2%	.00%
MID Error – HU	2%	.10%
MID Error – Piece	2%	.05%
Service Type ID	2%	.16%
By/For	**5%**	**7.88%**
Barcode Uniqueness - Container	2%	.66%
Barcode Uniqueness – HU	2%	.38%
Barcode Uniqueness – Piece	**2%**	**1.60%**
Entry Facility	5%	.51%
Unlinked Copal	5%	.61%

MAILER SCORECARD

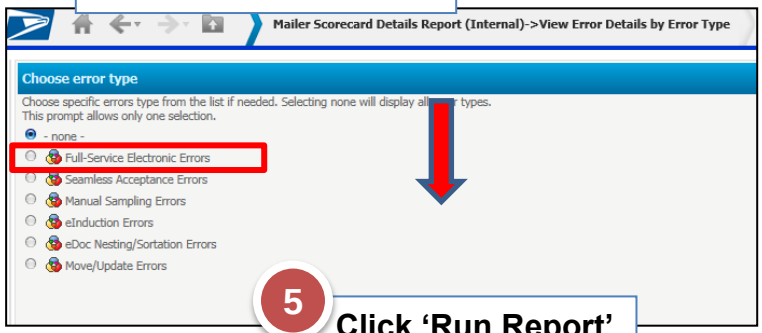
Up to 72 hours for data availability after finalization

Full-Service Detailed Error Drilldowns



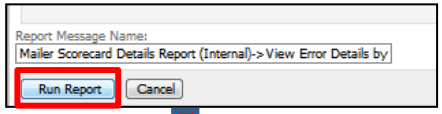
4

Choose "Full-Service Electronic Errors"



5

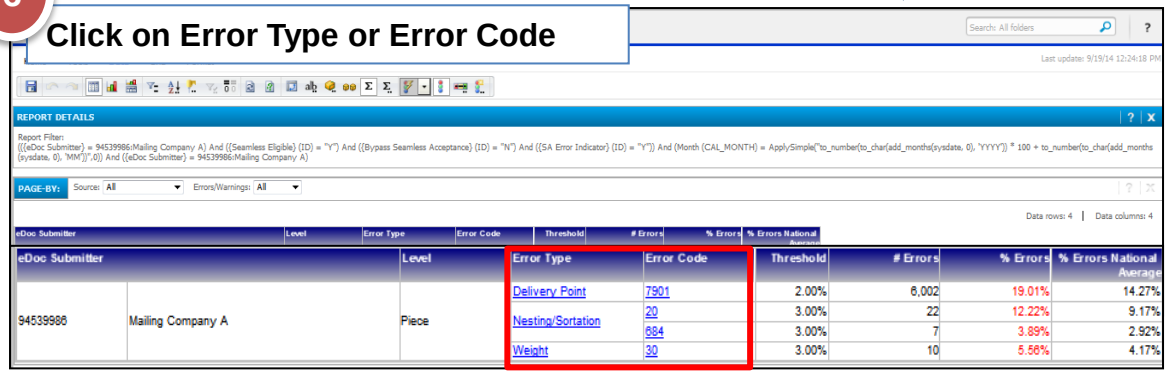
Click 'Run Report'



Takes you to the "Error Details by Error Type" report

6

Click on Error Type or Error Code



UNITED STATES POSTAL SERVICE®

By/For

By/For Error Causes

Matching

Mail Owner and Mail Preparer were identified as the same business entity

Missing Mail Owner Mail Preparer Identifier

Mail Owner/Mail Preparer was not identified in the eDoc

Invalid MID or CRID

Mail Owner/Mail Preparer identifier(s) provided in eDoc invalid

eDoc Submitter		Level	Error Type	Error Code	Mail Class	#Errors
1744354	Mailing Company 1	Piece	By/For	7140	First-Class	12188
			By/For	7118	First-Class	24365
			By/For	7106	First-Class	9836

Mailing Date	IM Barcode	Error Level	Error Type	Error Code	Error Description	Resolution Action	Mail Owner	Mail Preparer
4/28/2015	00261000000021126526 0 1824463697	Piece	By/For	7140	The Mail owner and Mail Preparer were identified as the same business entity	Provide Mail Owner Mail Preparer information that does not map to the same mailer	Mailer C	Mailer C

Mailing Date	IM Barcode	Error Level	Error Type	Error Code	Error Description	Resolution Action	Mail Owner	Mail Preparer
4/28/2015	00261000000021126526 0 1824468888	Piece	By/For	7118	The Mail Owner was not identified for the piece due to no Mail Owner Identifiers in the eDoc	Provide valid Mail Owner information in the mail.dat or mail.XML eDoc submission.	Not Found	Mailer C

Mailing Date	IM Barcode	Error Level	Error Type	Error Code	Error Description	Resolution Action	Mail Owner	Mail Preparer
4/28/2015	00261000000021127526 0 1824462484	Piece	By/For	7106	The Mail Preparer was not identified for the piece due to an invaild Mailer ID (.mpa)	Populate the Mail Preparer Mailer ID field in the .mpa file of the Mail.dat with a valid Mailer ID	Mailer C	Not Found

By/For Error Corrections

Matching

Contact Software Provider and Access Fact Sheets on RIBBS

Missing Mail Owner Mail Preparer Identifier

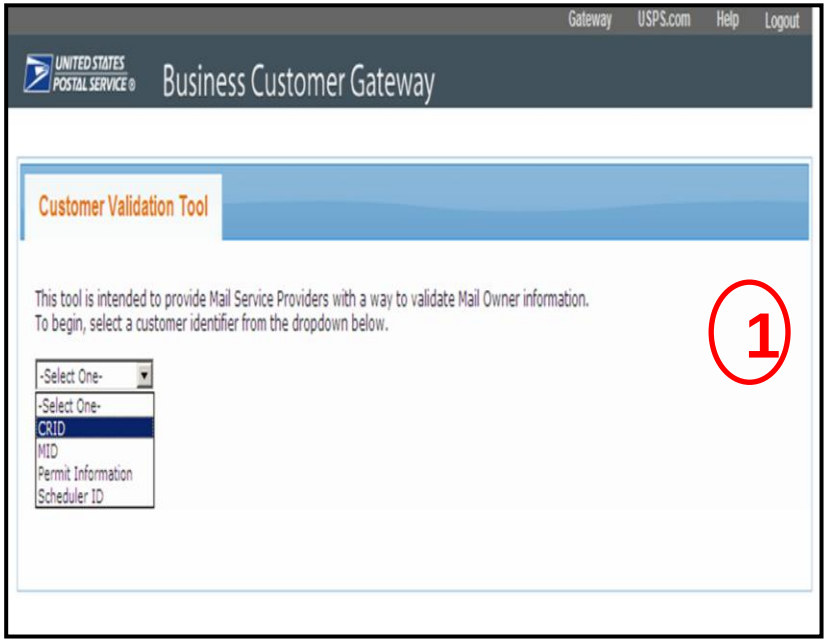
Provide information in eDoc

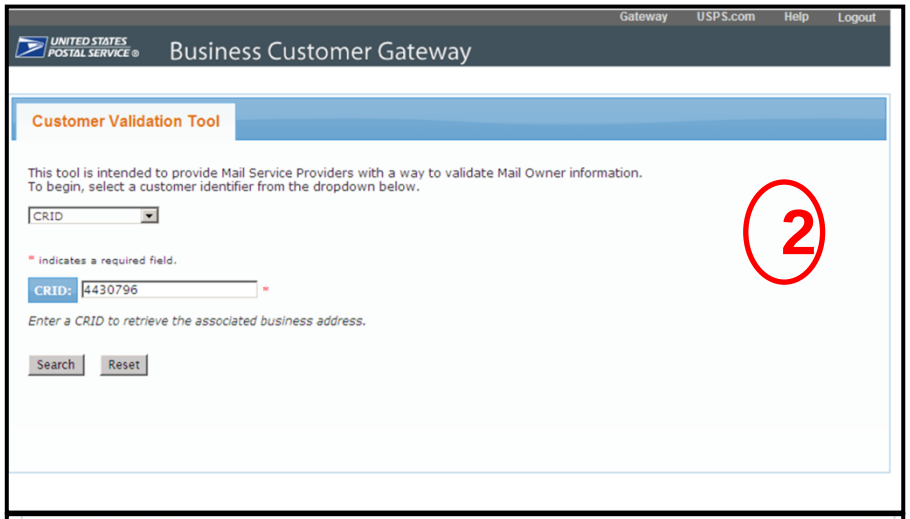
Invalid MID or CRID

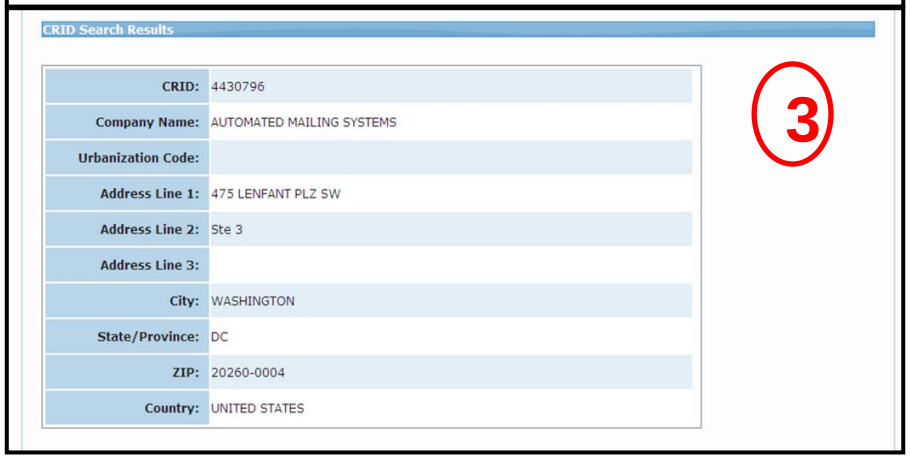
Access the Customer Validation Tool BCG to validate MID, CRID, Permit or Publication number

Barcode Uniqueness

- **MSPs may validate Mail Owner Information by providing the Mail Owner CRID, MID, Permit ID or Scheduler ID in Customer Validation Tool**







Barcode Uniqueness

Barcode Uniqueness Error Causes

Barcode Uniqueness

IMcb, IMtb or IMb not unique across all mailings/jobs for previous 45 days

Barcode uniqueness *exception:*

- Simple mailings <10,000 pieces where every IMb within the job is same Class of STID + MID + Serial Number
  - Serial Number can only be used in that mailing & must be unique across previous 45 days
  - Electronic postage statements can be created using Postal Wizard, Mail.dat, and Mail.XML

eDoc Submitter		Level	Error Type	Error Code	Mail Class	#Errors
1744354	Mailing Company 1	Piece	ByIFor	7106	First-Class	12188
			Barcode Uniqueness	7703	First-Class	24365
		Handling Unit	OCI	M400	First-Class	9836

Mailing Date	IM Barcode	Error Level	Error Type	Error Code	Error Description	Resolution Action	Mail Preparer	Mail Owner
4/15/2015	00261000000021122368514795302 58	Piece	Barcode Uniqueness	7703	The same Piece Barcode(Imb) from the eDoc(.pdr) was used more than once within the 45 days from the Postage Statement Mailing Date across Jobs and eDoc Sender CRIDs	Do not populate an Imb in the .pdr file or .pbc file with the same Mailer ID/Serial Number/Mail Class combination across mailings within a 45 day period of the intended Posyage Statement Mailing Date	Mailing Company 1	Mail Owner ABC

Barcode Uniqueness Error Corrections

Barcode Uniqueness

Determine uniqueness at handling unit & container level: **MID + Serial Number**

Determine uniqueness at mailpiece level: **Class of STID + MID + Serial Number**

Barcode Uniqueness for Smaller Mailings

For mailings less than 10,000 pieces, mailers have two options:

- **Option A:**
  - Provide an identical Barcode Serial Number within a single mailing that must maintain uniqueness across mailings for 45 days
- **Option B:**
  - Provide a range of unique Barcode Serial Numbers throughout a single mailing that must maintain uniqueness across all mailings for 45 days

Full-Service Benefits

Move Update

Address Quality Measurement Alternative Proposed

- Move Update standard is used to reduce the number of mailpieces forwarded or returned by regularly matching mailer's address with COA
- The process used today to measure Move Update- MERLIN is still being used and additional postage due to a failure would be paid at the individual mailing level
- Under the census approach, Move Update errors are reported for the eDoc submitter CRID over a calendar month
- The Move Update census method is pending approval by the appropriate management and regulatory departments

Mailpieces go through MPE

MPE scans address info & compares against NCOA records

Error is identified if COA create date or effective date is between 95 days and 18 months of postage finalization

Move Update

Census Move Update results are shown on the Mailer Scorecard

Move Update applies to:

- First-Class Mail presorted or automation prices
- First-Class Package Service
- Parcel Select Lightweight
- Standard Mail
- Periodical Mail*
- Mixed mailings that pertain to at least one of the above categories

*DMM 507.1.5.3 states address correction service is mandatory for all periodicals

Mailer Scorecard

AUGUST 2015

Verifications

Mailer Profile | Electronic Verification | eInduction | Seamless | SF

Metrics | # Trending | % Metrics | % Trending

Electronic Verif

eDoc Submitter	Total	94539986
	-	Thing 3
# Bundles processed for eDoc validations	203	203
# Pieces processed for eDoc validations	49,684	49,684
# Full Service Containers processed for eDoc validations	112	112
% STID Errors	10.61%	10.61%
% By/For Errors	85.08%	85.08%
% Barcode Uniqueness Container Errors	--	--
% Barcode Uniqueness HU Errors	--	--
% Barcode Uniqueness Piece Errors	0.00%	0.00%
% Entry Facility Container Errors	6.25%	6.25%
% Entry Facility HU Errors	100.00%	100.00%
% Unlinked Copal Tray Errors	N/A	N/A
% Early Scheduled Ship Date Warnings	N/A	N/A
% Default Tray Barcode Warnings	--	--
% Unlinked Copal Tray Warnings	N/A	N/A

FIELD	DEFINITION	DATA SOURCE
	Move/Update Validations -- Info Only	
Type of Move/Update verification	Indicates if move/update data was evaluated by manual or automated verification for the selected month.	SASP
% COA Errors	The number of piece change of address (COA) validation errors as a percentage of the number of move/update eligible pieces.	MPE and eDoc Verification

MAILER SCORECARD

Information is currently for informational purposes only

Move Update Verification

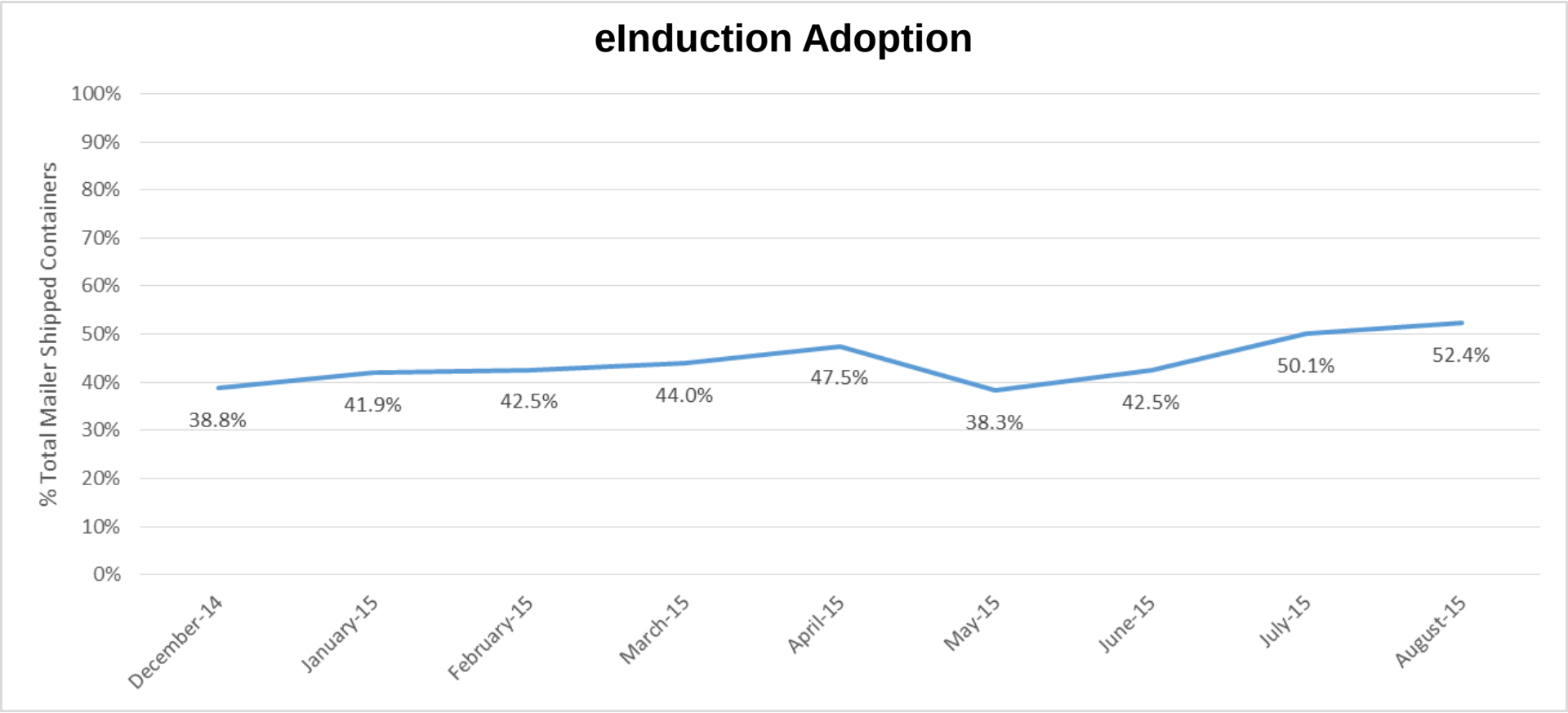
Verifications	Description
Move Update	When a piece scan has an outdated delivery address and the COA on file existed between 95 days and 18 months of the postage statement finalization date

Mailing Date	IM Barcode	Error Level	Error Type	Error Code	Error Description	Error Data	eDoc Job ID	eDoc Mailing Group ID
4/15/2015	00261000000021127526018244699 99	Piece	Move/Update	6000	The mail piece received more than one associated COA record where the later of the COA create date and COA effective date is between 95 days and 18 months (configurable) of the postage statement finalization date	COA CREATE DATE = 09/01/2014COA EFFECTIVE DATE = 09/01/2014. POSTAGE STATEMENT FINALIZATION DATE=04/15/2015	SA190303	60914089

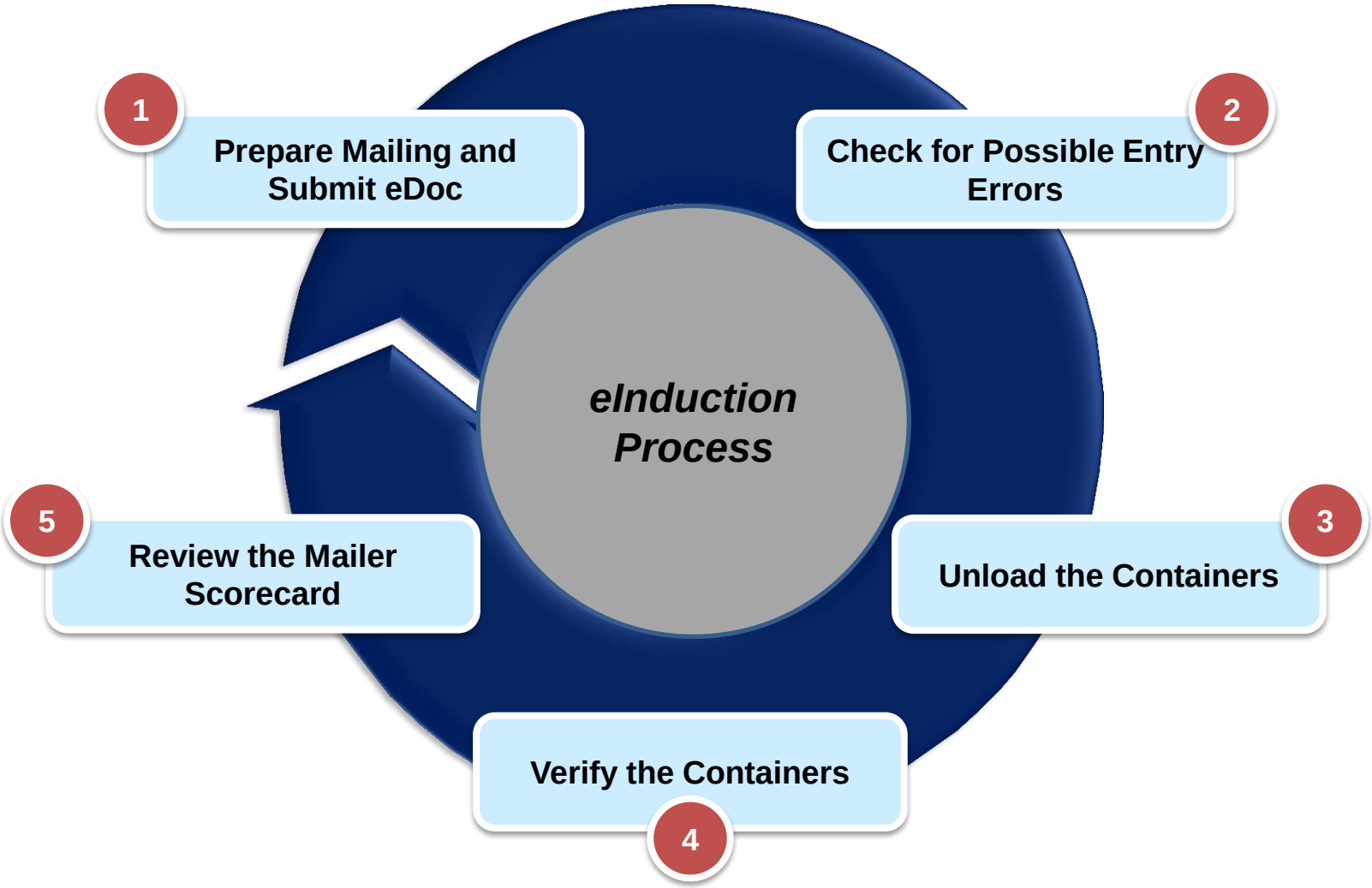
Move Update Errors in August 2015		
Verification	**Threshold**	**Error %**
Move Update	0.8%	0.17%

eInduction

eInduction


eInduction Adoption
% Total Mailer Shipped Containers
100%
90%
80%
70%
60%
50%
40%
30%
20%
10%
0%
38.8%
41.9%
42.5%
44.0%
47.5%
38.3%
42.5%
50.1%
52.4%
December-14
January-15
February-15
March-15
April-15
May-15
June-15
July-15
August-15

eInduction Process



eInduction

eInduction Mailing Requirements

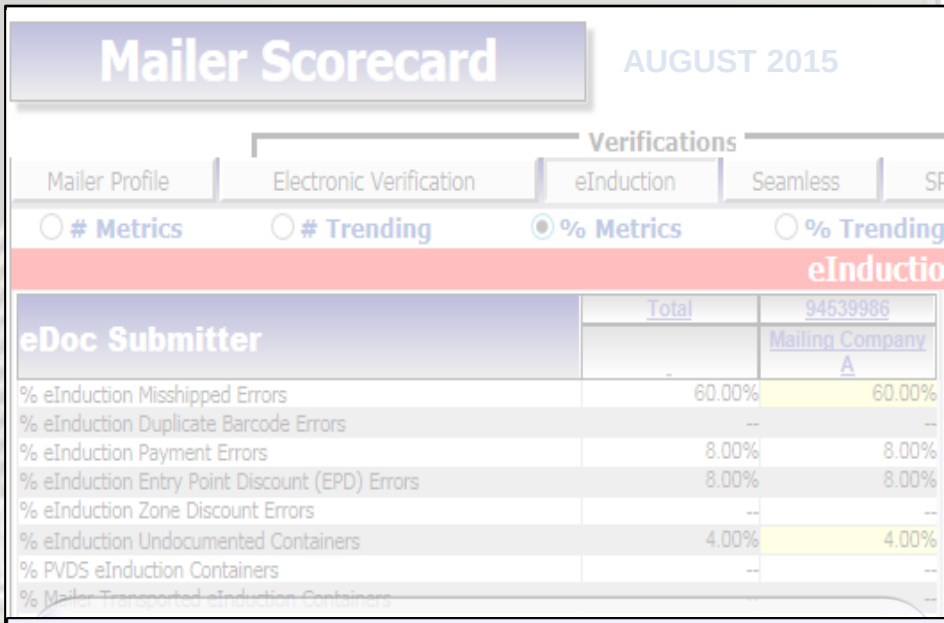
eDoc must be submitted using **Mail.dat, Mail.XML or Postal Wizard**

IMcbs must be unique across all mailings / mailers over the previous 45 days. IMcbs must be removed from eDoc if they are not produced

Containers must **not be included** on paper **8125/8017** when flagged for eInduction. Containers should not be **flagged as eInduction** if not participating in the program

eInduction indicator must be set to **Y** in the Mail.dat or Mail.XML file

Postal Wizard users indicate eInduction when entering postage statement



***PostalOne!* Reports**

Provide real time status of eInduction containers

Shipping Summary Report ***Quick Status Report***

MAILER SCORECARD

Up to 72 hours for data availability after induction

eInduction Detailed Error Drilldowns

Quick Status Report

- **Available to all users via the Business Customer Gateway**
- **Clearance to ship and unload/acceptance status**

IMcb	Postage Statement Mailing Date	Release Status	Scan Date/Time	Scan Facility	Unload Status	Induction Status
99M----------001	7/26/2014	Payment	None	None	None	None
99M----------002	7/26/2014	Cleared	1000			
99M----------003	7/26/2014	Payment	1001			
99M----------004	7/26/2014	Planned Entry Point	1230			
99M----------005	7/26/2014	Cleared	1300			
99M----------006	7/26/2014	Continuous	1300			
99M----------007	7/26/2014	Entry Point Discount	1300			
99M----------007	*Intelligent Mail Container Barcode has not been identi eDoc file and the eInduction Indicator = "Y".*					

Green = Container is cleared for shipment
Yellow = Container can be shipped, but is at risk for failing eInduction verification
Red = Container is not cleared for shipment

Release Status Terms

- **Payment**: Postage Statements for the container have not been finalized
- **Cleared:** No issues, container may be shipped
- **Planned Entry Point**: Entry Locale Key provided in eDoc is incorrect. Container is at risk of being misshipped
- **Continuous**: Container has a continuous MID, can be shipped.
- **Entry Point Discount**: Entry discount claimed in eDoc is incorrect at the planned entry location per the mail direction file (MDF). Container is at risk of failing EPD verification
- **Zone:** Zone discount claimed in eDoc is invalid at the planned entry location. Container is at risk of failing Zone Verification

eInduction Error Types

Payment	IMcb was included in eDoc but the eDoc was never finalized
Undocumented	No eDoc with the IMcb AND Continuous Mailer ID (MID) in IMcb is registered for eInduction
Duplicate	Same IMcb was scanned on different appointments
Misshipped	Container was entered at the wrong facility per the MDF. Checks the overall container destination zip and entry facility type
Entry Point Discount	Container includes mail that claims an entry discount that's invalid at the entry location
Zone	Container includes mail that claims the wrong zone price

eInduction Errors August 2015

Verification	Threshold	Error %
Payment	0.00%	0.10%
Undocumented	0.00%	0.19%
Duplicate	0.17%	0.06%
Misshipped	1.05%	0.86%
Entry Point Discount	1.88%	0.18%
Zone	0.10%	0.39%

eInduction Onboarding Process

eInduction Fact Sheet

eInduction Onboarding

1. Mailer contacts FAST Helpdesk
2. BMS Analyst is assigned
3. BMS Analyst checks eDoc for eInduction readiness
4. BMS/BMEU District notifies mailer upon activation

Note: Mailers do not have to meet Full-Service requirements to participate in eInduction, but eInduction does require the use of eDoc and unique barcodes

Mailer eInduction Onboarding Responsibilities

After the CRID activation, mailers perform the following steps:

After Joining eInduction	
Submit eDoc via Mail.dat, Mail.XML, or Postal Wizard	
Step 1	Prepare and submit eDoc
Step 2	Print and attach IMcb barcodes to containers
Step 3	Flag all containers that are eInduction
Step 4	Submit eDoc

Note: Mailers performing verification, acceptance and induction at a BMEU entry will not be using eInduction

eInduction Benefits

FAST

Automatic Quality Validations

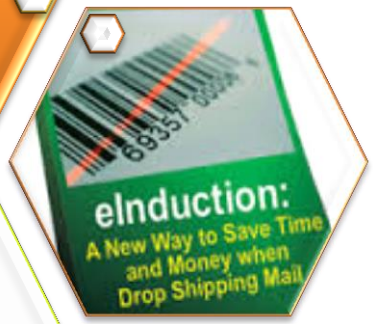
Quality Review

Quicker Appointment Process

Reduce Container Status Errors

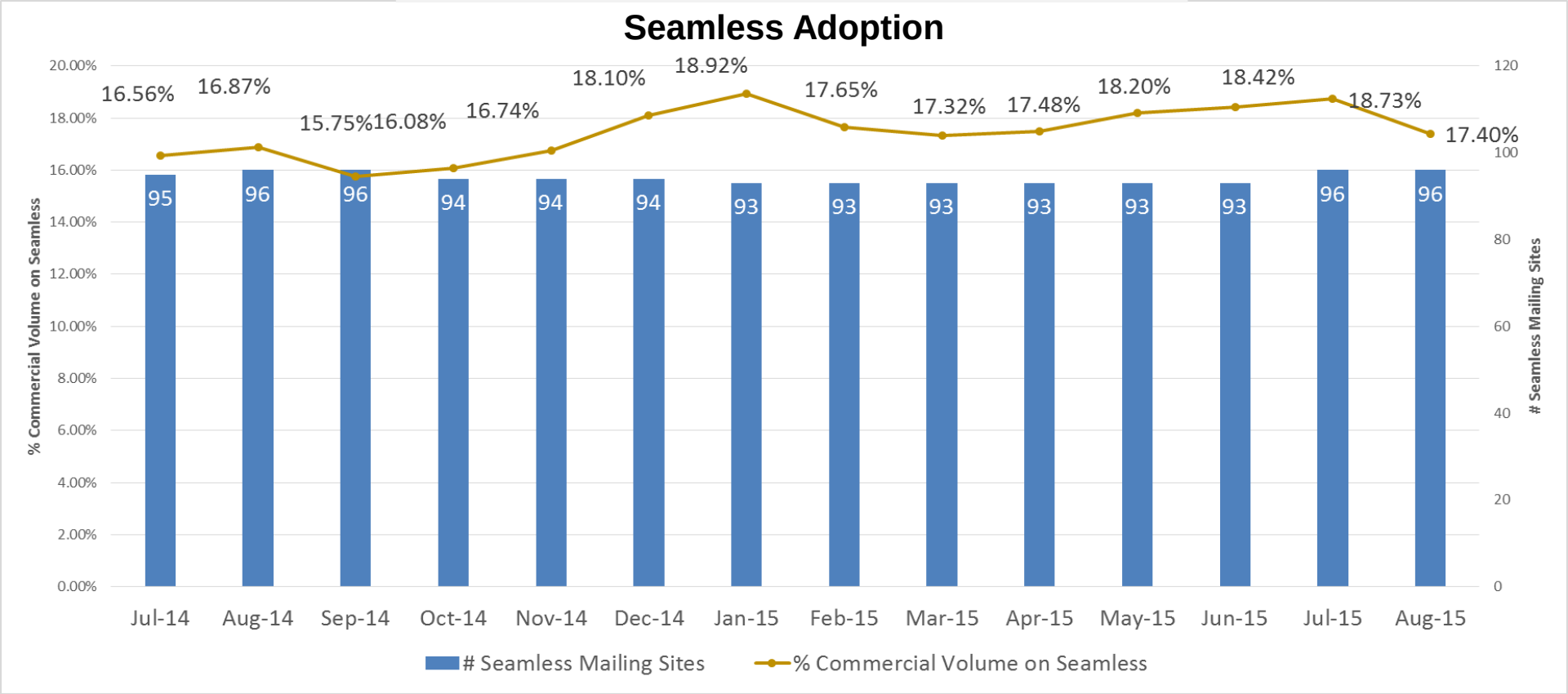
Eliminates Paper Forms 8125 & 8017

Streamlines Preparation & Induction of Drop Shipments



Seamless Acceptance

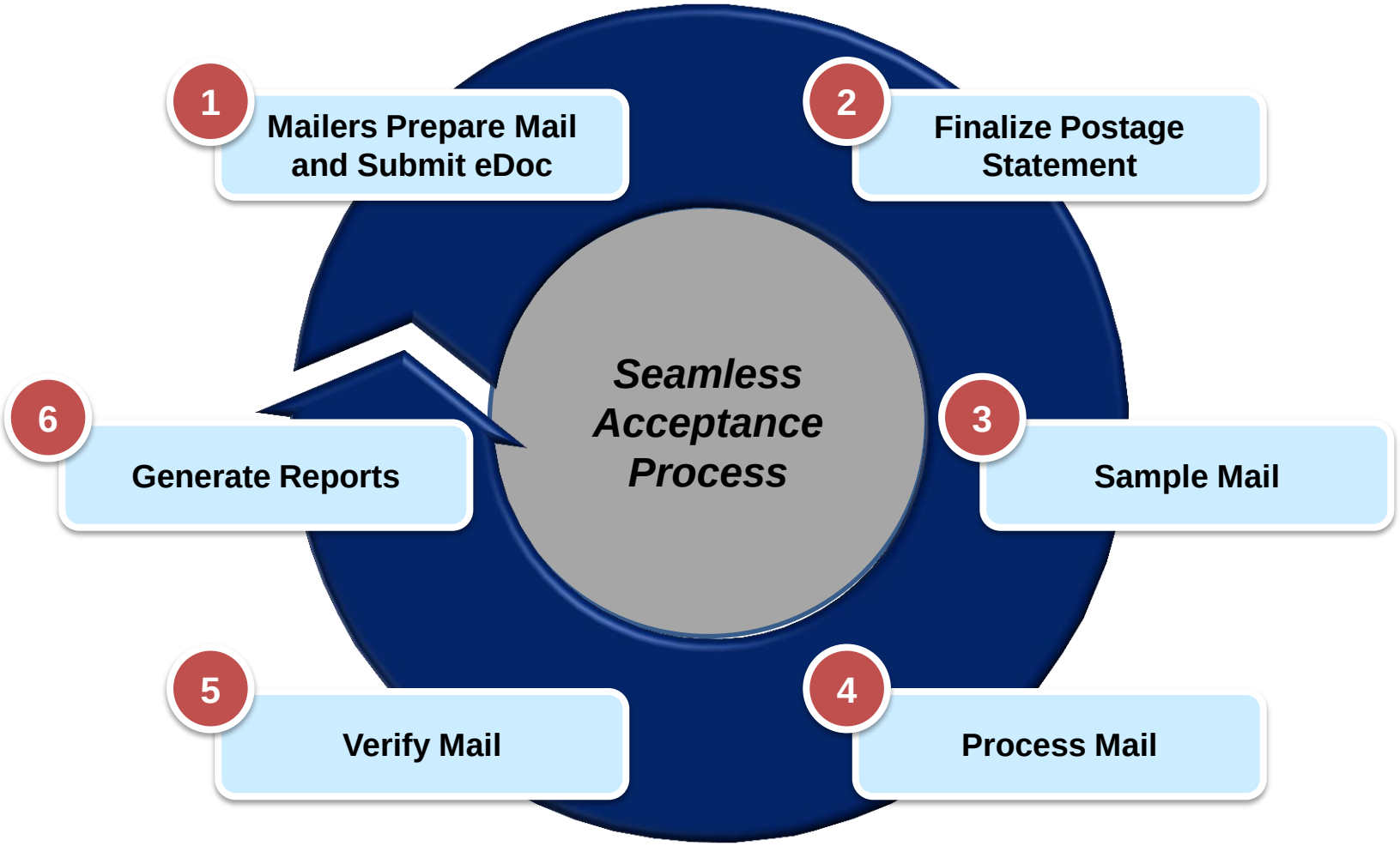
Seamless Acceptance



- ✓ **Contact BMS analyst if you are interested in switching to Seamless Parallel today**

- ✓ **Requirements:**
  - ✓ **At least 90% Full Service**
  - ✓ **All pieces uniquely barcoded and in eDoc**
  - ✓ **Participate in eInduction if preparing origin or destination entry-drop shipments**

Seamless Acceptance Process



Seamless Acceptance

Seamless Acceptance Participation Requirements

90% or more of all eligible pieces must be part of a **Full-Service** mailing

The following **eDoc methods** must be used Mail.dat, Mail.XML or Postal Wizard

Unique Barcodes must be applied to all containers, all handling units and mailpieces

All barcodes must be unique & included in eDoc

Participate in **eInduction** if preparing **origin or destination entry-drop shipments**

Mailer Scorecard AUGUST 2015

Verifications: Mailer Profile | Electronic Verification | eInduction | Seamless | SP

Metrics | # Trending | % Metrics | % Trending

Seamless

eDoc Submitter	Total	94539993 Test1
CRID Seamless Status	N/A	None
# Seamless Acceptance Jobs	18	4
# Seamless Acceptance Containers	143	31
# Seamless Acceptance Handling Units	254	48
# Seamless Acceptance Pieces	68,242	18,558
# Seamless Acceptance Jobs not Auto-Finalized	18	4
# Seamless Documented Piece Scans	--	--
# Adjusted Seamless Documented Piece Scans	--	--
# Undocumented Pieces	--	--
Unscanned Undocumented Pieces at Risk - Lower Bound	N/A	N/A
Unscanned Undocumented Pieces at Risk - Upper Bound	N/A	N/A
Additional Postage Due (Undocumented Pieces) - Info Only	N/A	N/A
# Nesting/ Sortation Piece Errors (MPE)	--	--
# Delivery Point Piece Errors	--	--
Sampling Verifications		
# Containers Sampled	--	--
# Handling Units Sampled	--	--
# Pieces Sampled	--	--
General PAF	N/A	0
# Nesting/ Sortation Piece Errors	N/A	N/A
# Weight Piece Errors	N/A	N/A
# Postage Piece Errors	N/A	N/A
General PAF Potential Postage Due - Info Only	N/A	N/A
Mail Characteristic PAF	N/A	0
# Mail Characteristic Piece Errors	N/A	N/A
Mail Characteristic PAF Potential Postage Due - Info Only	N/A	N/A
Barcode Quality PAF	N/A	0
# Barcode Quality Piece Errors	N/A	N/A
Barcode Quality PAF Potential Postage Due - Info Only	N/A	N/A

"**MPE**" Data – obtained from MPE scans and/or eDoc

"**Sampling**" Data - obtained from Sampling

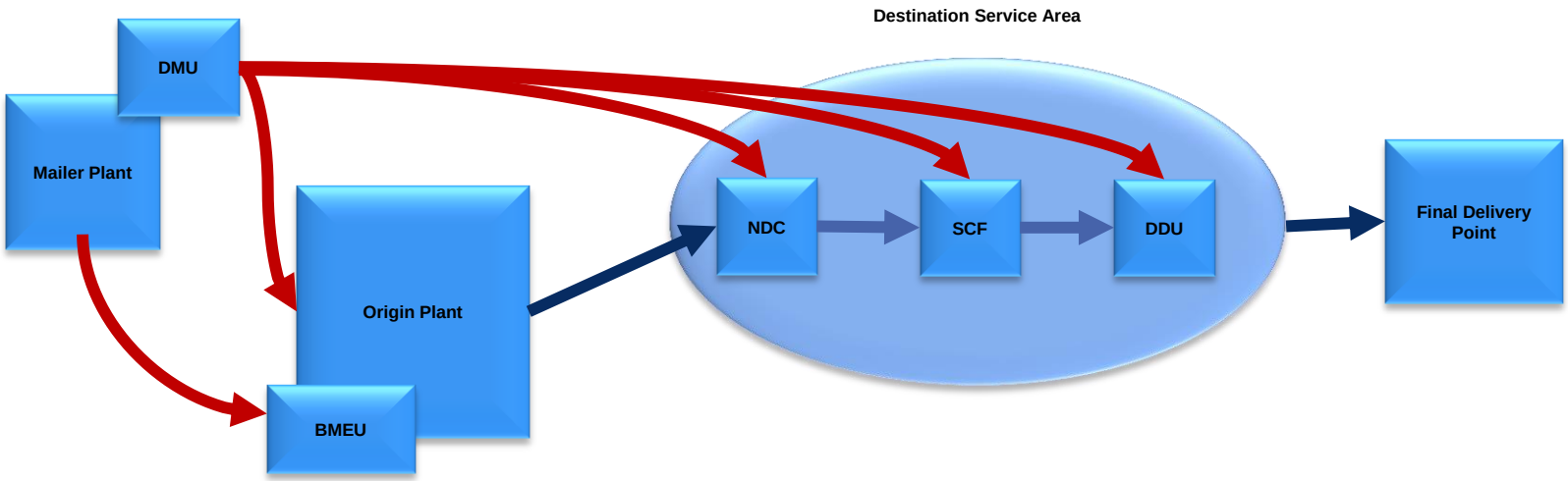
MAILER SCORECARD

Up to 72 hours for data availability after finalization

Seamless Acceptance Participation Requirement

eInduction Participation Requirement

- **Mailer must participate in eInduction if preparing the following:**
  - DMU-verified origin entry shipments
  - All destination entry-drop shipments
- **Mailings accepted, verified, and entered at BMEUs do not have to participate in eInduction**



Seamless Acceptance Error Types

Census/MPE Verifications	Description
Undocumented	IMb was scanned and can not be found on any eDoc
Nesting / Sortation	Piece was placed on a different tray or bundle than was included in the eDoc

eDoc Verification	
Delivery Point	Last 11, 9, or 5 digits of the IMb (the delivery point) do not exist as a delivery point in the USPS

Seamless Acceptance Errors August 2015

Verification	Threshold	Error %
Undocumented	0.30%	0.88%
Nesting/Sortation	1.00%	0.08%
Delivery Point	2.00%	0.08%

Seamless Acceptance Error Types

Sampling Verifications	Description
Postage	Postage Payment Method or Postage Affixed amount on piece different than included in the eDoc
Weight	Piece weight is different than was included in the eDoc
Mail Characteristic	Piece was paid at Standard Mail price but the content should make it a First-Class piece OR piece is paid at a Non-Profit piece but the content should make it a Regular price piece
Barcode Quality	Piece had a unscannable barcode and was included in a mailing that only had automated price pieces

Seamless Acceptance Errors August 2015

	Threshold	Error Percentage
Nesting/Sortation	-	0.93%
Postage	5%	0.36%
Weight	5%	0.41%
Mail Characteristic	5%	0.14%
Barcode Quality	5%	0.00%

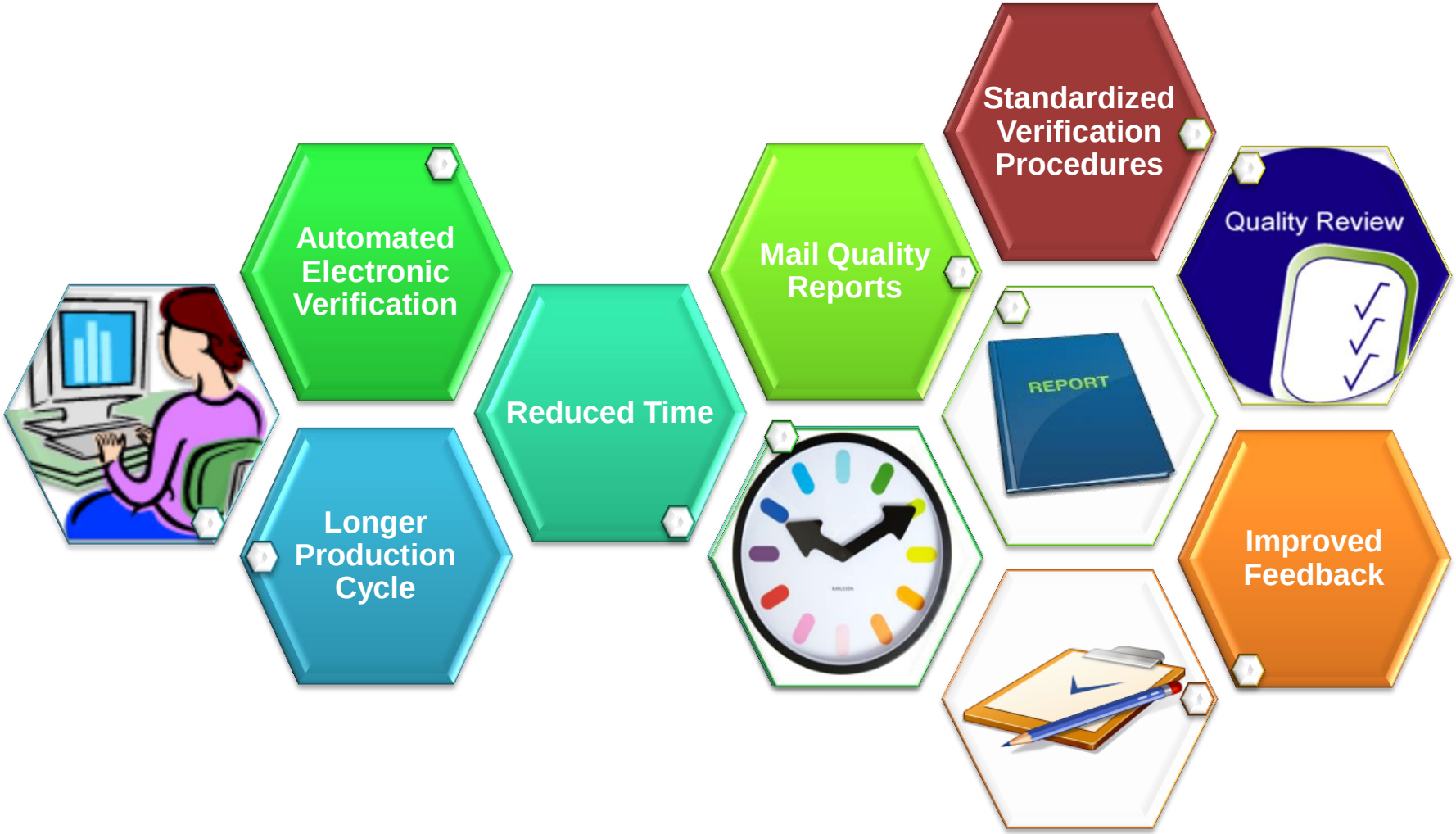
Seamless Acceptance Onboarding Process

Seamless Parallel is a communication and guidance effort for mailers to smoothly transition to the Seamless Acceptance program

Seamless PARALLEL	Seamless ACCEPTANCE
Traditional verifications performed	Traditional verifications **NOT** performed
Seamless Acceptance verifications performed	Seamless Acceptance verifications performed
Seamless Acceptance verifications **do NOT** result in additional postage	Seamless Acceptance verifications may result in additional postage
Auto-finalization does **NOT** occur	Auto-finalization occurs

- **Mail quality must be below thresholds for all Seamless Acceptance verifications for at least one calendar month to move to Seamless Acceptance**
- **After Seamless Acceptance onboarding, all postage statements are auto-finalized and automated verifications are completed**

Seamless Acceptance Benefits



Data Visibility

Mail Owner

- **Where identified as mail owner in eDoc**
- **Reports: Owner Preparer View of Mailer Scorecard**
- **View data across mail preparers for:**
  - Mailpiece
  - Handling Unit
  - Containers

Mail Preparer/Mail Service Provider

- **eDoc Submitter Reports:**
  - Mailer Scorecard eDoc Submitter View
  - Mailer Scorecard Owner/Preparer View
  - Shipping Summary Report
- **View data across all mail owners and transportation providers:**
  - Mailpiece
  - Handling Unit
  - Containers

Transportation Provider

- Appointment Scheduler or Transportation Carrier
- Based on FAST appointments for actual container entry OR identification in eDoc
- Reports: Shipping Summary Report
- View container level data across all appointments

Mailer Scorecard Detailed Error Request

- On the Mailer Scorecard, there is a cap on piece errors at the Job, Preparer, Owner, Error Code level at 500 for Delivery Point Verifications, 200 for Move Update, and 100 for all other error types
- Currently, this cap is impacted by ALM 3470- Detailed Error, where records are being capped at 1,100 records at Job/Error Code level
- If a mailer wants to see the full set of error data, they must contact the *PostalOne!* Help Desk and submit a Detailed Errors Data Request Form

Detailed Error Data Request Form

Instructions: Please submit completed form to the PostalOne! Help Desk: PostalOne@usps.gov (also available by Phone: 1-800-522-9085)

Mailer: Click here to enter text.
Mailer Contact Name: Click here to enter text.
Mailer Contact Phone: Click here to enter text.
Mailer Contact Email: Click here to enter text.
Frequency: Choose an item.
Begin Date: Click here to enter a date.
End Date: Click here to enter a date.
Large File Transfer Location: Choose an item.
Mailer Type: eDoc Submitter ☐ Owner ☐
eDoc Submitter CRID (Required if eDoc Submitter is selected as Mailer Type): Click here to enter text.
Owner CRID (Required if Owner is selected as Mailer Type): Click here to enter text.
CRID or Mailer ID (for Undocumented data requests): Click here to enter text.
Job ID(s)/Mailing Group ID(s) (if available): Click here to enter text.
Mailer Scorecard Screenshot (if available):

Full Service Verifications
Barcode Uniqueness Errors (Container) ☐
Barcode Uniqueness Errors (Handling Unit) ☐
Barcode Uniqueness Errors (Piece) ☐
By/For Errors ☐
STID Errors (Piece) ☐
MID Errors (Piece) ☐
Entry Facility Container Errors ☐

Seamless Verifications (Census)
Undocumented Errors (MPE) ☐
Nesting/Sortation (MPE) ☐
Delivery Point Verification ☐

Seamless Verifications (Sampling)
Undocumented Errors (Sampling) ☐
Weight (Sampling) ☐
Nesting/Sortation (Sampling) ☐
Postage (Sampling) ☐
Mail Characteristic (Sampling) ☐

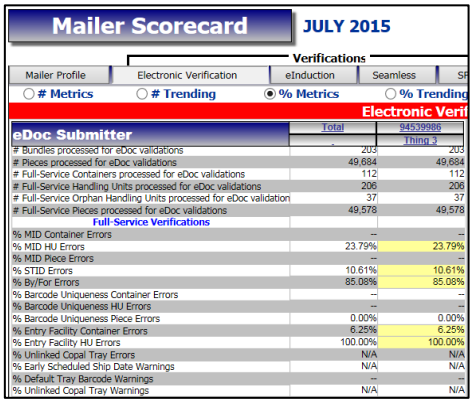
Other Verifications
Move/Update Errors ☐

Special Instructions: Click here to enter text.

Mailer Contacts *PO!* Help Desk to obtain all error data → *PO!* Help Desk logs remedy ticket/ contacts SASP team → SASP team sends data to mailer/assigns ticket back to *PO!* Help Desk → *PO!* Help Desk notifies mailer of data transmission

Preparing for Postage Assessment

Monitor & Investigate Mailer Scorecard to Address Problem Areas



Mailer Scorecard JULY 2015

Verifications

Mailer Profile | Electronic Verification | eInduction | Seamless | SF

Metrics | # Trending | % Metrics | % Trending

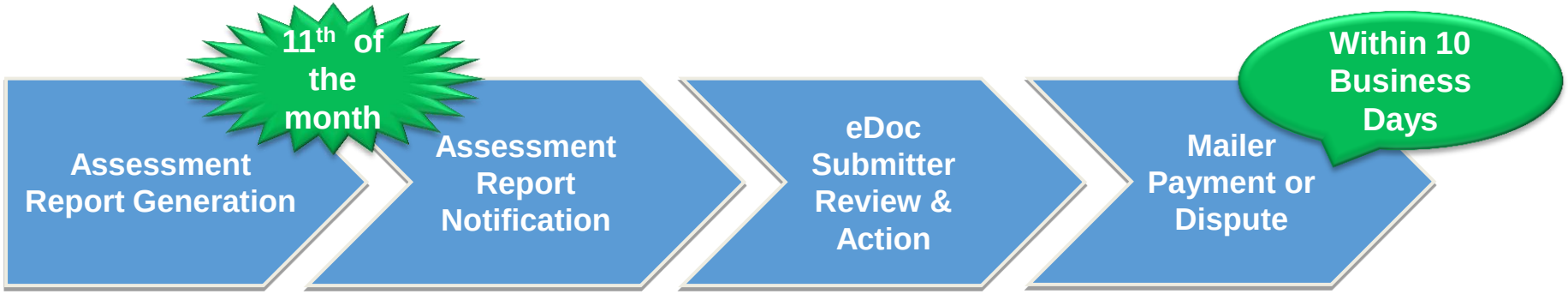
Electronic Verif

eDoc Submitter	Total	94539986 Thing 3
# Bundles processed for eDoc validations	203	203
# Pieces processed for eDoc validations	49,684	49,684
# Full-Service Containers processed for eDoc validations	112	112
# Full-Service Handling Units processed for eDoc validations	206	206
# Full-Service Orphan Handling Units processed for eDoc validation	37	37
# Full-Service Pieces processed for eDoc validations	49,578	49,578
Full-Service Verifications		
% MID Container Errors	--	--
% MID HU Errors	23.79%	23.79%
% MID Piece Errors	--	--
% STID Errors	10.61%	10.61%
% By/For Errors	85.08%	85.08%
% Barcode Uniqueness Container Errors	--	--
% Barcode Uniqueness HU Errors	--	--
% Barcode Uniqueness Piece Errors	0.00%	0.00%
% Entry Facility Container Errors	6.25%	6.25%
% Entry Facility HU Errors	100.00%	100.00%
% Unlinked Copal Tray Errors	N/A	N/A
% Early Scheduled Ship Date Warnings	N/A	N/A
% Default Tray Barcode Warnings	--	--
% Unlinked Copal Tray Warnings	N/A	N/A

Results of these verifications are aggregated over a calendar month

Postage Assessment Report displays total number of invoiceable errors only

Postage Assessment Process



Mail Entry Additional Postage Assessment Report

eDoc Submitter CRID	Company Name	Assessment Period	Impact from Seamless	Impact from Move/Update	Impact from eInduction	Impact from Full Service Electronic Verification	Additional Postage Due	Adjusted Additional Postage Due	Postage Due	Status	Action
20549548	ABC Company	December 2014	$0.00	$0.00	$0.00	$40.82	$40.82	$40.82	$40.82	Pending Action	Request Review Pay
20550227	XYZ TEST COMPANY INC	December 2014	$142.33	$0.00	$0.00	$21.98	$164.31	$164.31	$164.31	Pending Action	Request Review Pay
20550229	DEV TEST COMPANY	December 2014	$0.00	$0.00	$0.00	$6.02	$6.02	$6.02	$6.02	Pending Action	Request Review Pay
Totals:			$142.33	$0.00	$0.00	$68.82	$211.15	$211.15	$211.15		

- ✓ Displays a summary of all assessments that will be due for the calendar month
- ✓ Pay for an assessment or request a review

Resources

RIBBS → Intelligent Mail Services → Guides and Technical Specifications

Mail Entry Roadmap
https://ribbs.usps.gov/intelligentmail_latestnews/documents/tech_guides/MailEntryRoadmap.pdf

Certified Full-Service Vendor Summary List
https://ribbs.usps.gov/uniqueimb/documents/tech_guides/VendorFullServiceCapabilities.pdf

Certified Full-Service MSP/Mail Owner Summary List
https://ribbs.usps.gov/intelligentmail/documents/tech_guides/MSP_MailOwnerInformationalSheet.pdf

Guide to Intelligent Mail for Letters & Flats
https://ribbs.usps.gov/intelligentmail_guides/documents/tech_guides/GuidetoIntelligentMailLettersandFlats.pdf

Guide to eInduction
https://ribbs.usps.gov/intelligentmail_guides/documents/tech_guides/Guide_to_eInduction.pdf

Guide to Seamless
https://ribbs.usps.gov/intelligentmail_guides/documents/tech_guides/GuidetoSeamlessAcceptance.pdf

Guide to Mailer Scorecard/Microstrategy
https://ribbs.usps.gov/intelligentmail_guides/documents/tech_guides/GuideToMailerScorecard.pdf

Assessable Metrics by Program
https://ribbs.usps.gov/intelligentmail_latestnews/documents/tech_guides/Assessable_Metrics_by_Program.pdf

Thresholds Guide
https://ribbs.usps.gov/intelligentmail_guides/documents/tech_guides/ThresholdProcess.pdf

Guide to the Postage Assessment
https://ribbs.usps.gov/intelligentmail_latestnews/documents/tech_guides/GuidetoPostageAssessment.pdf