

Payment & Acceptance Track

January 15, 2014



Payment & Acceptance Track

November 20, 2013

Periodicals
9:00 am – 10:00 am

Periodicals Agenda

- [Nov 2013 MTAC Action Items Follow-up](#)
- Topics Requested by Industry
 - Airbox Update
 - [eInduction Update](#)
 - [Seamless Update](#)
 - [FSS Prep](#)
 - Full Service Verification
 - [Full-Service Certification Update](#)
 - Update on Multiple Periodicals in a Polybag
 - [Update on Postal Wizard – Issues pieces over 1.25 lbs](#)
 - [Update on Work Group 151 – Weight Study](#)
 - Update on BPM Mixed Class Comail



Response to Action Items – Periodicals

Action Item	Issue	Response / Corrective action / Update
1. Update Full Service Verification approach document and post on RIBBS		Updated and document posted on RIBBS https://ribbs.usps.gov/intelligentmail_guides/documents/tech_guides/FullServiceVerification.pdf
2. Update MDF (Mail Direction File) to identify an FSS facility as a drop location (Re: eDoc mappings to FSS)		<p>The “Mail Direction File (MDF) Sample Test Data” posted to the FAST page on RIBBS (https://ribbs.usps.gov/index.cfm?page=fast) in the “Important Links” section:</p> <ul style="list-style-type: none">• MDF for FSS v1• MDF for FSS v2• MDF for FSS v3• Label List Changes <p>The posted files contain:</p> <ul style="list-style-type: none">• The External Labeling List System (ELLS L606) Updates• Flats Sequencing Service (FSS) Redirections (ELLS L006) <p>Please direct any questions and/or issues to the FAST Help Desk via eMail (FAST@usps.gov) or telephone (1-877-569-6614).</p> <p>Additional MDF details on the subsequent slide</p>



Response to Action Items – Mail Direction File support for FSS

- Currently, the Mail Direction File v1, v2, v3 identify the FSS Facilities through the use of a mail class code designed to identify FSS facilities
- With the January 2014 publication, the same MDF v1, v2, v3 records with the FSS specific mail class codes will continue to exist
 - The MDF discount codes of DSCF tied to FSS facilities will be replaced with DFSS discount code to align with new DFSS discount entry prices available in January 2014
- With the July 2014 publication of Mail Direction File set the FSS specific mail class codes will be removed, instead the FSS facilities will be identified through the DFSS discount type in the MDF files.



Action Item	Issue	Response / Corrective action / Update
3. Investigate why there is a 200 pound limit on Airboxes. Include Krista, Becky etc. Report the findings to User Group 1		Requirements submitted for July 2014 release for both Mail.dat & Mail.XML) to remove the maximum weight validation Shared with User Group 1 on 01/08/2014
4. Communicate with/to MSDG & PCSC when it will be mandatory for Airbox mailers to meet the new requirements		Held meeting with MSDG on 01/08/2014. Airbox will be mandatory for July 2014 release
5. Report back to UG 1 when Mixed Class Comail regarding BPM, Standard Mail, and Periodical will be deployed		Will need to work through Product team to move this request forward



Response to Action Items – Periodicals

Action Item	Issue	Response / Corrective action / Update
6. Investigate a solution for 2 Periodicals mailed in one polybag		Because of competing priorities, resolution for this issue is not planned. Current Workaround: <ul style="list-style-type: none">• In the Mail.dat multiple Periodicals in a Polybag must be represented as a firm bundle with specific DMM regulations to determine the price.• Computation is performed with each Periodicals publication and any supplements or ride-alongs in an MPU
7. Mail Anywhere Fact Sheet: Kevin and Steve to review and provide feedback before finalized		Feedback from Kevin, Steve, Wanda, and others included in the process. Posted to RIBBS https://ribbs.usps.gov/intelligentmail/documents/tech_guides/MailAnywhereFactSheet.pdf
8. Update and post the Mail Anywhere Fact Sheet on RIBBS		See prior response
9. Confirm the fix on ETR122687 with Brad	Mail.XML Periodicals PS Processing - PS 3541 - Line A1 & A2 incorrectly calculating total pounds for In-county pieces.	Scheduled for Jan 26, 2014 release. Tested and passed in CAT

- **Activated Nationally Oct 1, 2013**
- **21 mailers participating**

Metric	Since 10/01/13
100% eInduction Appointments	5400 / 3.8%
eInduction Containers Received	61090 / 2.9%

The following process describes how mailers start participating in eInduction

eInduction Mailer Onboarding

- Contact the FAST Helpdesk (FAST@usps.gov or 1-877-569-6614)
- BMS Analyst assigned, BMEU/DMU personnel trained
- BMS Checks eDoc for eInduction readiness
- Mailer CRID activated when BMEU/DMU personnel trained

The following process will be followed for mailers participating in eInduction to evaluate mail quality

eInduction Mailer Monitoring

- BMS analyst reviews Mail quality for each mailer set to eInduction
- Mailer reviews Shipping Summary/MicroStrategy eInduction Report for errors.
- BMS analyst identifies mailers with mail quality issues
- BMS analyst contacts mailers above thresholds and informs them of errors above thresholds
- BMS analyst and mailer work together in order to develop a plan to resolve mail quality errors

eInduciton Mailer issues:

- Providing 8125 with eInduction pallets
- Using ORIGIN rather than Locale Key
- AV, Appointment Validation error, not linking containers to the appointment at NON-SV sites
- Not paid/Not release, sent in error

eInduction Onboarding issues:

- Non-Unique IMcb's
- Missing IMcb's
- EPD Validation, Incorrect ZIP Code for entry point discount field
- Using ORIGIN rather than actual Locale Key
- Not submitting electronic documentation

The following process describes how mailers were selected to participate in Seamless Parallel

Set Mailer to
Seamless Parallel

- Mailers who are eligible for Seamless Parallel are identified
 - Over 90% Full-Service volume over previous calendar month
 - Enter mailings at a DMU
- BMS sets mailers to Seamless Parallel in PostalOne!
- Mailers set to Seamless Parallel will be able to view their mail quality error data in MicroStrategy

The following process will be followed for mailers participating in Seamless Parallel to evaluate mail quality

**Seamless Parallel
Mailer Monitoring**

- BMS analyst review Mail quality for each mailer set to Seamless Parallel
- Mailer reviews Mailer scorecard in MicroStrategy and identifies mail quality issues
- BMS analyst identifies mailers with mail quality issues
- BMS analyst contacts mailers above thresholds and informs them of errors above thresholds
- BMS analyst and mailer work together in order to develop a plan to resolve mail quality errors

The following process will be followed for mailers participating in Seamless Parallel to identify candidates for Seamless Acceptance

Set Mailer to
Seamless Acceptance

- At the beginning of the month, BMS analysts will identify mailers who are candidates for Seamless Acceptance
- Criteria for Seamless Acceptance:
 - Participated on Seamless Parallel for over a month
 - Maintain good mail quality (errors below threshold) throughout previous month
- BMS sets mailers to Seamless Acceptance in PostalOne!



Flats Sequencing System (FSS)

Overview

- In January 2014 the USPS will require bundle and pallet preparation of automation flat-size Standard Mail, Periodicals and Bound Printed Matter mailpieces prepared for delivery within ZIP Codes serviced by FSS processing.
- The Flats Sequencing System (FSS) automates the sequencing of flat-size mailpieces into delivery order.
- Mailer prepared bundles and pallets specifically for FSS processing are trucked by a mailer or USPS to 47 FSS locations across the country. A list of FSS locations can be found at: <https://ribbs.usps.gov/index.cfm?page=flat>
- FSS Scheme bundles are now required to be prepared and can contain qualifying mailpieces from the following: 5-digit, 3-digit, ADC, MXD ADC, High Density Plus, High Density and Basic Carrier Route presort rates.
- FSS scheme pallets, required at 250lbs can be delivered directly to the DFSS facility or an NDC or SCF facility.
- FSS Facility pallets can only be delivered to an SCF or an NDC. The Pallet preparation section of this fact sheet provides more details.

Required FSS Preparation

The Postal Service initially introduced optional FSS preparation standards in the August 23, 2010 Federal Register, final rule. The Postal Service now proposes to require bundle and FSS scheme pallet preparation of automation flat-size Standard Mail, Periodicals and Bound Printed Matter mailpieces prepared for delivery within the ZIP Codes served by a FSS processing facility.

FSS Sortation Labeling List

Labeling list L006 describes the 5-digit FSS scheme sortation list for flat sized Periodicals, Standard Mail, Bound Printed Matter and Package Services placed in bundles and pallets. This labeling list must be used when preparing FSS bundles and pallets.

A scheme or sort plan is a list of separations that are performed in a mail distribution (sorting) operation.

Column A Destination ZIP Codes	Column B Scheme Design/Container Placard	Column C Facility Container Placard
85018, 85060	FSS PROCESSE AZ 85018	FSS PROCESSE AZ 852

Column A of the labeling list shows an example of the destination ZIP Codes processed in a single FSS scheme sort.

Column B of the labeling list shows how a FSS scheme container/pallet, bundle or sack/tub must be identified.

Column C of the labeling list shows how the top line of an FSS Facility container/pallet placard or sack/tub label should be identified.

Bundle Preparation

Presort software is used to prepare FSS Bundles. Automation, carrier route pieces and automation compatible presorted must be consolidated into 5-digit FSS scheme bundles as outlined below. Piece sequencing requirements for carrier route mail do not apply when placed into a FSS Scheme bundle.

Standard Mail Flats

Combine Five-Digit & Basic Carrier Route pieces into 5-digit FSS scheme bundles. Optionally, High Density and High Density Plus pieces may be included in a 5-digit FSS Scheme bundles. Pieces may be pulled from the Mixed ADC, ADC, and 3-digit pool into a 5-digit FSS Scheme bundle.

Bound Printed Flats

Combine Presorted & Carrier Route pieces into 5-digit FSS scheme bundles.

Periodicals Flats

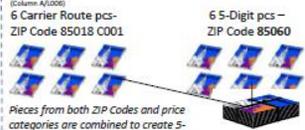
Combine Five-Digit & Basic Carrier Route pieces into 5-digit FSS scheme bundles. Optionally, High Density and High Density Plus pieces may be included in a 5-digit FSS Scheme bundles. Pieces may be pulled from the Mixed ADC, ADC, and 3-digit pool into a 5-digit FSS Scheme bundle.

As a Periodicals example using the L006 labeling list:

Column A Destination ZIP Codes	Column B Scheme Design/Container Placard	Column C Facility Container Placard
85018, 85060	FSS PROCESSE AZ 85018	FSS PROCESSE AZ 852

(Column A) 0000
6 Carrier Route pcs - ZIP Code 85018 C001

6 5-Digit pcs - ZIP Code 85060



Pieces from both ZIP Codes and price categories are combined to create 5-digit FSS scheme bundles

For each FSS scheme sort, bundle sizes are required to be uniform and between 3" and 6.5" high. One overflow bundle may be under minimum height. Bundles must also be prepared to maintain integrity with the appropriate strapping and shrinkwrap.

Bundles must be identified as 5-digit scheme presort either with an Optional Endorsement Line (OEL) or with a "red Label 5 SCH" barcoded pressure sensitive bundle label.

FSS scheme bundles must be prepared for each 5-digit FSS scheme combination identified in labeling list L006 under the following conditions:

- Standard Mail - 10 or more pieces of automation, automation compatible or basic carrier route
- Periodicals - 6 or more automation, automation compatible or carrier route pieces.
- Bound Printed Matter - 10 or more pieces (or 10 or more pounds) of presorted or carrier route

Note: Mailers may optionally prepare a FSS scheme bundle of less than the minimums listed above if the bundle contains a minimum of 8 inches of mail. Saturation price Standard Mail and Periodicals flats are not eligible for this preparation.



Full-Service Certification

Full-Service Certification and Listings for MSPs/Mail Owners and Software Vendors

MSPs/Mail Owners:

Now is the time to upgrade.

Full-Service is the next step in automating your mailings. By meeting the Full-Service criteria, you can receive:

- The best commercial prices and the largest discounts available
- The elimination of annual permit fees
- No cost visibility/tracking of your mailings
- Mail Anywhere™, utilizing a single permit at multiple business mail entry sites
- No cost address correction

Mail Service Provider (MSP) and Mail Owners – Full-Service Certified Mailers:
A Mail Service Provider (MSP) offers a variety of solutions to prepare and present Full-Service presort mailings. The MSPs and Mail Owners listed on the back page of this document have met the U.S. Postal Service™ Full-Service certification standards.

The list of MSPs and Mail Owners is updated as new MSPs and Mail Owners are certified; please check: <https://ribbs.usps.gov/index.cfm?page=intelligentmail> to ensure that you have the most current list of MSPs and Mail Owners that have been certified for Full-Service mailings.

Depending on the service level, size, complexity, and desired mailing/presort discount MSPs offer a variety of different services (some MSPs offer multiple levels of service). All of these providers can help you mail at Full-Service. The following section identifies the differences in MSPs and Mail Owners.

Print Only MSP/Mail Owner:
A Print Only MSP/Mail Owner will print your mailings with Full-Service Intelligent Mail® Barcodes. In order to qualify for Full-Service (and automation pricing), these mailings will need to be presorted and have an electronic documentation (eDoc) submitted by yourself or a mail service provider as described below.

Print and Mail MSP/Mail Owner:
A Print and Mail MSP/Mail Owner will print, presort, submit the eDoc, and submit the mailing. Some of the providers offer additional drop shipment discounts.

List Mailer MSP/Mail Owner:
A List Mailer MSP/Mail Owner will take existing mailpiece components and mailing list(s), and address, presort, eDoc, and mail the mailing. A List Mailer offers similar services to a Print and Mail MSP/Mail Owner, only a List MSP/Mail Owner does not print the mailing components.

Presort and Commingle Letter MSP/Mail Owner:
A Presort Bureau and/or Commingle Mailer MSP/Mail Owner will take letter-sized mail from one or multiple customers and presort and commingle the pieces together to generate a combined eDoc, potentially qualifying for additional presort discounts.

Presort and Comail/Commingle Flat MSP/Mail Owner:
A Presort Bureau and/or Comail/Commingle Mailer operates similar to a Commingle Mail MSP/Mail Owner; however, Presort and Comail/Commingle MSPs/Mail Owner only handle flat-sized mailpieces.

Copal or Consolidator MSP:
A Copal or Consolidator MSP will consolidate your mailings already prepared into trays or bundles with other mailings to achieve deeper discounts. Copal or Consolidator MSPs co-palletize, consolidate, and submit eDoc. These mailers may handle both letter and flat-sized mailpieces.

Additional Resources:

- Getting Started: <https://ribbs.usps.gov/index.cfm?page=intelligentmail>
- Registration (via the Business Customer Gateway): ribbs.usps.gov/gateway
- Mailpiece Design Analyst at 855-593-6093 or mda@usps.gov and <https://ribbs.usps.gov/index.cfm?page=bmasupport>
- PostalOne® Help Desk at 800-522-9085 or postalone@usps.gov
- Visit your local BMEU

Full-Service Certified Mail Service Provider/Mail Owner Information Sheet

For more information, visit ribbs.usps.gov. Get started today to take advantage of cost savings and benefits designed to help grow your business.

Full-Service has two key requirements:

1. A unique Intelligent Mail barcode on each letter, tray, and container
2. Electronic documentation (eDoc) of mailing information, such as the Postage Statement and Quantifications Report

Software Vendors:

Now's the time to upgrade.

To achieve the best pricing on automation mailings mailers must meet Full-Service requirements.

Available for the following classes of mail (Standard Mail® letters and flats, Periodicals®, Bound Printed Matter® flats, and First-Class Mail® postcards, letters and flats).

With the Full-Service Intelligent Mail® Barcode, you'll get:

- Additional discounts on your automation mailing
- The opportunity to eliminate permit fees
- Free Address correction
- Visibility into your mailings
- Opportunity to use the same permit at any location via our Mail Anywhere program.

We encourage you to contact your Mail Service Provider (MSP) or software vendor to upgrade your level of service.

Vendor Full-Service Software Capabilities

Vendors offer a variety of software products to prepare and present presort mailings which support Full-Service. The vendors listed on the reverse side of this sheet have successfully tested their Full-Service software products with the Postal Service™. If you or your MSP use one of these products, please contact the software vendor to activate the Full-Service capability.

The list of vendors is updated as new products are tested. Please check the RIBBS website to ensure that you have the most current list of vendors who have tested their Full-Service software with us.

Presort Software with Postal Wizard

- Presorts mail
- Generates unique Intelligent Mail® barcodes for mail pieces and trays

These barcodes could be unique for mail pieces across mailings (Option A) or unique for each mail piece in a mailing (Option B). To complete the Full-Service transaction, mailers must enter Postage Statement information online via the USPS Postal Wizard tool where they annotate the range of Intelligent Mail® barcodes used in a mailing. The Postal Wizard columns referenced in the Vendor Full-Service Software chart identify vendors and products in this category (see chart on reverse side).

Presort Software with Mail.dat®/Mail.XML™

- Presorts mail
- Generates unique Intelligent Mail® barcodes for mail pieces, trays and containers
- Submits mailing information electronically using Mail.dat® or Mail.XML™ Transmission methods

Electronic postage statements are created from the information contained in the Mail.dat® Mail.XML™. The Mail.dat® and Mail.XML™ referenced in the Vendor Full-Service Software chart identify vendors and products in this category (see chart on reverse side).

For more information on the software capabilities that support Full-Service, please see reverse side.

Additional Resources:

- Getting Started: ribbs.usps.gov/gettingstarted
- Registration (via the Business Customer Gateway): ribbs.usps.gov/gateway
- Mailpiece Design Analyst at 855-593-6093 or mda@usps.gov
- PostalOne® Help Desk at 800-522-9085 or postalone@usps.gov
- Visit your local BMEU

For more information, visit ribbs.usps.gov. Get started today to take advantage of cost savings and benefits designed to help grow your business.



Update on Postal Wizard – Pieces over 1.25 Pounds

Issue:

- Nonmachinable Barcoded Flats – Maximum weight is 4.4 pounds; Postal Wizard is currently creating an error message of maximum piece weight of 1.25 lbs, when a mailing contains machinable flats and nonmachinable flats

Action Taken:

- ETR # 1818 has been opened and marked as High for Postal Wizard Periodicals Flats piece weight validation issues

Workaround:

- Submit a hardcopy postage statement or submit two separate Postal Wizard mailings (Machinable Barcoded Flats vs. Nonmachinable Barcode Flats)

- **GOAL: Establish “Tolerance” Threshold for Seamless Acceptance Weight Verification**
 - Perform Case Study of Environmental Impact on Piece Weight
 - Regional weight verification test: January-February 2014

- **Regional Weight Verification Test**
 - Midwest origin to each of the six environmental zones
 - Group A: Single title samples from selected mailings
 - Group B: Random samples from identified co-mailings
 - Group C: DMU sends unaddressed titles to induction BMEU
 - Group D: Polywrap samples from selected mailings

- **Co-located BMEUs will perform weight verifications on designated titles using the FS-IMD and the Seamless Acceptance 1-3-30 sampling process**
 - Bellmawr, NJ; Boston; Columbus, OH; Greensboro, NC; Madison, WI; Oklahoma City; Omaha, NE; Orlando; Portland, OR; San Antonio, TX; San Diego; Saint Paul, MN
- **BMEU personnel will be provided with the FAST Appointment ID and Job ID for a mailing**
- **FS-IMD samples will be reconciled to the eDoc to demonstrate +/- weight variance**

- **Group A/B/D: Downstream weight capture using Seamless process**
 - January 7 – 10: SOP Validation Test – single site
 - January 13 – 24: BMEU notifications (FAST appt, Job ID)
 - January 14 – February 7: Initial BMEU weight captures
 - January 17 – February 14: Data aggregation & analysis
 - January 27 – February 14: Additional BMEU weight captures
(re-test or additional data collection if needed)
 - February 21: Results distributed to Task Team 151
 - February 26: Recommendation discussion with Task Team 151

Payment & Acceptance Track

November 20, 2013

Standard Mail
10:15 am – 11:15 am

Standard Mail Agenda

- [Nov 2013 MTAC Action Items Follow-up](#)
- Topics Requested by Industry
 - FSS Prep
 - [Pallet Requirements for Full-Service](#)
 - *PostalOne!* Contingency Plan
 - [Mailpiece Design Analyst \(MDA\) Help Desk Update](#)
 - [Duplicate CRIDs and MIDs / Data Cleanup](#)
 - [Mailer Scorecard for Nonprofit](#)
 - [Full-Service Verification](#)
 - [eInduction Update](#)
 - [Seamless Update](#)
 - [Undocumented Seamless](#)
 - [Full-Service FAQs](#)



Response to Action Items – Standard Mail

Action Item	Issue	Response / Corrective action / Update
1. Update Full Service Verification approach document and post on RIBBS		Updated and document posted on RIBBS https://ribbs.usps.gov/intelligentmail_guides/documents/tech_guides/FullServiceVerification.pdf
2. Ensure training with BME covers issues around By/For and the issue that the Postage	Ensure BMEs have subject matter expertise	Mandatory training for BMEs included By/For. Help Open Line calls with BMEs to ask / answer questions.
3. Work with Chris Lien to conduct discussion with MSDG group to ensure vendors will be ready for revised logic in July (Ghost Permit / Non-Profits / By/For)	Ensure vendors will be prepared for reversion of logic	In July 2014 release. Discussed with MSDG and User Group 1 in Jan 2014
4. Confirm updated information is posted on Postal Explorer (Heavy Letter Pricing)	Ensure information is posted	Information on Postal Explorer will be updated on 1/26. Slide from the Nov 2013 MTAC session explaining the change is included in the appendix
5. Update FSS Fact Sheet with feedback from the group to include rate map		Information updated. Routed through Phil, Bob, and Deb for additional feedback. Incorporated feedback and posted on RIBBS https://ribbs.usps.gov/intelligentmail_schedule2014/releases/jan2014/docs/FlatsSequencingSystemFactSheet.pdf



Response to Action Items – Standard Mail

Action Item	Issue	Response / Corrective action / Update
6. Phil Thompson, Bob Rosser and Deb Damore will review the FSS Fact Sheet handout prior to dissemination		Routed through Phil, Bob, and Deb (in addition to others) for feedback. See response to action item #5.
7. Post PO! Contingency Plan: on RIBBS and forward to Wanda Senne		Updated and shared with User Group 1 and Wanda Senne several times. Posted on RIBBS https://ribbs.usps.gov/intelligentmail_latestnews/documents/tech_guides/PostalOneExternalContingencyPlan.pdf



Pallet Requirements for Full-Service

Per recent Postal Bulletin: Effective January 26, 2014:

708 Technical Specifications

* * * * *

6.0 Standards for Barcoded Tray Labels, Sack Labels, and Container Placards

6.1 General

6.1.2 Container Placards

[Revise 6.1.2 by adding items “a” and “b” to read as follows:]

a. Intelligent Mail container placards are not required for small mailings of Standard Mail, Periodicals, and Bound Printed Matter letters and flats when entered at a BMEU, if the mailing is less than 500 pounds of bundles or sacks, and fewer than 72 linear feet of trays.

b. Intelligent Mail container placards are not required when entering mail at a co-located BMEU within the service area where mail is entered, if the mailing consists of 100 but less than 250 pounds of bundles or sacks, and at least 12 but fewer than 35 linear feet of trays.

https://about.usps.com/postal-bulletin/2014/pb22380/html/updt_003.htm



Mailpiece Design Analyst (MDA) Help Desk Update

Update:

- Deployed Centralized MDA Helpdesk using Remedy Version 7 in December 2013
- Link to MDA Customer Service Survey is [Live](#)
 - Added link to MDA Support Center Agent's signatures
 - Will be added to MDA signature
 - Plan to post on RIBBS
 - Plan to include in Remedy Auto Resolution confirmation e-mail
- Currently in the Design Phase of our next generation Helpdesk Solutions with XO Genesys
 - XO Genesys will provide auto-routing to "next available" MDA
 - Directly connect customers with MDAs working their ticket(s)
 - MDA direct phone numbers and emails will be disconnected with migration to XO Genesys (as early as March 2014)

MDA Support Center

- (855) 593-6093
- MDA@usps.gov

***PostalOne!* Data Quality Team**

- A *PostalOne!* Data Quality Team has been formed to address customer data issues

Types of Data Issues

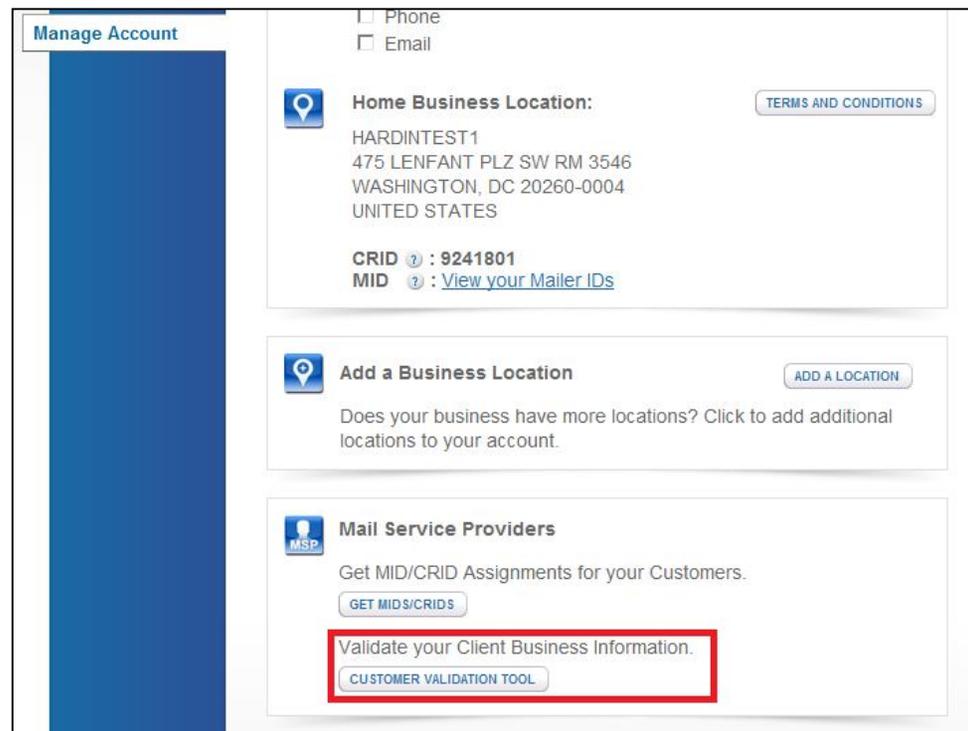
- Incorrect or outdated Company Name and/or Company Address
 - *Example: my Company has moved to a new location*
- Multiple CRIDs for a single business location (known as Duplicate CRIDs)
 - *Example: "ABC Company at 123 Main Street" and "ABC Co. at 123 Main St." would generate two CRIDs*
- Multiple Nonprofit Authorization Numbers for a single business location
 - *Example: an old local nonprofit number has not been replaced with the national number for a Permit associated with a CRID*

Customer Validation Tool

- The Customer Validation Tool was released in July 2013
- Available to BCG users associated with a Mail Service Provider business location

Customer Inquiries

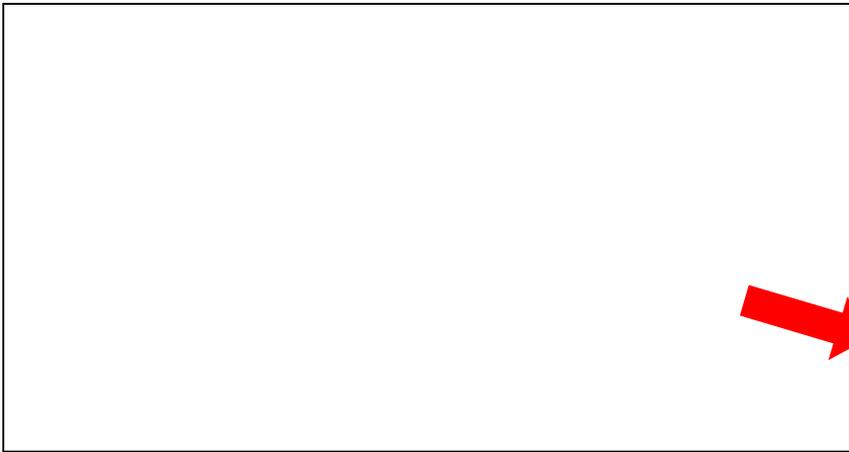
- If incorrect information is found using this tool, please contact the *PostalOne!* Help Desk at postalone@usps.gov



The screenshot shows the 'Manage Account' interface. On the left is a blue sidebar. The main content area has a white background with a blue header 'Manage Account'. Below the header are three main sections:

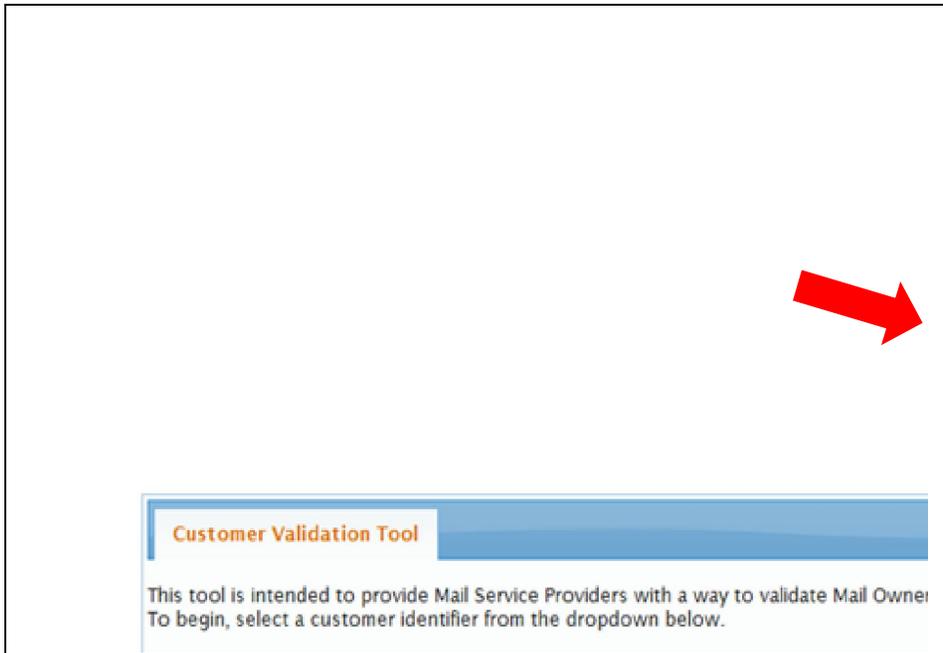
- Home Business Location:** Includes a location pin icon, a 'TERMS AND CONDITIONS' button, and the address: HARDINTEST1, 475 LENFANT PLZ SW RM 3546, WASHINGTON, DC 20260-0004, UNITED STATES. It also lists CRID 9241801 and a link for MID: View your Mailer IDs.
- Add a Business Location:** Includes a location pin icon, an 'ADD A LOCATION' button, and the text: 'Does your business have more locations? Click to add additional locations to your account.'
- Mail Service Providers:** Includes an 'MSP' icon, the text 'Get MID/CRID Assignments for your Customers.', a 'GET MIDS/CRIDS' button, and a red-bordered box containing the text 'Validate your Client Business Information.' and a 'CUSTOMER VALIDATION TOOL' button.

- Mail Service Providers can utilize the Customer Validation Tool to look up and validate information on Mail Owners. This Tool gives MSPs and Mailing Agents a simple, quick method of querying stored customer information and validating its accuracy.
 - On the main page of the Customer Validation Tool a drop-down box allows the MSP to look Mail Owner information up by the following customer identifiers



MSPs may search by CRIDs, by entering the CRID ID into the CRID search field, and will receive Search Results on the Tool screen gathered from Customer Registration.

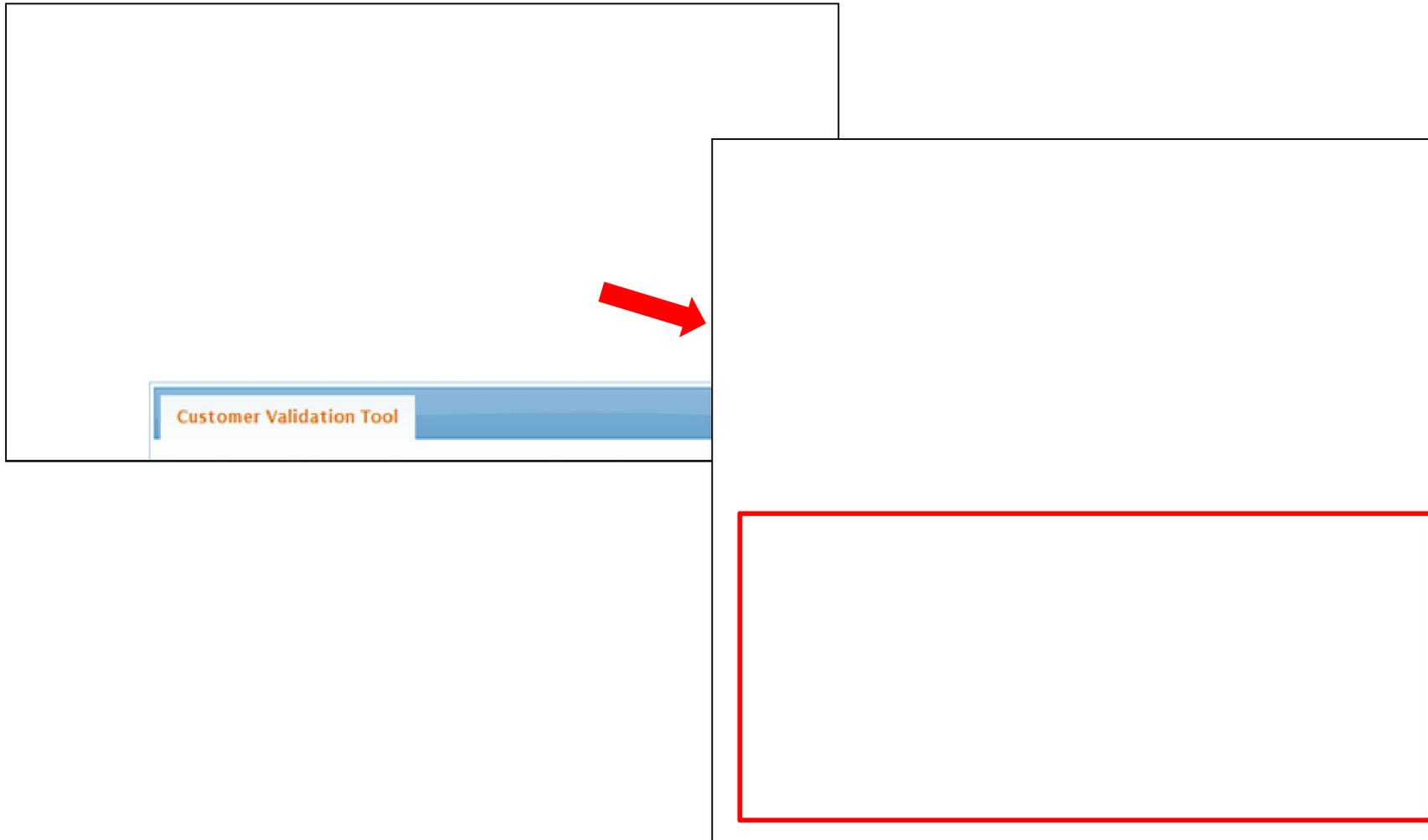


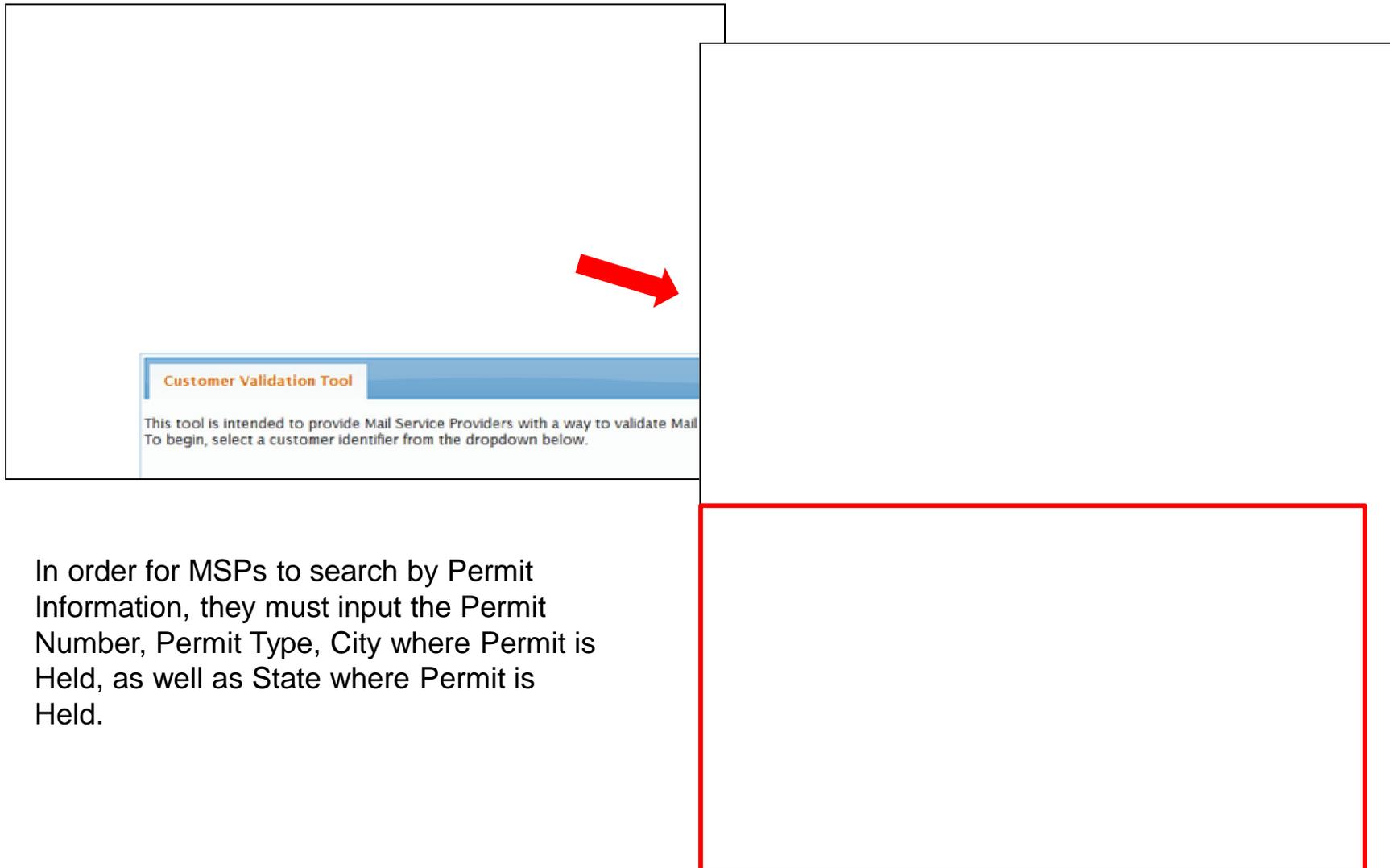


Customer Validation Tool

This tool is intended to provide Mail Service Providers with a way to validate Mail Owner. To begin, select a customer identifier from the dropdown below.







The image shows a screenshot of a web application interface. On the left, a box contains the title "Customer Validation Tool" and a paragraph of text: "This tool is intended to provide Mail Service Providers with a way to validate Mail To begin, select a customer identifier from the dropdown below." A red arrow points from this text area towards a large, empty rectangular area on the right that is outlined with a red border.

In order for MSPs to search by Permit Information, they must input the Permit Number, Permit Type, City where Permit is Held, as well as State where Permit is Held.

Customer Validation Tool

This tool is intended to provide Mail Service Providers with a way to validate Mail Owner information. To begin, select a customer identifier from the dropdown below.

NonProfit

* indicates a required field.

Data Type: CRID Nonprofit Authorization Number

Enter one or more CRIDs (separated by a comma) to retrieve each associated Nonprofit Authorization Number, if one exists.

Search Reset

Users can enter one or more CRIDs (up to 50) to retrieve each associated nonprofit authorization number, if one exists

Customer Validation Tool

This tool is intended to provide Mail Service Providers with a way to validate Mail Owner information. To begin, select a customer identifier from the dropdown below.

NonProfit

* indicates a required field.

Data Type: CRID Nonprofit Authorization Number

5161545

Enter one or more CRIDs (separated by a comma) to retrieve each associated Nonprofit Authorization Number, if one exists.

Search Reset

Nonprofit Search Results

NOTE: While a nonprofit authorization number may be associated with more than one CRID, multiple CRIDs may indicate a data quality issue. If you think the data you are seeing is incorrect, contact the PostalOne! Help Desk at (800)522-9085 or at postalone@usps.gov.

2 items found, displaying all items.

1

CRID	Company Name	Address Line 1	Address Line 2	City	State/Province	Zip+4	Nonprofit Authorization Number
5161545	ABBEY LOCATION	123 TESTING DRIVE		LOS ANGELES	CA	99999-0000	1234
5161545	ABBEY LOCATION	123 TESTING DRIVE		LOS ANGELES	CA	99999-0000	1245

Export options: CSV | XML | PDF



MIDs and CRIDs – PostalOne! Data Clean-up

Customer Validation Tool

This tool is intended to provide Mail Service Providers with a way to validate Mail Owner information. To begin, select a customer identifier from the dropdown below.

NonProfit

* indicates a required field.

Data Type: CRID Nonprofit Authorization Number

Enter one or more Nonprofit Authorization Numbers (separated by a comma) to retrieve each associate

Search Reset

Users will be able to enter one or more nonprofit authorization numbers to retrieve each associated CRID

Customer Validation Tool

This tool is intended to provide Mail Service Providers with a way to validate Mail Owner information. To begin, select a customer identifier from the dropdown below.

NonProfit

* indicates a required field.

Data Type: CRID Nonprofit Authorization Number

1245

Enter one or more Nonprofit Authorization Numbers (separated by a comma) to retrieve each associated CRID.

Search Reset

Nonprofit Search Results

NOTE: While a nonprofit authorization number may be associated with more than one CRID, multiple CRIDs may indicate a data quality issue. If you think the data you are seeing is incorrect, contact the PostalOne! Help Desk at (800)522-9085 or at postalone@usps.gov.

One item found.
1

CRID	Company Name	Address Line 1	Address Line 2	City	State/Province	Zip+4	Nonprofit Authorization Number
5161545	ABBEY LOCATION	123 TESTING DRIVE		LOS ANGELES	CA	99999-0000	1245

Export options: CSV | XML | PDF

Issue:

- With the problems identifying and electronically validating nonprofit entities in a batch presort, the Mailer Scorecard report should not reflect anything until both the USPS and Industry have agreed on a start date.

Postal Response:

- The Mailer Scorecard displays Full-Service performance metrics by mail preparer or mail owner regardless of price category.

Verification Procedures for Full-Service Automation Mailings

In January 2014, acceptance employees will continue to verify full-service and non-full-service mailing as they do today. Automation mailings (Full-Service and Basic) will be verified to confirm that the mailing meets automation standards as described below in the *Existing Automation Verifications*. Full-Service mailings will continue to be verified to confirm that that electronic documentation was submitted and that Intelligent Mail barcodes have been applied to the mailpieces, handling units, and containers. These verifications are described below as the *Full-Service Acceptance Verifications*.

The USPS also reviews full-service electronic documentation for compliance with full-service mailing requirements. The results of this review are available today, as described below in the *Full-Service Electronic Verification* section. In July 2014, the USPS will begin charging mailers for the full service discount amount (\$.001 for Standard/periodicals/BPM or \$.003 for First-Class) for full-service electronic verification failures over the threshold.

Existing Automation Verifications

As they do today for all automation mailings including full-service, acceptance employees will perform existing verification and assessment processes for automation compatibility. Existing verifications include validation of the mailpiece dimensions, shape, weight, flexibility, barcode quality, content, presort makeup, and automation eligibility.

Should a mailing fail existing verifications, the mailer may choose to have the disqualified mailing returned for re-work or pay the additional postage due from the specific verification failure as determined by USPS.

Full-Service Acceptance Verifications

In addition to the existing verifications described above, acceptance employees perform additional verifications on full-service mailings to ensure that Intelligent Mail barcodes are present and readable on mailpieces, trays, and containers where applicable and that the mailing is presented with proper eDoc. The following are full-service acceptance verification failures:

- No Electronic Documentation provided
- No Intelligent Mail Barcode (IMb) on Mailpieces
- No Intelligent Mail Tray Barcode (IMtb) on Handling Units where applicable (trays/sacks)
- No Intelligent Mail Container Barcode (IMcb) on Container where applicable OR Container Placard with IMcb is under shrinkwrap

Should a mailing fail Full Service Acceptance verification, the mailer may choose to have the disqualified mailing returned for re-work or forfeit the Full Service discount and mail at the Auto prices (Basic Mailing Option).

Full-Service Electronic Verification

In addition to the above verification processes, the Postal Service performs additional validations of the following information contained in the eDoc submitted with full-service mailings. The Postal Service provides detailed data from these verifications including by/for information, service type ID, mailer ID, unique barcodes (piece, handling unit, container), entry facility, and co-palletization information.

12/17/2013

1

- **Activated Nationally Oct 1, 2013**
- **21 mailers participating**

Metric	Since 10/01/13
100% eInduction Appointments	5400 / 3.8%
eInduction Containers Received	61090 / 2.9%

The following process describes how mailers start participating in eInduction

eInduction Mailer Onboarding

- Contact the FAST Helpdesk (FAST@usps.gov or 1-877-569-6614)
- BMS Analyst assigned, BMEU/DMU personnel trained
- BMS Checks eDoc for eInduction readiness
- Mailer CRID activated when BMEU/DMU personnel trained

The following process will be followed for mailers participating in eInduction to evaluate mail quality

eInduction Mailer Monitoring

- BMS analyst reviews Mail quality for each mailer set to eInduction
- Mailer reviews Shipping Summary/MicroStrategy eInduction Report for errors.
- BMS analyst identifies mailers with mail quality issues
- BMS analyst contacts mailers above thresholds and informs them of errors above thresholds
- BMS analyst and mailer work together in order to develop a plan to resolve mail quality errors

eInduciton Mailer issues:

- Providing 8125 with eInduction pallets
- Using ORIGIN rather than Locale Key
- AV, Appointment Validation error, not linking containers to the appointment at NON-SV sites
- Not paid/Not release, sent in error

eInduction Onboarding issues:

- Non-Unique IMcb's
- Missing IMcb's
- EPD Validation, Incorrect ZIP Code for entry point discount field
- Using ORIGIN rather than actual Locale Key
- Not submitting electronic documentation

The following process describes how mailers were selected to participate in Seamless Parallel

Set Mailer to
Seamless Parallel

- Mailers who are eligible for Seamless Parallel are identified
 - Over 90% Full-Service volume over previous calendar month
 - Enter mailings at a DMU
- BMS sets mailers to Seamless Parallel in PostalOne!
- Mailers set to Seamless Parallel will be able to view their mail quality error data in MicroStrategy

The following process will be followed for mailers participating in Seamless Parallel to evaluate mail quality

Seamless Parallel
Mailer Monitoring

- BMS analyst review Mail quality for each mailer set to Seamless Parallel
- Mailer reviews Mailer scorecard in MicroStrategy and identifies mail quality issues
- BMS analyst identifies mailers with mail quality issues
- BMS analyst contacts mailers above thresholds and informs them of errors above thresholds
- BMS analyst and mailer work together in order to develop a plan to resolve mail quality errors

The following process will be followed for mailers participating in Seamless Parallel to identify candidates for Seamless Acceptance

Set Mailer to
Seamless Acceptance

- At the beginning of the month, BMS analysts will identify mailers who are candidates for Seamless Acceptance
- Criteria for Seamless Acceptance:
 - Participated on Seamless Parallel for over a month
 - Maintain good mail quality (errors below threshold) throughout previous month
- BMS sets mailers to Seamless Acceptance in PostalOne!



Undocumented Seamless Acceptance

Question	Response
<p>When mail is processed on the USPS equipment, some pieces are not mapping back to the eDoc (e.g., doubles, mis-feeds). Other instances are co-pal without an updated .OCI file in Mail.dat, showing pallet associations.</p>	<p>USPS understands that equipment is not perfect and is subject to double-feeds and mis-reads. Missed pieces on mailer equipment that are not included in electronic documentation that are below the threshold will not trigger contact by USPS.</p> <p>Undocumented pieces will not be logged for copal mailings when the complete consolidator job is submitted for the mailing. An enhancement will exclude pieces included on a origin job without a linked record in a consolidator job from the undocumented process in a future release.</p>
<p>ACS has been a problem because of timing. The USPS only keeps eDocs for a certain period. ACS returns that come in after that timeframe show as “undocumented”, even though they really were documented – at an earlier point in time (WG 161 is working on that).</p>	<p>The Seamless Undocumented process excludes scans from a PARS operation. An enhancement is being made in the July release to exclude subsequent scans following a PARS operation. Workgroup 161 is working on identifying resolutions for other potential gaps.</p>
<p>Gaps in spoilage management and treatment of spoilage</p>	<p>Any mailer should provide the exact spoiled pieces in the original eDoc and resubmit in a subsequent eDoc. Seamless Acceptance requires all pieces with an IMb to be provided in eDoc, several pilot mailers are working on solutions to include eDoc in place of hard copy postage statements (3606, Miscellaneous, etc.).</p>



Undocumented Seamless Acceptance

Question	Response
<p>Seamless assumes that all mail is IMb Full Service so when it does still see Basic rate it can come up as undocumented as Basic rate IMbs are not loaded into SASP or SPMS whatever the database is they are matching against for Service Performance measurement</p>	<p>The SASP system compares scans to all electronic documentation provided for both Full Service and non-Full Service pieces. Any non-Full Service pieces provided in electronic documentation would not be considered undocumented.</p>
<p>Continuous mailers –USPS now retries to match up to 3 days currently after MPE scan. While that works for most FCM MSPs, it may not work for manual DMU clerk sampling on DSMS mailers in Standard environments.</p>	<p>This is limited to samples taken at a DMU. The undocumented process from sampling attempts to re-associate the undocumented pieces to eDoc for the full 45 day uniqueness period. Undocumented pieces that are later found in documentation are removed from the reports.</p>
<p>Other mailer eDoc related issues that cause any failure in uploads to SASP that eventually get resolved but mail is scanned on MPE and eDOC is not in system to match against within 3 days of the MPE scan</p>	<p>There is currently a manual monitoring process in place to identify eDoc that is either imported late or finalized late for any reason. The system has the ability to recast the undocumented pieces for jobs that are imported late. An enhancement is being made to automate this process in a future release.</p>

Full-Service Webinar
Frequently Asked Questions

Basic vs. Full-Service

Will I need to mail Full-Service after January 26th 2014, and Basic be available after that date?

At this time Full-Service has not been mandated after January 26, 2014. Automation Prices will continue to be available as well as Basic Full-Service.

"The Executive Leadership Team of the Postal Service is evaluating the PRC decision." "The Postal Service expects to have more information distributed shortly."

What is the difference between Basic and Full-Service?

The Postal Service currently offers two service options for mailers: Basic and Full-Service

Under the Basic option, mailers use the Intelligent Mail barcode for their mailpieces (uniqueness not required), and the use of IMb tray labels or container placards are not required.

Under the Full-Service option, in addition to using Intelligent Mail barcodes on mailpieces, mailers are required to use the Intelligent Mail tray labels on their handling units (trays, sacks), and the Intelligent Mail container labels on their container placards.

- The Intelligent Mail barcodes affixed on the mailpieces, handling units and containers need to be unique for a period of 45-days
- Mailers are required to submit their mailing information, such as Postage Statements and Qualification Reports, electronically
- Mailers will receive additional benefits with the Full-Service option to include a discounted price, Start-the-Click information indicating when their Full-Service mailings were inducted into the Postal mailstream, and address correction information at no charge.

Are there any exceptions for Full-Service on low-volume, Non-Presorted jobs?

No, there are no exceptions for low-volume, Non-Presorted mailings for Full-Service.

What is the cost associated with migrating to Full-Service?

Costs depend on the type of submission method chosen by customers. Talk to your software provider to understand if Full-Service capabilities are supported. There is an option of using a Mail Service Provider. For customers presenting mailing less than 10,000 pieces the Postal Service has an Intelligent Mail for Small Business (IMsb) Tool is another option with no cost associated. For more information on the IMsb Tool, go to RIBBS under Getting Started link.

<https://ribbs.usps.gov/index.cfm?page=intelligentmail>

Payment & Acceptance Track

November 20, 2013

Packages
12:45 pm– 1:45 pm

Packages Mail Agenda

- Nov 2013 MTAC Action Items Follow-up
- Topics Requested by Industry
 - IMpb 2.0 Federal Register Final Rule
 - Assessments and Verifications
 - eVS July 2014 Proposed Features
 - eVS Issues
 - Emergency Mail Redirection

Action Item	Issue	Response / Corrective action / Update
1. Include process for emergency re-direct: localized and regional (Re: Shared Destination Entry Reports and Assessment approach and Hub implementation)		See following slide
2. Complete and distribute IMpb Information Sheet	Outreach for upcoming package changes	Being distributed to all package permit mailers and BME. Posted on RIBBS https://ribbs.usps.gov/intelligentmail_package/documents/tech_guides/IMpbCertifiedSolutionsProviders.pdf

- Redirection Reports are posted on RIBBS
 - USPS Service Alerts
- Business Mailers
 - Mail Service Disruption Report
 - Delivery Units not accepting drop shipments
- eVS analysts would use these reports to remove packages from Mis-shipped and Destination Entry validation as needed during reconciliation period.



IMpb 2.0 Federal Register Final Rule

New Standards to Enhance Package Visibility – ‘IMpb 2.0’

Per-piece fee will be charged for non-compliant pieces instead of losing Presort/Destination Entry pricing – *Competitive only*

Category	Jan 2014	Jul 2014	Jan 2015
Unique trackable barcode (legacy or IMpb)	98%	99%	99%*
ZIP+4/destination delivery address in file	93%	95%	98%**
Shipping Services file v1.6 or higher, including required data elements	90%	95%	97%

*IMpb only by Jan 2015

**Must contain street address/11-digit DPV code by Jan 2015

Non-Compliance Fee Overview

- **Competitive Products (Priority Mail Express, Priority Mail, First-Class Package Service and Parcel Select*)**
 - Fee assessed for non-compliant pieces effective January 27, 2014
 - IMpb non-compliance fee = \$.20
 - Fee will be applied to Competitive Products
 - Fee will be applied to pieces below the current threshold
 - Exceptions may be requested and active exceptions will be honored

* Including Parcel Select LW

IMpb Non-Compliance Report Electronic Documentation (eDoc)

- Critical Mail
- First-Class Package Service
- Priority Mail Express
- Priority Mail
- Parcel Select
- Parcel Select Lightweight

Duplicate Report Scans and eDoc

- All mail classes

Destination Entry Validation Report eDoc (mail entry should match eDoc)

- Parcel Select
- Parcel Select Lightweight
- Bound Printed Matter

- **Once effective for the mail class - IMpb assessment**
 - Details for non-compliant packages will be provided by PTR
 - These will appear in a report similar to the current unmanifested report
 - We will determine the thresholds for the month for eVS mailers and if outside the tolerance will be assessed additional postage
 - Priority Mail Express, Priority Mail, Critical Mail, First Class Package Service, Parcel Select, and Parcel Select Lightweight

*Note: IMpb assessments for non-eVS mailers will have functionality available for **January 2014** as well.*

Select A/R: -- Select A/R For Verification Failures -- ▾

IMpb Compliance Verification ⓘ

Primary reason for non-performance of verification: -- Select a reason for non performance of verification -- ▾

IMpb Barcode Compliance Verification on Mailpiece: 0 % \$

Shipping Service File Compliance Verification: 2 % \$

ZIP+4 Address Verification: 2 % \$

Pending Additional Postage or Cost Avoidance: \$ ←

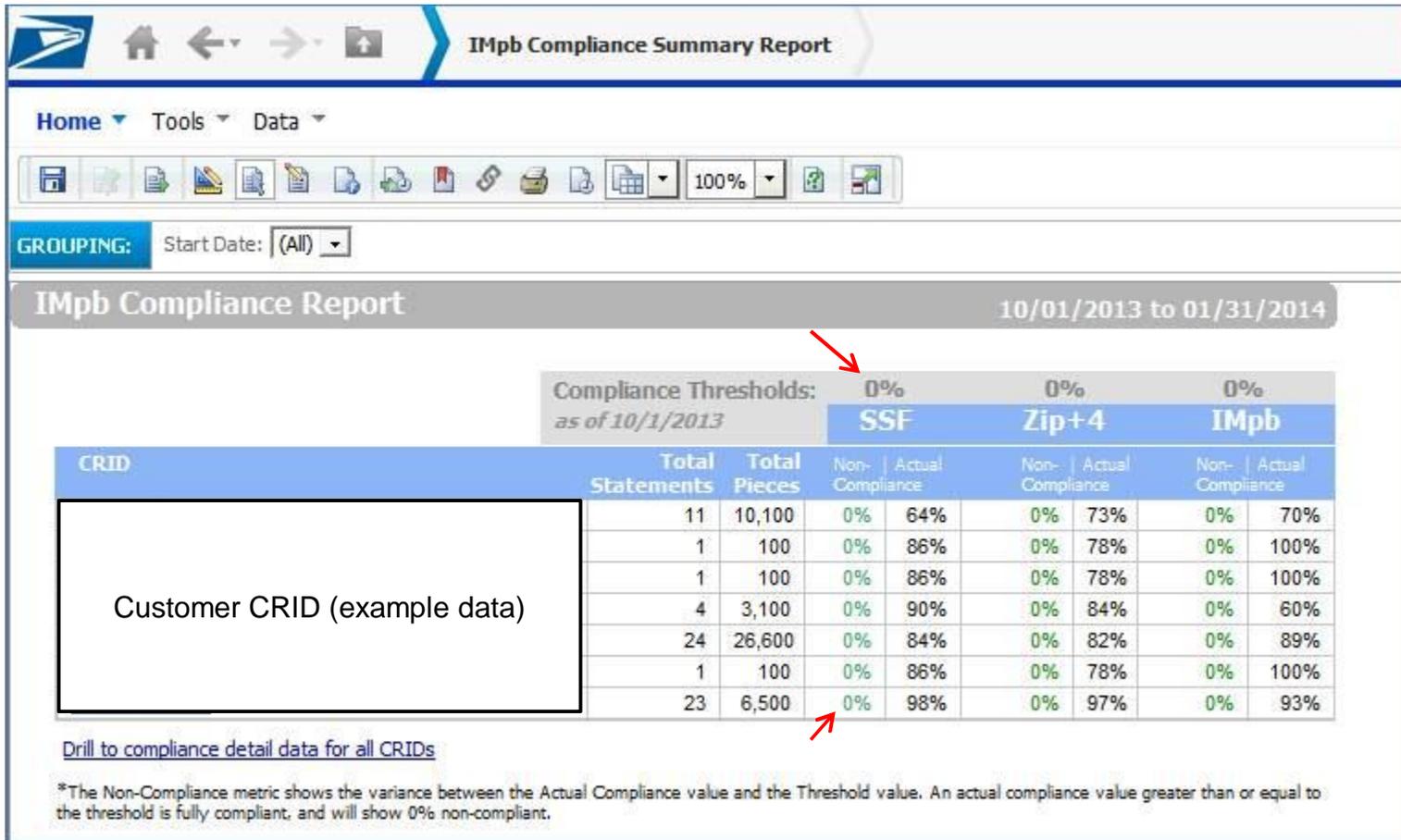
Select R/C: -- Select R/C For Verification Failures -- ▾

Manual Presort Verification ⓘ

BMEU can process the postage statements, and even if the scores indicate failures, the system will not assess for additional postage. The user is able to navigate to the next page and finalize.

Performance Type	Performance Percentage	Additional Postage	Cost Avoidance
	N/A		
Weigh Verification Error	100%	N/A	N/A
	N/A		
Mailing Review	100%	N/A	N/A
Labeling Review	100%	N/A	N/A
Mailpiece Review	100%	N/A	N/A
Documentation/Postage Statement Review	100%	N/A	N/A
IM Parcel Barcode	0%	N/A	N/A
IM Parcel Barcode Shipping Services File	2%	N/A	N/A
IM Parcel Barcode Zip Code+4	2%	N/A	N/A
Total:		\$0.00	\$0.00

MicroStrategy IMpb Compliance Summary Report will display the IMpb scores – but no non-compliance % because of the threshold change



The screenshot shows the MicroStrategy interface for the IMpb Compliance Summary Report. The report title is "IMpb Compliance Report" for the period "10/01/2013 to 01/31/2014". The interface includes a navigation bar with "Home", "Tools", and "Data" menus, and a toolbar with various icons. A "GROUPING:" section shows "Start Date: (All)".

The main data table is titled "IMpb Compliance Report" and includes a sub-section for "Compliance Thresholds: as of 10/1/2013". The thresholds are 0% for SSF, 0% for Zip+4, and 0% for IMpb. The table displays compliance data for various CRIDs, with columns for Total Statements, Total Pieces, Non-Compliance, and Actual Compliance percentages. A red arrow points to the 0% threshold for SSF, and another red arrow points to the 0% non-compliance value for the last row.

CRID	Total Statements	Total Pieces	SSF		Zip+4		IMpb	
			Non-Compliance	Actual Compliance	Non-Compliance	Actual Compliance	Non-Compliance	Actual Compliance
11	10,100	0%	64%	0%	73%	0%	70%	
1	100	0%	86%	0%	78%	0%	100%	
1	100	0%	86%	0%	78%	0%	100%	
4	3,100	0%	90%	0%	84%	0%	60%	
24	26,600	0%	84%	0%	82%	0%	89%	
1	100	0%	86%	0%	78%	0%	100%	
23	6,500	0%	98%	0%	97%	0%	93%	

Customer CRID (example data)

[Drill to compliance detail data for all CRIDs](#)

*The Non-Compliance metric shows the variance between the Actual Compliance value and the Threshold value. An actual compliance value greater than or equal to the threshold is fully compliant, and will show 0% non-compliant.

- Barcodes on eVS packages must remain unique for 180 days
- Duplicate report available in eVS
- Review data – top mailers will be receiving a separate file from USPS for review
 - August - November already distributed
- **Assessments are being made on valid November data**

USPS TRACKING # EVS



9205 5123 4567 8901 2345 6789 09

- Validation: based on eDoc only
- USPS Transportation Cost: covered under existing transportation network
- Exceptions: will be entered into eVS System
- Destination Entry Report: Known issues will be fixed during the Patch on Jan. 26
- HUB Listing: Operations is working on it. Will be released upon finalization

Destination Entry Validation is based on where you plan to deposit mail and claim destination entry prices. The entry facility ZIP Code in your files should match the mail direction file in FAST.

- Currently
 - Destination Entry Validation Reports downloadable now
 - Destination Entry Validation Postage Calculation issues
 - September, October & November data were provided and discussed with mailers
- Next Steps
 - January 26 Release: The existing ETR will be implemented to fix the exceptions and the recalculated amount.
 - Mailers' Exceptions: valid PCSC Exceptions are entered
 - Assessments will be made on valid [February](#) data.

Proposed for July 2014:

- Update Content Eligibility calculation
- Enhance Duplicate validation
- Enhance POS Sampling acceptance
- Enhance reconciliation email notification

- **Before contacting the Help Desk when you suspect having any missing files, please check:**
 - No duplicate EFN
 - Check digit is accurate
 - Valid permit number
 - Correct MIDs

PTR/eVS integration issues since PTR system deployment

PTR/eVS file issues

- Missing files
- Duplicate files

eVS is reaching out to the impacted mailers

- For missing files - Provide data to customers & reconcile accounts
- For Duplicate files
 - Pre-January - Provide data to customers & reconcile accounts
 - January Release forward - Data for new PICs in duplicate files will be charged



Payment & Acceptance Track November 20, 2013

First-Class Mail

2:00 pm – 3:00 pm

First-Class Mail Agenda

- [Nov 2013 MTAC Action Items Follow-up](#)
- Topics Requested by Industry
 - Full-service Verification
 - [Full-Service Outreach and Training Available for New/Existing Customers](#)
 - Single Rate Pieces in eDocs
 - [Mail Anywhere](#)
 - [Mail.XML Information for Container Linkage](#)
 - [Data Retention](#)
 - Addressing Mailer Issues and Pain Points
 - Minimizing Impacts from Workarounds

Action Item	Issue	Response / Corrective action / Update
1. Update Full Service Verification approach document and post on RIBBS		Updated and document posted on RIBBS https://ribbs.usps.gov/intelligentmail_guides/documents/tech_guides/FullServiceVerification.pdf
2. Update Incentive eDoc Mapping sheet <ul style="list-style-type: none"> • Add clarification on what types of mail, auto/non-auto can claim incentives in spreadsheet. • Add clarification of what promotions can be claimed at the same time/combined with one another • Update spreadsheet to correctly reflect which Mail.dat/Mail.xml versions support which incentives (CP, RR, MI require 14.1 in Mail.dat) and post on RIBBS • Mury S., Steve K., and Sharon H. to review prior to posting 		See Subsequent Slides

Response to Action Items – Incentives Calendar - 2014

2014 Promotional Programs					
	Incentive Code Active Period and 2-digit Characteristic Type		Registration	Promotion Period	Mail Class / Processing Category
Branded Color Mobile Technology	Feb 1- March 31, 2014	CP	Dec 15 , 2013 – March 31, 2014	Feb 1- March 31, 2014	FCM/Cards, Letters & Flats STD (R/N) / Letters & Flats (presort and automation)
Earned Value Reply Mail ¹	Redemption start: August 1	RR	February 15 – March 31, 2014	April 1- June 30, 2014	FCM /Cards, Letters & Flats STD (R/N) / Letters & Flats (presort /machinable and automation in FS mailings)
Premium Advertising ²	April 1-June 30, 2014	AD	February 15 – June 30, 2014	April 1- June 30, 2014	FCM / Letters (presort, residual single piece and automation in FS mailings)
Mail and Digital Personalization ³	May 1- June 30, 2014	MI	March 15 – June 30, 2014	May 1- June 30, 2014	FCM /Cards, Letters & Flats STD (R/N) / Letters & Flats (presort, residual single piece /machinable & automation in FS mailings)
Emerging Technology (Near Field Communications) ³	August 1- September 30, 2014	ME	June 15 - September 30, 2014	August 1- September 30, 2014	STD (R/N) / Letters & Flats (machinable and automation in FS mailings)
Color Print in Bills & Statements ⁵	August 1 – December 31, 2014.	CP	June 15 – December 31, 2014	August 1 – December 31, 2014	FCM Letters (presort and automation in FS mailings)
Mail Drives Mobile Commerce ^{3, 4}	November 1 - December 31, 2014	MI	September 15 - December 31, 2014	November 1 - December 31, 2014	STD (R/N) / Letters & Flats (machinable and automation in FS mailings)



Response to Action Items – Incentives Calendar - 2014

Branded Color Mobile Technology	<p>All qualifying mail must contain a mobile barcode or equivalent mobile print technology that when scanned by a mobile device leads to a mobile optimized experience.</p> <p>The mobile barcode must be functional and incorporate one of the following:</p> <ul style="list-style-type: none"> a. 2 or more colors (other than black, white or gray) b. a trademark or graphic that includes a color or multiple colors (other than black, white or gray) <p>The mobile technology could also potentially incorporate other non-intrusive options that do not interfere with the creative value of the printed mailpiece such as a digital watermark or intelligent print image recognition.</p>
Earned Value Reply Mail	<p>Business Reply Mail (BRM) and Courtesy Reply Mail (CRM) pieces. The 2014 “Earned Value” promotion will be offered to mailers who send qualifying First-Class Mail Business Reply Mail (BRM) and Courtesy Reply Mail (CRM) enclosures. Mailers will earn a credit on each piece that is returned during the promotion period. At the end of the promotion, the total credit amount will be applied to the mailer’s Permit account. The credit can be applied to future mailings of First-Class Mail Presort and Automation cards, letters and flats, and Standard Mail letters and flats.</p>
Premium Advertising	<p>Eligible pieces must be composed entirely of marketing or advertising content. Eligible pieces containing any content required to be mailed as First-Class Mail as described in Domestic Mail Manual (DMM) Section 133.3.2 through 133.3.4, First-Class Mail Content Standards, will not qualify for the promotion. Requires mailing to be Full-Service.</p>
Mail and Digital Personalization	<p>For participation in the Promotion, mailings and mail volume that utilize products (and corresponding price cells) that are eligible for the Full Service discount must meet the Full Service requirements. This means Saturation Flat volume, non-automation letter volume are able to participate even though they are not full service.</p>
Emerging Technology (Near Field Communications)	<p>Eligible pieces must incorporate the use of standard NFC technology or other emerging technology to engage the mobile device in providing an interactive experience for the user. Standard NFC technology generally consists of embedding a small chip or other form of technology into a carrier (mailpiece or other item) that can be recognized by an NFC enabled mobile device. The interaction is initiated by touching the mobile device on the NFC embedded item or by placing the mobile device within 1-2 inches of the NFC embedded item. Best practices such as directional copy and mobile optimization are also required.</p>
Color Print in Bills & Statements	<p>Eligible pieces must have variable color messaging (four-color-process) on the bill or statement. Use of color inserts and pre-printed paper stock, do not qualify for the promotion. The color messaging must be for marketing or consumer information purposes. The color messaging must be within the contents of the bill or statement and cannot be an addendum or separate page added to the bill or statement. Requires mailing to be Full-Service</p>
Mail Drives Mobile Commerce	<p>Eligible pieces must include mobile barcode or print/mobile technology that can be read or scanned by a mobile device and leads the recipient to a mobile-optimized shopping website. This is to encourage marketers and retailers to use mobile purchasing technology with direct mail and catalogs to facilitate state of the art mobile purchases. The mailpiece must contain text near the barcode or image that provides guidance to the consumer to scan the barcode or image and conveys information about the landing page. The technology must lead the recipient to a webpage that allows the recipient to purchase an advertised product on the mobile device.</p>

2014 Promotional Programs Multiple Incentive Combinations				
	Incentive Code Active Period		Promotion Period	Mail Class / Processing Category
Premium Advertising * ^	April 1-June 30, 2014	AD	April 1- June 30, 2014	FCM / Letters (presort and automation in FS mailings)
Mail and Digital Personalization * + ^	May 1- June 30, 2014	MI	May 1- June 30, 2014	FCM letters, flats and cards (presort and automation) SM (R/N) / Letters, flats and cards (presort and automation)
Earned Value * + ^	Jan 1, 2014	RR	2013 Earned Value Credits Redemption start: Jan 1, 2014	Redemption postage for future mailings of First-Class Mail Presort and Automation cards, letters and flats, and Standard Mail letters and flat for Machinable & Automation.
Earned Value * + ^	August 1, 2014	RR	2014 Earned Value Credits Redemption start: August 1, 2014	Redemption postage for future mailings of First-Class Mail Presort and Automation cards, letters and flats, and Standard Mail letters and flats .
Emerging Technology (Near Field Communications) + ^	August 1- September 30, 2014	ME	August 1- September 30, 2014	SM (R/N) letters, flats and cards (presort and automation)
Color Print in Bills & Statements * ^	August 1 – December 31, 2014.	CP	August 1 – December 31 2014	FCM Letters (presort and automation in FS mailings)
* Can be combined if mailing is FCM and full-service + Can be combined if mailing Standard Mail only ^ Automation portions must be 90% full-service				

Mail.dat .ccr or Mail.XML MailCharacteristicsType block

must be submitted in the electronic file to claim incentive on postage statement

Characteristic Type Triggers *PostalOne!* Validations

Calendar 2014:

AD= Premium Advertising

CP=Color Ink

RR = Reply Envelope or Reply Card

MI = Mobile Interactive Technology

ME = Emerging Mobile Technology

SS = Seasonal Sale

VV = Volume w/% off

RE = Revenue

PI = Piece Count

VP = Volume w/price off

SB = Small Bus w/% off

CT = Catalog

IV = Invoice

PS = Product Sample

MT = Mailer Type

Mail.dat Characteristic Type values

- AD & CP require 14-1 (Jan 2014 Rel 37)
- All other value supported by 13-1 and 14-2
- Note: Change Request to support Branded Color Mobile Tech incentives for 13.1 with a CCR value of “MT” (Jan 26, 2014)

Mail.XML MailCharacteristicsType values

- AD & CP require 15.0A (Jan 2014 Rel 37)
- All other value supported by 13.0A, 130.0B and 15.0A
- Note: Change Request to support Branded Color Mobile Tech incentives for 13.0A &13.0B with a CCR value of “MT” (Jan 26, 2014)

Action Item	Issue	Response / Corrective action / Update
3. Earned Value on Combined Statements: Ensure this is fixed and all subsequent versions of Mail.xml can support this	Concern with Mail.XML and Earned Value on Combined Statements	ETR 121960; set for January 2014 release
4. Include a test in CAT and outreach to Mury to test the capability for January and beyond (Earned Value on Combined Statements)		ETR 121960 has been implemented in CAT Set for January 2014 release Reached out to Mury and George Radar regarding issue
5. Follow-up with BB&T's MSPs regarding By/For	BB&T is a mail owner that distributes their volume to 3 different MSP's; cannot see any mail owner data.	Determined correct By/For relationships exist. Escalation revealed there is an issue with the Mail Owner report: ETR 123693 is part of Jan 12, 2014 release, Will confirm results with BB&T

Action Item	Issue	Response / Corrective action / Update
6. Investigate issue with assigning multiple CRIDs to a CSA	DST has a single physical business location where they operate multiple businesses. They currently have a single CSA at that location and either need copies of the same CSA or to only use the one CRID	Contacted DST – not an issue; they have 3 CSAs, one for each CRID
7. Revise DMM to allow single rate pieces in eDoc – regardless of the minimum number of pieces)	Eliminate paper statement requirement for single pieces	See Subsequent Slide for additional information



Response to Action Items – First-Class Mail

Action Item	Issue	Response / Corrective action / Update
8. Modify Work Group 149 MSP certification process to enable Mail Owners to be certified	Allow Mail Owners and MSP to be certified	Modification made. Certified vendors posted to RIBBS https://ribbs.usps.gov/intelligentmail/documents/tech_guides/MSP_MailOwnerInformationalSheet.pdf
9. Hold an additional meeting on the MSP certification process and output with MTAC attendees to address language around Data processors		Address issues with Work Group. Certified vendors posted to RIBBS https://ribbs.usps.gov/intelligentmail/documents/tech_guides/MSP_MailOwnerInformationalSheet.pdf

Issue:

- Request: Revise DMM to allow single rate pieces in eDoc – regardless of the minimum number of pieces

Postal Response:

- Will Update the Guide to Intelligent Mail for Letters and Flats with:
- Section 3.3 heading will add the word “single piece”
- Will Add to 3.3: “*PostalOne!* supports the submission of electronic documentation (Mail.dat or Mail.XML) for Permit Imprint single-piece mail from volumes as few as one mailpiece provided the eDoc submitter maintains 90% or greater Full-Service threshold. Single-piece Metered mailings can be submitted electronically, provided the pieces contain a barcode that can be tracked back to the eDoc.

Alternatively, residual single piece mail can be included in the same electronic documentation submission with the presorted portion of the mailing. When presort mailings are presented, the electronic documentation should include at least the required minimum number of pieces for the mail class for presort eligibility.”



Full-Service Outreach and Training Available for New/Existing Customers

Direct Support For New/Existing Customers:

- Monthly Webinars (replays available on RIBBS→Education)
 - Full-Service Getting Started
 - Business Customer Gateway
 - Full-Service MIDs and CRIDs
 - Full-Service Feedback

(Schedule Feb – April posted soon on RIBBS)
- Weekly Full-Service open line calls for customers
- Full-Service outreach mailing sent to Customers in November
- Full-Service Certified Vendor List – posted on RIBBS
- Full-Service Certified MSP List – posted on RIBBS
- IMsb Tool Ambassadors in each District
- Full-Service FAQs
- *PostalOne!* Help Desk (1-800-522-9085, or eMail, PostalOne@usps.gov)

Support to BMEUs in Outreach efforts

- Full-Service presentations made available for PCC presentations
- Full-Service outreach mailing sent to BMEUs in November
- 80%+ of automation mailers contacted via phone by District BMEs
- BME participated in extensive trainings, Q&A sessions, and open online discussions



Mail Anywhere

Overview

The Postal Service has launched the new "Mail Anywhere" service that allows customers to use the same permit at every mailing location.

- This new service is available to customers who have mailed at 90% Full-Service at the business location and met the criteria explained on the back of this document during the month prior to their request to participate for Mail Anywhere program.
- **Classes of Mail** supported by Mail Anywhere:
 - First-Class letters, postcards and flats
 - Standard letters and flats
 - Bound Printed Matter flats
 - Periodicals* letters and flats
- **Eligible Permit Types:**
 - Permit Imprint
 - Precanceled Stamps
 - Metered Mail
 - OMAS (future enhancement)
 - Periodicals
- **Eligible Submission Methods:** Mail Anywhere requires electronic postage statement (eDoc) submission using:
 - Mail.dat
 - Postal Wizard (Full-Service)
 - Mail.XML
 - Intelligent Mail for Small Business (IMsb)
- Permit types are not interchangeable (e.g., you cannot use a Precanceled permit to mail via a Permit imprint)

* Periodicals already can use a single Publication ID across multiple locations under status quo operations. Under Mail Anywhere, Periodicals mailers do not need to submit a 3510-M when using multiple entry locations, as long as the Publication ID is included in the eDoc.

Benefits

- Maintain a single permit and centralized account to enter and pay for all mailings across the country
- Local Permit Number or Company Imprint Indicia may be used at any location

Sign-Up Process

Step 1: Verify you meet the criteria explained on the back of this document by accessing the Mailer Scorecard via the Business Customer Gateway (<https://gateway.usps.gov>) under Mailing Reports and then Mailer Scorecard. Access detailed information on using and understanding the mailer scorecard at https://ribbs.usps.gov/intelligentmail_guides/documents/tech_guides/MailerScorecardUserGuide.pdf

Step 2: Email the *PostalOne!* Help desk at postalone@usps.gov with the following information:

- Request for Mail Anywhere
- Customer Registration ID (CRID) – for location where mail is prepared
- Contact Name
- Company Name
- Business Address, including City, State, and ZIP code
- Permit #'s and BMEU's where the permit is registered
- Postal Facilities where you plan on dropping your mail

Provide the permit #'s that you plan on consolidating and additional customer permits you mail for- so that we can supply the account numbers for each permit.

Step 3: Follow the instructions from the Help Desk on how to populate your electronic mailing files [APPID001](#) – submit test job to Test Environment for Mailers (TEM) via <https://tem.uspspostalone.com/postals/index.dfm?comstsize>

Step 4: Submit your Mail Anywhere job to the Production environment

https://ribbs.usps.gov/intelligentmail/documents/tech_guides/MailAnywhereFactSheet.pdf



Mail.XML Information for Container Linkage

Mail.XML in July 2014 will mandate that mailers provide piece/version information linking their pieces from containers to postage statement line items for Full-Service verification and By/For reporting processes.

- Microstrategy Reporting aggregate data will be available in the standard reports for 12 months
- Microstrategy Reporting detailed data will be available in the drill downs for 6 months
 - After 6 months, detailed data will be archived.
 - To request archived data, mailers can submit a request via email to Uni Han-Norton or Kelley Sullivan.
 - Archived data will be provided within ten business days of receipt of request.
 - The detailed data includes the first 100 errors per job segment, error code, and mail preparer / mail owner combination
- In the October 2013 release we reduced the retention time for all Microstrategy data (aggregate and detailed) to 12 months.
- We plan to implement the archival of the detailed data after 6 months in the July 2014 release.