

## MAIL PREP ENTRY STEERING COMMITTEE - Idea Log

	Category	Item / Suggestion	Issue/ Resolution	Subm By	Class/ Shape	Action Taken	Owner	Status	Current Resolution	Template Submitted
1	Communication	Communication Issues – Requirements for USPS changes are not always effectively communicated.	Issue: Mailing industry confusion and rework is caused by unclear or ambiguous requirements being communicated. The message doesn't always reach the intended target, since it is unclear what communication vehicle is used for what. Resolution: The USPS should more clearly define the communication tools they use for various change/requirement notifications. In addition, when publications or requirements are updated in documentation – change control procedures should be utilized and should include details on the changes included within the documentation.	SH	All	Out of Scope of Steering Committee	Sharon Owens will work on this issue	Closed	N/A	N
2	Communication	Notification of changes to mailers on published rates, requirements, etc –is not optimal.	Issue: Communication of changes – is impossible – in the current plan. If you aren't a part of a unique workgroup, then you will miss the critical information being shared. Resolution: USPS to consider with industry some other ideas on how to ensure adequate information is shared with the appropriate customers.	SH	All	Out of Scope of Steering Committee	Sharon Owens will work on this issue	Closed	N/A	N
3	Mail Entry	Drop Shipments at Cross Dock Hubs	Issue: Service Performance, Rate/Price incentives Resolution: Identify presort levels and how it would work.	JM	STD,PER, Parcels	Need to assess how to leverage	Operations, Pricing	Open	Policy decision that needs further discussion with Processing OPS. John Medeiros	N
4	Mail Entry	DDU entry for non-FSS flats	Issue: Is it where the USPS would like the mail? Resolution: Is there opportunity to help customers?	J. Schick	STD/PER Flats	Should be considered as part of long term and strategic planning	Operations, Pricing	Open	Retain for consideration of long term strategy. Joe Schick or Phil Thompson will need to submit template.	N
5	Mail Entry	FSS locations where mail is dropped at different entry and then transported by USPS	Issue: Backflowing mail is costly and could affect service Resolution: Can we "cheat" the system until changes can be made to software and labeling lists?	J. Schick	STD/PER Flats	<b>Strive for quick win in short term. Big impact, big benefit on service. Linked w/ items # 6 &amp; 22</b>	Operations, Product Classification	Completed	Short term solution published in Postal Bulletin 8/23/12 and DMM revision on 9/4/12	N
6	Mail Entry	Reduce time spent moving mail between multiple facilities for bundle, AFSM, and FSS processing	Issue: Backflowing mail results in additional handlings and processing costs Resolution: Create easier to understand labeling list/mail direction file information for mailers	J. Stark	FCM PER/STD Flats	Linked with Items# 5 & 22, quick win, big benefit on service	Operations, Product Classification	In Process	Pending further review via prioritization on Benefit/Effort matrix	Y
7	Mail Prep	Single Piece Mail is required to be separated to a unique Single Piece pallet for transportation.	Issue: All FCM has some % of Single Piece Mail. The result is that these smaller Resolution: The palletization rules should allow for Single Piece mail to be consolidated to the MXD pallet going into the origin site, where feasible.	SH	FCM	Linked with items # 9 and 16 Solution will be proposed to Steering Committee	Operations, Mail Acceptance, Product Classification	Completed	Solution published in Postal Bulletin on 8/23/12 and DMM revision on 9/4/12	N
8	Mail Prep	There is a 500 piece rule for manifest requirements, which results in some smaller jobs not qualifying for discounts and having to be re-qualified for Single Piece mail.	Issue: Defining the job impacts the size of the mailing. With IMB FS what is the reason for this limitation of 500 pieces? Why are there different standards between FCM and Standard Mail? Resolution: The USPS should reconsider eliminating this requirement for First-Class Mail for those entering mail through IMB FS. At the very least – the FCM job should be defined to what the Standard Mail product is, which is 200.	SH	FCM	Operations will discuss w/Product Classification and bring back to group	Operations, Product Classification	In Process	Pending further review via prioritization on Benefit/Effort matrix	Y
9	Mail Prep	What is the purpose to separate out non-automated mail and or single piece mail to a separate tray? Is this still needed?	Issue: Additional trays are used and separated for mail separations. What value is this to the USPS? Resolution: The USPS should consider optimizing mail to a tray and combining mail sortations for non-automation and/or single piece with other mail, if processed together anyway.	SH	FCM	Linked with items # 7 and 16 Solution will be proposed to Steering Committee	Operations, Mail Acceptance, Product Classification	Completed	Solution for unit handling published in Postal Bulletin on 8/23/12 and DMM revision on 9/4/12	Y

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10	Mail Prep	FCM Palletization Requirements via labeling lists are not clear.	Issue: It is difficult to determine potential postage discount and service impacts with how convoluted the rules are for labeling to palletization. Resolution: 5/3 Digit Scheme should be established for greater visibility to all. The USPS should re-evaluate the First-Class Mail DMM Palletization Rules to and accompanying labeling lists to make this easier to deploy understand and manage.	SH	FCM	Needs further review and assessment	Operations, Product Classification	In Process	Pending further review via prioritization on Benefit/Effort matrix	Y
11	Mail Prep	Non-Automation / Presort Mail rules are not clearly defined.	Issue: Many mailers are confused about what is appropriate to claim with non-automation rules. Technical documentation from the vendor community is not clear since there are no standard rules on return codes produced by address cleansing software so this is not clear. Resolution: The USPS should more specifically clarify the rules on what is eligible for non-automation rules and require that the vendors publish in their technical guides the appropriate settings of the software to claim the appropriate rate.	SH	All	Define answer to error code problem, consider incorporating into software	Mury Salls. NCSC	In Process	Pending further review via prioritization on Benefit/Effort matrix	Y
12	Mail Prep	Clear authority and responsibility of management of CSA's are not clearly defined.	Issue: Between local offices, Area and HQ teams – it is not clear who has accountability for the assurance of how mailers are managing pallet separations for FCM. The result causes customer and USPS confusion and doesn't help to optimize transportation and palletization results. In addition, vendor solutions can't always perform separations requested, since USPS teams are unfamiliar with the rules provided to the vendors for required separations. Resolution: The USPS should establish a team to work across all areas and with the HQ teams to improve the communication and understanding of the tray labeling and pallet changes needing to be supported. Mailers trying to convert to new palletization rules should be offered a USPS contact that is accountable to manage the customer conversion and support across all of their sites to minimize customer churn in this process.	SH	FCM	Needs further review and assessment	Prat Shah	In Process	Pending further review via prioritization on Benefit/Effort matrix	Y
13	Mail Prep	Allow Commingled BPM Auto Flats with Standard Mail Flats	Issue: Greater density and improved service Resolution: Why not allow? Easier to combine,	JM	STD, BPM	No operational impact, related to item #40	Classification, Pricing, Product	In Process	Issue currently under review by USPS	Y
14	Mail Prep	5 digit/FSS Scheme pallets	Issue: Value and practicality Resolution:	J. Schick	STD/PER	Policy decision	Pricing, Product	Open	Joe Schick or Phil Thompson will need to submit template.	N
15	Mail Prep	Combine letters and flats on a pallet for delivery	Issue: High logistics benefit, but only works in multipurpose building Resolution:	MB	All	Operations will explore.	Operations	Closed	N/A	N
16	Mail Prep	Full postage price pieces separated from presort (extra trays/pallets)	Issue: Will happen with every presorted mailing for FCM and Standard Resolution:	WS		<b>Linked with items # 7 and 9 Solution will be proposed to Steering Committee</b>	<b>Operations, Mail Acceptance, Product Classification</b>	<b>Completed</b>	<b>Solution published in Postal Bulletin on 8/23/12 and DMM revision on 9/4/12</b>	<b>N</b>
17	Mail Prep	AADC trays vs. a potential 3-digit scheme tray (could potentially be too many air trays).	Issue: Example: We have a destination entry mailing for the Ft. Worth area. We have one AADC tray with mail that is processed in that area but it has to enter origin in Atlanta. Causes "the tail of the mail" experience. Resolution: Perhaps there's a way of efficiently including this in the Destination Entry shipment – even if we continue to pay origin prices. Would help with mail delivery standards in the long run.	WS		BMA policy, software impact	Mail Acceptance, Garret Hoyt	Closed	The process for allowing AADC trays as part of a PVDS load to an SCF can be accomplished by following the Palletization requirements in DMM 705.8.	N
18	Mail Prep	Carrier Route Prep in combined DDU's	Issue: Is prep and entry data clear when one stream is created when multiple DDU's are combined together? Resolution:	SM		Garrett Hoyt to follow up w/Shariq Mirza	Streamlined Mail Entry	Open	Kelly Lorchick will followup and submit template if applicable.	N

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19	Mail Entry	BMEU entry table that FAST shares with the industry and its usage and impact with CSAs	Issue: There are no Entry Zips in CSAs Resolution:	SM		Garrett Hoyt to follow up w/Shariq Mirza	Streamlined Mail Entry	Closed	Entry ZIP Codes for CSA prepared mailings determined by the origin/DMU Location	N
20	Mail Prep	3D SCH vs 3D trays/containers (including origin 3-D scheme)	Issue: Lack of clarity can result in single 3D trays/containers being prepared when those 3Ds are part of a 3D scheme. This results in additional trays/containers. Resolution: Revise to clarify that 3D containers cannot be prepared when part of a 3D SCH sort per L003.	USPS	All	<b>Industry will evaluate impact. Product Classification working on clarification. Quick Win</b>	<b>Wanda Senne (FCM, STD), John Medeiros (Parcels) Product Classification</b>	Completed	<b>DMM revision proposed for 4/1/13 pending feedback from software vendors.</b>	Y
21	Mail Prep	Eliminate 3-digit CR prep level for STD and Periodical letters	Issue: This prep level requires unnecessary manual handling particularly for letters Resolution: Elimination of bundle and/or tray level for 3-digit CR letters	USPS	STD/PER Letters	Investigate impact to Industry	Rose Flannagan, Don Landis	In Process	Pending further review via prioritization on Benefit/Effort matrix	Y
22	Mail Prep	FSS Prep Requirement	Issue: Lack of FSS preparation requirement results in additional handlings and processing costs. Resolution: Establish FSS prep as a requirement	USPS	Flats	<b>Strive for quick win in short term. Big impact, big benefit on service. Linked w/ items # 63</b>	<b>Operations, Product Classification</b>	In Process	<b>Currently under discussion by Subgroup</b>	Y
23	Mail Prep	Origin Entry Separation	Issue: Origin entry (local mail) separation requirements are not aligned across each class/shape. This requirement allows for processing to start deeper in the system. May result in USPS cost savings and promote consistent and predictable service. Resolution: Require origin entry separation with minimums that avoid creating more trays with little volume.	USPS	All	<b>Industry will evaluate impact. Potential Quick Win</b>	<b>Rose Flannagan, Wanda Senne</b>	In Process	<b>Pending further review via prioritization on Benefit/Effort matrix</b>	Y
24	Mail Prep	Reduce/Eliminate sacks	Issue: Sack usage in today's processing environment is costly and inefficient Resolution: Consider exploration of an alternative container as a substitute for sacks	USPS	All		Operations, Product Classification, Pricing	Open	USPS will revisit previous discussions and submit template as applicable.	N
25	Mail Prep	Current rules require preparation at 24 pieces for Periodicals	Issue: Adds to USPS cost, increases mailer postage, Mailers sometimes need the option of making smaller sacks for service – retain 24 as option. Resolution: Eliminating required preparation at 24 pieces, while keeping it as an option, would improve both USPS processing cost and mailer's postage and reduce the number of sacks.	USPS	PER	<b>Jack Widener to confirm effort with industry. Appears to be potential win/win</b>	<b>Operations, Product Classification, Pricing</b>	Completed	Rule Change expected to publish in Postal Bulletin in November	Y
26	Mail Prep	Bundle processing bottleneck and problems	Need for APPS alternative such as AFP to process bundles and not share equipment with packages. Better direct pallet (5 digit and FSS schemes) pricing incentives to bypass bundle handling. Inability to minimize number of bundles due to APPS 6 inch bundle tumbling problem. Improve ability to advance mail arriving after CET for later running zones (no time to run on APPS after cutoff).	J. Stark	PER	Involves capital investment, systems engineering. Issue for Engineering.	Operations, Pricing Engineering	In Process	Engineering Systems has addressed MTAC group	Y

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27	Mail Prep	Solving MXD ADC pallet problem	Issue: Different processing needs for L201 and L009 mail Resolution:	J. Stark	PER	Need clarification and provide more info	John Stark, Jack Widener	Completed	FR proposed rule was published on 6/29. One comment received to date. FR final rule expected publish date is early September with effective date of January 28, 2013	Y
28	Mail Prep	Increase 20 oz machinable weight limit to reflect actual practices, allow more comailing	Issue: Resolution:	J. Stark	PER	Joe Schick will circulate CSR language	Operations, Product Classification, Mail Acceptance	In Process	Currently under discussion by Subgroup	Y
29	Mail Prep	Presort rules need to match between the DMM and QSG's	Issue: Example -5-Digit carrier routes trays – DMM does not indicate that this tray level is for full trays only – indicates “required if full tray”, yet the QSG indicates “Required, full trays only for pieces to the same 5-digit carrier routes”. Software vendors indicate that they have to program to the DMM, not QSG – so the software will make a 5-digit carrier routes tray with one bundle Resolution:	LW		<b>Get clarification from Bill Chatfield. Potential quick win.</b>	<b>Product Classification</b>	Completed	<b>Cited issue has been resolved by Product Classification</b>	N
30	Mail Prep	AADC pieces eligible for DSCF discount	Issue: The DMM specifically indicates that pieces are eligible for the DSCF discount when deposited at a DSCF, addressed for delivery within that SCF's service area, and placed in a tray labeled to that DSCF (section 246.4.2) Resolution:	LW		<b>Get clarification from Product Classification. Potential quick win.</b>	<b>Product Classification</b>	Completed	<b>Solution published in Postal Bulletin on 8/23/12 and DMM revision on 9/4/12</b>	N
31	Mail Prep	Decide whether or not palletization is required for Full-Service	Issue: Communication Issue Resolution: Change the DMM language as appropriate so that software vendors interpret the regs correctly	LW		Clarification recently issued. Minimal effort needed for resolution.	Wanda Senne, Rose Flannagan, Garrett Hoyt	Completed	The Intelligent Mail Guide to Letters and Flats was clarified to require pallets/containers with an IMCB affixed for all Full Service mail accepted at a Detached Mail Unit.	N
32	Mail Prep	Decide what the minimum is for drop shipment mail – need to eliminate pallets with 1 or 2 trays	DMM 246.2.3a indicates that the minimum for a drop ship mailing is 200 pieces. DMM 705.8.5.3a4 states: A pallet may contain a minimum of 100 pounds of nonletter-size mail or 12 linear feet of letter trays if it is a NDC or ASF pallet entered at the destination NDC or ASF; an ADC pallet entered at the destination ADC; an SCF pallet entered at the destination SCF; or the only pallet entered at an individual destination NDC or ASF, ADC, or SCF facility.	LW		Review CSRs related to this issue	Product Classification	Open	Need Wanda Senne or Rose Flannagan to followup with Lisa Wurman and submit template if applicable	N
33	Mail Prep	Get rid of small sack pallets in Standard Mail flats - allow MADC/MAADC bundles on MNDC pallets for flats	Issue: This is already allowed when combining Standard Mail and Periodicals. Resolution:	LW		More info is needed. Possibly linked to item #24	Product Classification, Pricing	Open	Need Wanda Senne or Rose Flannagan to followup with Lisa Wurman and submit template if applicable	N

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34	MTE	MTE Supply Concerns	Issue: Mailers struggle with various MTE concerns - Quality Tray Trays / Holders Garbage in the trays Sometimes mail in the trays DNR Tags on sleeves not cleaned off Lack of adequate supplies in some areas of the country  Resolution: USPS to re-evaluate support for MTE and contracts for quality reviews of MTE.	SH	FCM	Out of Scope of Steering Committee	Operations and Industry both already working on issue	Closed	N/A	N
35	Pricing/Rates	The USPS does not actively recognize that First-Class Mail has Single Piece Mail.	Issue: The result of the USPS not recognizing SP for FCM, is that many procedures and systems developed do not adequately address and manage for this residual mail that is required to be presented.  Resolution: The USPS should consider establishing a Commercial SP Rate, which would allow for SP mail to be accommodated into incentives/programs and other USPS initiatives. An additional education of the USPS management would also likely be helpful on this topic.	SH	FCM	Needs further assessment, huge impact on systems	Product, Pricing	In Process	Linked to resolution proposed for items # 7, 9 and 16	Y
36	Pricing/Rates	Incentive / Promotions Impacts to FCM	Issue: Requiring separate postage statement can be cumbersome and minimizing promotions/incentives for only one option is also limiting.  Resolution: What is the impact reason for these limitations?	SH	FCM	Verification issue needs further evaluation	Mail Acceptance, Pricing	In Process	Pending further review via prioritization on Benefit/Effort matrix	Y
37	Pricing/Rates	Today, MLOCR mailers are required to register and pay a fee for every permit included in the mailing, even though these permits are not used to pay postage.	Eliminate the requirement to register every permit in a mailing at the local post office. This would also eliminate the need for comminglers to pay the fee also. These are the permits included in the mailing that are not used to pay postage. Mail owners are identified in eDoc based on USPS requirements so this permit rule is obsolete. This is a separate issue than the no permit fee if 90% full service or the permit mail anywhere program.	SH	FCM	Further assessment needed	Mail Acceptance, Pricing	In Process	Pending further review via prioritization on Benefit/Effort matrix	Y
38	Pricing/Rates	USPS should define the price vs service level vs time of day for different pts in their operation and allow the customer to make the decision based upon these.	Issue:  Resolution: Cut the complexity of preparations rules and increase the gradations of pricing. If done correctly will allow the mailers to define minimums based upon the price structure.	PT		Use Peter Moore Analysis for specific examples	Product, Pricing	Open	Need Phil Thompson to submit template as applicable.	N
39	Pricing/Rates	USPS should narrow the focus of what defines a mailing	Issue:  Resolution: Look at the preparation and define it at minimum level. IE: allow flat/letter mailers to build bundles/trays/pallets of various pieces without the complications that exist today. This will work if the pricing scheme is as described above	PT		Use Peter Moore Analysis for specific examples	Product, Pricing	Open	Need Phil Thompson to submit template as applicable.	N
40	Pricing/Rates	Allow merging of classes that are using the same operation schemes with the understanding that service will be at the lowest level of the classes in the mail.	Issue:  Resolution: If pricing is as described above the concern about different minimums for individual classes would go away as minimums would go away being driven by price/performance.	PT	All	Continue dialog, related to item #13	Assigned to all	Open	Need Phil Thompson to submit template as applicable.	N
41	Pricing/Rates	Allow drop ship appropriate discounts and options for entry at the piece handling and bundle handling operations when different.	Issue: Is the NDC still a valid entry point for Std mail given that NO operation occurs there? Isn't it a zone skip operation?  Resolution:	PT	STD/PER	Use Peter Moore Analysis for specific examples	Product, Pricing	Open	Need Phil Thompson to submit template as applicable.	N

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42	Pricing/Rates	Importance of maintaining comail benefits in future FSS pricing environment	Issue: Resolution:	J. Stark	All	Long term strategic issue	Product, Pricing	In Process	Retain for consideration of long term strategy	Y
43	Pricing/Rates	Study and determine if move to more cost based rates is beneficial	Issue: Resolution: Look at increasing bundle and container passthroughs (Use Peter Moore analysis)	J. Stark	PER	Use Peter Moore Analysis for specific examples	Product, Pricing	In Process	Pending further review via prioritization on Benefit/Effort matrix	Y
44	Software/ Systems	The requirement to re-qualify mail should be further explored to be consistent across mail classes/types.	Issue: Some mailers remove mail pieces from jobs that are damaged during production cycles – however, there appears to be inconsistencies in whether mailers are updating the qualification of jobs to determine if removed/damaged pieces cause jobs to no longer technically qualify. Resolution: The USPS should establish a % threshold that is consistent across all mail classes to allow mailers to not have to re-qualify mail for small damaged percentages.	SH	FCM	Wanda Senne will share findings from MTAC #141	Wanda Senne, Mail Acceptance, Classification	In Process	Request has been sent to Business mailer Support for Clarification	Y
45	Software/ Systems	USPS Test Environments for PostalOne are inadequate.	Issue: The USPS does not have a robust enough test environment to support the testing with mailers and vendors of their PostalOne software enhancements. Only a few USPS individuals understand the systems and impacts and can provide direction on resolving issues from testing results. Testing of vendor software is not always adequately supported prior to production releases to their customers. Resolution: The USPS should ensure that the technical environment for PostalOne includes the ability to test all system connections/requirements for Mailers. In addition, the USPS should develop a swat team to help onboard Mailers to PostalOne – IMB FS more effectively. Additional documentation and User Guides should also be considered, which includes the ability of a USPS Swat team to support mailer testing needs.	SH	FCM	Out of Scope of Steering Committee	PostalOne User Group	Closed	N/A	N
46	Software/ Systems	Priority Mail is architecturally designed to not be supported by Mail.Dat.	Issue: Mailers using Mail.Dat for postage payment and electronic documentation must use another solution (.XML/eVS) if they are mailing paper to customers and 1 sheet puts them from a Flat FCM piece to Priority Mail. Resolution: The USPS should consider establishing a process to enable Priority Mail to be supported via Mail.Dat.	SH	FCM	Out of Scope of Steering Committee	PostalOne User Group	Closed	N/A	N
47	Software/ Systems	Address Summary Verification Reports – Error Management in PostalOne	Issue: The USPS does not currently provide data to perform an investigation to determine if there is an actual address quality issue. The USPS provides the data elements – Zip 9 and the DP for an address in question. Resolution: USPS to provide the IMB and an image of a physical copy that fails to enable appropriate mailer investigation. USPS to update and correctly reflect DPV errors in PostalOne.	SH	FCM	Out of Scope of Steering Committee	PostalOne User Group	Closed	N/A	N

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48	Software/ Systems	PostalOne General Concerns:	SH	FCM	Out of Scope of Steering Committee	PostalOne User Group	Closed	N/A	N
		<ul style="list-style-type: none"> <li>o User Technical Guides for Micro-Strategy Reports are not updated timely.</li> <li>o Dates are not provided for any changes, updates, etc., to the Technical Guides.</li>   <li>o Language is ambiguous.</li> <li>o User Technical Guide for Reporting not updated timely. Technical Guides and the instructions for accessing reports are not accurate.</li> <li>o Data Distribution Dashboard – FS online &amp; downloadable reports don't work correctly.</li> <li>o USPS does not provide an option to receive reports electronically or pushes that would minimize customer churn.</li> <li>o PostalOne slow response time. Response time with the reports is not optimized for customers, but appears to be optimized to the USPS internally.</li> <li>o Unique job id requirements for pulling reports – is not helpful.</li> <li>o Reporting information isn't accurate and doesn't reflect the details of the job quality correctly.</li> <li>o Reports are difficult to discern, and there are only a handful of USPS employees that understand the reports and can explain them.</li> <li>o Documentation of the reports is not clear – causing additional churn on customers to try to understand the results and reconcile any problems.</li> <li>o Customer communication on reporting issues/concerns is not clearly understood and standardized across the industry.</li> <li>o System performance and stability is a significant concern. Every time the USPS system goes down it causes more work/cost to mailers to manage the technical files that failed and then to work with the USPS to get this cleared up.</li> </ul> <p>USPS requires that when the system is down that mailers must submit paper postage statements. This is a problem since other manual interfaces and work has to occur on the mailer side to support this – all causing more cost to the mailer. The USPS has stated they don't even use the paper copies - - - so what is the purpose of requiring this?</p>							
49	Software/ Systems	Physically applying a new date to metered mail where the mail date is different than the date in the meter indicia is no longer necessary for Full Service mailings	SH	FCM	Out of Scope of Steering Committee	PostalOne User Group	Closed	N/A	N
		Issue: The application of the mail date on metered mail was required for service standard measurement. With Intelligent Mail, this requirement is no longer necessary. Resolution:							
50	Software/ Systems	Spraying the option 4 Dropship "Mailed From" endorsement for first class mail is no longer necessary for Full Service Mailings	SH	FCM	Out of Scope of Steering Committee	PostalOne User Group	Closed	N/A	N
		Issue: The application of the "Mailed From" endorsement was required for service standard measurement. With Intelligent Mail, this requirement is no longer necessary. Resolution:							
51	Software/ Systems	For MLOCR mailings, allow single piece counts in the eDoc.	SH	FCM	Linked to residual issues in Items #7,9,16 and 35	Mail Acceptance	Closed	Issue currently being addressed by Task Team 21	N
52	Software/ Systems	Labeling List Validations	SM		Possibly linked to item #19 Garrett Hoyt to follow up w/Shariq Mirza	Garrett Hoyt	Open	Kelly Lorchick will followup and submit template if applicable.	N
		Issue: Conflict with CSAs not being included in validation rules Resolution: Until the CSA issues are resolved, the labeling list validations should be turned off and in the future the validations should be done in a separate process outside of the upload process							

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53	Software/ Systems	Co-located facilities for DDU's	Issue: Communication of changes in MDF Resolution: Validate that all processes are in place to make sure USPS data for facility and DDU collocated offices is current in USPS products.	SM		Garrett Hoyt to follow up w/Shariq Mirza	Garrett Hoyt	Open	Kelly Lorchick will followup and submit template if applicable.	N
54	Software/ Systems	DMM Section 246 in conflict with LL data	Issue: Resolution: What can be done to move requirements into labeling lists out of DMM?	SM		Garrett Hoyt to follow up w/Shariq Mirza	Garrett Hoyt	Open	Kelly Lorchick will followup and submit template if applicable.	N
55	Software/ Systems	Identifying whether ASF is co-located within an NDC facility or not	Issue: Data is not always clear on co-located facilities Resolution:	SM		Garrett Hoyt to follow up w/Shariq Mirza	Garrett Hoyt	Open	Kelly Lorchick will followup and submit template if applicable.	N
56	Software/ Systems	Induction points and entries for Military and offshore addresses	Issue: Often a lack of data to identify entry points Resolution:	SM		Garrett Hoyt to follow up w/Shariq Mirza	Garrett Hoyt	Open	Kelly Lorchick will followup and submit template if applicable.	N
57	Software/ Systems	Create eInduction and visibility solution for airboxes	Issue: System documentation issue Resolution: Software can do it, but needs a price	J. Stark	PER	Airbox is being worked on. Industry will provide list of locations	Product Classification, Pricing, John Stark, Jack Widener	Closed	Issue currently being addressed by Bulk Mail Acceptance with other stakeholders	Y
58	Software/ Systems	USPS needs to have a better understanding of how MSP's are presorting files	Issue: Resolution: Industry will explain their processes	LW		Follow up with Lisa Wurman. Industry will setup	Wanda Senne	Open	Need Wanda Senne to followup with Lisa Wurman and submit template if applicable	N
59	UAA/ACS/NCOA	There is a current requirement of 100 unique addresses for processing through NCOALink. The USPS has stated this is a legal requirement.	Issue: There are many times in which small jobs are not effectively processed through NCOALink due to this issue. Resolution: The USPS should develop a process to "authorize" mail owners to utilize NCOALink to allow all mail volumes to be processed through it. This would enable some control over those utilizing it that way, but eliminate the problem where small jobs aren't included and thus increase the probability of improved addressing, resulting in less USPS processing	SH	FCM	Follow up with Sharon Harrison. Get AMS group involved	Sharon Harrison AMS group	In Process	Response submitted by NCSC on 2/12/13	Y
60	UAA/ACS/NCOA	IMB FC ACS does not provide STIDS for receiving ACS records for non-automation or single piece mail.	Issue: Mail that is non-automation or Single Piece are not getting adequate results from ACS in IMB FS. Resolution: The USPS should consider enabling this to be fully supported in IMB FS.	SH	FCM	Follow up with Sharon Harrison. Get AMS group involved	Sharon Harrison AMS group	In Process	Response submitted by NCSC on 2/12/13	Y
61	UAA/ACS/NCOA	ACS W Records are charged to customers – when they are temporary moves and the USPS has notified mailers not to update them.	Issue: This is an additional change that is not correct and is overbilling by the USPS to mailers. Resolution: The USPS should establish a process to not charge customers for this "W" record notification.	SH	FCM	Follow up with Sharon Harrison. Get AMS group involved	Sharon Harrison AMS group	In Process	Response submitted by NCSC on 2/12/13	Y
62	UAA/ACS/NCOA	Carrier Management of UAA has a gap in the process and not all UAA mail is managed back through an automated process to capture electronic notifications for mailers of NIXIE information.	Issue: Without having all UAA mail automated with NIXIE records, it means that many mailers who have moved to an automated process are missing other critical information of physical mail returned. The result is that address corrections and improvements can not be noted and managed if the process doesn't allow notification to the mailer on this electronically. In addition, the UAA Secured Destruction method that we are pursuing is also impacted since this gap would cause some mailers to not be able to fully automate this mail – and could result in some FCM mail being destroyed with no electronic notification to the mailer. Resolution: The USPS should evaluate this gap and determine how to close the current % of mail that isn't efficiently processed by the mail carriers through the PARS/CFS systems.	SH	FCM	Follow up with Sharon Harrison. Get AMS group involved	Sharon Harrison AMS group	In Process	Response submitted by NCSC on 2/12/13	Y



## MAIL PREP ENTRY STEERING COMMITTEE - Idea Log

	Category	Item / Suggestion	Issue/ Resolution	Subm By	Class/ Shape	Action Taken	Owner	Status	Current Resolution	Template Submitted
			<b>Latest Submissions</b>							
63	Mail Prep	Carrier Route Packages for Flats in FSS zones	Issue: Why continue to allow? Resolution	DM	STD/PER Flats	Linked to item 22	Operations Product Classification	In Process	This issue is being evaluated in the FSS Bundle Prep subgroup	Y
64	Mail Prep	Re-examine 6 and 10 piece minimum for flats	Issue: is there value to 6 piece bundles. How about 5? Resolution:	DM	STD/PER Flats	Combine w/item 65	Product Pricing	In Process	Pending further review via prioritization on Benefit/Effort matrix	Y
65	Mail Prep	Should there be a minimum package thickness for flats presort?	Issue: Resolution:	DM	STD/PER Flats	combine w/item 64	Product Pricing	In Process	Pending further review via prioritization on Benefit/Effort matrix	Y
66	Mail Acceptance	Presort verification for flats in DMUs	Issue: Time and cost associated with current practice should be eliminated, changed or scaled back.	DM	FCM STD/PER Flats	Seamless Mail Entry will address	Garrett Hoyt Marty McGuire	In Process	Pending further review via prioritization on Benefit/Effort matrix	Y
67	Mail Acceptance	Streamline new entry authorization process. Eliminate filing of form 3510 to office of original entry for approval.	Issue: Presently consumes administrative time for USPS and customer. For customer much effort in preparation of 3510, check and sending to original entry. And processing time by USPS and sending approval authorization on new entry office. As USPS employees retire, knowledge is lost for processing these and process is delayed, confusing and consumes more time. For those without in-plant verification and smaller publishers this is even more arduous task Resolution- Go to web based application process with immediate approval, fees charged to credit card and new entry authorization sent immediately to new entry.	JW	PER	Assigned to PAG group for resolution	Product Classification	Closed	N/A	N
68	Mail Acceptance	Streamline linking of new entry to payment process Specifically after an entry is opened and linking process to CAPS.	Issue: Presently form 6002 has to be filled out and sent to CAPS center who then links to new entry. Consumes USPS and customer administrative time. For customer if printer is setting up for periodical customer they fill out form but has to be sent to periodical CAPS account authorized person to sign and send to CAPS center. resolution: web based linking process as part of setting up new entry. After entry is set up and on same web page would go to method of postage payment such as CAPS. Link entry to CAPS immediately. For smaller publications who need to open at last minute present process is very time consuming and have to push and spend much time on phone trying to get done.	JW	FCM PER/STD BPM		Business Mail Acceptance	Open	Jack Widener to submit template	N
69	Mail Prep	Elimination of certain DMM Quick Service Guides	Issue: Some DMM Quick Service Guides (QSGs) can create confusion and misunderstanding on the part of mailers because those QSGs describe subjects that don't lend themselves well to incomplete summaries. In other cases, QSGs summarize DMM sections that are themselves relatively brief. Resolution: Propose the elimination of QSGs 201b, 601, 703, 705a, 705b, 705c, 705d, 705e, 705f, and 707a.	USPS		Industry will review and provide feedback	Product Classification	Completed	QSG's proposed to be eliminated in March 2013 pending feedback from Industry	Y
70	Mail Prep	Streamline language in DMM 705.10, 12 and 13 regarding the creation of merged pallets.	Issue: All of the conditions under which mailers are able to create "merged" pallets and sacks under DMM 705.10 and 705.12 appear to be provided under 705.13. If mailers are only using 705.13 to create merged pallets and sacks (or if 705.13 can be revised to incorporate all of the elements of 10 & 12), then it follows that 705.10 & 705.12 are superfluous and can be eliminated. Resolution: Poll industry members of the Mail Prep Workgroup to see if members are using (or aware of mailers using) 705.10 & 705.12. If possible, propose the elimination of both programs via the 2013 market dominant price change proposed Federal Register notice.	USPS		Industry will review and provide feedback	Product Classification	In Process	Pending further review via prioritization on Benefit/Effort matrix	Y

MAIL PREP ENTRY STEERING COMMITTEE - Idea Log

	Category	Item / Suggestion	Issue/ Resolution	Subm By	Class/ Shape	Action Taken	Owner	Status	Current Resolution	Template Submitted
71	Mail Prep	Potential conflict in DMM language regarding presentation of Mxd AADC trays	Issue: DMM245.7.7 states "Upon presentation of letter-size automation price Standard Mail mailings to USPS for verification, mailers must present all mixed AADC trays together, and such trays must either be adjacent to one another or side by side, and must be placed as the <b>top</b> layer(s) on any given container." But DMM 705.8.5.6e states "Heavier, fuller trays must be placed at the <b>bottom</b> of the load."  Resolution: Assess for potential conflict and determine possible resolution.	RF	STD LTRS	Follow up with Mail Acceptance	Operations Mail Acceptance	Open	Need Rose Flannagan to submit template	N
72	Mail Prep	Pieces classified as origin while destined to SCF entry are trayed separately	Issue: Because of presort outcome, pieces that are classified as origin (while destined to SCF entry) are placed in one tray and one additional pallet to the SCF. Causes additional freight – cube issues, and one tray placed on a pallet (that is often lost).  Resolution: Allow MXD origin price tray (ride along) to be placed on top of DSCF entry pallet (we are not expecting the DSCF discount on the pieces in the "ride-along" tray). Reduces MTE – Pallet use – will not have to use one-to-one tray pallet configuration	WS	LTRS		Operations, Product Classification	In Process	Pending further review via prioritization on Benefit/Effort matrix	Y
73	Mail Prep	Separate SCF pallets for gaining and losing sites	Issue: With the network optimization effort, any SCF directed to gaining facility is required to be prepared on a separate SCF pallet even though the losing SCF has closed.  Resolution: Allow an OPTION to place the mail on one SCF pallet identified by the gaining facility would save freight and labor costs. Reduce MTE pallet needs.	WS	LTRS/ FLTS	Review Label List changes	Operations	In Process	Label Lists will drive where combining pallets is appropriate	Y
74	Mail Prep	Removal of Origin Sack Mail	Issue: The mail preparer produces bundles of flats. The bundles are placed in the sacks. The sack label is attached to the holder and the sack is tied. The USPS has to remove the ties, open the sack and remove bundles.  Resolution: Create bundles and place on origin pallets. MXD working pallets. The pallets can be dumped and processed on the APPS machine eliminating the step of opening the tied sacks.	Susan Pinter	STD/PER Flats		Operations, Product Classification	In Process	Pending further review via prioritization on Benefit/Effort matrix	Y
75	Mail Prep	FCM Color Incentive	Issue: Offer an incentive/promotion for the use of dynamic color print on First-Class Mail (FCM) billing / financial statements, letters, etc. using an insert to support dynamic color messaging /advertisement to promote color usage within FCM and establish further FCM value. This incentive would be exclusive to First-Class Mail.  Resolution: USPS to offer an incentive program to enable FCM to explore color technology/options and explore how to further support and enable the value of FCM.	Sharon Harrison	FCM / Letters & Flats	Out of Scope of Steering Committee	Product Dev. Pricing	Closed	Steve Monteiths group already working on this issue	Y
Legend										
<div style="display: flex; flex-direction: column; gap: 5px;"> <div><span style="background-color: #e0f7fa; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span> Closed item</div> <div><span style="background-color: #fff9c4; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span> In Process - Template submitted</div> <div><span style="background-color: #ffe0b2; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span> Open - Template not submitted</div> <div><span style="background-color: #e8f5e9; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span> Completed item</div> </div>										