Full Service, eInduction, Seamless Acceptance, and Assessment Update

Mailing Initiatives

End-to-end visibility, seamless acceptance & verification process*

Data Driven Enterprise

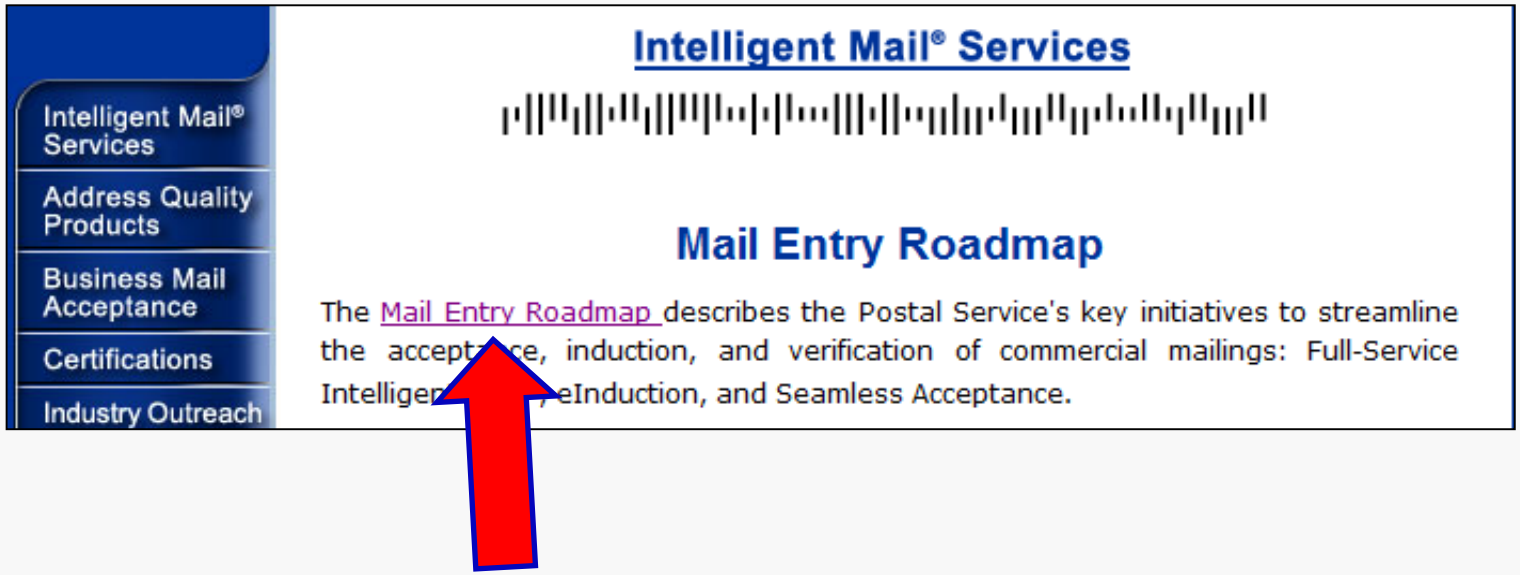
- Capture Data
- Process Data
- Aggregated over Calendar Month
- Mailer Scorecard

Role of Verifications

- **Automated verifications ensure that each piece is paid for at the correct rate and that mailing information has been correctly submitted in the eDoc**

Full-Service Verifications	eInduction Verifications	Seamless Acceptance Verifications
1) Mailer ID	1) Undocumented (extra) Containers	1) Undocumented
2) Service Type ID	2) Misshipped Containers	2) Delivery Point
3) By/For verification	3) Duplicate Container	3) Nesting Sortation (MPE scan)
4) Barcode Uniqueness	4) Zone Discount	4) Nesting/Sortation (sampling)
5) Entry Facility	5) Entry Point Discount	5) Postage
6) Unlinked Copal	6) Payment	6) Weight
7) Move Update		7) Mail Characteristic
		8) Barcode Quality

- Located on RIBBs at Ribbs.usps.gov



Mailer Scorecard

UNITED STATES POSTAL SERVICE®

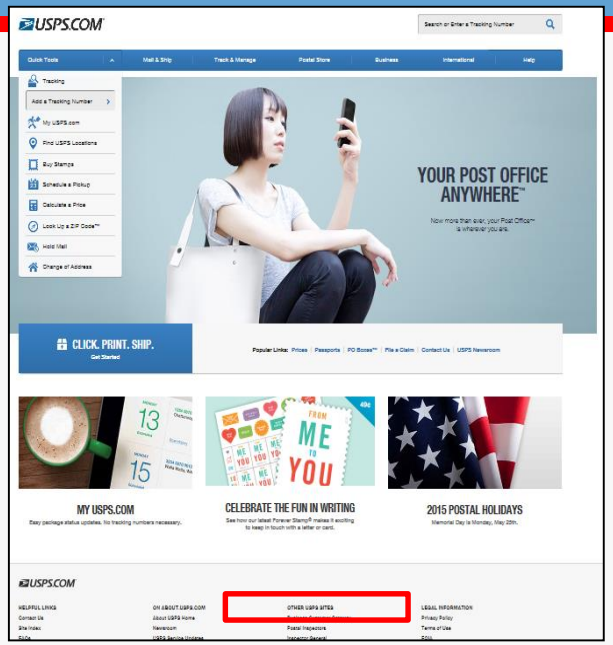
I'm an eDoc submitter

This report shows a breakdown of metrics by eDoc submitter CRID across several USPS programs, including Full-Service, Seamless Acceptance, and eInduction.

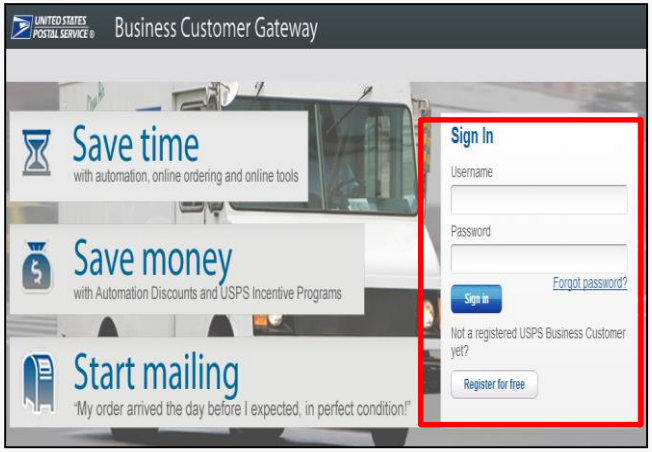
I'm a Mail Owner or Mail Preparer

This report shows a breakdown of metrics by mail owner and mail preparer across several USPS programs, including Full-Service and eInduction.

Accessing the Mailer Scorecard

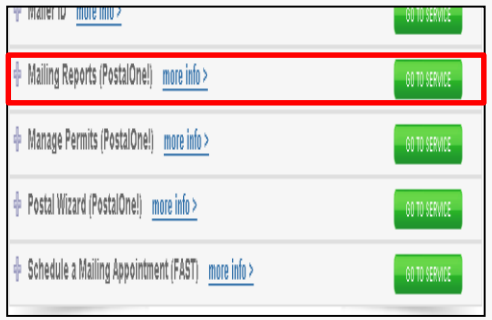


USPS.com/Business Customer Gateway



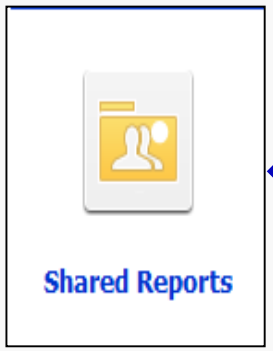
Log into the Business Customer Gateway

Select Mailing Services



Select Mailing Reports

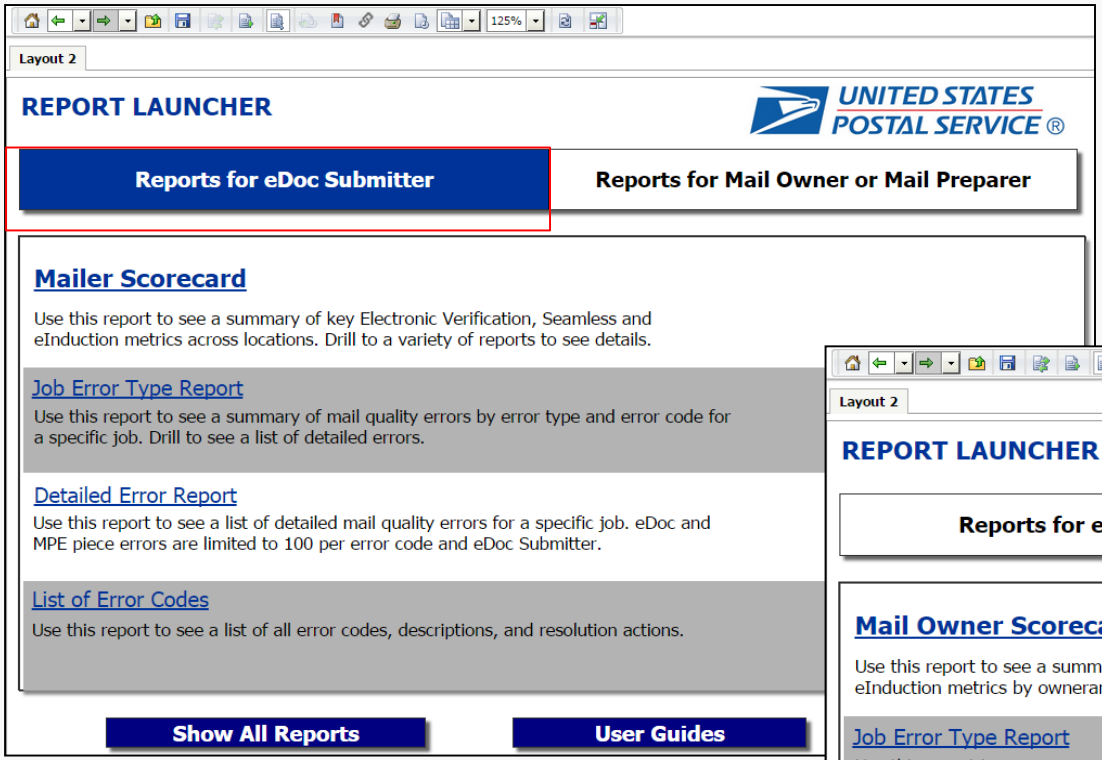
Select Mailer Scorecard



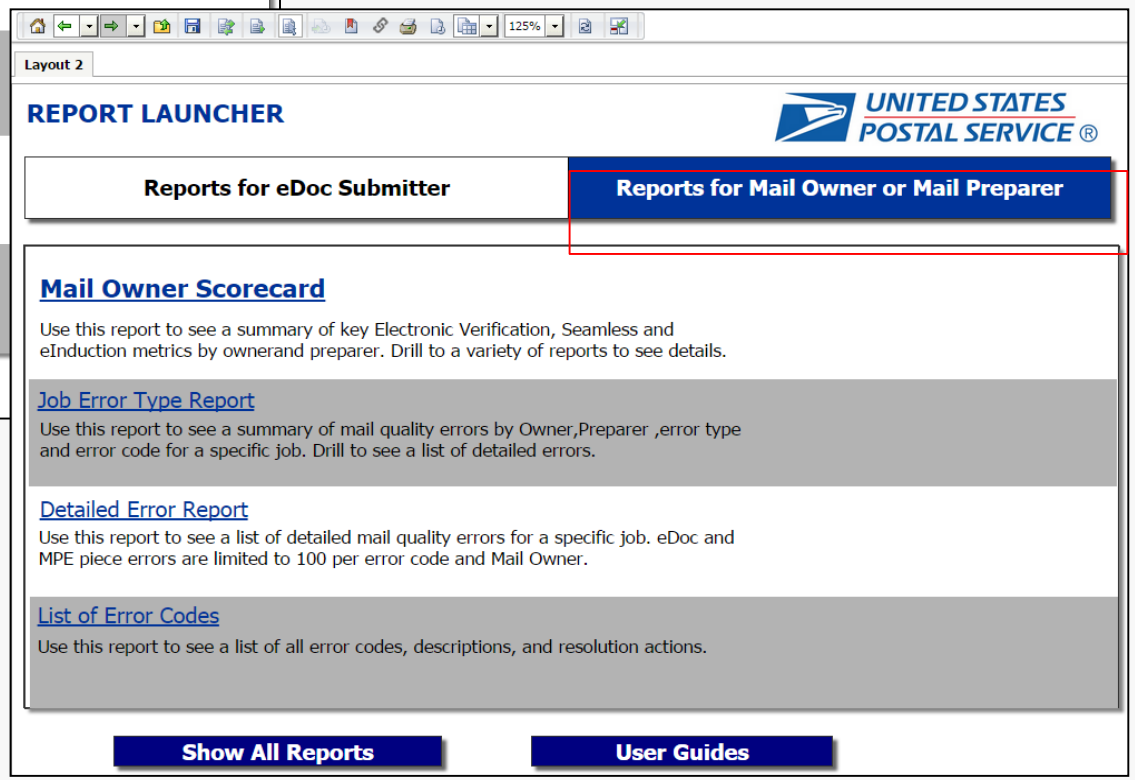
Select Shared Reports

Select Launcher

Accessing the Mailer Scorecard or Reports



Access reports by **eDoc Submitter or Mail Owner/Preparer** by clicking on the bar at the top of the screen:



- Mailer Scorecard summarizes key metrics for Electronic Verification, Seamless and eInduction
- Job Error Type Report provides a summary of mail quality errors by error type and error code for a job
- The Detailed Error Report provides a list of detailed mail quality errors for a specific job.

Mailer Scorecard Metrics

As Mail Owner/Mail Preparer

- ✓ **Only view metrics against own mailpieces across all MSPs**
- ✓ **Only view results where identified as Mail Owner in eDoc for:**
  - Mailpiece
  - Handling Units
  - Containers
- ✓ **Only view/validate errors if own mailings may have contributed to MSP exceeding threshold**

As Mail Service Provider

(2 viewing options)

- ✓ **eDoc submitter: snapshot of all mailings submitted by single CRID**
  - does not provide breakdown of Mail Owners
- ✓ **Mail Owner/Preparer view: view metrics of each Mail Owner's mailings prepared by MSP**
  - only see results for mailpieces, handling units, and containers within the eDoc they submitted.

Mail Owner Scorecard APRIL 2015

UNITED STATES POSTAL SERVICE ®

Execution Time: 5/5/2015 11:42:04 AM

Verifications

Mailer Profile | Electronic Verification | eInduction | Seamless

◉ # Metrics ○ # Trending ○ % Metrics ○ % Trending

Electronic Verification

Mail Owner	Total		5254074				
Mail Preparer	-						
# Containers processed for eDoc validations	6,923						
# Handling Units processed for eDoc validations	254,055	--	2,146	4	207,884	--	
# Bundles processed for eDoc validations	0	--	--	--	--	--	
# Pieces processed for eDoc validations	20,524,099	--	522,901	2	1,325,204	--	18,
# Full-Service Containers processed for eDoc validations	6,837	--	126	51	5,982	--	
# Full-Service Handling Units processed for eDoc validations	253,361	--	2,146	4	207,190	--	
# Full-Service Orphan Handling Units processed for eDoc validation	253,950	--	2,146	2	207,884	--	
# Full-Service Pieces processed for eDoc validations	20,453,986	--	498,589	--	1,287,965	--	18,
Full-Service Verifications							
# MID Container Errors	--	N/A	--	--	--	N/A	
# MID HU Errors	--	N/A	--	--	--	N/A	
# MID Piece Errors	--	N/A	--	N/A	--	N/A	
# STID Errors	--	N/A	--	N/A	--	N/A	
# By/For Errors	--	N/A	--	N/A	--	N/A	
# Barcode Uniqueness Container Errors	--	N/A	--	--	--	N/A	
# Barcode Uniqueness HU Errors	33	N/A	--	--	33	N/A	
# Barcode Uniqueness Piece Errors	4,287	N/A	7	N/A	4,280	N/A	
# FS Entry Facility Container Errors	30	N/A	--	30	--	N/A	
# FS Entry Facility HU Errors	--	N/A	--	--	--	N/A	
# Unlinked Copal Tray Errors	--	--	--	--	--	--	
# Early Scheduled Ship Date Warnings	79	N/A	--	60	4	N/A	
# DMU Verified USPS Transported Containers	6,900	N/A	126	N/A	6,068	N/A	
# Default Tray Barcode Warnings	131	N/A	--	--	131	N/A	
# Unlinked Copal Tray Warnings	--	--	--	--	--	--	
# Unlinked Copal Bundle Warnings	--	--	--	--	--	--	
Move/Update Validations – Info Only							
# COA Errors	12,728				736	--	
Entry Point Validations – Info Only							
# eDoc/Appointment Entry Point Mismatch	--				--	N/A	
# No Valid MDF Match	--				--	N/A	
# Out of Date MDF Match	--	N/A	--	--	--	N/A	

Total Move Update errors across all MSPs

Mail Owner Scorecard

APRIL 2015

UNITED STATES POSTAL SERVICE ®

Execution Time: 5/5/2015 11:54:34 AM

Verifications

Mailer Profile | Electronic Verification | eInduction | Seamless

(•) # Metrics ( ) # Trending ( ) % Metrics ( ) % Trending

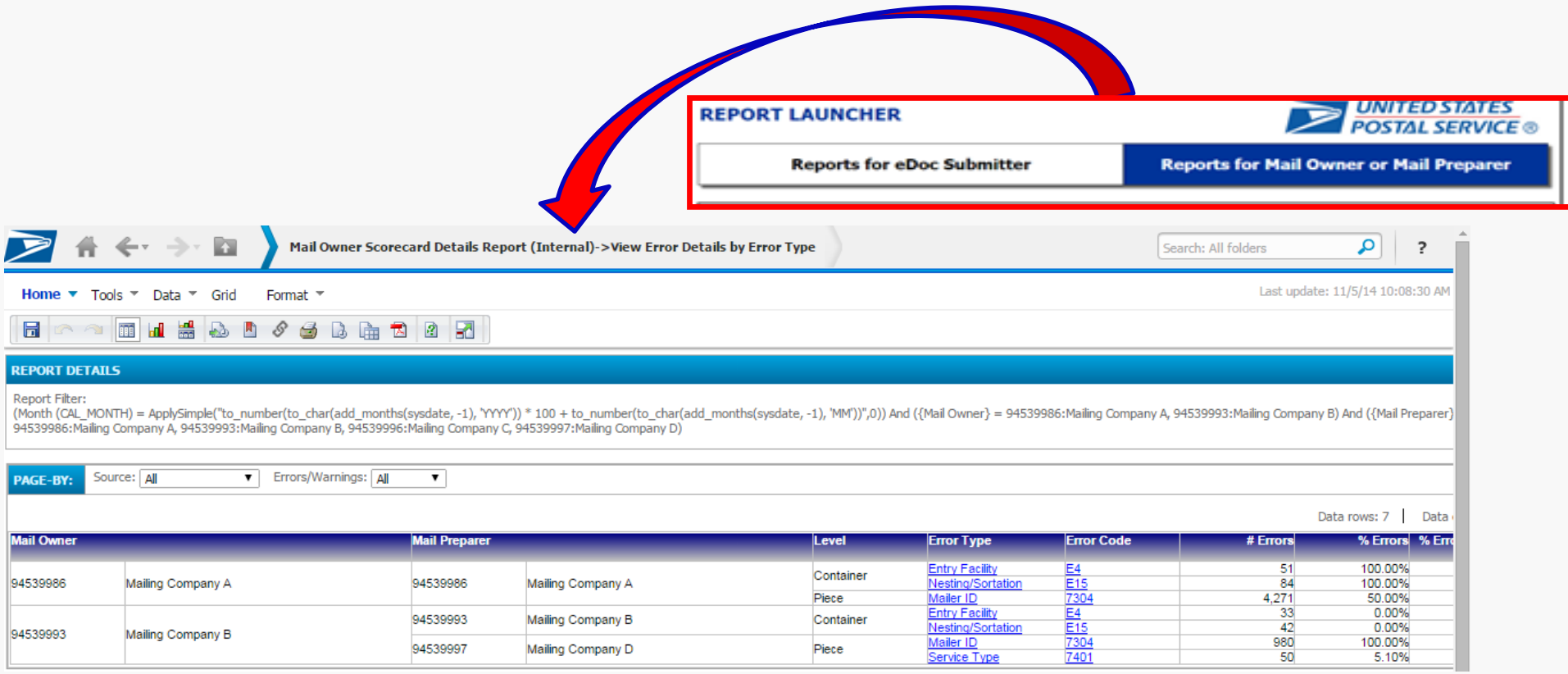
Electronic Verification

Mail Owner	Total	Mail Owner A	Mail Owner B	Mail Owner C	Mail Owner D	Mail Owner E	
Mail Preparer		DIRECT INC	DIRECT INC	DIRECT INC	DIRECT INC	DIRECT INC	DIRE
# Containers processed for eDoc validations	9,619	1	510	N/A	20	16	
# Handling Units processed for eDoc validations	209,697	1	17,238	N/A	277	688	
# Bundles processed for eDoc validations	19,125	6	--	N/A	1,721	--	
# Pieces processed for eDoc validations	63,452,458	278	4,230,470	N/A	45,122	112,224	
# Full-Service Containers processed for eDoc validations	9,460	1	510	N/A	20	16	
# Full-Service Handling Units processed for eDoc validations	208,776	1	17,238	N/A	277	688	
# Full-Service Orphan Handling Units processed for eDoc validation	208,358	1	17,238	N/A	277	688	
# Full-Service Pieces processed for eDoc validations	62,984,989	269	4,204,601	N/A	44,598	111,465	
Full-Service Verifications				N/A			
# MID Container Errors	3	--	--	N/A	--	--	
# MID HU Errors	--	--	--	N/A	--	--	
# MID Piece Errors	--	--	--	N/A	--	--	
# STID Errors	202	--	--	N/A	--	--	
# By/For Errors	32,477	--	--	N/A	--	--	
# Barcode Uniqueness Container Errors	9	--	--	N/A	--	--	
# Barcode Uniqueness HU Errors	370	--	--	N/A	--	--	
# Barcode Uniqueness Piece Errors	98,302	--	--	N/A	--	--	
# FS Entry Facility Container Errors	--	--	--	N/A	--	--	
# FS Entry Facility HU Errors	--	--	--	N/A	--	--	
# Unlinked Copal Tray Errors	--	--	--	N/A	--	--	
# Early Scheduled Ship Date Warnings	871	--	34	N/A	4	2	
# DMU Verified USPS Transported Containers	9,542	1	510	N/A	20	16	
# Default Tray Barcode Warnings	--	--	--	N/A	--	--	
# Unlinked Copal Tray Warnings	53,746				--	--	
# Unlinked Copal Bundle Warnings	--				--	--	
Move/Update Validations – Info Only							
# COA Errors	76,244				--	238	
Entry Point Validations – Info Only							
# eDoc/Appointment Entry Point Mismatch					--	--	
# No Valid MDE Match	--	--	--	N/A	--	--	

Total Move Update errors across all Owners

Error Details by Error Type Report
Drill from Mail Owner/Mail Preparer Scorecard

Alternatively, if a mail preparer wants to see error counts per mail owner, drill into the Error Details by Error Type Report from the Mail Owner/Mail Preparer Scorecard



Intelligent Mail Barcode

Mailpiece Barcode

Apply unique Intelligent Mail barcodes (IMb) to identify each postcard, letter and flat.

Tray Barcode

Apply unique Intelligent Mail tray barcodes (IMtb) on trays, tubs and sacks

Container Barcode

Apply unique Intelligent Mail container barcodes (IMcb) on placards for containers, such as pallets or APCs, when required

IMcb,IMtb, & IMbs must be unique across all mailings from all mailers over the previous 45 days.

Electronic Documentation (eDoc)

Submit Electronically

Submit electronic statements & documentation using Mail.dat, Mail.XML or Postal Wizard

In a co-palletized environment all trays/virtual sacks marked for co-palletization at origin has corresponding eDoc linking to a pallet

Identify

Accurately identify Mail Owner and Mail Preparer (By/For) by using valid MID,CRID, Permit or Publication number

Identify a valid USPS facility for containers and Handling Units in the eDoc

Specify Barcodes

Barcode Information, including MID and STID, for Mailpieces, Trays and Containers must be accurate in the eDoc

Electronic Documentation Verifications

Mailer IDs in the IMcb,IMtb, & IMb must be valid and registered with the USPS

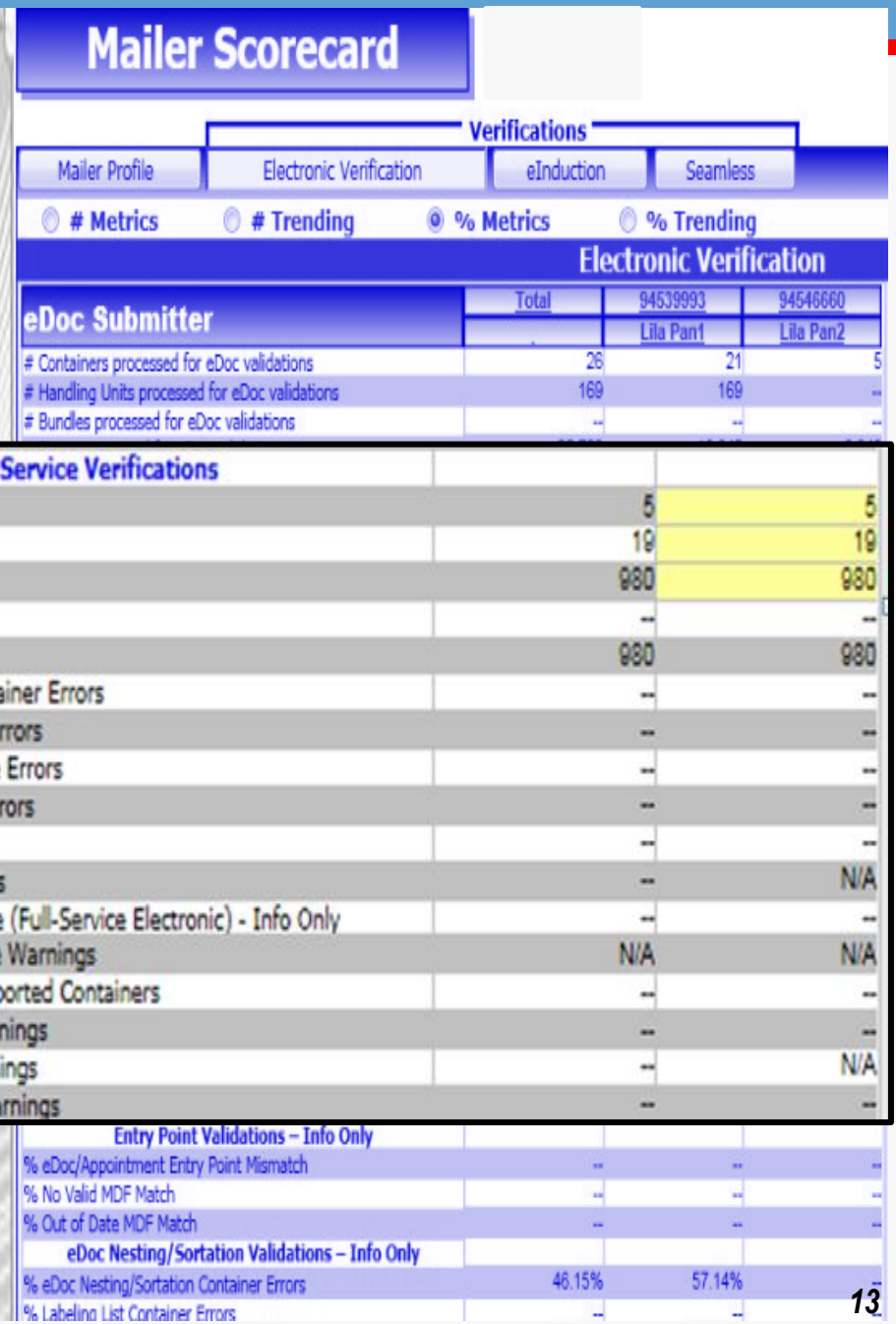
The **Service Type ID** in the IMb must be valid and correct for the class and service level of the mailpiece

By/For –The mail owner and preparer must be accurately identified in the eDoc

Unique Barcodes IMcb,IMtb, & IMbs must be unique across all mailings from all mailers over the previous 45 days.

The **Entry Facility** for a container or handling unit must be a valid Postal Service location

Unlinked Copal - All trays/virtual sacks marked for co-palletization at origin must have corresponding eDoc linking to a pallet



Mailer Scorecard

Verifications

Mailer Profile | Electronic Verification | eInduction | Seamless

Metrics | # Trending | % Metrics | % Trending

Electronic Verification

eDoc Submitter	Total	94539993 Lila Pan1	94546660 Lila Pan2
# Containers processed for eDoc validations	26	21	5
# Handling Units processed for eDoc validations	169	169	--
# Bundles processed for eDoc validations	--	--	--

Full-Service Verifications		
# MID Container Errors	5	5
# MID HU Errors	19	19
# MID Piece Errors	980	980
# STID Errors	--	--
# By/For Errors	980	980
# Barcode Uniqueness Container Errors	--	--
# Barcode Uniqueness HU Errors	--	--
# Barcode Uniqueness Piece Errors	--	--
# Entry Facility Container Errors	--	--
# Entry Facility HU Errors	--	--
# Unlinked Copal Tray Errors	--	N/A
Total Additional Postage Due (Full-Service Electronic) - Info Only	--	--
# Early Scheduled Ship Date Warnings	N/A	N/A
# DMU Verified USPS Transported Containers	--	--
# Default Tray Barcode Warnings	--	--
# Unlinked Copal Tray Warnings	--	N/A
# Unlinked Copal Bundle Warnings	--	--

Entry Point Validations – Info Only			
% eDoc/Appointment Entry Point Mismatch	--	--	--
% No Valid MDF Match	--	--	--
% Out of Date MDF Match	--	--	--
eDoc Nesting/Sortation Validations – Info Only			
% eDoc Nesting/Sortation Container Errors	46.15%	57.14%	--
% Labeling List Container Errors	--	--	--

UNITED STATES POSTAL SERVICE®

By/For Error Details

By/For Error Causes

Matching

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

Missing Mail Owner Mail Preparer Identifier

Mail Owner/Mail Preparer was not identified in the eDoc

Invalid MID or CRID

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

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

Mailing Date	IM Barcode	Error Level	Error Type	Error Code	Error Description	Resolution Action	Mail Owner	Mail Preparer
4/28/2015	00261000000021126526018244636 97	Piece	By/For	7140	The Mail owner and Mail Preparer were identified as the same business entity	Provide Mail Owner Mail Preparer information that does not map to the same mailer	Mailer C	Mailer C

Mailing Date	IM Barcode	Error Level	Error Type	Error Code	Error Description	Resolution Action	Mail Owner	Mail Preparer
4/28/2015	00261000000021126526018244688 88	Piece	By/For	7118	The Mail Owner was not identified for the piece due to no Mail Owner Identifiers in the eDoc	Provide valid Mail Owner information in the mail.dat or mail.XML eDoc submission.	Not Found	Mailer C

Mailing Date	IM Barcode	Error Level	Error Type	Error Code	Error Description	Resolution Action	Mail Owner	Mail Preparer
4/28/2015	00261000000021127526018244624 84	Piece	By/For	7106	The Mail Preparer was not identified for the piece due to an invaild Mailer ID (.mpa)	Populate the Mail Preparer Mailer ID field in the .mpa file of the Mail.dat with a valid Mailer ID	Mailer C	Not Found

By/For Error Corrections

Matching

Contact Software Provider and Access Fact Sheets on RIBBS

Missing Mail Owner Mail Preparer Identifier

Provide information in eDoc

Invalid MID or CRID

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

Barcode Uniqueness Error Causes

Barcode Uniqueness

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

Barcode uniqueness e*xception:*

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

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

Barcode Uniqueness Error Corrections

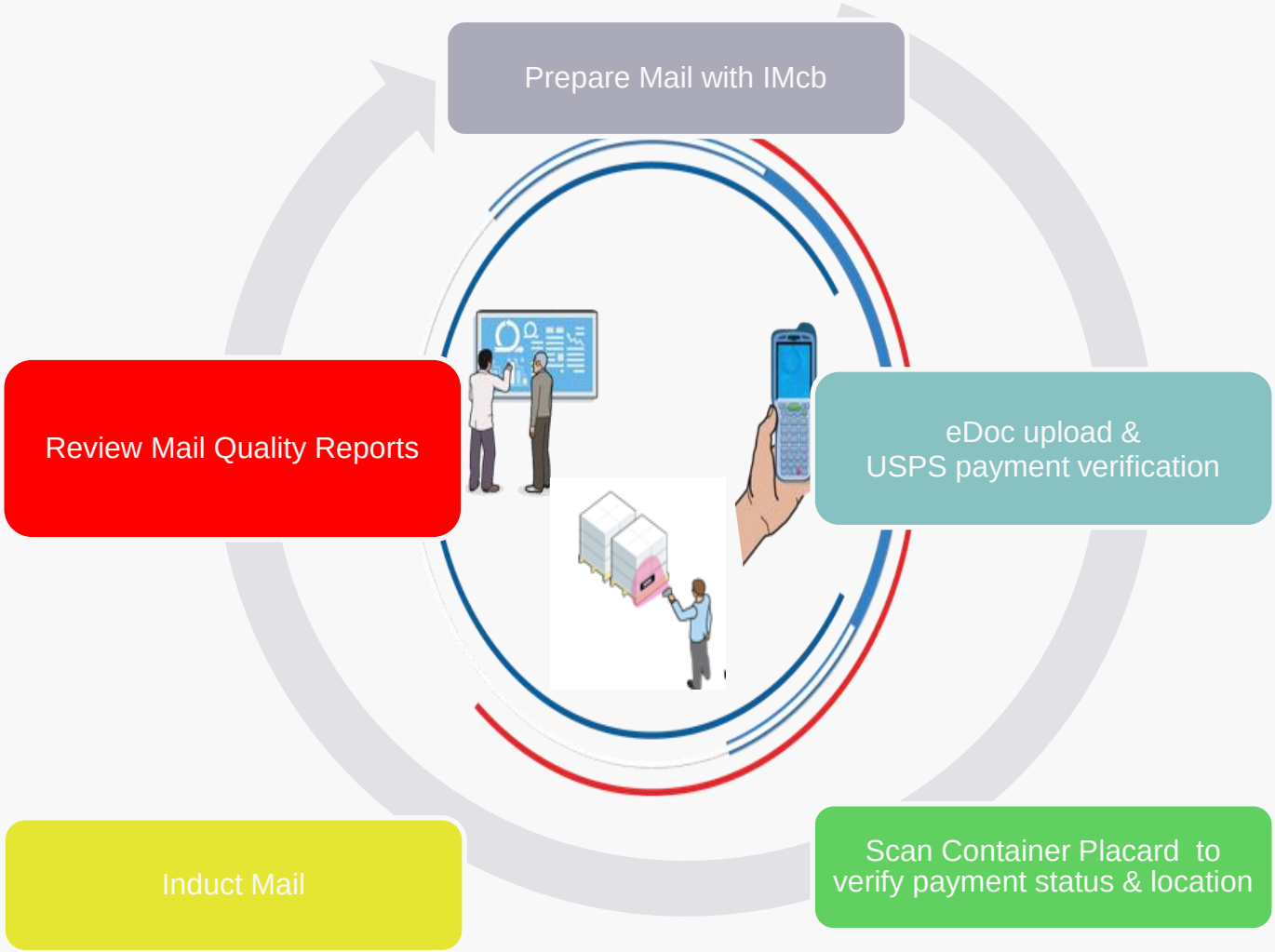
Barcode Uniqueness

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

Determine uniqueness at piece level:
Class in STID + MID + Serial Number

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

eInduction Process



eInduction Onboarding Process

MAILER

Contacts FAST Help Desk

FAST@usps.gov
-or-
1-877-569-6614

FAST HELP DESK

Notifies BMS Analyst assigned to mailer

BMS ANALYST

Verifies BME personnel & mailer are ready to participate in eInduction

BMS ANALYST

Adds mailer to eInduction CRID filter via weekly upload

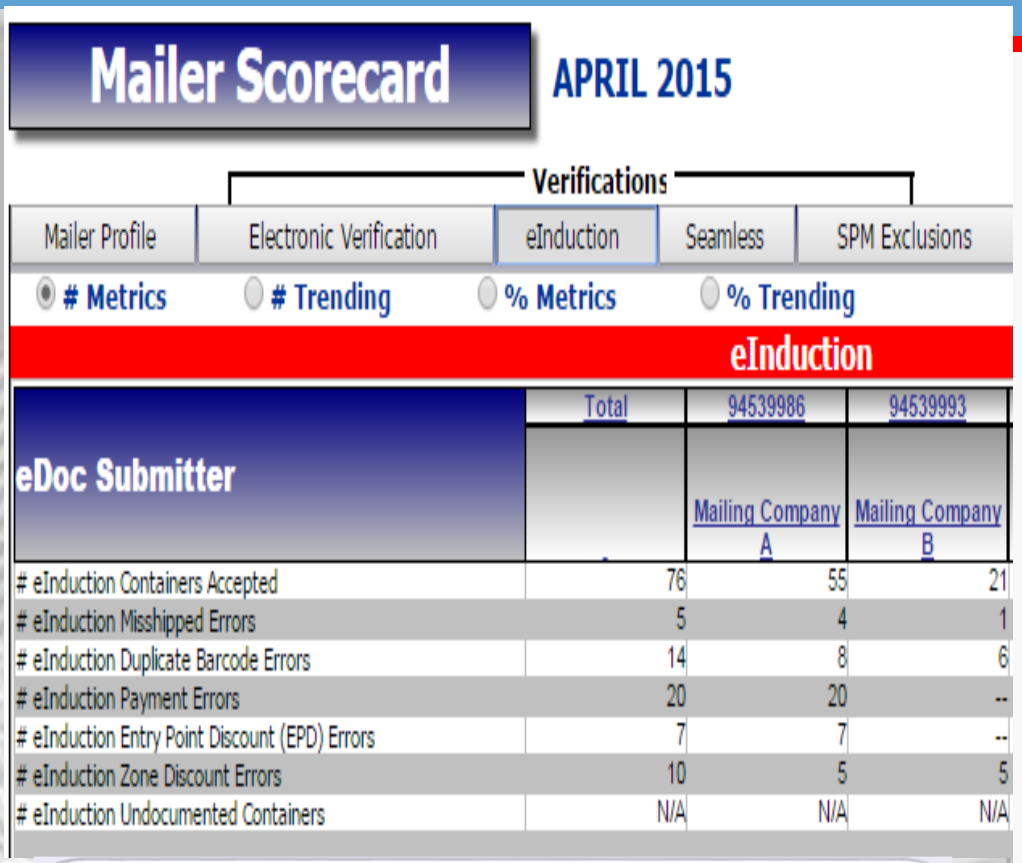
BMS ANALYST
Notifies mailer of activation

MAILER
Begins shipping eInduction containers

BMS ANALYST & MAILER
Work together to resolve mailing issues

eInduction Mailing Requirements

eDoc must be submitted using **Mail.dat, Mail.XML or Postal Wizard**	**IMcbs** must be unique across all mailings /mailers over the previous 45 days. IMcbs must be removed from eDoc if they are not produced	eInduction indicator must be set to **Y** in the Mail.dat or Mail.XML file Postal Wizard users indicate eInduction when entering postage statement	Containers must **not be included** on paper **8125/8017** when flagged for eInduction Containers should not be **flagged as eInduction** if not participating.



Mailer Scorecard APRIL 2015

Verifications

Mailer Profile | Electronic Verification | eInduction | Seamless | SPM Exclusions

(•) # Metrics ( ) # Trending ( ) % Metrics ( ) % Trending

eInduction

eDoc Submitter	Total	94539986 Mailing Company A	94539993 Mailing Company B
# eInduction Containers Accepted	76	55	21
# eInduction Misshipped Errors	5	4	1
# eInduction Duplicate Barcode Errors	14	8	6
# eInduction Payment Errors	20	20	--
# eInduction Entry Point Discount (EPD) Errors	7	7	--
# eInduction Zone Discount Errors	10	5	5
# eInduction Undocumented Containers	N/A	N/A	N/A

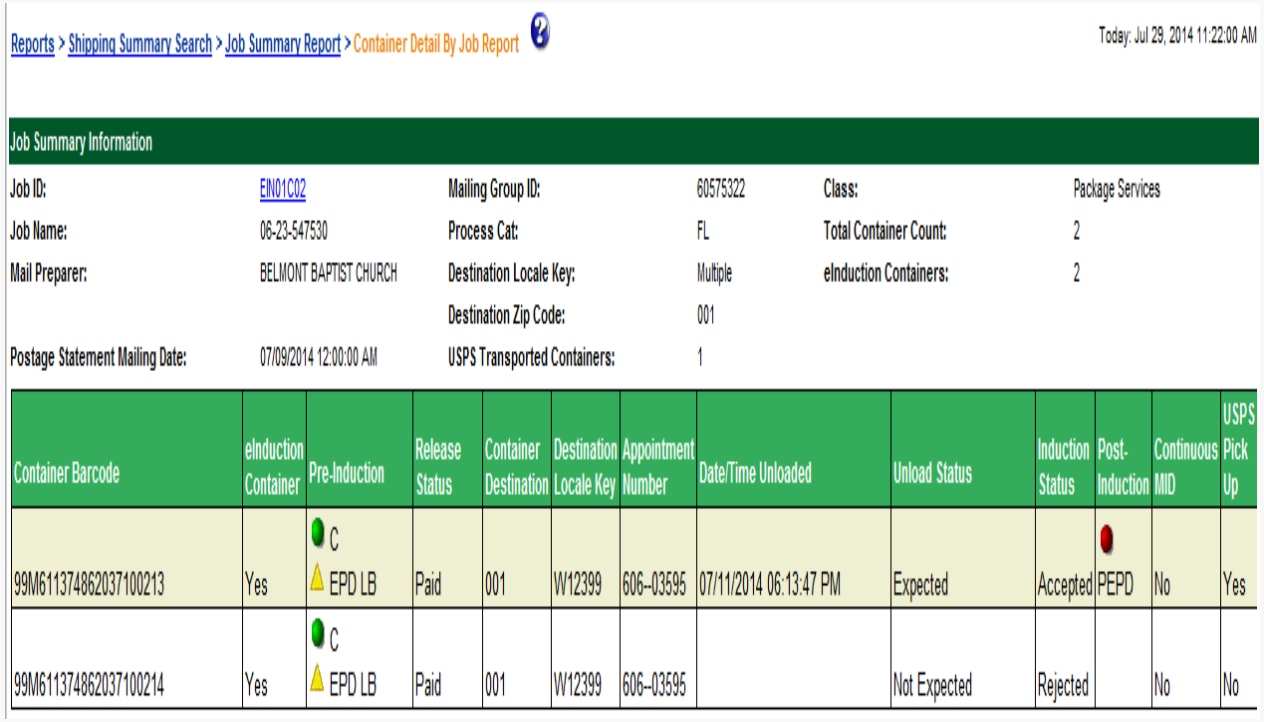
PostalOne! Reports

Provide real time status of eInduction containers

Shipping Summary Report
Quick Status Report

Shipping Summary Report

- **Container Detail view displays the pre-induction warnings, unload/acceptance status, and post-induction errors for a container**



Reports > Shipping Summary Search > Job Summary Report > Container Detail By Job Report

Today: Jul 29, 2014 11:22:00 AM

Job Summary Information

Job ID:	EIN01C02	Mailing Group ID:	60575322	Class:	Package Services
Job Name:	06-23-547530	Process Cat:	FL	Total Container Count:	2
Mail Preparer:	BELMONT BAPTIST CHURCH	Destination Locale Key:	Multiple	eInduction Containers:	2
		Destination Zip Code:	001		
Postage Statement Mailing Date:	07/09/2014 12:00:00 AM	USPS Transported Containers:	1		

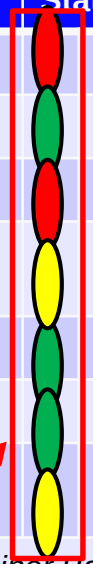
Container Barcode	eInduction Container	Pre-Induction	Release Status	Container Destination	Destination Locale Key	Appointment Number	Date/Time Unloaded	Unload Status	Induction Status	Post-Induction	Continuous MID	USPS Pick Up
99M61137486203710021 3	Yes	C EPD LB	Paid	001	W12399	606--03595	07/11/2014 06:13:47 PM	Expected	Accepted	PEPD	No	Yes
99M61137486203710021 4	Yes	C EPD LB	Paid	001	W12399	606--03595		Not Expected	Rejected		No	No

Status Key:

AV= Appointment validation.
BD= Duplicate Barcode responsible for container hold.
BI= Invalid Barcode responsible for container hold.
BM= Missing Barcode responsible for container hold.
D= Scan duplicate Barcode responsible for container hold.
C= Container cleared for release.
EPD= Entry point discount claimed does not match entry point scheduled.
P= No payment on record.
PF= Payment not finalized.
S= Scheduling issue responsible for container hold.
Z= Verification issue responsible for zone validation.
TR= Verification issue responsible for USPS Transporting.
LB= Verification issue responsible for labeling validation.
CM= Verification issue responsible for container manifest validation.
CMP= Verification issue responsible for container manifest postage validation.
E= Validation Error.
PP= Post-Induction Payment validation failure.
PBD= Post-Induction Duplicate Barcode validation failure.
PE= Post-Induction Extra Container.
PEPD= Post-Induction Entry point Discount validation failure.
PZ= Post-Induction Zone validation failure.
PM= Post-Induction Misshipped validation failure.

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

IMcb	Postage Statement Mailing Date	Release Status	Scan Date/Time	Scan Facility	Unload Status	Induction Status
99M----------001	7/26/2014	Payment	None	None	None	None
99M----------002	7/26/2014	Cleared	1000 7/29/2014	Dulles-X29745	Expected	Accepted
99M----------003	7/26/2014	Payment	1001 7/29/2014	Dulles-X29745	Not-Expected	Rejected
99M----------004	7/26/2014	Planned Entry Point	1230 7/29/2014	Suncoast-007646	misshipped	Rejected
99M----------005	7/26/2014	Non-SV	1300 7/29/2104	Tucson-Z10944	None	Accepted
99M----------006	7/26/2014	Continuous	1300 7/29/2014	Dulles-X29745	Expected	Accepted
99M----------007	7/26/2014	Entry Point Discount	1300 7/29/2014	Dulles-X29745	Expected	Accepted
99M----------007	*Intelligent Mail Container Barcode has not been identified for eInduction in eDoc. Please check that barcode is included in the eDoc file and the eInduction Indicator = "Y".*					



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

eInduction Error Types

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

Misshipped Error vs Entry Point Discount Error

Misshipped

Container was entered at the wrong facility per the MDF. Checks the overall container destination zip and entry facility type.

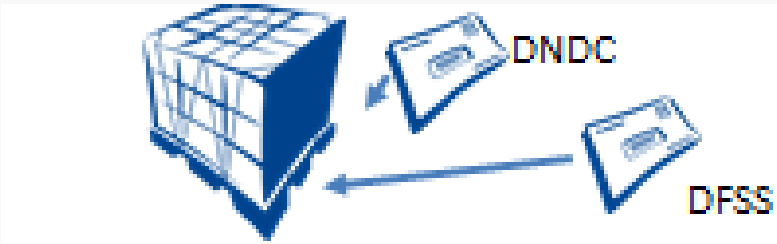
MDF Allows Entry At: Dulles P&DC

Container Scanned At: Baltimore P&DC

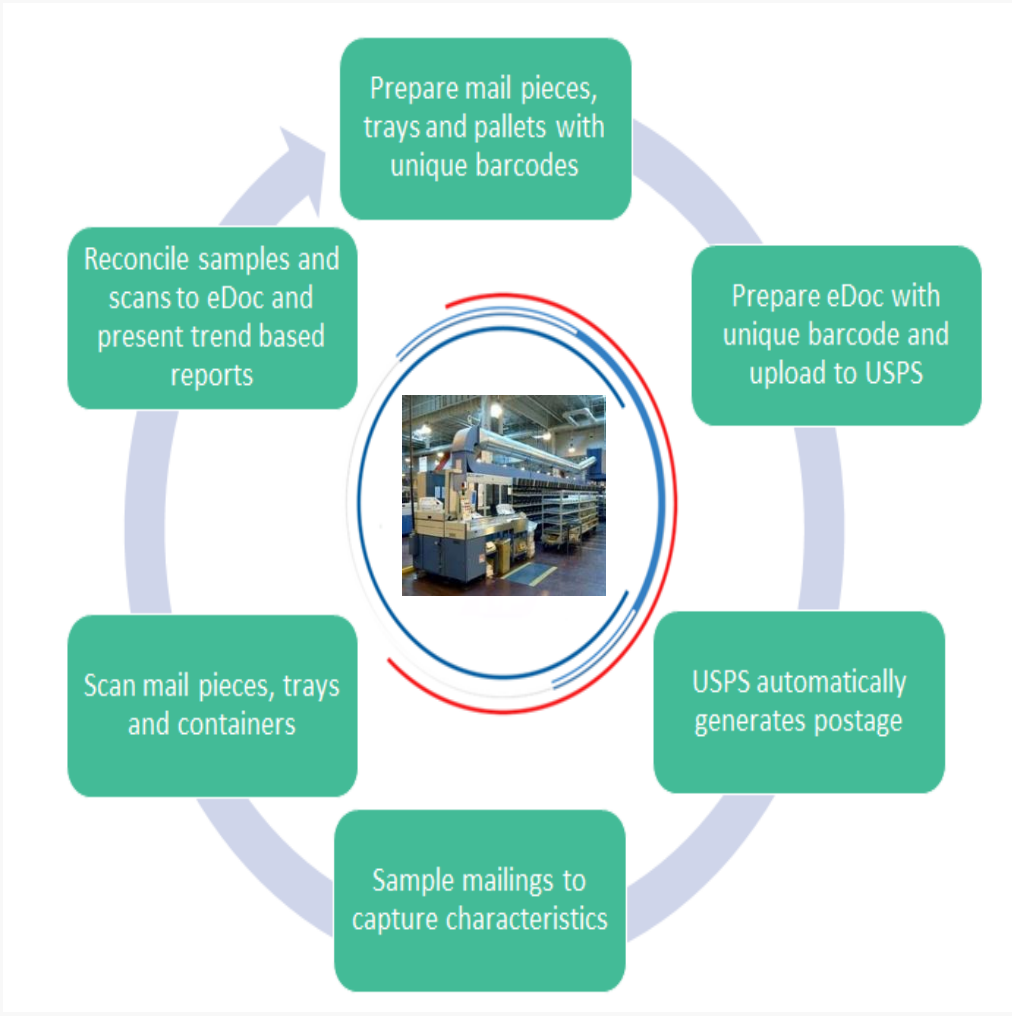
Entry Point Discount

Container includes mail that claims the wrong discount type for the entry facility type

Valid Entry Discounts for: Seattle NDC



Seamless Acceptance Process



Seamless Acceptance Onboarding Process

Full-Service compliant mailers already meet the basic requirements .

USPS flags your location as Seamless Parallel in USPS systems

Review Seamless results on the Mailer Scorecard and evaluate your results against the “Mailer Contact” thresholds

Work with USPS to identify the root causes on any issues

Resolve any mail preparation issues identified in Parallel

Demonstrate mail quality under thresholds for at least one calendar month

Activate Seamless Acceptance

- **Document all pieces with an IMb in eDoc (Single piece, Full-Rate, etc.)**
- **If not, manual verification process must be created**

Seamless Acceptance Scorecard

Seamless Mailings

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

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

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

All barcodes must be included in eDoc

Participate in **eInduction** *(if applicable)*

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

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

Mailer Scorecard April 2015

Verifications

Mailer Profile | Electronic Verification | eInduction | Seamless

Metrics | # Trending | % Metrics | % Trending

Seamless

eDoc Submitter	Total	94539993 Mailing Company B	945 Mailing
CRID Seamless Status	N/A	N/A	
% Seamless Acceptance Jobs	66.67%	33.33%	
# Seamless Acceptance Containers	22	5	
# Seamless Acceptance Handling Units	140	19	
# Seamless Acceptance Pieces	114,156	960	
% Volume Seamless Acceptance	100.00%	100.00%	
Sampling Quality Score	N/A	0.00%	
% Seamless Acceptance Jobs not Auto-Finalized	100.00%	100.00%	
Piece Scan Rate	N/A	N/A	
Adjusted Piece Scan Rate	N/A	N/A	
% Undocumented Pieces	--	--	
% Nesting/ Sortation Piece Errors (MPE)	N/A	N/A	
% Entry Facility Container Errors	45.45%	100.00%	
% Delivery Point Piece Errors	--	--	
Sampling Validations			
# Containers Sampled	--	--	
# Handling Units Sampled	--	--	
# Pieces Sampled	--	--	
General PAF	N/A	N/A	
% Nesting/ Sortation Piece Errors	N/A	N/A	
% Weight Piece Errors	N/A	N/A	
% Postage Piece Errors	N/A	N/A	
Mail Characteristic PAF	N/A	N/A	
% Mail Characteristic Piece Errors	N/A	N/A	
Barcode Quality PAF	N/A	N/A	
% Barcode Quality Piece Errors	N/A	N/A	

Seamless Acceptance Error Types

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

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

Seamless Acceptance Errors

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

Seamless Acceptance Error Types

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

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

Preparing for Postage Assessment

Monitor & Investigate Mailer Scorecard to Address

Mailer Scorecard APRIL 2015

Verifications

Mailer Profile	Electronic Verification	eInduction	Seamless	SPM Exclusions

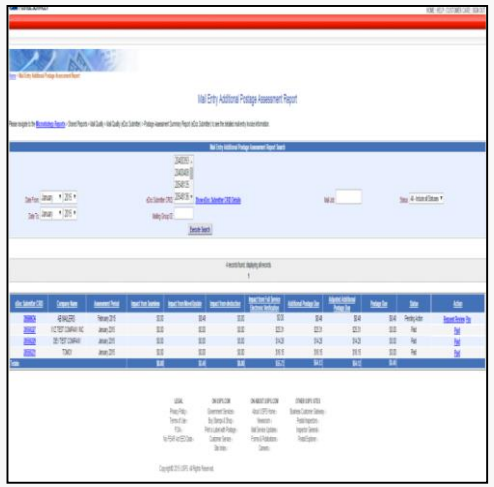
◉ # Metrics ○ # Trending ○ % Metrics ○ % Trending

Electronic Verification

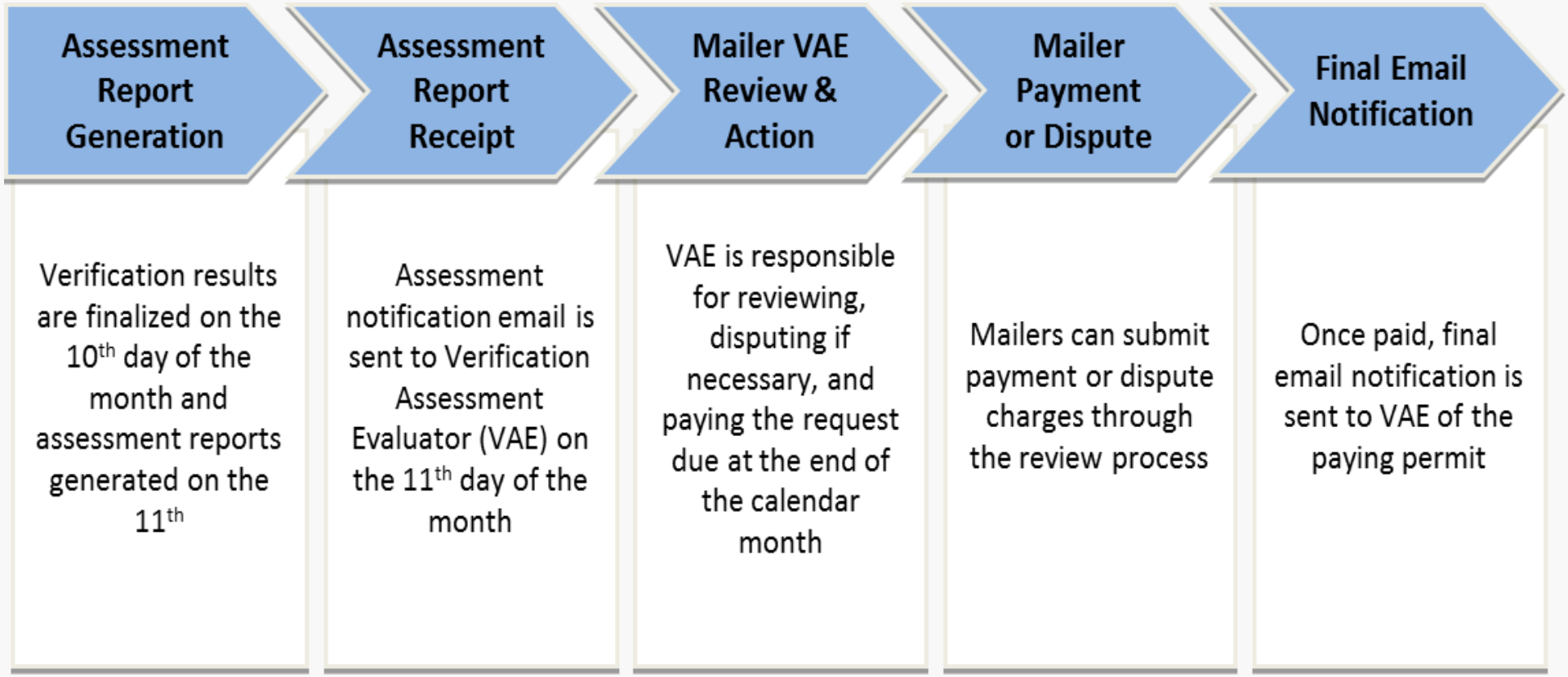
eDoc Submitter	Total	4430796 AUTOMATED MAILING SYSTEMS	4430515 CAT TEAM Brentwood New
# Containers processed for eDoc validations	306	--	N/A
# Handling Units processed for eDoc validations	821	242	N/A
# Bundles processed for eDoc validations	2,241	1,124	N/A
# Pieces processed for eDoc validations	68,646	18,279	N/A
# Full-Service Containers processed for eDoc validations	254	--	N/A
# Full-Service Handling Units processed for eDoc validations	581	242	N/A
# Full-Service Orphan Handling Units processed for eDoc validation	722	242	N/A
# Full-Service Pieces processed for eDoc validations	62,259	18,237	N/A
Full-Service Verifications			N/A
# MID Container Errors	11	N/A	N/A
# MID HU Errors	178	87	N/A
# MID Piece Errors	10,773	1,965	N/A
# STID Errors	2,090	1,965	N/A
# By/For Errors	9,990	--	N/A
# Barcode Uniqueness Container Errors	3	N/A	N/A
# Barcode Uniqueness HU Errors	3	--	N/A
# Barcode Uniqueness Piece Errors	561	--	N/A
# FS Entry Facility Container Errors	--	N/A	N/A
# FS Entry Facility HU Errors	182	163	N/A
# Unlinked Copal Tray Errors	--	N/A	N/A
Total Additional Postage Due (Full-Service Electronic) - Info Only	$1.30	--	N/A
# Early Scheduled Ship Date Warnings	N/A	N/A	N/A
# DMU Verified USPS Transported Containers	--	--	N/A
# Default Tray Barcode Warnings	--	--	N/A
# Unlinked Copal Tray Warnings	--	N/A	N/A
# Unlinked Copal Bundle Warnings	10	--	N/A
Move/Update Validations – Info Only			N/A
Type of Move/Update verification	N/A	Automated	N/A
# COA Errors	1,569	N/A	N/A

Results of these verifications are aggregated over a calendar month

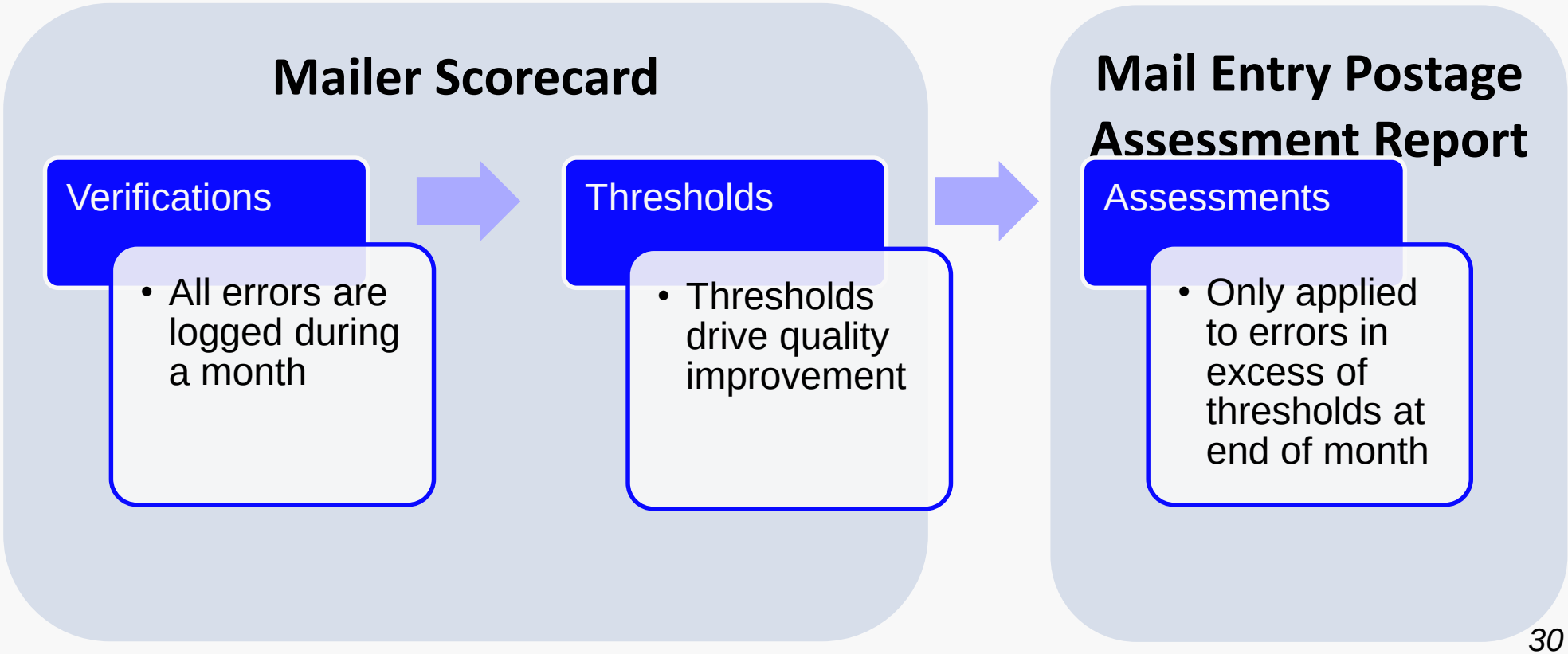
Postage Assessment Report displays total number of invoiceable errors only



Postage Assessment Process



- **Additional postage assessments are generated only for mailers and errors that exceed quality thresholds across an entire month**



Thresholds and Mail Quality

- **Monthly error thresholds focus on overall quality vs. snapshots of individual mailings**
- **Two types:**

Mailer Contact	Egregious
• Initiates contact with mailer • Provides opportunity for early intervention	• Quality standard for a month's mailings • Errors in excess of threshold may result in assessment

- Details on threshold calculation and determination and the current thresholds are in the Mail Entry Roadmap, and the Guides for Full Service, eInduction and Seamless Acceptance. All are available on RIBBS

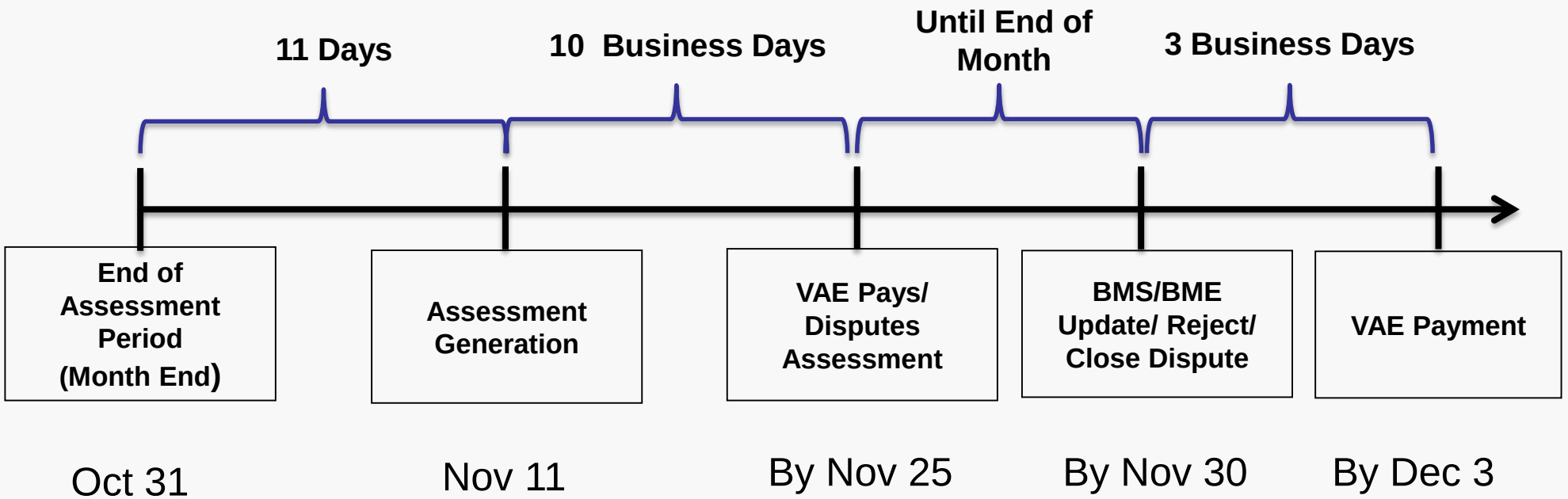
Assessment Calculations

- **Additional postage assessments may be generated when errors exceed the threshold at end-of-month**
- **Two Calculation Methods:**

Non-Sampling Verifications	*Corrected Postage Amount*	−	*eDoc Postage Amount*	=	*Additional Postage Assessment*
Sampling Verifications	*Postage Adjustment Factor*	X	*eDoc Postage Amount*	=	*Additional Postage Assessment*

Postage Assessment Process & Timeline

- **The postage assessment process STARTS during the month in which mailings were made**



Assessment Report Generation

- **The designated Verification Assessment Evaluator for each CRID receives an assessment notification email on the 11th of each month**

The following additional postage has been generated on the Mail Entry Additional Postage Assessment Report. Payment is due in 10 business days.

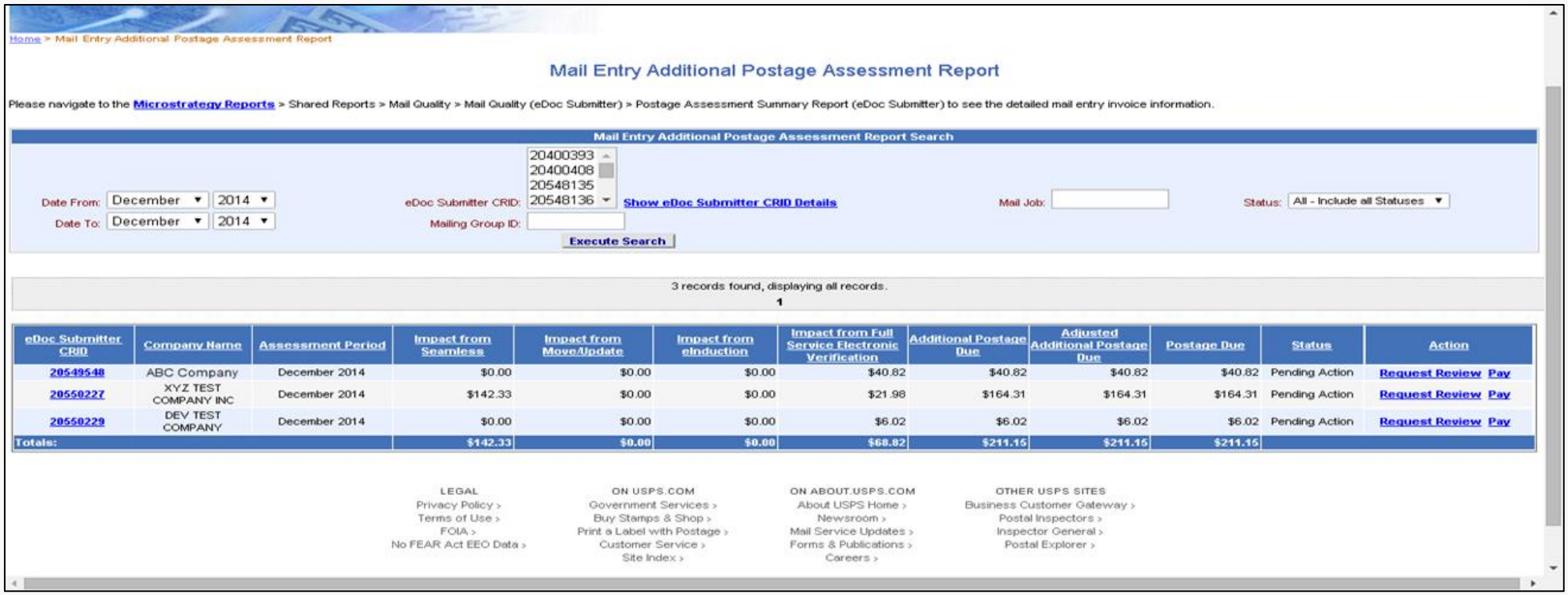
eDoc Submitter CRID: 20550229
Company Name: DEV TEST COMPANY
Assessment Period: October 2014
Additional Postage Due: $0.20
Postage Due: $0.20
Due Date: 02/18/2015

To view the status of this postage assessment on Business Customer Gateway please click here and go to Mailing Reports > Mail Entry Additional Postage Assessment Report.

To view the detailed postage assessment summary information on Microstrategy Reports please click here and go to Shared Reports > Mail Quality (eDoc Submitter) > Postage Assessment Summary Report.

Assessment Reports

- The Assessment Summary Report shows all active invoices for a CRID
- Mailers can choose to Request Review (dispute) or Pay selectively



Home > Mail Entry Additional Postage Assessment Report

Mail Entry Additional Postage Assessment Report

Please navigate to the Microstrategy Reports > Shared Reports > Mail Quality > Mail Quality (eDoc Submitter) > Postage Assessment Summary Report (eDoc Submitter) to see the detailed mail entry invoice information.

Mail Entry Additional Postage Assessment Report Search

Date From: December 2014
Date To: December 2014
eDoc Submitter CRID: 20400393, 20400408, 20548135, 20548136
Show eDoc Submitter CRID Details
Mailing Group ID:
Mail Job:
Status: All - Include all Statuses
Execute Search

3 records found, displaying all records.

1

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

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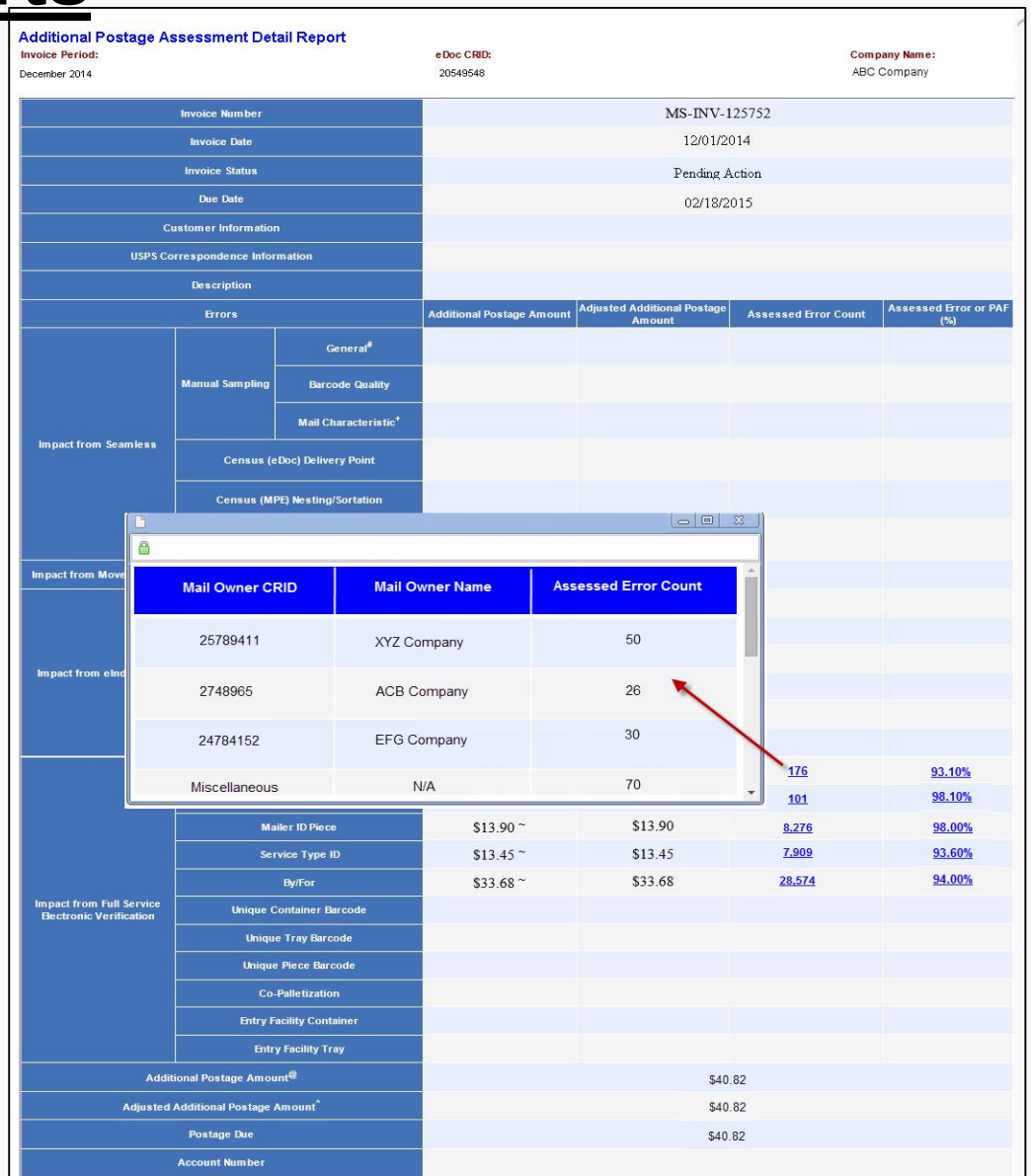
Inspector General ›
Postal Explorer ›

Assessment Reports

- The Assessment Detail Report shows additional postage, adjusted additional postage, error counts, and error % for each error type
- The links in the error count and % column display a breakdown of error counts by mail owner



Additional Postage Assessment Detail Report

Invoice Period: December 2014 | eDoc CRID: 20549548 | Company Name: ABC Company

Invoice Number	MS-INV-125752		
Invoice Date	12/01/2014		
Invoice Status	Pending Action		
Due Date	02/18/2015		
Customer Information			
USPS Correspondence Information			
Description			

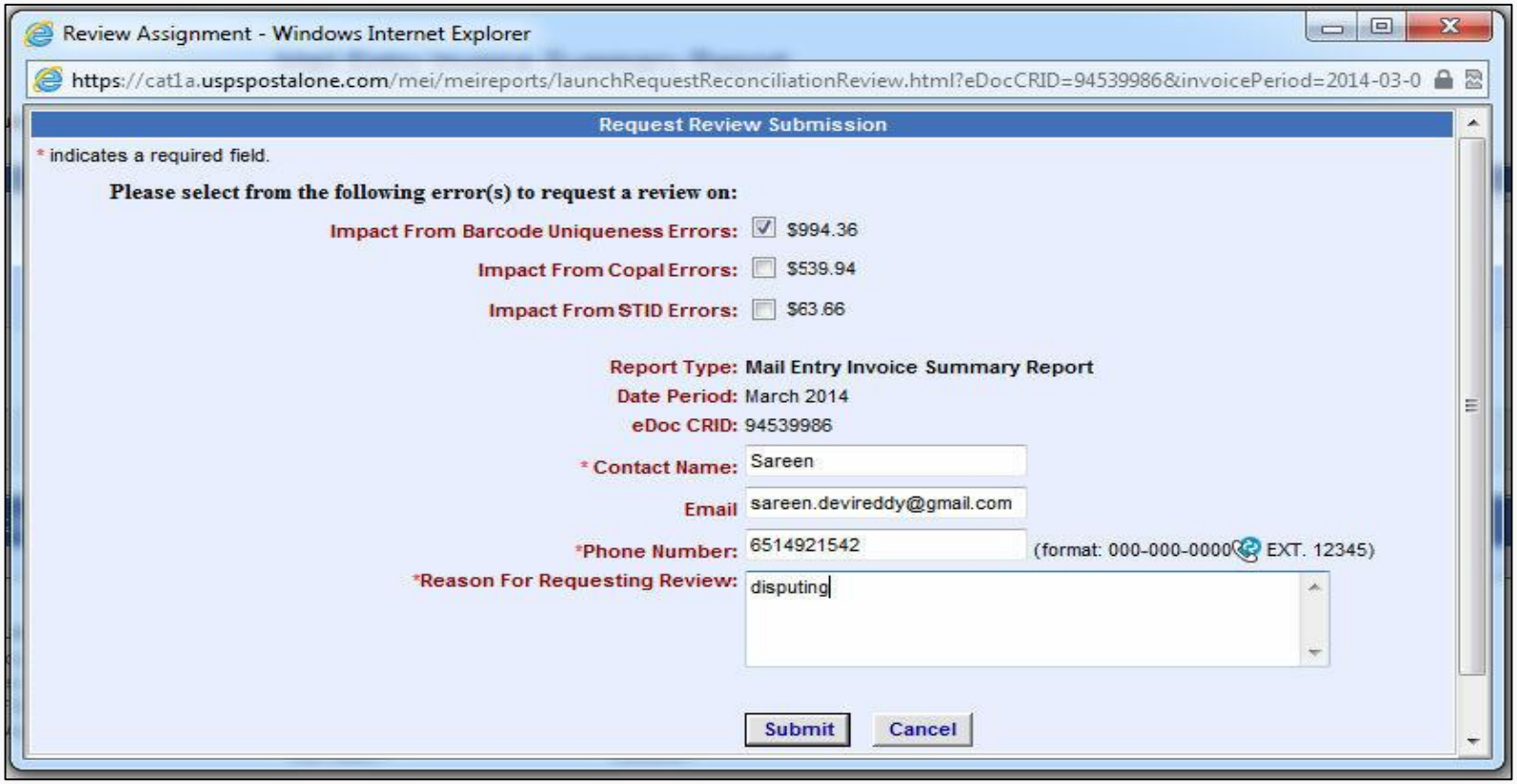
Errors			Additional Postage Amount	Adjusted Additional Postage Amount	Assessed Error Count	Assessed Error or PAF (%)
Impact from Seamless	Manual Sampling	General#				
		Barcode Quality				
		Mail Characteristic+				
	Census (eDoc) Delivery Point					
	Census (MPE) Nesting/Sortation					
Impact from Move						
Impact from eInd						
Impact from Full Service Electronic Verification	Mailer ID Piece		$13.90 ~	$13.90	8,276	98.00%
	Service Type ID		$13.45 ~	$13.45	7,909	93.60%
	By/For		$33.68 ~	$33.68	28,574	94.00%
	Unique Container Barcode					
	Unique Tray Barcode					
	Unique Piece Barcode					
	Co-Palletization					
	Entry Facility Container					
	Entry Facility Tray					

Additional Postage Amount@	$40.82
Adjusted Additional Postage Amount*	$40.82
Postage Due	$40.82
Account Number	

Mail Owner CRID	Mail Owner Name	Assessed Error Count
25789411	XYZ Company	50
2748965	ACB Company	26
24784152	EFG Company	30
Miscellaneous	N/A	70

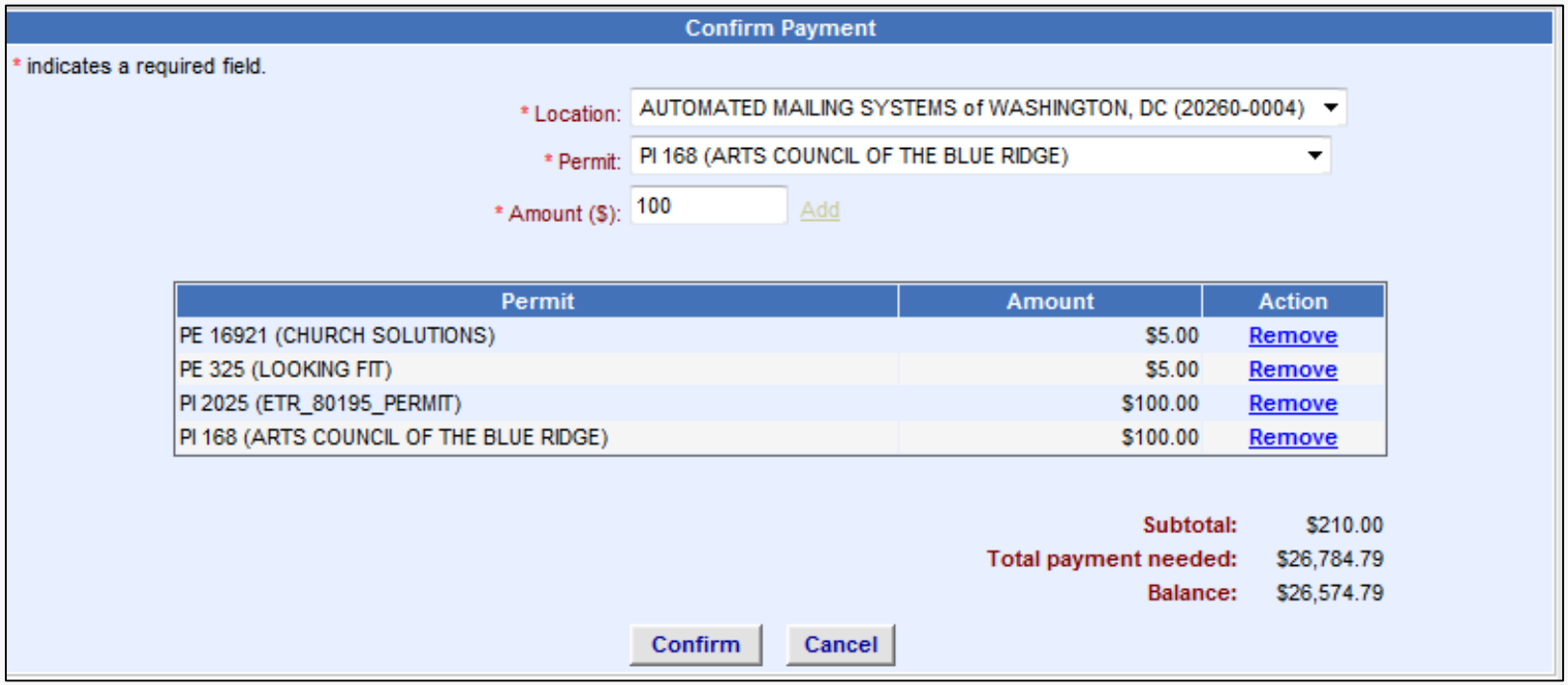
Assessment Review Request

- When requesting review, mailers indicate which errors to review and provide contact information



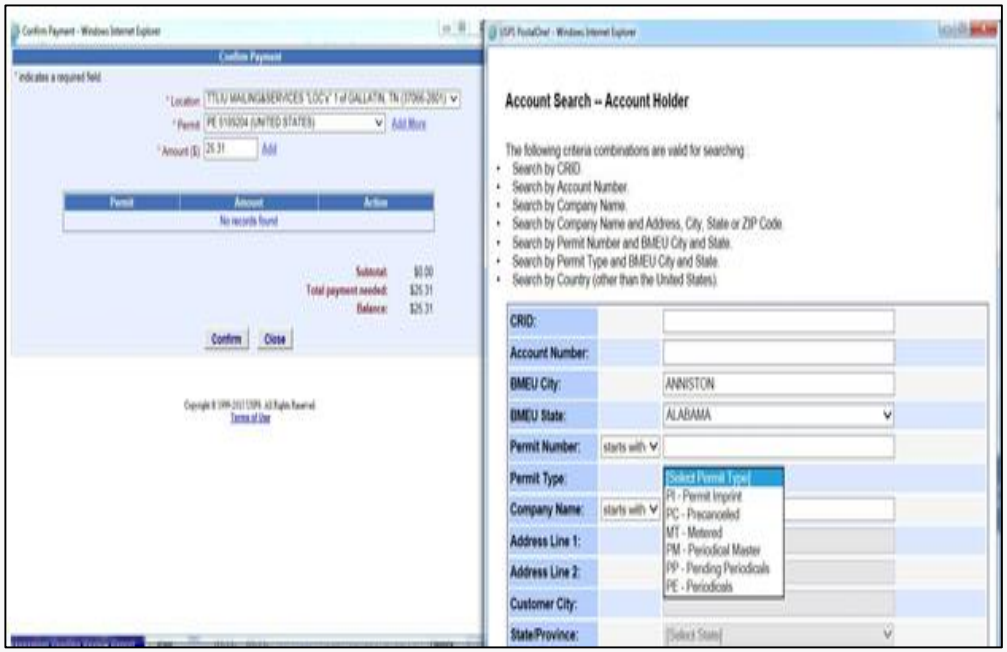
Postage Assessment Payment

- **Mailers have the option to allocate assessment amounts to any permits used to pay for mailings during the assessment month**



Postage Assessment Payment

- **Mailers can contact USPS and request a CRID not used in the last 30 days be added to their list in the assessment payment screen**



Postage Assessment Payment

- **The Customer Ref/Reason Code field on the PostalOne! Transaction Summary will include which assessment type and the month/year for the assessment**

POSTAL SERVICE® **CAPS Transaction History Report**

Account: 11593
Customer Name: PERRY JUDD'S INCORPORATED
Balance: $225,114.73 as of 02/05/2015 03:07:07 PM Central
Date Range: 02/04/2015 thru 02/04/2015
Sorted by: Transaction

Transaction Number	Date	City	State	Permit#/USPSCA#	Type	Class	Pieces	Spoil/Damg	Mail Class	Transaction Amt	Balance	Customer Ref / Reason Co
20150204062201 00A	02/04/2015	BARABOO	WI	226	PI					$1.15	$226,827.76	Job ID 30491302
20150204063109 00A	02/04/2015	BARABOO	WI	226	PI					$576.37	$226,249.39	Job ID 60324301
20150204115501 00A	02/04/2015	BARABOO	WI	226	PI					$1,093.33	$225,156.06	NA
20150204120045 02A	02/04/2015	BARABOO	WI	226	PI					$41.33	$225,114.73	Amerimark 80276301

Date Range Summary			
Start Date	02 / 04 / 2015		
Opening Balance	$226,826.91		
Ending Date	02 / 04 / 2015		
Closing Balance	$225,114.73		
Total Transactions	4		
Withdrawals	0	For	$0.00
Deposits	0	For	$0.00
Other	4	For	$1,714.15

Postage Assessment Payment

- **A notification email is sent to the mail owner when their permit is used to pay an assessment**

The following additional postage due has been paid on the Mail Entry Additional Postage Assessment Report. No further action is required.

eDoc Submitter CRID: 20400408
Company Name: DRH DEV PROD CO
Assessment Period: January 2015
Additional Postage Due: $0.37
Postage Due: $0.37
Payment Permit: PI 71000
Payment Permit Location: SAN MATEO, CA 94403
Payment Account Number: 698091
Date of Transaction: 02/18/2015
Transaction Amount: $0.37

To view the status of this postage assessment on Business Customer Gateway please click here and go to Mailing Reports > Mail Entry Additional Postage Assessment Report.

To view the detailed postage assessment summary information on Microstrategy Reports please click here and go to Shared Reports > Mail Quality (eDoc Submitter) > Postage Assessment Summary Report.

Questions