PostalOne! System

Release 47.4.0.0

Program Registration

Release 19.3.0.0

Pre-Release Notes

CHANGE 4.0

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NOTE: *PostalOne!* System issues are identified by ALM Item ID and cross-referenced with ALM Requirement ID (*99999-R*) where available. Program Registration issues are identified by ALM Requirement ID followed by "-P".

NOTE: The information in this document concerns planned revisions that are not historical facts. Actual results may differ from these forward-looking statements.

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1.0 Introduction

On Sunday, September 23, 2018, the United States Postal Service will implement the following software changes:

- *PostalOne!* System Release 47.4.0.0
- Program Registration Release 19.3.0.0

These Pre-Release Notes provide the contents of the release and affected subsystems.

The sections titled ***Corrections to Known Issues*** are derived from External Trouble Reports (ETRs) and Engineering Change Requests (ECRs) for inclusion in this release.

This document is prepared based on the knowledge available at the time of its publication and any element may be subject to change prior to publication.

2.0 Mail.dat Client Support

Please note the following regarding the Mail.dat client download.

There is a new **required** Mail.dat client version with this release. Users should download Mail.dat client version 47.4.0.0_PROD. The current Mail.dat Client may be downloaded from the Business Customer Gateway (BCG) using the following path: Mailing Services ➔ Electronic Data Exchange [Go to Service] ➔ Mail.dat download (Windows 32-bit, Windows 64-bit or Solaris).

3.0 *PostalOne!* System - Corrections to Known Issues

3.1 Business Customer Gateway (BCG)

The *PostalOne!* System Business Customer Gateway (BCG) will be updated to display mailing fee dollar amount and fee due dates for the next permit fee due (by order of due date) based on the Customer Registration ID (CRID) provided. 12092 (19538-R)

3.2 Electronic Data Exchange

- When a co-palletized consolidator job is associated with origin jobs across multiple mailing dates, and only extracts with the earlier mailing have been created, duplicate consolidator jobs are incorrectly generated. This is because the mailing date is assigned to a co-palletized job when the first extract is imported to Seamless Acceptance and Service Performance (SASP). As a result, when the extracts with the later mailing date are imported, a duplicate job is created and barcode uniqueness errors are incorrectly logged. To correct for this, the *PostalOne!* System will be updated to present the linked job (and all containers within) that has the maximum (latest) mailing date of the origin jobs it is to link. Note that for this to be successful, all origin jobs must be submitted to the *PostalOne!* System before the linked/consolidator job can be submitted, thus giving the *PostalOne!* System a full picture of all associated jobs and containers the linked job will be consolidating. 12452 (19535-R)
- Mail.dat processing will be updated to properly handle the container payment status for logical pallets with physical pallet siblings on the finalized postage statement. Currently when the mailer constructs a Mail.dat job that includes a physical pallet sibling of a logical pallet and a separate physical pallet, the logical pallets with physical pallet siblings are not being marked as "Container Paid" even though both containers are associated to the same finalized postage statement. 12402 (19534-R)
- Mail.XML eInduction validation will be updated to consistently evaluate submissions for duplicate eInduction barcodes. For Mail.XML submissions of a tray-based co-palletized mailing with eInduction containers where a second Mail.XML mailing with the same eInduction barcodes is submitted, no warning or error is currently generated for the duplicate barcode as it should. As a result, the second set of containers is incorrectly able to be finalized. 12487 (19548-R)
- For Periodicals (PE) submitted by Mail.dat where the eDoc includes more than one eligible PE permit, validation will be updated to correctly evaluate the conditions for error code 7085. Mail.dat validation code 7085 is currently

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being generated incorrectly when more than one PE permit for the Mail.dat submission claims the Postage Payment Option “C” (Centralized Postage Payment (CPP)). The validation logic will be revised to count the results per permit instead of the results per job as is currently done. Error code 7085 is: “There are more than one origin entry offices for the CPP permit. There must be only one origin entry office for a mailing with a CPP permit.” 12527 (19630-R)

- For Periodicals (PE), Mail.dat validation will be updated to allow more than one copy of a version of publication to be packed as part of a polybag. This is valid according the DMM (e.g., 2 of the same issues of a magazine in one polybag going to the same dormitory room address), but a validation currently prevents it. Mail.dat validation error 4825 will be modified to remove the secondary check when there is only 1 version in a single polybag. This check expects the Package Quantity (.pqt) Number of Pieces to be 0 (zero) on the second ("other") Container Quantity record (.cqt) ID. In this scenario where there is only 1 version in a single polybag, there is no "other CQT Database ID". The portion of the validation error code in bold will be removed, as shown below.

  > Validation error code 4825: "*When the .pqt Combo-Pack ID is populated for .mpu Mail Piece Unit - Class of 2 = Periodicals or 5 = Per Pending, the .pqt Number of Pieces must be greater than or equal to 1 on the CQT Database ID (s) which have the highest .cpt Component - Periodical Ad Percentage and .cpt Component - Rate Type of R = Regular* ***and .pqt Number of Pieces must be equal to 0 on the other CQT Database ID(s)*** *within each unique .pqt Combo-Pack ID + .pqt Package ID + .csm Container ID*". 12529 (19642-R)

- Currently, when a mailer searches by Intelligent Mail® container barcode (IMcb) for a request using the Container Status Query (CSQ), the response returns multiple results for the same IMcb due to the IMcb being submitted on multiple eDocs. These results can be conflicting; one could return a failure while the other could return a success response. However, there is no indication of which eDoc the container was submitted on. An order of precedence will be created for true duplicate IMcbs (i.e., the same barcode submitted in distinct jobs by the same sender Customer Registration ID (CRID) within 45 days) so that only the relevant result will be returned. For example, if the same IMcb was used on two containers and one is finalized, that container should be returned from the CSQ. As a temporary workaround until the issue is resolved, the following options should be noted for Mail.dat and Mail.XML.

  When searching by Mail.dat Job ID, the user must provide:

  - A valid MaildatJobID block; and
  - A valid UserLicenseCode block; and
  - A containerID block containing a populated MaildatContainer block. (The contents of this block will not impact the search results in the response.)

  When searching by Mail.XML Mailing Group ID, the user must provide:

  - A valid MailingGroupID block; and
  - A valid CustomerGroupID block; and
  - A containerID block containing a populated MailXMLContainer block. (The contents of this block will not impact the search results in the response.) 12549 (19639-R)

3.3 eInduction

- In order to provide mailers participating in eInduction with consistent reporting between Informed Visibility (IV), MicroStrategy and the Shipping Summary Report applications, the *PostalOne!* System will begin provisioning undocumented warnings that were manually entered at induction. Currently, mailers do not see E28P1 ("Undocumented: Manually entered container was associated to a preliminary postage statement (EST status)") and MEB ("Undocumented: Manually entered container was not found on electronic documentation") warnings in their IV feed. The following changes will be made to the *PostalOne!* System eInduction and MicroStrategy applications so that the eInduction warnings can be displayed on user reports:

  - The *PostalOne!* eInduction System will make undocumented warnings that were manually entered at induction available to IV.
  - MicroStrategy will continue to display undocumented warnings that were manually entered.12470 (19560-R)

- eInduction will be updated to re-classify error codes E28P1 and MEB (Manually Entered Barcode) as Mailer Errors, which will enable them to be sent to MicroStrategy and Informed Visibility (IV). These two codes are

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currently classified as Site Induction errors, which do not get sent to MicroStrategy or IV. As a result of the change, mailers will see these errors on the Mailer Scorecard following this release. 12471 (19561-R)

- eInduction will be updated to correctly handle the scenario where multiple duplicate eInduction scans are processed concurrently. Currently, eInduction is incorrectly marking each occurrence of E17P (duplicate barcode) with one scan ID instead of each of the duplicate scan IDs. As a result, there is a summary-to-drill mismatch on the MicroStrategy Mailer Scorecard. The Scorecard summary shows an E17P validation error count of 2; however, drilling down only shows one record. 12465 (19547-R)

3.4 Electronic Verification System (eVS®)

- Performance will be improved on the eVS Monthly Account and Sampling Summary page ("Landing Page") and the Manifest Error Report. 12399 (19556-R)
- eVS Unused Label Refund processing will be updated to handle refunds for mailers who submit a request for an unused label refund after they have switched to a new master Mailer ID (MID). Currently, the system is unable to create a dispute case for Package Identification Codes (PICs) that were manifested under a mailer's previous master MID. 12439 (19545-R, 19633-R)

3.5 Fee Payment

- For Enterprise Payment System (EPS) accounts, a payment reporting defect will be corrected that currently causes the *PostalOne!* System to incorrectly report the Business Reply Mail Annual Maintenance Fee. This fee is reported to EPS as $690.00. However, the collection transaction is incorrectly created for $685.00, leaving a $5.00 difference owed by the customer. 12541 (19636-R)
- With this release, Fee Renewal Letters for Enterprise Payment System (EPS) accounts will be enabled. Fee Renewal Letters will be sent to EPS customers prior to the invoice due date. 12528 (19640-R)

3.6 Postage Statement Processing

- A valid customs declaration form must be provided for international postage statements that contain packages. Mailers and clerks are required to enter a valid Receptacle ID and Item ID, to be verified by the *PostalOne!* System BMEU and Postal Wizard against the Electronic Manifest Central Database (EMCDB). 12369
- For Periodicals (PE) postage statements submitted using an Enterprise Payment System (EPS) account, the Postage Statement Details Report will be updated to properly handle display of the Mail Entry and Presort Discount fields. Currently, these fields are incorrectly split on the report display for 3-Digit and 5-Digit PE mail pieces in sections A and B. 12537

3.7 Postal Wizard

- The Postal Wizard will be updated to correctly populate dates entered for Address Matching and Sequencing. Currently, when creating a postage statement through the Postal Wizard, Address Matching Dates entered for Automation Pieces or Carrier Route Pieces are not saved when the statement is submitted. Carrier Route Sequencing Dates entered through the Postal Wizard are also affected by the issue and are not saved upon submission of the statement. 12521 (19637-R)
- Validation will be added to the *PostalOne!* System to prevent a user from submitting statements for Periodicals (PE) with a statement Advertising Percent over 100%. 12524 (19631-R)

3.8 Refunds

The *PostalOne!* System refund processing will be updated to properly account for punctuation marks contained within a company name associated to the Customer Registration ID (CRID) for permits linked to Enterprise Payment System (EPS) accounts. Currently, the refund approval process fails for permits linked to EPS accounts where the CRID's company name contains an apostrophe. 12507

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3.9 Reports

The logic for creation of the Mailer Scorecard drill reports will be updated to consistently include eInduction pre-induction warnings. These warnings are currently not available for inclusion on the Scorecard drill reports due to a timing defect that requires a scan event to occur prior to the validation in order for the pre-induction warnings to be included. This logic suppresses the majority of the eInduction pre-induction warnings since their validation usually occurs before a scan. As a temporary workaround until the issue is resolved, the eInduction pre-induction warning data is available on the Shipping Summary Report in the *PostalOne!* System or the Mail Quality Data (MQD) data download.12473 (19638-R)

4.0 Program Registration – Updates, Enhancements, and New Functionality

4.1 Standing Delivery Orders (PS Form 3801)

Program Registration will be updated to add functionality to enable Standing Delivery Orders (PS Form 3801) to be maintained. The new functionality is described in the sections below. 2106-P

4.1.1 Dashboard

- The Dashboard will contain the options “Add Agent” and “Update Agent”, which will navigate users to the respective page to add or update an agent in the listing. Tabs will be available below the Add Agent and Update Agent options for Facility View, Agent View, and Company View.
    - The Facility view is the default view and will list all facilities with a plus sign preceding each facility. Click the plus sign to expand it to view the company name, Customer Registration ID (CRID) and all agents listed for each facility. Indicators for Restricted Delivery and/or Adult Signature are displayed (as applicable) under the Agent Name.
    - The Agent View will list all agents. Click on the plus sign preceding each agent to expand it to view the facility name, company name, and CRID.
    - The Company View will list all company info (name and CRID). Click on the plus sign preceding each company to view the facilities and all available agents for each facility. 2111-P
- A message will appear on the Dashboard for users who have Standing Delivery Order forms (PS Form 3801) expiring within the next month. The orders expire 1 year from the Authorization Date on the form. The message will state: “You have 3801 standing delivery orders expiring in the next month”. 2058-P

4.1.2 Add Agent

The Add Agent page will display a list of agents for the selected company and/or facility to which the user may add a new agent. If no agents exist for the selected company and/or facility, the Agent Listing will be blank. The Agent Listing will display the Agent Name, along with indicators denoting whether the agent is allowed to pick up Restricted Delivery mail, whether they are allowed to pick up Adult Signature mail, or both.

To add a new agent to the listing, the user must:

- enter a valid First Name and Last Name, with an optional middle name; and
- select a Company Name from a list of companies presented for which the user is a Business Service Administrator (BSA); and
- select a Facility Name from the Facility Selection window; and
- select a check box indicating whether the new agent will be allowed to pick up Restricted Delivery mail, Adult Signature mail, or both; and
- click the Add button to add the agent.

Upon successful validation of the new agent information, the Add Agent page display will be updated to include the newly added agent on the Agent List. The selected company and/or facility information will be displayed on the new listing, along with the Agent Name and type(s) of mail they can pick up. 2110-P, 2112-P

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A search function for selection of a different facility will be available within the Add Agent page. To search , the user must enter at least 3 characters in the Facility/City field, and can optionally select a state from the drop-down menu. Upon clicking the Search button, the user will be presented with a list of facilities meeting the search criteria, along with radio buttons to enable selection of a facility. When the user selects a facility and clicks Save, the selected facility will be reflected in the Facility Name field on the Add Agent page. A Cancel button will enable the user to navigate back to the Add Agent page with no change in facility. 2089-P

4.1.3 Update or Delete Agent

The Update Agent page accessed from the Dashboard will display a Search Agent Records page. To search for an agent to update, the user can filter by Company Name (CRID) and/or Facility Name. The Company Name selection list will display all existing CRID locations to which the agent has already been assigned. The Facility Name selection list will display all existing facilities to which the agent has already been assigned. Clicking “Search” will display a list of all agents for the selected location and/or facility. Clicking “Home” will return the user to the Dashboard. The search results will display the Agent Name along with checkmarks as appropriate according to whether the agent can pick up Restricted Delivery or Adult Signature mail. Clicking a row in the search results navigates the user to the Authorized Agent Record page.

The Authorized Agent Record page will contain options for Cancel, Home, Delete, and Update. The Authorized Agent Record page will allow the following fields to be updated: First Name, Middle Name, Last Name, Restricted Delivery, and Adult Signature. The Company Name (CRID) and Facility Name cannot be updated. Upon modification of information in one or more editable fields and clicking “Update”, the information is updated for the selected agent. Upon clicking Delete, the user will be asked to confirm that they wish to delete the selected agent (Yes = delete; No = return to page with no deletion). The Home button returns the user to the Dashboard, and the Cancel button returns the user to the Search page with the previous search results displayed. 2108-P

4.2 Printer Directory

- The Printer Directory will be updated to improve workflow and usability. 2107-P
- A new status, “Update Required”, will be added for Printer Directory applications that are under review to notify applicants that their application is in need of an update in order for the approval process to continue. The Dashboard will display such applications with the status “Update Required”. The vendor will be notified via email that action is needed to update the application. The applicant will be provided with functionality to modify the fields in need of update: Every Door Direct Mail (EDDM) documents and/or the Website Uniform Resource Locator (URL), and then resubmit the application. 2066-P
- Any changes made to a listing location’s required services will be saved so they will be accurately reflected on subsequent visits to the directory listing. If user removes any required service(s) (EDDM, Prep and Entry, or Printing), the listing for that service is disabled, and the removed service will not show up as active when the listing is renewed. 2072-P

5.0 Document History

Date	Version	Section	Description
09/17/2018	3.0	4.0 5.0	• Added FAST content (*Section 4.0*) • Added Program Registration content (*Section 5.0*)
08/24/2018	2.0		The importance of this release was re-evaluated and the initial 09/23/2018 deployment date has been re-instated.
08/17/2018	1.0		Due to USPS internal mandates, scheduled release date changed from 09/23/2018 to 10/14/2018.

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