



INFORMED VISIBILITY®

Provisioning:

Mail Quality Data

Mail Tracking & Reporting

Enterprise Payment System

Package Platform Data

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Overview

- With the Informed Visibility® Mail Tracking & Reporting (IV®-MTR) application (iv.usps.com), mailers are able to get:
 - Enterprise Payment System (EPS)
 - Package Platform Data
 - Mail tracking data for letter and flat containers, handling units (trays, tubs, and sacks), bundles, and pieces (IV-MTR)
 - Mail Quality Data (MQD)

- Data is available in the delimited file format:
 - This format is a text file for which you can specify the data fields and the delimiter character.
 - You specify the send frequency and start time for files to be generated and sent.
 - Files can be sent to your server through Secure FTP* (SFTP) or set up to download from the IV-MTR application.
 - Additional details about the file format are available in the Appendix.

- Data can be delegated between Customer Registration IDs (CRIDs).

Available Data: EPS & PPC

Enterprise Payment Systems: EPS

Data Type	Which details would you like to see?							
<input checked="" type="checkbox"/> Bank Account Withdrawals	-							
<input checked="" type="checkbox"/> Postage Statement Details	-							
<input checked="" type="checkbox"/> Transactions	<input checked="" type="checkbox"/> Commercial Mailings	<input checked="" type="checkbox"/> PO Boxes	<input checked="" type="checkbox"/> Deposits	<input checked="" type="checkbox"/> Address Quality	<input checked="" type="checkbox"/> Network Returns	<input checked="" type="checkbox"/> NCMS	<input checked="" type="checkbox"/> PC Postage	

Package Attributes:

Data Type

☐ Pricing Notification

☐ Final Notification

Available Data: Mail Tracking

Mail Tracking & Reporting: IV-MTR

Mail Object Type

Container ▼

Container

Handling Unit

Bundle

Piece

Which would you like to see?

- ☒ Actual Handling Event ☒ Logical Handling Event
- ☒ Assumed Actual Handling Event
- ☒ Assumed Logical Handling Event

Mail Object Type

Piece ▼

Piece queries will be limited to 250 million scans

Which would you like to see?

- ☒ Actual Handling Event ☒ Logical Handling Event
- ☒ Assumed Actual Handling Event
- ☒ Assumed Logical Handling Event

- ☒ Raw + Enriched
- ☐ Raw
- ☐ Enriched

Include

- ☒ Tracing STIDs ☐ Non-Tracing STIDs

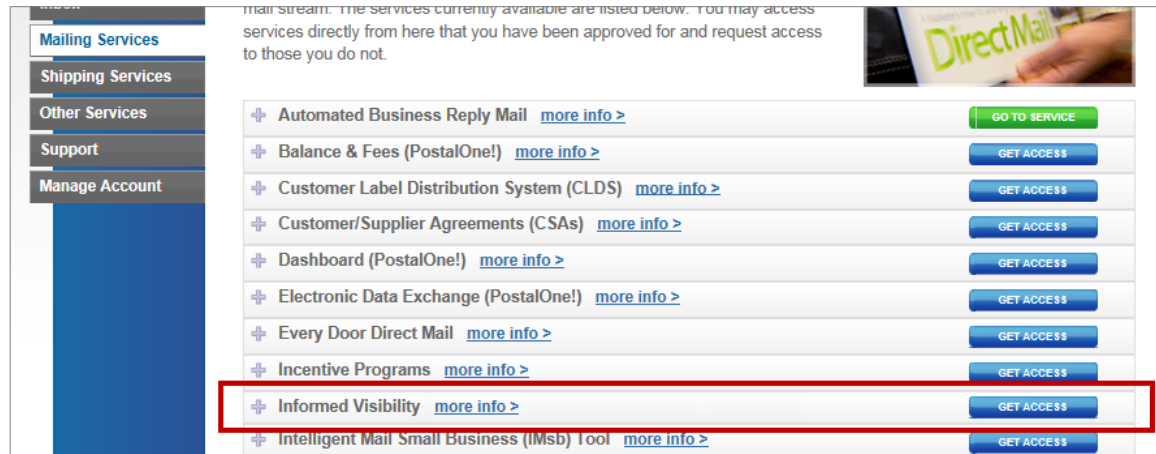
Available Data: MQD

Mail Quality Data: MQD

Program	Which Error Type would you like to see?
<input checked="" type="checkbox"/> Full-Service	<input type="checkbox"/> MID <input type="checkbox"/> STID <input type="checkbox"/> Barcode Uniqueness <input type="checkbox"/> By/For <input type="checkbox"/> Unlinked Copal <input type="checkbox"/> Entry Facility <input type="checkbox"/> Nesting/Sortation <input type="checkbox"/> Warning
<input checked="" type="checkbox"/> eInduction	<input type="checkbox"/> Undocumented <input type="checkbox"/> Payment <input type="checkbox"/> Entry Point Discount <input type="checkbox"/> Zone <input type="checkbox"/> Misshipped <input type="checkbox"/> Duplicate <input type="checkbox"/> Warning
<input checked="" type="checkbox"/> Seamless Acceptance	<input type="checkbox"/> Undocumented <input type="checkbox"/> Delivery Point <input type="checkbox"/> Nesting/Sortation <input type="checkbox"/> Postage <input type="checkbox"/> Weight <input type="checkbox"/> Mail Characteristic <input type="checkbox"/> Warning
<input checked="" type="checkbox"/> Move Update	<input type="checkbox"/> Move Update <input type="checkbox"/> Warning

Get Access to EPS, PPC, IV-MTR, and MQD

1. Register for a [Business Customer Gateway \(BCG\)](#) account
2. Request the Informed Visibility service in the BCG



3. Request access to the IV service in the BCG.
 - EPS:
 - PPC:
 - IV-MTR:
 - MQD:

Get Access to EPS, PPC, and IV-MTR

4. Request and enter the IV-MTR authorization code:

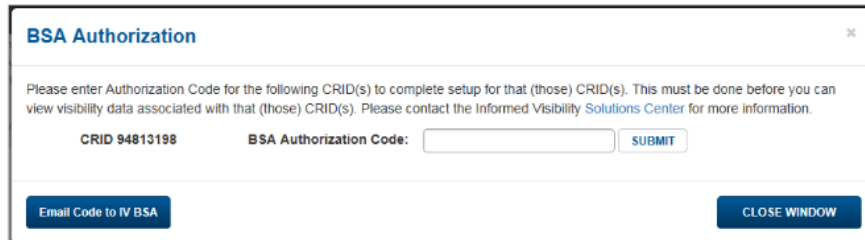
- Contact the [IV Solutions Center](#) to provide contact information for the Business Service Administrator (BSA) for each CRID and receive a code.
- The BSA is prompted for the code upon logging in for the first time.

To complete CRID setup within the IV-MTR application, the IV-MTR BSA must enter a one-time authorization code. Other users for the CRID will not have mail tracking data visibility of the CRID in the application until the IV-MTR BSA enters the code for that CRID.

The IV-MTR BSA should follow these steps to receive and enter the authorization code:

1. Ensure you have a BCG account and the IV-MTR service for each CRID for which you should be the IV-MTR BSA.
2. Access the IV-MTR application through the BCG or at IV.USPS.COM.
3. A window prompts you to enter the authorization code for each CRID. Click **Email Code to IV BSA** to receive an email with the authorization code.
4. Upon receiving the email, return to the IV-MTR application, enter the code for each CRID, and click **Submit**. If the BSA entered the code correctly, the CRID is successfully set up within the application.

Note: There is a separate authorization code for each CRID.



The screenshot shows a window titled "BSA Authorization" with a close button (X) in the top right corner. The text inside the window reads: "Please enter Authorization Code for the following CRID(s) to complete setup for that (those) CRID(s). This must be done before you can view visibility data associated with that (those) CRID(s). Please contact the Informed Visibility Solutions Center for more information." Below this text, there is a label "CRID 94813198" and a label "BSA Authorization Code:" followed by a text input field and a "SUBMIT" button. At the bottom left of the window is a button labeled "Email Code to IV BSA" and at the bottom right is a button labeled "CLOSE WINDOW".

Note: If you have already entered the authorization code in IV-MTR for a particular CRID, skip this step.

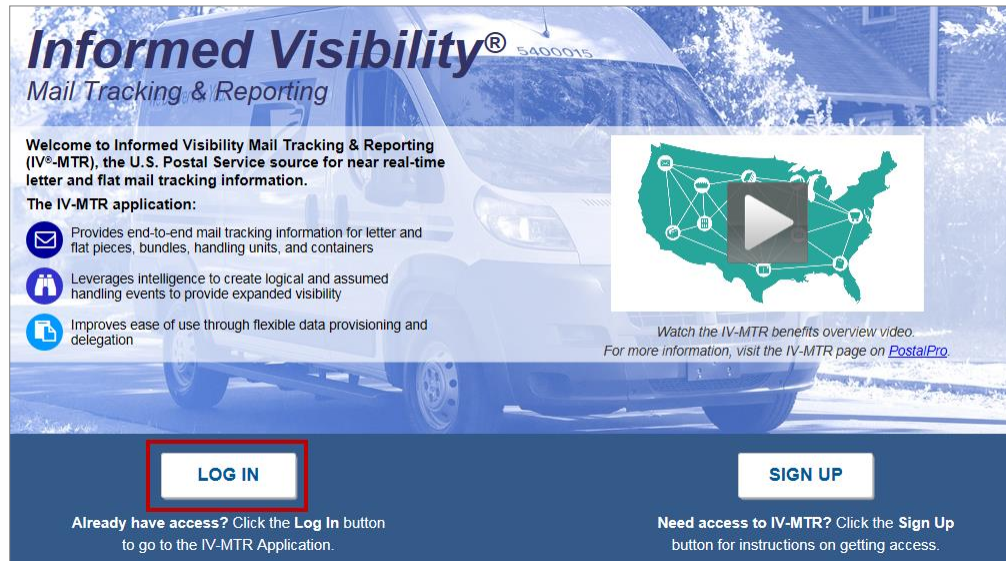
Important: Contact the IV Solutions Center for any of the following issues:

- You are the IV-MTR BSA and a window does **not** prompt you to enter the authorization code upon accessing the application. This means you were not properly established as the IV-MTR BSA in the BCG.
- The code does not work.
- You want to make someone else the BSA.

Access the IV Application

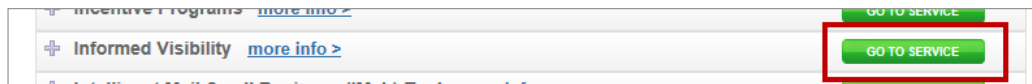
Option 1: Directly

1. Go to <https://iv.usps.com>
2. Click **Log In** and enter your credentials



Option 2: Through the BCG

1. Log into <https://gateway.usps.com>
2. Go to **Mailing Services > Informed Visibility**
3. Click **Go to Service**



Create a Data Feed

To get IV data, click the **Create & Manage Data Feeds** tab within **Queries & Feeds**. The **Your Feeds** section on the left displays existing data feeds. Here you can view or modify the details of a data feed and view a data feed's output history. All users can view the CRID's data feeds and retrieve files as needed.

The **Create a New Feed** section on the right is where you create a new data feed. Only an IV-MTR BSA, BSA Delegate, or Subscription Manager can create a new feed.

The screenshot displays the 'Queries & Feeds' interface. The top navigation bar includes 'QUERIES & FEEDS', 'DATA DELEGATION', 'ADDRESS BOOK', and 'ROLES & PERMISSIONS'. The 'QUERIES & FEEDS' section has two tabs: 'View Data' and 'Create & Manage Data Feeds', with the latter highlighted by a red box. A notification badge indicates 'Data Delegation Requests Pending Approval for My CRID'. The 'Your Feeds' section features a search bar and a table of existing data feeds. The table has columns for Feed Name, Entity Name, Mail Object Type, Target, File Format, Frequency, Active status, # of Failed Files, Output History, and Details. The 'Details' column contains icons for viewing, editing, and deleting feeds. The right sidebar shows the 'Create a New Feed' form with fields for Subscription Owner CRID, Feed Data Type, File Format, Delimiter, and Define Target, along with a 'TEST SERVER CONNECTION' button.

Feed Name	Entity Name	Mail Object Type	Target	File Format	Frequency	Active	# of Failed Files	Output History	Details
ABC Contai...		Container	N/A	DELIMITE...	4 Hour(s)	Active	-		
ABC Pieces	Saved...	Piece	N/A	Legacy PKG	15 Minute(s)	Active	-		
EPS Data Tr...		Payment	N/A	DELIMITE...	Daily	Active	-		
Mail Quality...		Mail Quality...	ABC SFTP Serve	DELIMITE...	Daily	Active	-		
Mail Quality...		Mail Quality...	ABC SFTP Serve	DELIMITE...	Daily	Active	-		
Mail Quality...		Mail Quality...	ABC SFTP Serve	DELIMITE...	Daily	Active	-		
Mail YMI Tr		Handling Unit	ABC Web Service	MAIL YMI	1 Day(s)	Active	-		

1 - 11 of 12 items

10 items per page

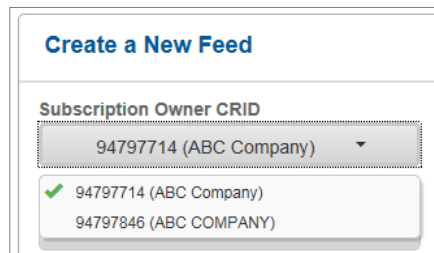
1 - 11 of 12 items

TEST SERVER CONNECTION

Create a Data Feed: Select Initial Options

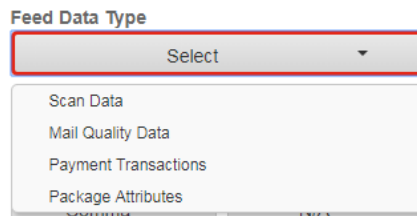
To create a data feed, start by selecting the initial options under **Create a New Feed**.

1. First, select a **Subscription Owner CRID**. This is the CRID the data feed “belongs to,” meaning the IV-MTR BSA, BSA Delegates, and Subscription Managers for the selected CRID would be able to modify or delete the data feed in the future. This also determines which entities are available to select on the next screen.



The screenshot shows a form titled "Create a New Feed". Below the title is a section labeled "Subscription Owner CRID". It features a dropdown menu with the selected value "94797714 (ABC Company)". Below the dropdown, there is a list of two options: "94797714 (ABC Company)" with a green checkmark icon, and "94797846 (ABC COMPANY)".

2. Under **Feed Data Type**, select **one of the available options** below:

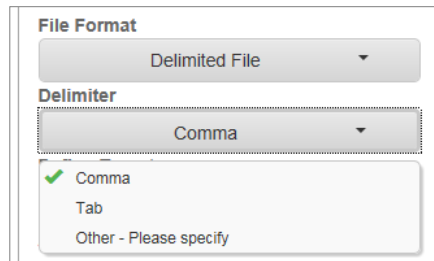


The screenshot shows a dropdown menu titled "Feed Data Type". The menu is open, displaying a list of options: "Scan Data", "Mail Quality Data", "Payment Transactions", and "Package Attributes". The "Select" button is highlighted with a red border.

Note: If you do not see the needed option, you do not have the necessary access. See the instructions for [getting access](#).

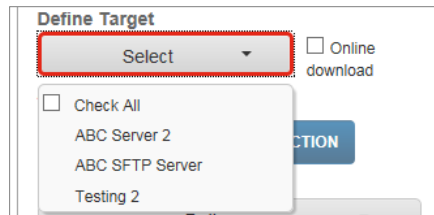
Create a Data Feed: Select Initial Options

3. Under **File Format**, select **Delimited**. Then, make a selection from the **Delimiter** drop-down menu.



The screenshot shows a configuration window titled "File Format". It contains two sections: "File Format" and "Delimiter". The "File Format" section has a dropdown menu currently set to "Delimited File". The "Delimiter" section has a dropdown menu currently set to "Comma". Below the "Delimiter" dropdown, there is a list of options: "Comma" (which is selected and marked with a green checkmark), "Tab", and "Other - Please specify".

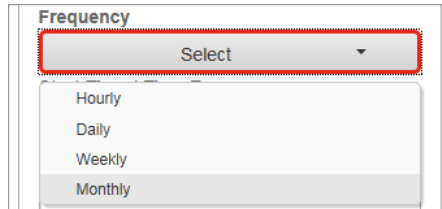
4. Under **Define Target**, select where to send the files:
- To send files to a server via SFTP, select the name of the server.
Note: Servers in your address book are listed. To add a new server, click **Add a server**.
 - To download files from the application, select **Online download**. The drop-down menu becomes grayed out because you cannot also select a server.



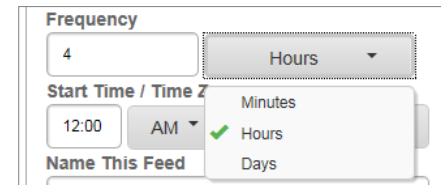
The screenshot shows a configuration window titled "Define Target". It contains a dropdown menu labeled "Select" which is highlighted with a red border. To the right of this dropdown is a checkbox labeled "Online download". Below the "Select" dropdown, there is a list of server names: "Check All", "ABC Server 2", "ABC SFTP Server", and "Testing 2". A blue button labeled "ACTION" is visible to the right of the server list.

Create a Data Feed: Select Initial Options

5. Under **Frequency**, select how often you will receive data from this feed.
- For data, select hourly, daily, weekly, or monthly.
 - For data, enter a value and select minutes, hours, or days. The default is every 4 hours, but you may receive data as often as every minute up to every 31 days.

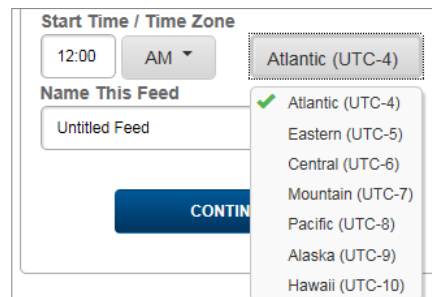


A screenshot of the 'Frequency' section of a form. It features a dropdown menu with a 'Select' button. The menu is open, showing four options: 'Hourly', 'Daily', 'Weekly', and 'Monthly'. The 'Monthly' option is currently selected and highlighted.



A screenshot of the 'Frequency' and 'Start Time / Time Zone' sections. The 'Frequency' section has a text input with the value '4' and a dropdown menu set to 'Hours'. The 'Start Time / Time Zone' section has a text input with '12:00', a dropdown menu set to 'AM', and a dropdown menu set to 'Hours' (with a green checkmark next to it). Below these is a 'Name This Feed' section with a text input containing 'Untitled Feed'.

6. Under **Start Time / Time Zone**, enter a time value, select AM or PM, and select a time zone. The data feed will be active once it is created. The feed will send data according to the selected frequency and start time.



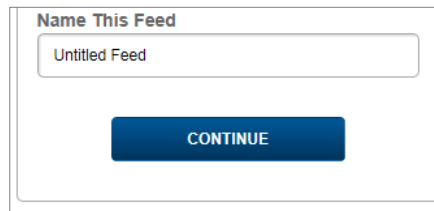
A screenshot of the 'Start Time / Time Zone' section. It shows a text input with '12:00', a dropdown menu set to 'AM', and a dropdown menu set to 'Atlantic (UTC-4)'. Below these is a 'Name This Feed' section with a text input containing 'Untitled Feed'. At the bottom is a blue button labeled 'CONTINUE'. A dropdown menu is open, showing a list of time zones: 'Atlantic (UTC-4)' (with a green checkmark), 'Eastern (UTC-5)', 'Central (UTC-6)', 'Mountain (UTC-7)', 'Pacific (UTC-8)', 'Alaska (UTC-9)', and 'Hawaii (UTC-10)'.

Create a Data Feed: Select Initial Options

7. Under **Name This Feed**, enter a name for the data feed. This is how your feed will display in the **Your Feeds** list.

Note: The data type and sub-type, if applicable, are automatically appended to the feed name upon creation. For example, if you name the feed “Data Feed 1” and then select the Commercial Mailings data type for the feed, the resulting feed name will be “Data Feed 1 Transactions Commercial Mailings”.

8. When finished selecting these initial options, click **Continue**.



A screenshot of a web form titled "Name This Feed". It features a text input field containing the placeholder text "Untitled Feed". Below the input field is a blue button with the word "CONTINUE" in white capital letters. The entire form is enclosed in a thin black border.

Create a Data Feed: Select Entity(s)

The **Select CRID(s)** area displays the Subscription Owner CRID and any CRIDs delegated to it.

1. Select a CRID for which to get data by clicking the CRID company name or number. The CRID moves to **Your selected CRIDs**.
2. Repeat as needed. Then, click **Next Step**.

1. SELECT ENTITY > 2. DEFINE FIELDS

Select CRID(s)

COMPANY NAME ▲	CRID
ABC Company	94797714
+ ADD ALL CRIDs	

Your selected CRID(s)

COMPANY NAME ▲	CRID
----------------	------

PREVIOUS STEP

NEXT STEP

Create a Data Feed: Define Fields

On this screen, select the data type(s) and fields for which to receive data:

1. Under **Data Type**, select a data type and sub-type, if applicable. The data fields area below populates with the attributes available.

Data Type	Which details would you like to see?
<input checked="" type="checkbox"/> Transactions	<input checked="" type="checkbox"/> Commercial Mailings <input type="checkbox"/> PO Boxes <input type="checkbox"/> Deposits <input type="checkbox"/> Address Quality <input type="checkbox"/> Network Returns <input type="checkbox"/> NCMS <input type="checkbox"/> PC Postage
<input type="checkbox"/> Postage Statement Details	-
<input type="checkbox"/> Bank Account Withdrawals	-

2. In the **Data Fields** section, select the data fields to receive for each data type or sub-type. The fields on the left are available, and those on the right are selected to be included in your data feed. Drag or double-click attributes to move them from one side to the other.
3. Once you have selected the data fields to be included, arrange them in your preferred order by dragging and dropping them on the right side of the **Data Fields** section.

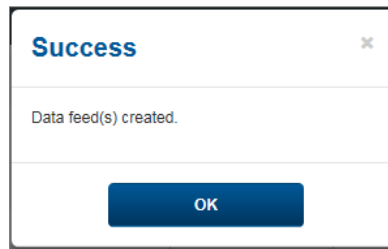
Data Fields: Transactions -- Commercial Mailings	
<div><div>+ Add All</div><div><div>ACH Withdrawal ID</div><div>Customer Name</div><div>Customer Reference ID</div><div>Deposit Source</div><div>eDoc Mailing Date</div></div></div>	<div><div>- Remove All</div><div><div>Business Address/CRID</div><div>Destinating EPS Account for Transfer</div><div>EPS Account Number</div><div>Original Transaction ID (for Refund/Reversal/Adjustment)</div><div>Originating EPS Account for Transfer</div></div></div>

Create a Data Feed: Success

4. When finished, click **Create Feed**. A pop-up appears confirming creation of the feed(s).

Note: Data feeds are activated upon creation to begin delivering data according to the selected start time and frequency.





5. Close the window by clicking **OK** or the X icon.



Note: If you selected more than one data type or sub-type, a separate data feed will be created for each. For example, if you selected both Commercial Mailings and PO Boxes under Transactions, two data feeds would be created—one for Commercial Mailings and one for PO Boxes. You can distinguish between the two feeds because the data type is appended to the data feed name.

Create a Data Feed: Retrieve Data

To retrieve files for a data feed, go to the **Your Feeds** list. In the **Output History** column, click the icon for the appropriate data feed. The **Output History** window opens. Click **Download** to download the file.

Your Feeds 									
Search									
Feed Name ^	Entity Name	Mail Object Type	Target	File Format	Frequency	Active	# of Failed Files	Output History	Details
ABC Containers		Container	N/A	DELIMIT...	4 Hour(s)	Active	-		 
ABC Pieces	Saved...	Piece	N/A	Legacy...	15 Minute(s)				
EPS Data Trans...		Payment	N/A	DELIMIT...	Daily				
Mail Quality Data...		Mail Qual...	ABC SFTP Server	DELIMIT...	Daily				
Mail Quality Data...		Mail Qual...	ABC SFTP Server	DELIMIT...	Daily				
Mail Quality Data...		Mail Qual...	ABC SFTP Server	DELIMIT...	Daily				
Mail YMI Trave		Handling	ABC Web Service	MAIL YM	1 Day(s)				

Output History						
Data feed files are saved for 7 days.						
PRINT EXPORT AS						
Host	File Name	Total Scans	Most Recent Execution Attempt ^	Delivery Success	Resend to Host	Download...
IV SFTP	fsb4p01456.p...	2837	Mon Apr 23 11:52:01 CDT 2018	Success	Resend	Download
IV SFTP	fsb4on3544.p...	2280	Mon Apr 23 10:50:13 CDT 2018	Success	Resend	Download
IV SFTP	fsb4om4540....	2421	Mon Apr 23 09:50:20 CDT 2018	Success	Resend	Download
IV SFTP	fsb4ol5752.pk...	2133	Mon Apr 23 08:51:26 CDT 2018	Success	Resend	Download
IV SFTP	fsb4ol1518.pk...	8814	Mon Apr 23 07:52:12 CDT 2018	Success	Resend	Download

Manage a Data Feed

To view the settings of a data feed, in the **Details** column, click the details icon for the appropriate data feed. The **Details** window opens.

Search				
Frequency	Active	# of Failed Files	Output History	Details
4 Hour(s)	Active	-		
15 Minute(s)	Active	-		
Daily	Active	-		
Daily	Active	-		
Daily	Active	-		
Daily	Active	-		
1 Day(s)	Active	-		
1 - 11 of 12 items				

EPS Data Transactions Commercial Mailings

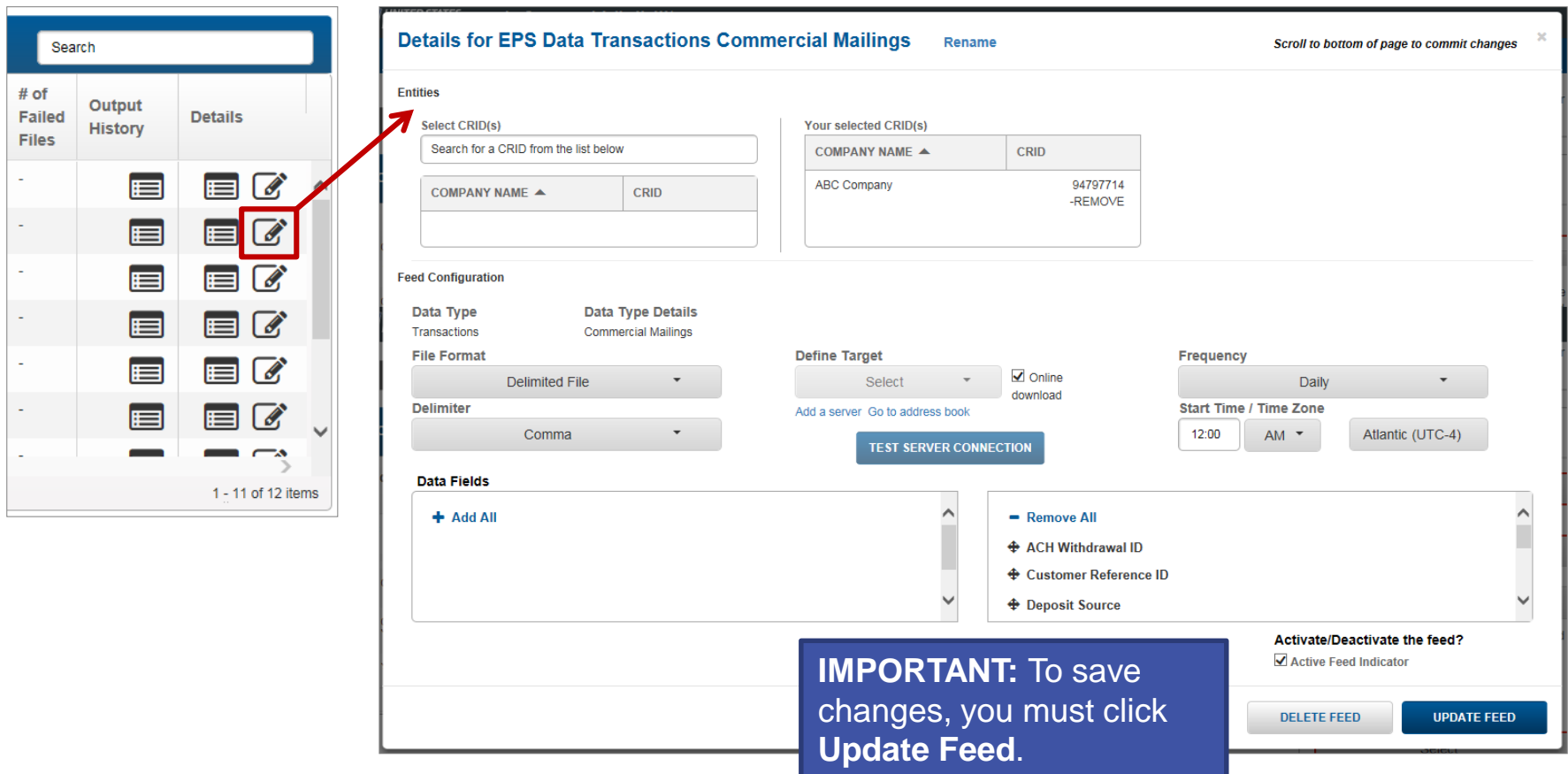
PRINTEXPORT

Entities Selected CRID(s) CRID 94797714	Filters Data Type Transactions Data Type Details Commercial Mailings
Subscription Owner CRID 94797714	Frequency Daily
File Format DELIMITED (delimiter: ,)	Schedule Start Time 1200 AM (America/Puerto_Rico)
Target N/A	Active Feed Indicator Active
Data Fields ACH Withdrawal ID Business Address/CRID Customer Reference ID Customer Name Deposit Source Destinating EPS Account for Transfer EPS Account Number eDoc Mailing Date Mailing City	

Manage a Data Feed

To modify the settings of a data feed:

1. In the **Details** column, click the modify icon for the data feed. A window opens.
2. Make changes as needed.
3. Scroll to the bottom of the window and click **Update Feed**.



The screenshot shows a web interface for managing data feeds. On the left, a table with columns '# of Failed Files', 'Output History', and 'Details' is visible. A red arrow points to a pencil icon in the 'Details' column. The main window, titled 'Details for EPS Data Transactions Commercial Mailings', contains the following sections:

- Entities:** A search bar for CRID(s) and a table with columns 'COMPANY NAME' and 'CRID'. The table contains one entry: 'ABC Company' with CRID '94797714' and a '-REMOVE' link.
- Feed Configuration:**
 - Data Type:** Transactions (selected), Commercial Mailings
 - File Format:** Delimited File
 - Delimiter:** Comma
 - Define Target:** Select, Online download (checked)
 - Frequency:** Daily
 - Start Time / Time Zone:** 12:00 AM, Atlantic (UTC-4)
 - TEST SERVER CONNECTION** button
- Data Fields:**
 - + Add All** button
 - Remove All** button
 - ACH Withdrawal ID
 - Customer Reference ID
 - Deposit Source
- Activate/Deactivate the feed?**
 - ☒ Active Feed Indicator
 - DELETE FEED** button
 - UPDATE FEED** button

IMPORTANT: To save changes, you must click **Update Feed**.

Manage the Address Book

To send data to a server, it must be added to the IV-MTR address book. You can add a server before or while creating a data feed.

To add a server *before* creating a data feed:

1. Go to **Address Book > Servers**.
2. On the left side of the screen, select the **Protocol Type** and complete the remaining fields.
3. When finished, click **Add to Address Book**. The new server or web service is now available from the **Define Target** menu when you create a data feed.

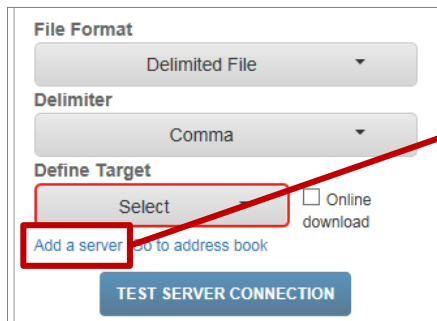
The screenshot displays the 'Informed Visibility' web interface. The top navigation bar includes 'UNITED STATES POSTAL SERVICE® Informed Visibility®' and four main tabs: 'QUERIES & FEEDS', 'DATA DELEGATION', 'ADDRESS BOOK', and 'ROLES & PERMISSIONS'. The 'ADDRESS BOOK' tab is active, and the 'Servers' sub-tab is selected. On the left, the 'Add New Server' form is visible, featuring fields for 'Protocol Type*' (set to 'HTTPS JSON'), 'CRIDs*' (2 items selected), 'Web Service Description*', 'Web Service URL*' (https://), 'User ID', and 'Password'. Below these fields are buttons for 'TEST SERVER CONNECTION' and 'ADD TO ADDRESS BOOK'. The main area shows a 'Servers' table with columns: HOST DESCRIPTION, HOST ADDRESS, PORT, PRIMARY CONTACT, PROTOCOL TYPE, and ACTION. The table contains seven entries, including 'ABC SFTP Server', 'Mail.XML Web Service', 'Testing 2', 'ABC Server 2', 'ABC Web Service', 'JSON Web Service', and 'ABC Server 1'. Each entry has an 'ACTION' column with icons for edit, delete, and refresh. At the bottom of the table, there are pagination controls showing '1' of '1' items, '10' items per page, and a total of '1 - 8 of 7 items'.

HOST DESCRIPTION	HOST ADDRESS	PORT	PRIMARY CONTACT	PROTOCOL TYPE	ACTION
ABC SFTP Server	98.76.543.12	22	Sally McDonald	SFTP	[Edit] [Delete] [Refresh]
Mail.XML Web Service	https://abc.webservice...	0		HTTP	[Edit] [Delete] [Refresh]
Testing 2	Testing 2	22	Bob Smith	SFTP	[Edit] [Delete] [Refresh]
ABC Server 2	98.76.543.21	22	Lydia Quayle	SFTP	[Edit] [Delete] [Refresh]
ABC Web Service	https://abc.enterprise...	0		HTTP	[Edit] [Delete] [Refresh]
JSON Web Service	https://webservice.ab...	0		HTTP_JSON	[Edit] [Delete] [Refresh]
ABC Server 1	12.34.567.89	21	Bob Smith	FTP	[Edit] [Delete] [Refresh]

Manage the Address Book

To add a server or web service *while creating* a data feed:

1. Under the **Define Target** drop-down, click **Add a server**. A window opens.
2. Select the **Protocol Type** and complete the remaining fields.
3. When finished, click **Add to Address Book**. The new server or web service is added to your **IV-MTR** address book and is now available from the **Define Target** menu.



The image shows a 'Define Target' dropdown menu. The 'Add a server' option is highlighted with a red box. A red arrow points from this option to the 'Server Details' window.

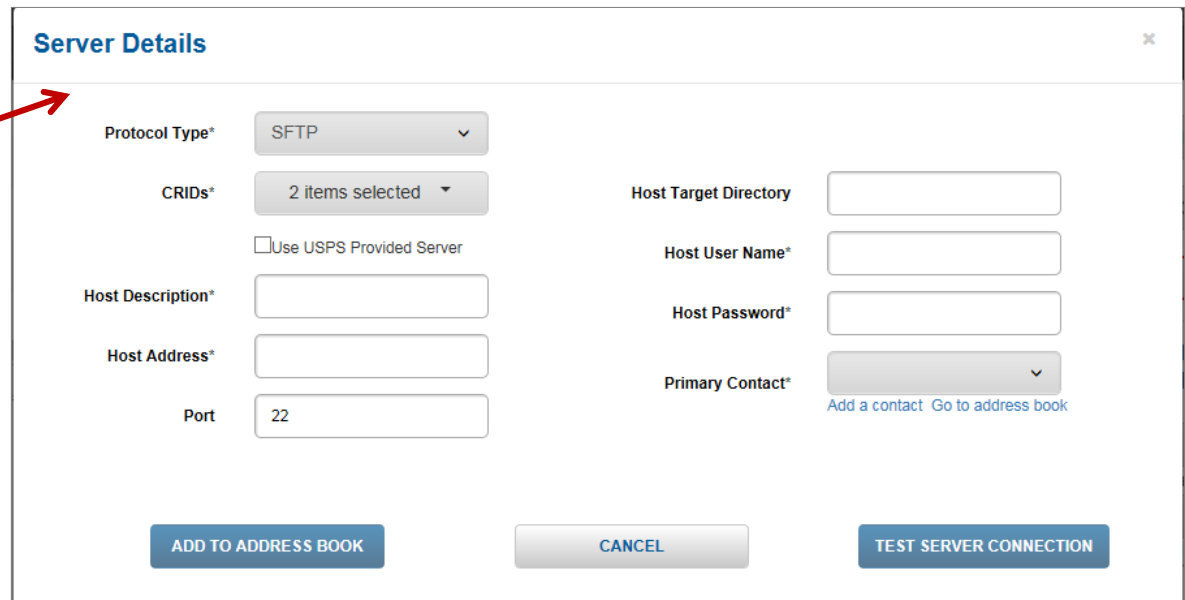
File Format
Delimited File

Delimiter
Comma

Define Target
Select ☐ Online download

Add a server Go to address book

TEST SERVER CONNECTION



The image shows the 'Server Details' window. It contains fields for Protocol Type, CRIDs, Host Description, Host Address, Port, Host Target Directory, Host User Name, Host Password, and Primary Contact. The 'Add to Address Book' button is highlighted.

Server Details

Protocol Type* SFTP

CRIDs* 2 items selected

☐ Use USPS Provided Server

Host Description*

Host Address*

Port 22

Host Target Directory

Host User Name*

Host Password*

Primary Contact* Go to address book

ADD TO ADDRESS BOOK CANCEL TEST SERVER CONNECTION

Manage the Address Book

To receive an email when files are sent successfully or unsuccessfully, a contact must be added to the IV address book. You can add a contact before or while creating a data feed.

To add a contact before creating a data feed, go to Address Book > People. On the left side of the screen, complete the fields, and click Add to Address Book. The new contact is now available to select to receive email notifications when you create a data feed.

ADDRESS BOOK

Server

People

Add New Contact

CRIDs* 2 items selected

First Name*

Last Name*

Contact Type* Other

Primary Email*

Secondary Email

Phone Number* () - Ext.

Address Line 1

Address Line 2

City

State ZIP

Fax Number () -

Mobile Number () -

ADD TO ADDRESS BOOK

CANCEL

Contacts

Search contacts

	First Name	Last Name	Contact Type	Primary Email	Phone Number	E...	Action
	Lydia	Quayle		logistics@madrig...			EDIT DEL
	Walter	White		mrchem@mac.c...			EDIT DEL
	Bob	Smith		bob@company.c...	703-444-4444		EDIT DEL
	Sally	McDonald	Primary	sallymac@mail.c...	703-111-2222		EDIT DEL

<

>

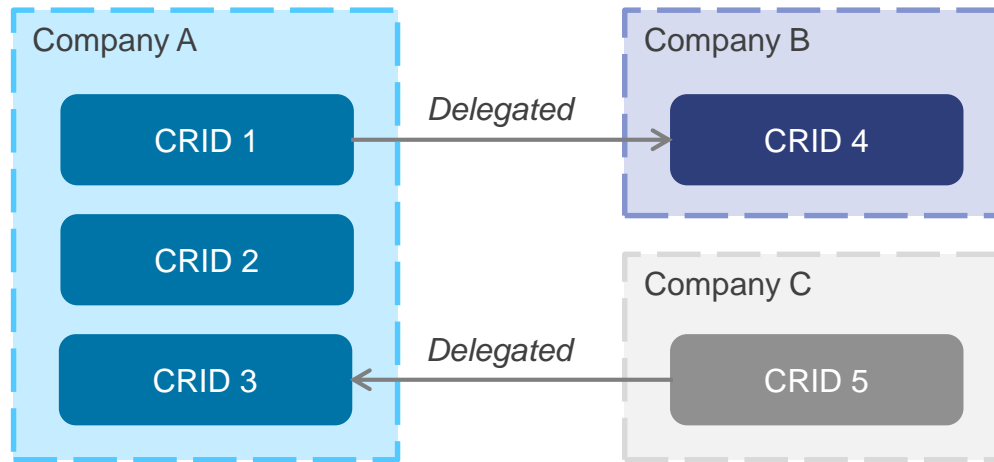
1 / 1

10 items per page

1 - 5 of 4 items

Manage Data Delegation

- Data delegation allows you to **provide** data visibility **to** another CRID or **receive** data visibility **from** another CRID.

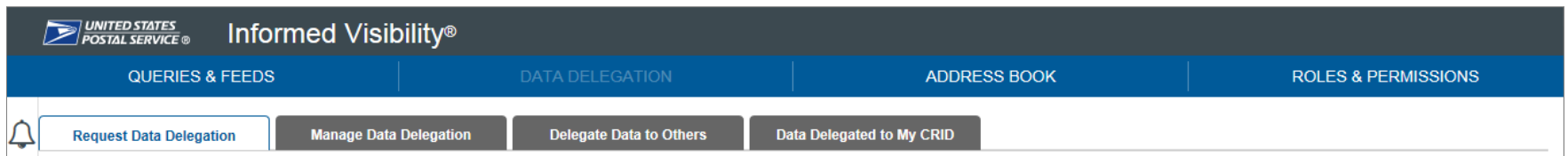


- Visibility of data can be requested by any user or provided to any CRID, even if the user or CRID does not have said service(s). However, the user or CRID would need to have the service(s) to create a data feed to retrieve the data.
- All of a CRID's users are able to see what delegations have been requested and what delegation rules currently exist to provide visibility to the CRID. However, only an IV-MTR BSA, BSA Delegate, or user with certain administrative roles (e.g., Data Delegation Manager) can manage requests and rules to provide visibility to or receive visibility from another CRID.

Manage Data Delegation

There are four tabs within **Data Delegation**. Some users will only see two:

- **Request Data Delegation:** Request to **receive** visibility **from** another CRID, view the history of such requests, and cancel a pending request
- **Manage Data Delegation:** View, approve, and deny requests to **provide** visibility **to** another CRID; view the history of such requests; and modify or delete an existing rule providing visibility to another CRID
- **Delegate Data to Others:** Create a delegation rule to **provide** visibility **to** another CRID
- **Data Delegated to My CRID:** View active data delegation rules for which your CRID is **receiving** visibility **from** another CRID and delete such rules



Appendix

File Naming Convention: Enterprise Payment Systems

File name: YYYYMMDDhhmmss_CRID_AAA_BB_CC_DDDD.txt

Key:

- YYYY = year
- MM = month
- DD = day
- hh = hour
- mm = minutes
- ss = seconds
- CRID = CRID number
- AAA = three letters for the system name (MDQ, MTR, EPS or PPC)
- BB = two letters for the report name
- CC = two letters for the frequency
- DDDD = four alphanumeric characters representing the message ID (e.g., A2WU)

Report Name	Code	Frequency	Code
Pricing Notification	PN	Hourly	HR
Final Notification	FN	Daily	DA
Transactions	TR	Weekly	WK
Postage Statement Details	PP	Monthly	MN
Bank Account Withdrawals	AW	Minutes	MI
Commercial Mailings	CM		
Address Quality	AQ		
PC Postage	PC		
PO Boxes	PO		
NCMS	NC		
Network Returns	NR		
Deposits	DP		

File Naming Convention: Mail Tracking

File name: YYYYMMDDHHmmss_AA_BBBB_CCCC.XXXX

Key:

- YYYY = year
- MM = month
- DD = day
- hh = hour
- mm = minutes
- ss = seconds
- AA = two letters for the mail object type, as follows:
 - CS = container
 - TS = handling unit
 - BS = bundle
 - PS = piece
- BBBB = four alphanumeric characters representing the message group (e.g., A2WU)
- CCCC = four numbers representing the message number in the group (e.g., 0001)
- XXXX = file extension Delimited file = TXT Mail.XML message = XML JSON file = JSON

File Naming Convention: Mail Data Quality

File Naming Convention

YYYYMMDDHHMMSS_MQD_<Program Type>_<Error Type>_<Source Frequency>_<4 random alphanumeric chars for Message Group>_<4 digits for Message #>.txt

Source Frequency	Short
Daily	D
Weekly	W
Monthly	M

Program Type	Short
Full Service	FS
Move Update	MU
Seamless Acceptance	SE
<u>elInduction</u>	EI

Error Type	Short
Barcode Uniqueness	BQ
By/For	BF
Delivery Point	DP
Duplicate	D
Entry Facility	EF
Entry Point Discount	EPD
Mail Characteristic	MC
MID	MID
Misshipped	M
Move Update	MU
Nesting/Sortation	NS
Payment	PYMT
Postage	P
STID	STID
Undocumented	U
Unlinked Copal	UC
Warning	W
Weight	WT
Zone	Z

MQD File Name Examples:

Read two files Full Service – Barcode Uniqueness – Daily:

20171019045510_MQD_FS_BQ_D_0F2D_0001.json

20171019045510_MQD_FS_BQ_D_0F2D_0002.json

Read 1 file for Seamless Acceptance – Nesting Sortation – Weekly:

20171020223045_MQD_SA_NS_W_0F2D_0001.txt

Resources

■ IV Solutions Center

- Available 7 AM to 7 PM Central, M-F except holidays
- 1-800-238-3150, Option #2
- InformedVisibility@usps.gov

■ PostalPro

- Go to <https://postalpro.usps.com>
- Search for:
 - “EPS” for EPS
 - “IV” for IV-MTR

Enterprise Payment system

More Information

- <https://postalpro.usps.com/EPS>

Data Dictionary

- https://postalpro.usps.com/eps/iv_data

Mail Tracking & Reporting

More Information

- <https://postalpro.usps.com/visibility-and-tracking/informed-visibility-iv>

Mail Tracking & Reporting Data Dictionary

- <https://postalpro.usps.com/informedvisibility/DataDictionary>

Package Platform Data Dictionary

- <https://postalpro.usps.com/PackagePlatformDataDictionary>

Mail Quality Data

More Information

- <https://postalpro.usps.com/mailing/mqd>

Data Dictionary

- https://postalpro.usps.com/mailing/mqd/data_dictionary

Error Codes

- https://postalpro.usps.com/mqd/error_codes