UNITED STATES POSTAL SERVICE™

Guide to Streamlined Mail Acceptance for Letters and Flats Reporting

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Change Log

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1. INTRODUCTION TO THE GUIDE TO STREAMLINED MAIL ACCEPTANCE FOR LETTERS AND FLATS REPORTING

USPS publishes two user guides to inform the mailing industry about available mail quality and visibility reporting. The *Guide to Streamlined Mail Acceptance for Letters and Flats Reporting* provides detailed instructions on the Mailer Scorecard and other mail quality reports. This guide includes explanations of all data elements on the report as well as details on the error codes shown. The *Container, Tray, and Bundle Visibility User Guide* provides the mailing industry steps to request and view detailed tracking information mailings prepared using Intelligent Mail® standards. For policy details related to these programs please refer to *Publication ###, Streamlined Mail Acceptance for Letters and Flats.* For details on the requirements for preparation and entry of business mailings, refer to the *Domestic Mail Manual (DMM).*

USPS updates the *Guide to Streamlined Mail Acceptance for Letters and Flats Reporting* alongside the release schedule, as well as periodically due to changes in the DMM or process improvement efforts.

1.1   Streamlined Mail Acceptance

The Postal Service™ has several key initiatives to streamline the acceptance, induction, and verification of commercial card, letter, and flat mailings: Intelligent Mail full-service, Move Update, electronic Induction (eInduction), and Seamless Acceptance. These key initiatives leverage existing technology to:

- Improve mail quality by sharing information on mail preparation, identification of trends, and trend-based quality measurements.

- Simplify the induction of mailings through automated and standardized acceptance, verification, and induction processes.

- Provide end-to-end visibility through scan data.

- Enable mailers, through an account management portal, to manage account activities, view account balances, and generate reports based on mailings.

Streamlined mail acceptance is achieved through the adoption and implementation of the Postal Service's key initiatives, including:

- **Intelligent Mail Full-Service:** Full-service uses Intelligent Mail barcodes (IMb™) on mail containers, handling units (trays, sacks) and mailpieces to provide end-to-end visibility into the mailstream. It is available for automation and carrier-route First-Class Mail® (cards, letters, and flats), Periodicals (letters and flats), Standard Mail® (cards, letters, and flats), and Bound Printed Matter (BPM) flats. Electronic Verifications are performed to ensure mailer compliance with the program requirements.

- **Move Update**: USPS® is proposing to update the verification of Move Update compliance from sampling at the job level on Mail Evaluation Readability Lookup Instrument (MERLIN®) to census verification using Mail Process Equipment (MPE). The Move Update standard requires the periodic matching of a mailer's address records with customer-filed change-of-address orders maintained by the USPS. Mailers are required to reconcile their mailing address list within 95 days prior to the postage statement finalization date utilizing one of the USPS-approved methods. Mailers will be assessed additional postage on pieces not meeting the Move Update requirements. Currently, the verifications performed are not postage eligible at this time.

- **eInduction**: The electronic Induction process simplifies the induction of drop shipments and expedited plant load mailings by leveraging eDoc, Intelligent Mail container barcodes (IMcb), and handheld scanner technologies to verify the payment and preparation of commercial mail containers. eInduction eliminates the need for paper PS Forms 8125, 8017, 8125-CD and manual reconciliation at the entry facility.

- **Seamless Acceptance**: Seamless Acceptance automates the verification of commercial mailings by leveraging eDoc, IMcb's, Intelligent Mail tray barcodes (IMtb)'s, IMb's, and information collected from both handheld sampling devices and mail processing equipment scans.

1.2 Mailer Scorecard and Its Role in USPS Initiatives

The Mailer Scorecard provides a dashboard view of the mail quality verification results of the letter and flat mailing activity with the Postal Service over a calendar month. This scorecard is available to both the mailer who submitted the electronic documentation for the mailing (eDoc submitter) and the Mail Owner/Mail Preparer.

2 THE MAILER SCORECARD

2.1 Mailer Scorecard Overview

The Mailer Scorecard measures mail quality per mailing location, identified by Customer Registration ID (CRID). The Mailer Scorecard allows mailers to track mailing performance by providing a summary of mailing metrics statistics based on components of electronic documentation, physical scans of containers or pieces, or both. Ultimately, information located within the Scorecard helps mailers determine if they are meeting mail quality standards or if they need to improve performance for specific preparation requirements. To the extent that a mailer exceeds a threshold, it might be subject to assessments by USPS until corrective action is taken. Currently, metrics related to full-service electronic verification, Move Update, eInduction, and Seamless Acceptance verifications are displayed on the Mailer Scorecard. Additionally, Service Performance Measurement (SPM) Exclusions and a Mailer Profile tab that includes general information about the mailer are components of the Scorecard.

2.1.1 What is the Mailer Scorecard?

For each of the mail entry initiatives a mailer is enrolled in, the Mailer Scorecard provides an aggregate view of all mailings submitted in a calendar month based on postage statement mailing date. Data is updated throughout the month as new jobs are finalized and new scans are processed. On the Electronic Verification, Move Update, eInduction, and Seamless Acceptance tabs, mail quality and mail preparation results are measured against established thresholds. At the end of each month, the Scorecard closes and a final score for the month displays.
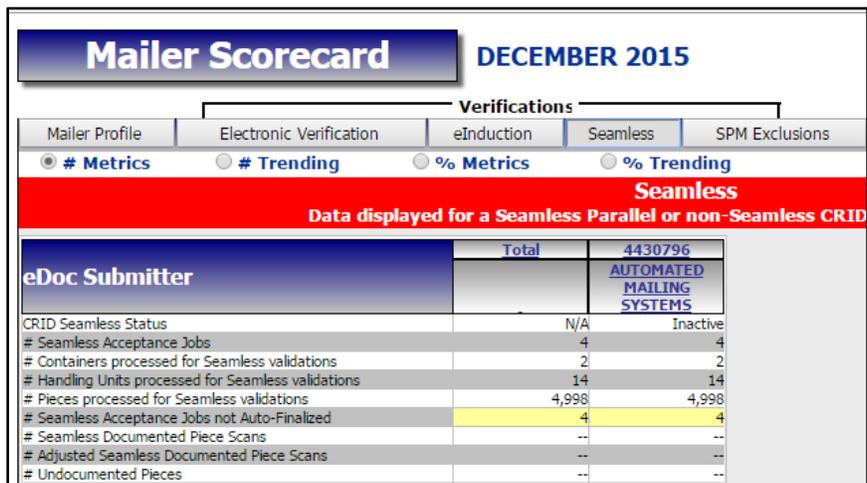
Figure 1: Mailer Scorecard

2.1.2 What Information is Included in the Mailer Scorecard

The scorecard is separated into tabs representing the various USPS initiatives.

Figure 2: Mailer Scorecard Tabs

- **Mailer Profile Tab:** For mailers submitting letter and flat mail, this tab provides a summary of volume by mail class, volume by postage statement submission method (mail.dat™, mail.XML™, postal wizard, IMsb, and hard-copy), and total postage paid to the USPS.

- **Electronic Verification Tab:** The Electronic Verification tab includes data for five groups of metrics: electronically submitted (eDoc) volume, full-service electronic verifications, Move Update census verification, Entry Point verification, and eDoc Nesting/Sortation verification. Currently, only full-service verifications are eligible for assessment.

- **eInduction Tab:** For mailers participating in eInduction, this tab provides an overview of the number of containers inducted at postal facilities and the number of eInduction verification errors.

- **Seamless Acceptance Tab:** For mailers participating in Seamless Acceptance or Seamless Parallel, this tab provides an overview of the automated verification results from MPE and sampling. For mailers not participating in Seamless or Seamless Parallel information is displayed for informational purposes only.

- **SPM Exclusions Tab**: For mailers participating in full-service, this tab provides information on pieces not included in USPS SPM. The USPS measures the time for each full-service mailpiece from induction to delivery to identify if the USPS is meeting its published service standards. This tab includes information about the mailpieces that could not be measured due to the exclusion rules.

Other features of the scorecard include:

- Drill-down reports to view detailed verification results.

- An export of all tabs (with the exception of SPM) in a single PDF or Excel file using the buttons at the bottom right of the report. This is useful for users who want to see everything on a single page or want to perform manual calculations on the data.

- Tool tips providing additional information when a user hovers the mouse over a metric name.

- Conditional formatting of metric values:

    o Zero values are replaced with '--'.

    o Metrics with no applicable mailings have values replaced with "N/A'

    o When a value is highlighted in yellow, the month-to-date performance for that metric exceeds the USPS threshold
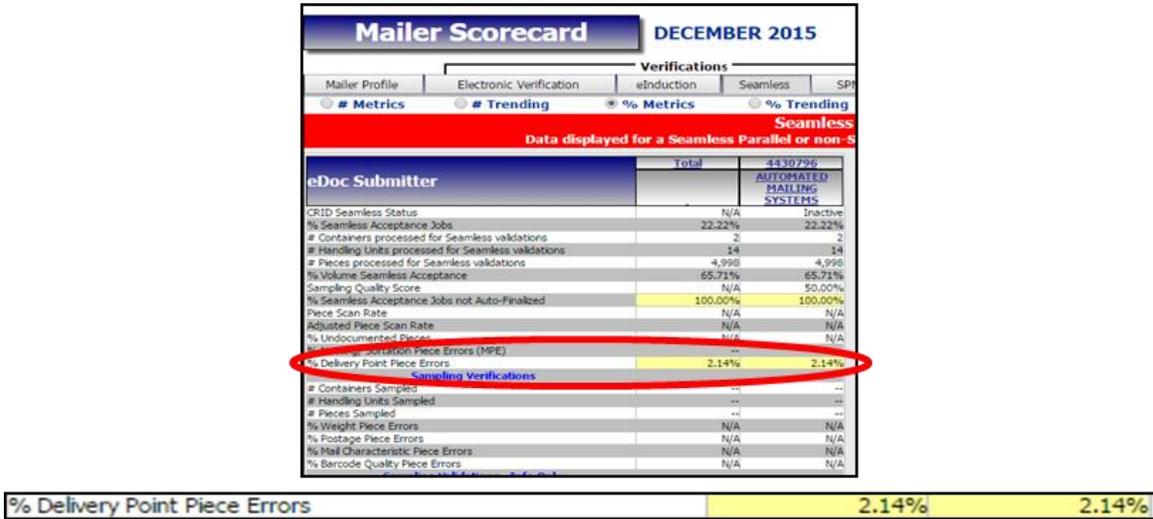
Figure 3: Values Exceeding the Threshold Appear in Yellow

2.1.3 How is Data Fed Into the Mailer Scorecard?

Data appears in Mailer Scorecard reports at various intervals and from various sources, depending on the nature of the data sought (see Table 1 for details).

Scorecard Tab	Data Source	Data Availability	
		After Postage Statement Finalization	After Scan Sampling Event
Mailer Profile	eDoc submitted by Mailer	Data is available the next calendar day after the Statement is finalized	N/A
Electronic Verification (Full-Service)	eDoc submitted by Mailer	Data is available three calendar days after the Statement is finalized	N/A
Electronic Verification (Move Update)	eDoc submitted by Mailer	Data is available four calendar days after the Statement is finalized	Data is available three calendar days after the event
eInduction	eDoc submitted by Mailer, Intelligent Mail container barcodes and physical scans	N/A	Data is available the next calendar day
Seamless (Seamless Acceptance)	eDoc submitted by Mailer, MPE and physical scans	Data is available three calendar days after the Statement is finalized	Data is available three calendar days after the event*
SPM Exclusions	eDoc submitted by Mailer, MPE and physical scans	N/A	24-48 hours after sample or MPE scan
*Note: For Undocumented errors, data is available four calendar days after the event			

Table 1: Scorecard Data Sources and Timing

The recommended Mailer Scorecard viewing time is between 8:00 am and 8:00 pm Eastern Standard Time.

2.1.4 How is the Mailer Scorecard Used to Assess for Errors

Each month, USPS will use data in the Mailer Scorecard to determine if any of the established error thresholds are exceeded. If a mailer exceeds any of the error thresholds, the Mailer Scorecard data is used to populate the Mail Entry Assessment Report in *PostalOne!.* Please see Section 3 of this guide for more information.

3   MAILER SCORECARD FUNCTIONALITY

3.1   How Can I Access the Mailer Scorecard?

Access to the Mailer Scorecard is granted through the Business Customer Gateway (BCG) (https://gateway.usps.com/bcg/detail.htm). A step-by-step explanation of how to view the Scorecard from the BCG landing page is detailed below:

1. Enter the mailer's log-in credentials in the sign-in box on the landing page. If the log-in is successful, a welcome bar will appear on the left side of the screen, as shown in Step Two.

Figure 4: BCG Landing Page

2. There are two ways to access the Mailer Scorecard through the BCG. The first is by clicking on the Mailing Services tab underneath the welcome bar on the left side of the screen. Mailers may also click on the Mailing Reports button if it is listed under the Favorite Services section on the right side. Both options will take you to Step 3.

Figure 5: Mailer Scorecard Access Options

3. From here, select "Mailer Scorecard" in the list of mailing reports

Figure 6: Mailing Reports

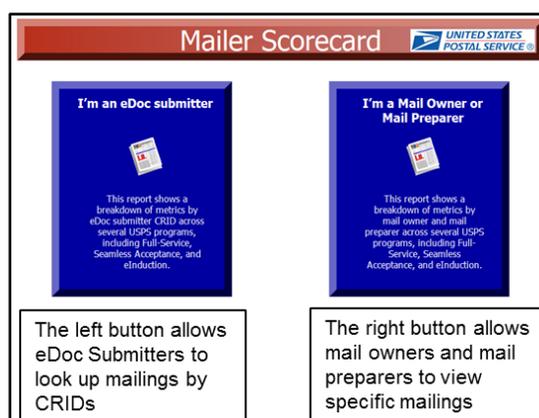4. Finally, select either the eDoc Submitter or Mail Owner/Mail Preparer view

Figure 7: Mailer Scorecard View Options

3.1.1 System Requirements for Accessing the Mailer Scorecard

MicroStrategy reports are accessed using a web browser such as Internet Explorer, Chrome, or Firefox. The USPS recommends that mailers use the latest available browser version to ensure the best experience. For more detailed information on supported browsers, operating systems, and secondary applications, please see the official MicroStrategy *Web System Requirements and Compatibility*, found here:

https://microstrategyhelp.atlassian.net/wiki/display/README10/Web+System+Requirements+and+Compatibility#WebSystemRequirementsandCompatibility-Webclient

3.1.2 Customer Registration Identifier (CRID)

Access to the Mailer Scorecard is controlled by the CRID associated to the user logged into the BCG. The USPS assigns a unique identification, the CRID, to identify a customer's physical business location (address).

There should only be one CRID for each physical location*.* If a company has more than one CRID per location, they should contact the *PostalOne!*® Helpdesk (1-800-522-9085 or postalone@usps.gov) to consolidate.

Any USPS customer who registers through the Business Customer Gateway to do business electronically with the USPS will be assigned a CRID. Companies can also obtain a CRID for companies with which they are affiliated. Mail preparers who elect to use the CRID to identify a Mail Owner in their electronic documentation should obtain the CRID from the Mail Owner. A Mail Owner can look up their CRID through the company Profile link located on their Business Customer Gateway homepage. Another way to obtain a CRID is to open a permit at a BMEU location.

Data will be available on the eDoc Submitter view of the Mailer Scorecard if the user is associated to a CRID that was used to submit an eDoc during the calendar month.

Data will be available on the Mail Owner/Mail Preparer view of the Mailer Scorecard if the user associated to a CRID was included in electronic documentation as either a Mail Owner or Mail Preparer during the calendar month.

3.1.3 The Business Customer Gateway (BCG)

The Business Customer Gateway provides a single entry point for USPS online business services. Users can access Intelligent Mail® products and services, including *PostalOne!,* Facility Access and Shipment Tracking (FAST), Mailer IDs, eInduction and tracking. Access to multiple services is provided through a single user name and password.

Customers can utilize the Gateway to:

- Prepare, track, and monitor mailings

- Manage Mailer IDs and permits

- Simplify full-service mailing and customer returns

- Target areas with direct mail

- Send and manage large shipments

- Order mailing and shipping labels

- Enroll for shipping services

- Generate mail and transaction history reports

- Stay informed of USPS promotions and incentive programs

If you would like to learn how to access the BCG, please see Section 3.1.

3.2 What are the Different Views on the Mailer Scorecard?

The mailer scorecard can be displayed by eDoc Submitter and by Mail Owner / Mail Preparer.

3.2.1 eDoc Submitter View of the Mailer Scorecard

The eDoc Submitter view includes five tabs at the top of the scorecard: Mailer Profile, Electronic Verification, eInduction, Seamless, and SPM (Service Performance Measurement) Exclusions. This view provides a snapshot of all mailings submitted by the selected CRID(s). If any of the established thresholds are exceeded, the impacted metrics are highlighted and a postage assessment is generated.

Figure 8: eDoc Submitter View of the Mailer Scorecard

3.2.2 Mail Owner / Preparer View of the Mailer Scorecard

The Mail Owner / Mail Preparer view includes four tabs at the top of the scorecard: Mailer Profile, Electronic Verification, eInduction, and Seamless. This view does not include a tab for SPM Exclusions and several metrics only available to eDoc submitters (CRID Seamless Status, undocumented scans, postage assessment, etc). Additionally, because thresholds are only defined for eDoc submitter performance, there is no metric highlighting on the owner/preparer view.

The Mail Owner view allows the Mail Owner to view metrics against their mailpieces across all the Mail Service Providers that have prepared mailings for them. Mail Owners can only see results for mailpieces where they are identified as the Mail Owner in the eDoc. Mail Owners can only see verification results for handling units and containers where they are identified as the Mail Owner for one or more pieces in the handling unit/container.

The Mail Preparer view provides the MSP with a breakdown of Mail Owners whose mail contributed to the MSP's overall monthly volume.

Note that the eDoc submitter CRID and the Mail Preparer identified in eDoc do not need to represent the same entity.

Figure 9: Mailer Owner / Preparer View of the Mailer Scorecard

3.3 How do I Navigate the Mailer Scorecard?

After selecting the Mailer Scorecard eDoc submitter view, the user will be prompted to enter a month and CRID for the data to be displayed. Select a month by choosing Current Month, Previous Month, or Select Month from the first prompt. The system will automatically default to the Current Month option if an alternative month is not selected.

Note: if the Select Month option is chosen, the user will later be re-prompted to select a specific month from the last 13 months.

In the second prompt, search for the desired CRID(s) in the initial field and move it the field on the right by double clicking your selection or using the arrow button. Upon completion, select "Run Document" at the bottom of the page. This button is circled in red in Figure 10.

After choosing the owner/preparer view, the user will be prompted to enter a month (again, the system will default to the current month) and select either the Mail Owner or Mail Preparer role filter. Check the box associated with the selected role and click "Run Document." The user will then be prompted to select a CRID. Select the appropriate CRID from the prompt by double clicking the desired option or by using the arrow button to move the selection to the field on the right. Click "Run Document" again to generate the scorecard.
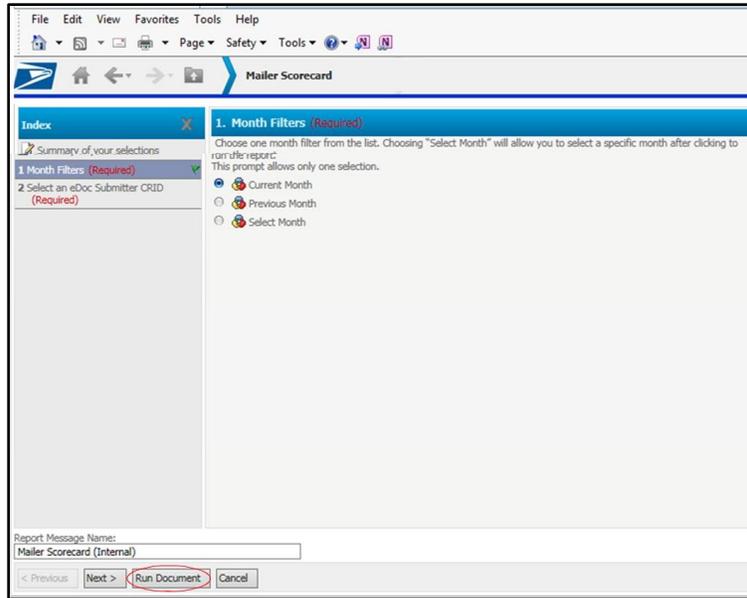
Figure 10: Mailer Scorecard Navigation

When the scorecard is first opened, the default view is in number metrics. To view the same information as percentages, click on the "% Metrics" button. To view trends for the month, click on either "# Trending" or "% Trending."
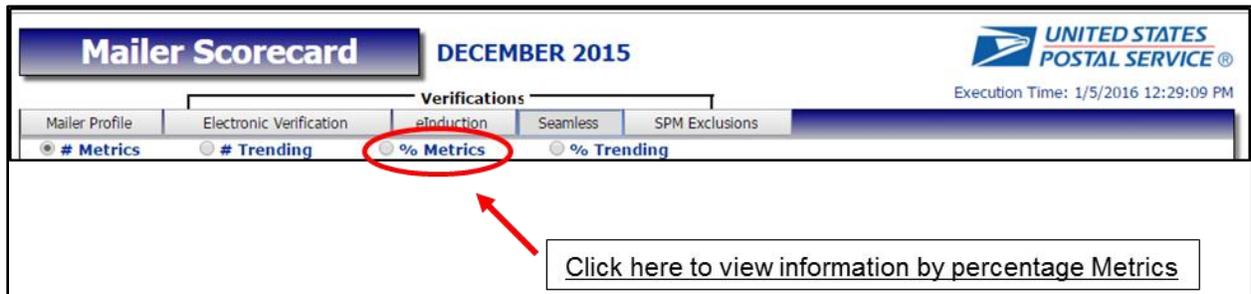
Figure 11: Choosing the % Metrics View

Within daily trending graphs, specific metrics are reviewed by using a metric selector. Certain metrics on the metric selector may be deselected to remove them from the display. There is also a CRID dropdown selector which is defaulted to display the daily trending graph for all CRIDs. Users can change this selector to filter on a single CRID.

3.4   How do I Access and Use Mailer Scorecard Drill Reports?

Once a Scorecard has been generated, right click on any of the links for CRID to reveal a menu with drill options. Scroll to the desired drill report, highlight your selection, and then left click to open. The drill reports available will depend upon whether the user is accessing the system as an eDoc submitter or as a Mail Owner/Preparer.

Please note that there are several reasons why data may not appear in the reports, including:

- The Mail Preparer is not identifying the Mail Owner correctly in the eDoc

- There is no available data for the selected month and CRID(s)

The Mailer Scorecard is updated daily to reflect cumulative data for the month, so users should check periodically throughout the month to ensure mail quality is within defined thresholds. For any reported errors, especially errors over threshold, users should investigate further to determine the root cause and identify necessary steps to correct the errors. The following table provides recommended drill paths to investigate common issues. More information on drill reports can be found in Section 5.2.

I want to…	Recommended Drill Path
Investigate full-service errors	From the scorecard, click any CRID to drill to the default Error Details by Error Type Report. In the prompt, select "full-service Errors"and click "Run Report'. To view the distribution of errors for a given error type by job, click the Error Type or Error Code link to drill to the Job Error Type Report. To view error details, including a description of the problem, resolution actions, and other relevant information, click the Error Type or Error Code link to drill to the Detailed Error Report.
Investigate Move Update errors	From the scorecard, click any CRID to drill to the default Error Details by Error Type Report. In the prompt, select "Move/Update Errors" and click "Run Report'. To view the distribution of errors for a given error type by job, click the Error Type or Error Code link to drill to the Job Error Type Report. To view error details, including a description of the problem, resolution actions, and other relevant information, click the Error Type or Error Code link to drill to the Detailed Error Report.
Investigate Seamless Acceptance errors from sampling or MPE	From the scorecard, click any CRID to drill to the default Error Details by Error Type Report. In the prompt, select "Seamless Acceptance Errors"and click "Run Report'. To view the distribution of errors for a given error type by job, click the Error Type or Error Code link to drill to the Job Error Type Report. To view error details, including a description of the problem, resolution actions, and other relevant information, click the Error Type or Error Code link to drill to the Detailed Error Report.

I want to…	Recommended Drill Path
Investigate Seamless Acceptance undocumented pieces	From the scorecard, right click any CRID to pull up the drill menu. Select the Undocumented Summary Report option to see a breakdown of Seamless undocumented piece scans by CRID and MID. Right click any MID to drill into a report to show distribution by facility or trending over time. From either drill report, drill again to see detailed information about the selected undocumented pieces including barcode, scan date, scan facility, and categorization.
Investigate eInduction errors	From the scorecard, click any CRID to drill to the default Error Details by Error Type Report. In the prompt, select "eInduction Errors" and click "Run Report". To view the distribution of errors for a given error type by job, click the Error Type or Error Code link to drill to the Job Error Type Report. To view error details, including a description of the problem, resolution actions, and other relevant information, click the Error Type or Error Code link to drill to the Detailed Error Report.
Investigate eInduction undocumented containers	From the scorecard, right click any CRID to pull up the drill menu. Select the eInduction Undocumented Detailed Report option to see a listing of eInduction undocumented container scans, including data such as barcode, scan facility, and scan date for each scan.

Table 2: Recommended Drill Paths by Error or Program Type

4   MAILER SCORECARD COMPONENTS

4.1   Mailer Profile Tab

The first tab on the scorecard is the Mailer Profile tab, which is a summary of mailings for a month, including mail submitted via eDoc, as well as by hardcopy postage statement. The data is populated based on the Mailer's postage statement mailing date.

Figure 12: Mailer Profile Tab of the Mailer Scorecard

This tab provides a summary of the mailings submitted including:

- The total volume for all mailpieces, Non-full-service and full-service pieces. Note that mailers can submit an eDoc for mailings and not claim the full-service discount on all mailpieces.

- The mail classes, including First Class, Standard, Periodicals and all other classes for the mail

- The mail processing categories, including letters, cards, flats, and all other categories of mail

- The eDoc Submission Types, including Mail.Dat, Mail.XML, Postal Wizard, and IMsb

4.2 Electronic Verification Tab

Figure 13: Electronic Verification Tab of the Mailer Scorecard

The Electronic Verification tab is broken into five components:

- **Volume Information**: Provides the count of containers, handling units, and mailpieces that were provided in the eDoc and included in the verification results on this tab

- **Full-Service Verification**: Displays the results of full-service verifications performed by validating information provided in eDoc

- **Move Update Validation**: Provides results from Move Update compliance

- **Entry Point Validation**: Checks the accuracy of the USPS entry facility in the eDoc against the Mail Direction File (MDF) to ensure the entry point in the eDoc is valid for the combination of container, destination, and entry discount claimed

- **eDoc Nesting/Sortation Validation**: Checks if the bundles, trays, sacks, or containers in the eDoc were created as required by the DMM and whether active labeling lists were used. This includes checks for depth-of-sort, minimum piece counts, weights, and rates paid.

4.2.1 Volume Information

The first component of the Electronic Verification tab provides the count of containers, handling units, and pieces that were provided in the eDoc and included in the verification results on this tab.

Field	Definition
# Containers processed for eDoc validations	The number of containers processed for eDoc validations. Includes First-Class (FC)/Standard (SM)/Periodical (PE) Letters, Flats; First-Class Cards, Bound Printed Matter, Standard Mail/Periodical Co-Mail Flats
# Handling Units processed for eDoc validations	The number of handling units processed for eDoc validations. Includes First Class (FC)/Standard (SM)/Periodical (PE) Letters, Flats; FC Cards, Bound Printed Matter, SM/PE Co-Mail Flats
# Bundles processed for eDoc validations	The number of bundles processed for eDoc validations. Includes First Class (FC)/Standard (SM)/Periodical (PE) Letters, Flats; FC Cards, Bound Printed Matter, SM/PE Co-Mail Flats
# Pieces processed for eDoc validations	The number of pieces processed for eDoc validations. Includes First-Class (FC)/Standard (SM)/Periodical (PE) Letters, Flats; FC Cards, Bound Printed Matter, SM/PE Co-Mail Flats.
# Full-service Containers processed for eDoc validations	The number of containers that are full-service
# Full-service Handling Units processed for eDoc validations	The number of handling units that are full-service
# Full-service Orphan Handling Units processed for eDoc validations	The number of orphan handling units that are full-service
# Full-service Pieces processed for eDoc validations	Number of pieces that were prepared as full-service in the electronic documentation

Table 3: Electronic Verification Tab Volume Information

4.2.2 Full-Service Verifications

Full-service Intelligent Mail provides automation prices for eligible classes and categories. Verifications will be performed to ensure that the full-service discounts claimed are valid. Errors will be logged against pieces that fail any of the verifications listed below. The results of this verification process are aggregated over a calendar month and measured against established thresholds. For each full-service error type, this section will provide the number of errors, as well as the total number of unique containers/handling units/pieces, impacted by that error type. Percentage metrics are calculated using the number of unique containers/handling units/pieces impacted by the error type. Mailers will not be responsible for postage assessments on an exceeded threshold for any errors that were caused by a Postal Service system issue (e.g. a *PostalOne!* delay in posting submitted eDoc).

Figure 14: Full-Service Verifications

The following error types have been identified as being postage assessment eligible. The definition of each field is included in the table below.

Field	Definition
% MID Container Errors	The percentage of MID Container Errors. Calculation: Number of full-service containers where the Mailer ID portion of the electronic documentation Intelligent Mail Container Barcode is invalid or does not exist divided by total full-service containers.
% MID HU Errors	The percentage of MID Handling Unit Errors. Calculation: Number of full-service handling units where the Mailer ID portion of the electronic documentation Intelligent Mail Tray Barcode is invalid or does not exist divided by total full-service handling units.

Field	Definition
% MID Piece Errors	The percentage of MID Piece Errors. Calculation: Number of full-service pieces where the Mailer ID portion of the electronic documentation Intelligent Mail Barcode is invalid or does not exist divided by total full-service pieces.
% STID Errors	Percentage of STID Errors. Calculation: Number of full-service pieces where the STID in the eDoc IMb is invalid, does not exist, identifies a Mail Class that does not match the eDoc Mail Class, or identifies a piece as basic when the piece was identified as full-service in the eDoc divided by full-service pieces
% By/For Errors	Percentage of By/For Errors. Calculation: Number of full-service pieces where the Mail Preparer (MSP) or Mail Owner (MO) could not be identified due to invalid MID, CRID, or Permit, the MO and MSP are identified as the same entity, or the MO was used as an MSP in the last 90 days divided by full-service pieces
% Barcode Uniqueness Container Errors	Percentage of Barcode Uniqueness Container Errors. Calculation: Number of full-service pieces where the IMcb in the eDoc was used more than once within 45 days of the Postage Statement Mailing Date within the same job and CRID, across jobs within the same CRID, or across jobs for any CRID divided by total full-service containers
% Barcode Uniqueness HU Errors	Percentage of Barcode Uniqueness Handling Unit Errors. Calculation: Number of handling units where the IMtb in the eDoc was used more than once within 45 days of the Postage Statement Mailing Date within the same job and CRID, across jobs within the same CRID, or across jobs for any CRID divided by total FS HU's.
% Barcode Uniqueness Piece Errors	Percentage of Barcode Uniqueness Piece Errors. Calculation: Number of FS pieces where the IMb in eDoc was used more than once within 45 days of the Postage Statement Mailing Date within the same job and CRID, across jobs within the same CRID, or across jobs for any CRID divided by total FS pieces.
% FS Entry Facility Container Errors	Percentage of full-service Entry Facility Container Errors. Calculation: Number of FS containers where the Entry Facility identified by the eDoc Locale Key or Postal Code does not match the Entry Facility retrieved from the Mail Direction File (MDF) or the Facilities Database (FDB) divided by total FS containers.

Field	Definition
% FS Entry Facility HU Errors	Percentage of full-serviice Entry Facility Handling Unit Errors. Calculation: Number of FS orphan HU's where the Entry Facility identified by the eDoc Locale Key or Postal Code does not match the Entry Facility retrieved from the Mail Direction File (MDF) or the Facilities Database (FDB) divided by total FS orphan HU's.
% Unlinked Copal Tray Errors	Percentage of Unlinked Copal Tray Errors. Calculation: Number of trays/virtual sacks marked for co-palletization at origin without electronic documentation submitted to link the tray/virtual sack to a pallet within 14 days divided by total handling units.
% Early Scheduled Ship Date Warnings	Percentage of Early Scheduled Ship Date Warnings. Calculation: Number of FS DMU Verified USPS Transported containers where the Scheduled Ship Date in the eDoc was set to two or more days prior to postage statement finalization divided by total FS DMU Verified USPS Transported containers.
% Default Tray Barcode Warnings	Percentage of Default Tray Barcode Warnings. Calculation: Number of full-service handling units where the eDoc tray barcode(.csm or Mail.XML QualReport) provided is 24 characters and consists entirely of the digit 9 (i.e. 999999999999999999999999) divided by total full-service handling units.
% Unlinked Copal Tray Warnings	Percentage of Unlinked Copal Tray Warnings. Calculation: Number of trays/virtual sacks marked for co-palletization at origin without electronic documentation submitted to link the tray/virtual sack to a pallet to date divided by total handling units. After 15 days, these warnings becomes errors.

Table 4: Electronic Verification Tab Full-Service Information

4.2.3 Move Update Verification

The Move Update metric is available to view on the Electronic Verification tab of the Mailer Scorecard. The definition of each verification is included in the table below.

Field	Definition
Type of Move/Update	Indicates if Move Update data was evaluated by manual or automated verification for the selected month
% COA Errors	The number of piece Change-of-Address (COA) validation errors as a percentage of the number of move/update eligible pieces

Table 5: Electronic Verification Tab Move Update Information

USPS utilizes Mail Processing Equipment scans and eDoc to measure Move Update quality on mailers who submit 75% or more of their eligible volume as full-service.

Electronic Change-of-Address (COA) records are created when the mailpiece is forwarded or identified as Undeliverable-As-Addressed. These electronic records include the change effective date and date the COA was filed with the Postal Service. If the electronic COA was on file or effective between 95 days and 18 months before the postage statement mailing date, a COA error will be generated. Mail Processing scans are compared to the address information listed for the piece in the eDoc to measure Move Update quality.

4.2.4 Entry Point Validation

The fourth section of the Electronic Verification tab covers Entry Point validation, which checks the correctness of the USPS entry facility included in the eDoc against the MDF. This validation ensures the entry point in the eDoc is valid for the combination of container, destination, and entry discount claimed on the postage statement mailing date. These verifications are not eligible for postage assessment at this time.

The definition of each field is included in the table below.

Field	Definition
% eDoc/Appointment Entry Point Mismatch	The number of mismatched eDoc and Appointment Entry Points as a percentage of the total number of full-service containers and full-service orphan handling units
% No Valid MDF Match	The number of invalid MDF match validations as a percentage of the total number of full service containers and full service orphan handling units
% Out of Date MDF Match	The number of MDF match validations in invalid date range as a percentage of the total number of full service containers and full service orphan handling units

Table 6: Electronic Verification Tab Entry Point Validations

4.2.5 eDoc Nesting / Sortation Validation

The fifth section of the Electronic Verification tab covers the eDoc Nesting/Sortation validation. This validation checks if the containers, bundles, trays, or sacks in the eDoc were created as required by *DMM* and whether active labeling lists were used, based on the postage statement mailing date. This includes checks for depth-of-sort, minimum piece counts, weights, and rates paid. These checks are not eligible for postage assessment at this time.

The definition of each field is included in the table below.

Field	Definition
% Entry Facility Container Errors	eDoc Entry Facility Container Errors, as a percentage of total number of containers processed for eDoc validations
% CSA Container Errors	CSA Container Errors, as a percentage of total number of containers processed for eDoc validations
% Minimum Piece Count/Weight Bundle Errors	The number of bundles that do not meet the required piece or weight minimums, as a percentage of the total number of bundles processed for eDoc validations
% Rate Category Bundle Errors	The number of bundles with pieces whose Rate Category does not match the container level of the parent bundle, as a percentage of the total number of bundles processed for eDoc validations
% Destination ZIP Code HU Errors	Destination ZIP Code Errors, as a percentage of total number of handling units processed for eDoc validations
% Depth of Sort HU Errors	Depth of Sort HU Errors, as a percentage of total number of handling units processed for eDoc validations
% Minimum Piece Count/Weight HU Errors	Minimum Piece Count/Weight Errors, as a percentage of total number of handling units processed for eDoc validations
% Overflow HU Errors	Overflow Errors, as a percentage of total number of handling units processed for eDoc validations
# Entry Facility HU Errors	eDoc Entry Facility HU Errors, as a percentage of total number of handling units processed for eDoc validations
# Rate Category Piece Errors	Rate Category Piece Errors, as a percentage of total number of pieces processed for eDoc validations

Table 7: Electronic Verification Tab eDoc Nesting/Sorting Validations

4.3   eInduction Tab

The eInduction Tab provides a dashboard view of the results from eInduction verifications over a calendar month. Data from both the eDoc and physical induction scans feed the eInduction tab of the Mailer Scorecard. This data is available one calendar day after the mail is scanned.
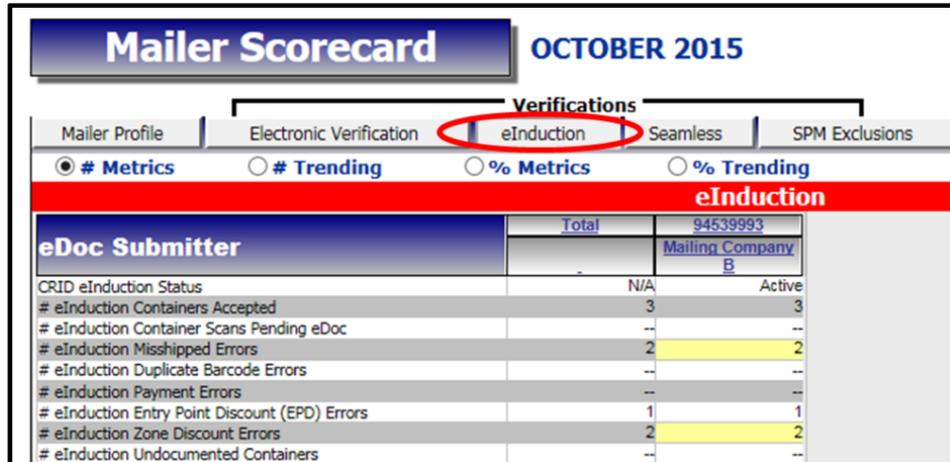
Figure 15: eInduction Tab of the Mailer Scorecard

Field	Definition
% eInduction Misshipped Errors	Percentage of scanned and inducted eInduction containers that were shipped to an incorrect facility
% eInduction Duplicate Barcode Errors	Percentage of scanned and inducted eInduction containers with barcodes that were previously inducted on a different appointment
% eInduction Containers Payment Errors	Percentage of scanned and inducted eInduction containers that were not associated to a paid postage statement within 10 days of induction
% eInduction Entry Point Discount (EPD) Errors	Percentage of scanned and inducted eInduction containers that claimed an incorrect entry point discount
% eInduction Zone Discount Errors	Percentage of scanned and inducted eInduction containers that claimed an incorrect zone discount
% eInduction Undocumented Containers	Percentage of scanned and inducted eInduction containers that were not linked to any electronic documentation

Table 8: eInduction Tab Fields

4.4 Seamless Acceptance Tab

For mailers participating in Seamless Acceptance or Seamless Parallel, this tab provides an overview of the verification results including Undocumented, Nesting/Sortation, Delivery Point validation, and Sampling. Mail is verified by comparing data within the eDoc with both MPE and sampling scans.

Figure 16: Seamless Acceptance Tab of the Mailer Scorecard

The definition of each field is included in the table below.

Seamless Acceptance Tab Fields (% view)		
Field	**Definition**	**Data Source**
CRID Seamless Status	Indicates if the eDoc submitter CRID is enabled for Seamless Acceptance or Seamless Acceptance Parallel Processing	*PostalOne!*
% Seamless Acceptance Jobs	The number of Seamless Acceptance Jobs as a percentage of the total number of jobs	eDoc
# Seamless Acceptance Containers	The number of containers marked for Seamless Acceptance processing	eDoc
# Seamless Acceptance Handling Units	The number of handling units marked for Seamless Acceptance processing	eDoc
# Seamless Acceptance Pieces	The number of pieces marked for Seamless Acceptance processing	eDoc

Seamless Acceptance Tab Fields (% view)		
Field	**Definition**	**Data Source**
% Volume Seamless Acceptance	The number of pieces marked for Seamless Acceptance processing as a percentage of the total number of pieces claimed in eDoc	eDoc
Sampling Quality Score	Mailer Quality based on a weighted average of manual sampling errors and piece barcode scan rates over the previous 3 months	Sampling, MPE
% Seamless Acceptance Jobs not Auto-Finalized	The number of Seamless Acceptance jobs that were not auto-finalized as a percentage of the number of Seamless Acceptance jobs	*PostalOne!*
Piece Scan Rate	The total number of unique piece scans as a percentage of the total number of unique pieces associated to an eDoc	MPE
Adjusted Piece Scan Rate	Number of unique piece scans as % of number of unique pieces associated to eDoc excluding pieces where scan isn't expected based on mail class, processing category, rate category, entry type facility, non-automation zones or high reject MPE machine runs	MPE
% Undocumented Pieces	The number of piece scans from Mail Processing Equipment and Sampling that could not be associated to an eDoc as a percentage of the total number of undocumented pieces and pieces from eDoc	MPE, Sampling
% Nesting/Sortation Errors (MPE)	The number of piece scans from Mail Processing Equipment and Sampling that could not be associated to an eDoc as a percentage of the total number of undocumented pieces and pieces from eDoc	MPE
% Delivery Point (DPV) Errors	The number of piece Delivery Point verification (DPV) validation errors as a percentage of the number of pieces processed for eDoc validations	eDoc Verification
Sampling Validations		
# of Containers Sampled	The number of container samples taken	Sampling

Seamless Acceptance Tab Fields (% view)		
Field	**Definition**	**Data Source**
# of Handling Units (HU) Sampled	The number of handling units samples taken	Sampling
# Pieces Sampled	The number of piece samples taken	Sampling
% Nesting/Sortation Piece Errors	The total number of Nesting/Sortation validation errors as a percentage of the total number of piece samples	Sampling
% Weight Piece Errors	The total number of piece weight validation errors as a percentage of the total number of pieces sampled	Sampling
% Postage Piece Errors	The total number of piece postage validation errors as a percentage of the total number of pieces sampled	Sampling
% Mail Characteristics Piece Errors	The total number of mail characteristic validation errors as a percentage of the total number of piece samples	Sampling
% Barcode Quality Piece Errors	The total number of barcode quality validation errors as a percentage of the total number of piece samples.	Sampling

Table 9: Seamless Acceptance Tab Fields

4.5 Service Performance Measurement (SPM) Tab

The SPM Exclusions tab provides the percentage of mail excluded from measurement along with the reasons for their exclusion. The Mailer Scorecard allows mailers to filter their SPM exclusion information by Mail Product. To access the filter dropdown, click on the triangle to the right of the Mail Products field. The mail products that appear in the drop-down list are determined by the products that were excluded from SPM during the month for which the Scorecard report has been run. Data on this tab is updated weekly.

Figure 17: SPM Exclusions Tab of the Mailer Scorecard

5 MAILER SCORECARD REPORTS

5.1 Mail Quality Drill Reports

If a verification fails, an error is recorded and displayed on the Mailer Scorecard. When investigating an error, a mailer can select their CRID on the Scorecard to reveal a listing by error type. The mailer can then open detailed reports that isolate the source of an error. Although the results of the verification process are compiled over a one calendar month period, the results are refreshed on the Mailer Scorecard on a daily basis to provide current mail quality trend information.

REPORT 1: View Error Details By Error Type

Report provides a tabular view of each error type, threshold, number of errors, and percent of errors.

The different error types are hyperlinks in this report, so that a user can click on a specific error type and access the "Mail Quality Job Error Type" report related to that error type.

REPORT 2: Drill Down--Mail Quality Job Error Type

This report lists every mailing included for that specific error type.

From the "Mail Quality Job Error Type" report, click on the blue Mailer ID hyperlink for one of the mailings.

Report 3: Drill Down--Quality Detailed Error Report

This report captures the finest level of detail available in the Microstrategy reports and provides a single row of data for each container, piece, or handling unit with an error.

The total number of errors that can be viewed on this report is capped at 100 errors, per error type, per mailing.

Figure 18: **View Error Report Process**

5.2   Error Drill Reports

Once the Scorecard has been opened, any CRID link can be right-clicked to reveal a dropdown menu containing several drill reports. Scroll to the desired report, highlight your selection, and then click. The drill reports available will vary depending on whether the user is viewing the Scorecard as an eDoc Submitter or a Mail Owner/Mail Preparer.

Figure 19: Mailer Scorecard Reports Dropdown

5.2.1   Reports for the Mail Owner/Mail Preparer

The following reports are available to Mail Owners and Mail Preparers:

Report Title	Report Definition	Why would a user access this report?
View Errors by Error Type	Provides a display by error type and error code for all errors that had been logged against the selected Mail Owner/Preparer combination	To view specific validations that have failed and as a starting point to more detailed drills for job and individual errors
Mail Owner Scorecard Job Details (All)	Gives a listing of all scorecard metrics by job	To see a breakdown of all scorecard metrics across all jobs submitted in the selected month
Mail Owner Scorecard Job Details (Electronic Verification)	Gives a listing of all Electronic Verification scorecard metrics by job	To see a breakdown of all scorecard electronic verification metrics across all jobs submitted in the selected month

Report Title	Report Definition	Why would a user access this report?
Mail Owner Scorecard Job Details (eInduction)	Gives a listing of all eInduction scorecard metrics by job	To see a breakdown of all scorecard eInduction metrics across all jobs submitted in the selected month
Mail Owner Scorecard Job Details (Seamless)	Gives a listing of all Seamless scorecard metrics by job.	To see a breakdown of all scorecard Seamless metrics across all jobs submitted in the selected month

Table 10: Mail Owner/Mail Preparer Reports

5.2.2 Reports for the eDoc Submitter

The following reports are available to eDoc Submitters:

Report Title	Report Definition	Why would a user access this report?
View Errors by Error Type	Provides a display by error type and error code for all errors that had been logged against the selected eDoc Submitter	To view specific validations that have failed and as a starting point to more detailed drills for job and individual errors
Mail Scorecard Job Details (All)	Gives a listing of all scorecard metrics by job	To see a breakdown of all scorecard metrics across all jobs submitted in the selected month
Mail Scorecard Job Details (Electronic Verification)	Gives a listing of all Electronic Verification scorecard metrics by job	To see a breakdown of all scorecard Electronic Verification metrics across all jobs submitted in the selected month
Mail Scorecard Job Details (eInduction)	Gives a listing of all eInduction scorecard metrics by job	To see a breakdown of all scorecard eInduction metrics across all jobs submitted in the selected month
Mail Scorecard Job Details (Seamless Acceptance)	Gives a listing of all Seamless Acceptance scorecard metrics by job	To see a breakdown of all scorecard Seamless metrics across all jobs submitted in the selected month
eInduction Job Summary Report	Rollup of eInduction Container counts and errors at the Job level. Drill to container-level detail	eDoc submitter uses this report to view e2e data about EIN containers including some metrics not included on the scorecard such as pre-induction validations
eInduction Undocumented Detailed Report	Provides a detailed listing of all undocumented eInduction container scans.	eDoc submitter would use to start investigation of eInduction undoc issues

Report Title	Report Definition	Why would a user access this report?
Undocumented Summary Report	Provides a rollup of Seamless undocumented piece counts by CRID and MID	eDoc submitter would use to start investigation of Seamless undocumented issues
Postage Assessment Summary Report – Information Only	Provides CRID level summary of Postage Assessments, month to date	Seamless Parallel mailers would use this report to see mail quality for only assessment eligible volume.
View Errors by Error Type	Provides a display by error type and error code for all errors that had been logged against the selected eDoc Submitter	To view specific validations that have failed and as a starting point to more detailed drills for job and individual errors.
Mail Scorecard Job Details (All)	Gives a listing of all scorecard metrics by job	To see a breakdown of all scorecard metrics across all jobs submitted in the selected month.
Mail Scorecard Job Details (Electronic Verification)	Gives a listing of all Electronic Verification scorecard metrics by job	To see a breakdown of all scorecard Electronic Verification metrics across all jobs submitted in the selected month
Mail Scorecard Job Details (eInduction)	Gives a listing of all eInduction scorecard metrics by job	To see a breakdown of all scorecard eInduction metrics across all jobs submitted in the selected month
Mail Scorecard Job Details (Seamless)	Gives a listing of all Seamless scorecard metrics by job.	To see a breakdown of all scorecard Seamless metrics across all jobs submitted in the selected month

Table 11: eDoc Submitter Reports

5.2.3 Error Details by Error Type Report

The Error Details by Error Type report is the default drill from the Mailer Scorecard and provides the listing of error codes and number of errors. The report will also include a Source dropdown and Errors/Warnings dropdown in the Page-By, allowing the user to filter the report by the data source (eDoc verification, manual sampling, MPE scan, eInduction or all sources) and/or by errors/warnings (errors, warnings or all). Each error code will have a tooltip description appear when hovering over the error code with your mouse, containing the error type, error source, error level, indication of an error or warning, description, and resolution action.

Figure 20: Error Details by Error Type Report

Users can drill further by right-clicking the hyperlinks in the "Error Type" or "Error Code" column. When drilling by an error type, the results for that CRID and error type will be displayed. When drilling by an error code, the results for that CRID and error code will be displayed.
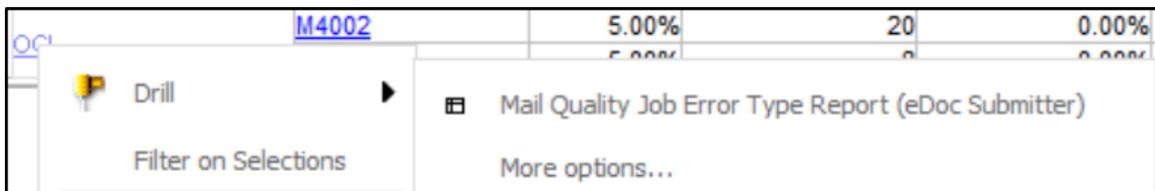
Figure 21: Error Details by Error Type Drill Down

When drilling on "Error Type" or "Error Code", users can also drill to the Mail Quality Job Error Type Report.

5.2.4 Mail Quality Job Error Type Report

The Mail Quality Job Error Type Report can be accessed by drilling from the Error Details by Error Type Report, which will display job information and corresponding error type information, aggregated by job and error code.

The report will include a Source dropdown and Errors/Warnings dropdown in the page-by, allowing the user to filter the report on the source of the data (eDoc Verification, Manual Sampling, MPE Scan, eInduction or All Sources) and/or by Errors/Warnings (Errors, Warnings or All). Each error code will have a tooltip description appear upon mouse over, which will consist of the Error Type, Error Source, Error Level, Error/Warning, Description, and Resolution Action.

Figure 22: Mail Quality Job Error Type Report

Users can drill further by right-clicking the hyperlinks in the Error Type or Error Code column. When drilling by an error type, the results for that CRID and error type will be displayed. When drilling by an error code, the results for that CRID and error code will be displayed.
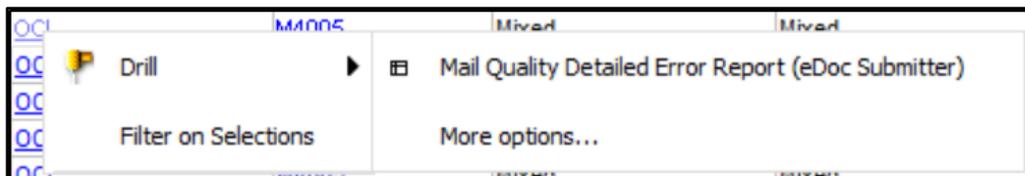
Figure 23: Mail Quality Job Error Type Drill Down

When drilling on Error Type or Error Code, users will have the ability to drill to the Mail Quality Detailed Error Report.

5.2.5 Mail Quality Detailed Error Report

The Mail Quality Detailed Error Report can be accessed by drilling from the Mail Quality Job Error Type Report. The report will display detailed error information in the following columns:

Mail Quality Detailed Error Report Columns			
eDoc Submitter	Verification Type	eDoc User License Code	Container Level
Transportation Carrier	Error Type	eDoc Mailing Group ID	Container Type
Appointment Scheduler	Error Code	eDoc Customer Group ID	Container Destination Zip
Mailing Date	Error Description	eDoc Type	Container ID
IM Barcode	Error Data	eDoc Mail Class	Handling Unit ID
Error Level	Resolution Action	eDoc Processing Category	Piece ID
Source	eDoc Job ID	Mailer ID, Mailer	Piece Range ID
Lower Piece Range	CSA ID	Scan Date	Scan Processing Category
Upper Piece Range	Manual Sample ID	Scan Facility	Planned Entry Point Facility
Mail Preparer	Scan Job ID	Scan Postage Statement ID	Actual Entry Point Facility
Mail Owner	Scan Mailing Group ID	Scan Mail Class	

Table 12: Mail Quality Detail Error Report Fields

This report supplies many different information points, and not all errors will populate all the fields listed above. As a starting point, users should focus on the following key fields:

- **Mailing Group ID / Job ID** – Used to identify the mailing where the error occurred.

- **IM Barcode** – Used to identify the specific container, handling unit, or piece impacted.

- **Error Code / Error Description** – Used to describe the type of validation failure.

- **Resolution Action** – Includes general recommendations for correcting the identified error.

- **Error Data** – Provides additional information relevant to the specific error instance. Note that not all error codes will provide data in this field.

The report also includes an Errors/Warnings dropdown in the page-by, allowing the user to filter the report by Errors/Warnings (Errors, Warnings or All). This is the most granular level of detail and will have no drilling capabilities.

Note: The report will always display Mail Owner and Mail Preparer for piece errors when available. However, Mail Owner and Mail Preparer information will not be supplied for container and handling unit errors when viewing as an eDoc submitter.

5.3 Full-Service Reports

5.3.1 Mailer Scorecard Job Details Report

Users can drill from the Mailer Scorecard to the Mailer Scorecard Job Details (All) report. This report encompasses all Electronic Verification, eInduction, and Seamless metrics by job and is intended for users who want a holistic view of a job's performance across all programs. However, the user can drill from the Mailer Scorecard to the Mailer Scorecard Job Details (Electronic Verification), Mailer Scorecard Job Details (eInduction), or Mailer Scorecard Job Details (Seamless Acceptance) reports, which present program specific views of a job's performance.

Mailer Scorecard Job Details Legend
eDoc Submitter Attributes
Electronic Verification Metrics
eInduction Metrics
Seamless Attributes/Metrics

Table 13: Mailer Scorecard Job Details Legend

This section of the report will display the following data for the selected CRID:

Mailer Scorecard Job Details: All
eDoc Submitter
Customer Group ID
User License Code
Job ID
Mailing Date
Mailing Group ID
Auto-Finalization Indicator
Number of Containers Processed for eDoc Validations
Number of Handling Units Processed for eDoc Validations
Number of Bundles Processed for eDoc Validations
Number of Full-Service Containers Processed for eDoc Validations
Number of Full-Service Handling Units Processed for eDoc Validations

Mailer Scorecard Job Details: All	
Number of Full-Service Orphan Handling Units Processed For eDoc Validations	
Number of Full-Service Pieces Processed For eDoc Validations	
Number of MID Container Errors	Percent of MID Container Errors
Number of MID Handling Unit Errors	Percent of MID Handling Unit Errors
Number of MID Piece Errors	Percent of MID Piece Errors
Number of STID Errors	Percent of STID Errors
Number of By/For Errors	Percent of By/For Errors
Number of Barcode Uniqueness Container Errors	Percent of Barcode Uniqueness Container Errors
Number of Barcode Uniqueness Handling Unit Errors	Percent of Barcode Uniqueness Handling Unit Errors
Number of Barcode Uniqueness Piece Errors	Percent of Barcode Uniqueness Piece Errors
Number of Full-Service Entry Facility Container Errors	Percent of Full-Service Entry Facility Container Errors
Number of Full-Service Entry Facility Handling Unit Errors	Percent of Full-Service Entry Facility Handling Unit Errors
Number of Unlinked Copal Tray Errors	Percent of Unlinked Copal Tray Errors
Number of Early Scheduled Ship Date Warnings	Percent of Early Scheduled Ship Date Warnings
Number of DMU Verified USPS Transported Containers	N/A
Number of Default Tray Barcode Warnings	Percent of Default Tray Barcode Warnings
Number of Unlinked Copal Tray Warnings	Percent of Unlinked Copal Tray Warnings
Number of Unlinked Copal Bundle Warnings	N/A
Number of COA Errors	N/A
Number of eDoc/Appointment Entry Point Mismatch	Percent of eDoc/Appointment Entry Point Mismatch
Number of No Valid MDF Match	Percent of No Valid MDF Match
Number of Out of Date MDF Match	Percent of Out of Date MDF Match
Number of Entry Facility Container Errors	Percent of Entry Facility Container Errors
Number of CSA Container Errors	Percent of CSA Container Errors
Number of Minimum Piece Count/Weight Bundle Errors	Percent of Minimum Piece Count/Weight Bundle Errors
Number of Rate Category Bundle Errors	Percent of Rate Category Bundle Errors

Mailer Scorecard Job Details: All	
Number of Destination ZIP Code Handling Unit Errors	Percent of Destination ZIP Code Handling Unit Errors
Number of Depth of Sort Handling Unit Errors	Percent of Depth of Sort Handling Unit Errors
Number of Minimum Piece Count/Weight Handling Unit Errors	Percent of Minimum Piece Count/Weight Handling Unit Errors
Number of Overflow Handling Unit Errors	Percent of Overflow Handling Unit Errors
Number of Entry Facility Handling Unit Errors	Percent of Entry Facility Handling Unit Errors
Number of Rate Piece Errors	Percent of Rate Piece Errors
Number of Containers eInduction	Percent of Containers eInduction
Number of eInduction Containers Misshipped	Percent of eInduction Containers Misshipped
Number of eInduction Containers Duplicate Barcode	Percent of eInduction Containers Duplicate Barcode
Number of eInduction Containers Payment	Percent of eInduction Containers Payment
Number of eInduction Containers Entry Point Discount (EPD)	Percent of eInduction Containers Entry Point Discount (EPD)
Number of eInduction Containers Zone	Percent of eInduction Containers Zone
Number of PVDS eInduction Containers	Percent of PVDS eInduction Containers
Number of Mailer Transported eInduction Containers	Percent of Mailer Transported eInduction Containers
Number of USPS Transported eInduction Containers	Percent of USPS Transported eInduction Containers
Number of eInduction Containers Continuous	Percent of eInduction Containers Continuous
Number of eInduction Containers Non-SV	Percent of eInduction Containers Non-SV
Number of eInduction Containers With Manual Overrides	Percent of eInduction Containers With Manual Overrides
Number of eInduction Containers Not Released	Percent of eInduction Containers Not Released
Number of eInduction Containers Accepted	Percent of eInduction Containers Accepted
Number of SV eInduction Containers Scanned And Accepted Without Error	Percent of SV eInduction Containers Scanned And Accepted Without Error
Crid Seamless Status	
Number of Seamless Acceptance Containers	
Number of Seamless Acceptance Handling Units	
Number of Seamless Acceptance Pieces	Percent of Volume Seamless Acceptance

Mailer Scorecard Job Details: All	
Number of Seamless Documented Piece Scans	Piece Scan Rate
Number of Adjusted Seamless Documented Piece Scans	Adjusted Piece Scan Rate
Number of Entry Facility Container Errors	Percent of Entry Facility Container Errors
Number of Nesting/Sortation Piece Errors (MPE)	Percent of Nesting/Sortation Piece Errors (MPE)
Number of Delivery Point Piece Errors	Percent of Delivery Point Piece Errors
Number of Containers Sampled	
Number of Handling Units Sampled	
Number of Pieces Sampled	
Number of Nesting/Sortation Piece Errors	Percent of Nesting/Sortation Piece Errors
Number of Weight Piece Errors	Percent of Weight Piece Errors
Number of Postage Piece Errors	Percent of Postage Piece Errors
Number of Mail Characteristic Piece Errors	Percent of Mail Characteristic Piece Errors
Number of Barcode Quality Piece Errors	Percent of Barcode Quality Piece Errors

Table 14: Mailer Scorecard Job Details (All) Metrics and Attributes

5.3.2 By/For Visibility Summary Report

The By/For Visibility Summary Report can be viewed by drilling from the Mailer Scorecard. It shows error counts for different By/For Error types, as well as Piece counts, aggregated first by eDoc Submitter, and then by Mail Owner. This report will sort descending by subtotal of total By/For errors per eDoc Submitter.

eDoc Submitter		Mail Owner		# By/For Invalid Errors	# By/For Matching Errors	# By/F Ident MSP
20488611	Chicago Mailing Company			41	76	
		20400555	A1 Mailing	18	31	
		20490408	Albuquerque Mailers	23	45	
20490409	New York Presort Mailing, LLC			62	105	
		94501342	Chicago Presort	35	62	
		94531518	New York Presort Company	27	43	
Total				103	181	

Figure 24: By/For Visibility Summary Report

The By/For Visibility Summary Report has only one drill path, which can be viewed by right-clicking the eDoc Submitter column header or by selecting a specific eDoc Submitter, as pictured below.

Figure 25: By/For Visibility Summary Drop Down

Users will have the ability to drill to the By/For Visibility Trending Report, a daily trending graph of the By/For and Piece counts for a specific CRID versus the National Average (all CRIDs).

5.3.3 Intelligent Mail Data Distribution Reports

Details on the Intelligent Mail Data Distribution Reports can be found in the *Container, Tray, and Bundle Visibility User Guide:*
https://ribbs.usps.gov/intelligentmail_guides/documents/tech_guides/ContainerTrayBundleVisibilityUserGuide.pdf.

5.4 eInduction Reports

5.4.1 Misshipped Errors by Owner/Preparer/Scheduler Report

The Misshipped Errors by Owner/Preparer/Scheduler report allows Mailer Scorecard users to determine the distribution of eInduction Misshipped errors across appointment schedulers over the course of a calendar month.

Figure 26: Misshipped Error by Owner/Preparer Scheduler Report

5.4.2 eInduction Job Summary Report

Users can right-click from the Mailer Scorecard and select the eInduction Job Summary Report to see pre-induction and post-induction metrics by job.

eDoc Submitter		Mailing Date	Job ID	User License Code	Customer Group ID	Mailing Group ID	# eInduction Containers	# Containers Not Expected	# Containers Finalized/FPP for eInduction	# Containers with SV Unload Scan	# SV Unscannable Warnings (Scan)
20488611	A1 Mailing Company	12/31/2014	SA0D0208	A05A		60666551	61	2	54	1	0
Total							61	2	54	1	0

Figure 27: eInduction Job Summary Report

Users can view detailed container information for the selected job by drilling to the eInduction Container Status Report. This is done by clicking the hyperlink in the Mailing Group ID column.
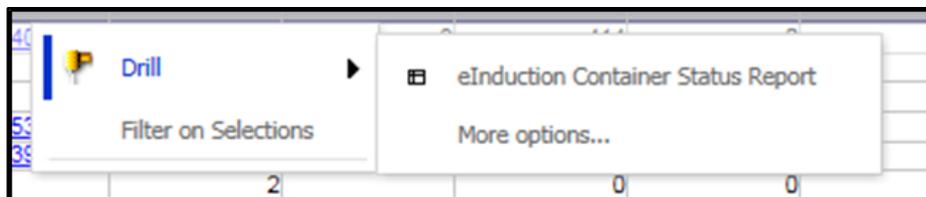
Figure 28: eInduction Job Summary Drill Down

5.4.3 eInduction Container Status Report

The eInduction Container Status Report can be accessed by drilling from the eInduction Job Summary Report. This report displays eDoc, appointment, and operational data, and shows the pre- and post-induction validation statuses for scanned eInduction containers. The various fields found in the Container Status Report are listed in the table below:

eInduction Container Status Report			
eDoc Submitter	Container Not Expected Indicator	Payment Error (Post)	Origin City
Mailing Date	Reload Indicator	Unique Barcode Warning (Post)	Mail Class
Actual Arrival Date/Time	Payment error (Pre)	Zone Based Error (Post)	Processing Category
Actual Entry Point Facility	Non-SV Missing Appointment Error (Pre)	Misshipped Error (Scan)	Container Destination ZIP
Appointment ID	EPD Warning (Pre)	Multistep Misshipped Override Indicator	Container Level
Container Unload Date/Time	Labeling List Warning (Pre)	Unscannable Warning (Scan)	Mail Preparer
Container ID	Zone Based Warning (Pre)	Extra Warning (Scan)	Deepest Discount Claimed

eInduction Container Status Report			
Container Barcode	USPS Transported Appointment Warning (Pre)	Unload User ID	Planned Entry Point Facility
Finalized Indicator	Sent to SV Indicator	Job ID	eDoc Scheduled Induction Date
Container Release Status	Sent to FAST Indicator	User License Code	Appointment Scheduler
Manual Override Indicator	Duplicate Barcode Error (Post)	Mailing Group ID	Planned Arrival Date/Time
Container Release Rejection Reason	Duplicate with Appointment Warning (Post)	Customer Group ID	Appointment Start Unload Date/Time
Container Induction Status	EPD Error (Post)	Origin Finance Number	Appointment End Unload Date/Time

Table 15: Container Status Report Fields

This report supplies many different information points, and not all errors will populate all the fields listed above. As a starting point, users should focus on the following key fields:

- **Mailing Group ID / Job ID** – Used to identify the mailing where the error occurred.

- **Container Barcode** – Used to identify the specific container scanned.

- **Validation Results (any column with the word Error or Warning)** – Shows if each pre-induction and post-induction validation passed, failed, or threw a warning.

- **Appointment ID** – Indicates which appointment the container scan appeared on.

- **Container Unload Date/Time** – Shows the date and time of the container unload scan.

- **Actual Entry Point Facility** – Shows the location of the container unload scan.

There are no drills from the eInduction Container Status Report.

5.4.4 eInduction Undocumented Detailed Report

The eInduction Undocumented Detailed Report is a drill from the Mailer Scorecard that is used to investigate detailed information of scanned eInduction containers that were marked as Undocumented.

Figure 29: eInduction Undocumented Detailed Report

The eInduction Undocumented Details Summary report highlights the Actual Entry Point Facility, the Appointment ID, the time and date the container was unloaded, and the container induction status.

5.4.5 Shipping Summary Reports

The Shipping Summary report is available on the *PostalOne!* dashboard once the eDoc has been uploaded. When accessing *PostalOne!*, you will see a Shipping Summary Report icon on the dashboard. If there is no icon, then there are no eInduction containers in the mailing.

All mailings fall into one of three eInduction categories:

- Some - where both eInduction and non-eInduction containers are in the mailing (icon will appear)

- None - where no eInduction containers are in the mailing or (no icon will appear)

- All - where all of the containers in the mailing are eInduction (icon will appear)

Only eInduction containers will be listed in the Shipping Summary report. The report displays the validation status of the uploaded container information and may be used to confirm the containers are ready for induction. The report also provides proof of delivery and post-induction validation status at the container level. Trend reporting on post-induction validation errors and additional postage amounts are in the mail quality reports.

Figure 30: Container Status Symbols on Shipping Summary Report for Pre and Post Induction

It is important to note that when looking at the Shipping Summary Report, there are symbols that indicate the status of a mailing. This table lists the most common status symbols and their descriptions, broken out by when they occur: during pre-induction or post-induction.

Container Status Symbol	Pre-Induction Descriptions	Post-Induction Descriptions
🟢	No pre-induction warnings. Container/mailing can be shipped to the entry point.	No post-induction verification errors
🔺	Pre-induction warnings. The mailer releases the shipment. Post-induction errors may be logged if issues remain uncorrected.	N/A
🔴	Pre-induction errors/unpaid containers. Shipment cannot be released to entry point.	eInduction verification failures. Mailer may be assessed for errors in excess of thresholds.

Table 16: Status Symbols on Shipping Summary Report

5.4.6 Job Summary

By clicking on the "Shipping Summary Report" icon, the Job Summary report will appear. The Job Summary report provides detailed information on every eInduction container in the job. The report displays all eInduction containers (and only eInduction containers) and includes all destinations for those containers.

Clicking on the icon will display the Job Summery Report below

Figure 31: Job Summary Report

All of the containers in the job display are grouped by entry point location. The report displays the validation status of uploaded container information and is used to confirm that the containers are ready for induction. The report also provides proof of delivery and post-induction validation status at the container level. In the Job Summary Report, all of the containers in the job "mailing" display are grouped by entry point location. The table below defines each field of the Job Summary Report

Column	Definition
Destination Locale Key	Indicates the USPS assigned unique 6-digit alpha numeric number assigned to each location that accepts drop-shipments. This locale key is used in the eDoc to identify where mail will be dropped.
SV Facility	Indicates that the facility accepts shipments using Surface Visibility IMD (SV-IMD) scanners. SV-IMD scanners indicate to the dock employee whether they should accept or reject the container based on what is in the eDoc. Populated with SV for SV-enabled facilities, Non-SV for non-SV-enabled facilities.
Pre-Induction	Indicates if the information in the eDoc was completed correctly per USPS standards
eDoc eInduction Container Count	Indicates the number of eInduction containers destined for that location during a given appointment
Appointment Number	Indicates the FAST appointment number
# Containers Unloaded	Indicates the actual number of containers received at the locale at the current point in time
# Containers Expected	Indicates how many containers were anticipated to arrive during the appointment
# Containers Not Expected	Indicates how many containers scanned during the unload process were not expected as part of the appointment
# Containers Misshipped	Indicates containers that were shipped to the wrong location by the mailer. Additional postage for accepted misshipped containers is collected when the mailer has selected container mishap=Yhappnercontainers that were shipped to the wrong location by the mailer.
# Containers Manually Released	Indicates how many containers required contacting the FAST Helpdesk due to technical difficulties or other issues in order to be released
# Containers Accepted	Indicates the number of containers that were accepted during an appointment
# Containers Rejected	Indicates the number of containers that were rejected during an appointment

Table 17: Job Summary Report Fields

5.4.7 Container Details Report

From the Job Summary Report, click on the eDoc eInduction Container Count number to get to the Container Detail by Job Report. This will display all containers that were inducted at the same entry point within a job itself.

Figure 32: Container Detail by Job Report - Step 1

Click on the individual number.

Figure 33: Container Detail by Job Report - Step 2

This will display all containers within a job that were inducted at the same entry point.

Figure 34: Container Detail by Job Report - Step 3

You will notice that the information section above the table provides general information on the job. Here is a run-down of all of the fields on this report:

Column	Definition
Container Barcode	Indicates the barcode found on the container placard
eInduction Container	Indicates whether or not the container was accepted under the eInduction program. If not, then the container needs to be accounted for on a PS Form 8125.
Pre-Induction	Indicates if the information included in the eDoc was completed correctly per USPS standards
Release Status	Indicates whether the container was released to SV by *PostalOne!* for processing
Container Destination	Indicates where the container should be dropped
Destination Locale Key	Indicates the USPS assigned unique 6-digit alpha numeric number assigned to each location that accepts drop-shipments. This locale key is used in the eDoc to identify where mail will be dropped.
Appointment Number	Indicates the FAST appointment number
Date/Time unloaded	Indicates the time and date when the container was unloaded from the truck and scanned
Unload Status	Identifies whether the container was expected or not-expected at the drop shipment site
Induction Status	Indicates whether a container was accepted or rejected at the drop shipment site
Post-Induction	Indicates if the container failed any validations after it was inducted
Continuous MID	Is an assigned number for mailers who run mail on a continuous basis and might not have a clear break between one mailing and the next. When assigned a continuous MID, the SV scanners will never reject a container as unpaid. Continuous MID customers have three days to upload their documentation. If after that time a container shows as unpaid, the customer will be billed for the container.
USPS Pickup	Indicates that the container travels to the entry point on USPS transportation. These containers are included in eInduction to support Seamless Acceptance.

Table 18: Container Detail Report by Section

5.4.8 Appointment Summary Report

If you click on the Appointment Number link on the Shipping Summary Report Job Summary, it takes you to the Container Detail by Appointment Report.
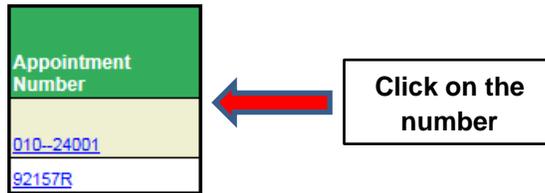
Figure 35: Appointment Summary Report – Step 1

This displays all of the containers that were entered at a specific appointment, even though containers may be coming from different jobs.

Figure 36: Appointment Summary Report – Step 2

The Induction Appointment Summary Report includes the same fields as the Container Detail by Job Report. Reference Container Details Report for more information. The Induction Appointment Summary Report has the following fields:

- Container Barcode
- eInduction Container
- Release Status
- Container Destination
- Destination Locale Key
- Appointment Number
- Date/Time Unloaded
- Unload Status
- Induction Status
- Post-Induction
- Continuous MID
- USPS Pick UP

5.4.9 eInduction Quick Status Report

The eInduction Quick Status Report is a snapshot of the Shipping Summary Report. The report provides real-time payment status and induction status of all eInduction and non-eInduction containers for up to 30 IMcb within a 30 day window. The report also provides pre-induction and scanned information on eInduction containers. Mailers are able to search for containers regardless of eInduction status.

To access the report from BCG, as depicted in the figure below, select:

1. Mailing Reports from Favorites

2. eInduction Quick Status Report Link

Figure 37: eInduction Quick Status Report Login – Step 1

After mailers search for containers, given then 30IMcb30 IMcb and 30 day window constraints, the report results include:

- Container Barcode
- Postage Statement Mailing Date
- Release Status
- Scan Date/Time

- Facility Name
- Locale Key
- Unload Status
- Induction Status

The figure below shows the eInduction Quick Status Results for a give induction range and Intelligent Mail Container Barcodes.

Figure 38**: eInduction Quick Status Report Login - Overview**

As shown in the figure below, the eInduction Quick Status Report provides a status of:

- Release

- Scan date/time

- Scan facility Unload

- Induction

Figure 39: eInduction Quick Status Report –Release Status Explanation

5.5 Seamless Acceptance Reports

5.5.1 Seamless Acceptance Job Exception Report

The Seamless Acceptance Job Exception Report is available only to eDoc Submitters. It displays a summary of jobs that were not auto-finalized because of exceeded dollar/percentage thresholds, including jobs with finalization delays. This data is aggregated by eDoc Submitter and month.

The Seamless Acceptance Job Exception Report will prompt the user to enter the following information:

1. Month Filter: Required. Users can select current, previous or multiple months.

2. eDoc Submitter CRID(s): Required. The CRID prompt will include all CRIDs that have been used in the past.

Month	eDoc Submitter	# Jobs Not Auto-Finalized Due to Exceeding the Dollar Threshold	# Jobs Not Auto-Finalized Due to Exceeding the Percentage Threshold	# Jobs Delayed to be Auto-Finalized
DECEMBER 2014	20490409 New York Presort Mailing, LLC	10	0	4

Figure 40: Seamless Acceptance Job Exception Report

The Seamless Acceptance Job Exception Report will have one drill path which can be viewed by **right-clicking** the hyperlinks in the eDoc Submitter column, as pictured below (left-clicking will also allow user to drill).

Users will have the ability to drill to the Seamless Acceptance Job Exception Detail Report, which provides similar metrics broken out by job.
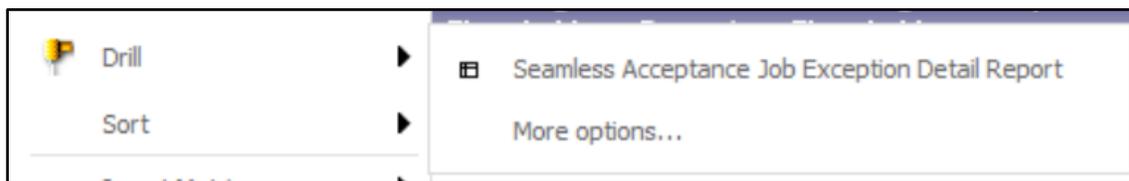
Figure 41: Seamless Acceptance Job Exception Drill Down

5.5.2 Seamless Acceptance Job Exception Detail Report

The Seamless Acceptance Job Exception Detail Report can be accessed by drilling from the Seamless Acceptance Job Exception Report. This report will display jobs that were not auto-finalized due to exceeding dollar/percentage thresholds, including jobs with finalization delays.

eDoc Submitter	Mailing Date	Customer Group ID	Job ID	User License Code	Mailing Group ID	Not Auto-Finalized Due to Exceeding the Dollar Threshold	Not Auto-Finalized Due to Exceeding the Percentage Threshold	Delayed to be Auto-Finalized	Delay Time (Days)
20490409 New York Presort Mailing, LLC	12/31/2014	NN186615	NN186615	BRTS	60714038	N	N	Y	28

Figure 42: Seamless Acceptance Job Exception Detail Report

The Seamless Acceptance Job Exception Detail Report has one drill path that can be viewed by **right-clicking** the hyperlinks in the Mailing Group ID column, as pictured below (left-clicking will also allow user to drill).
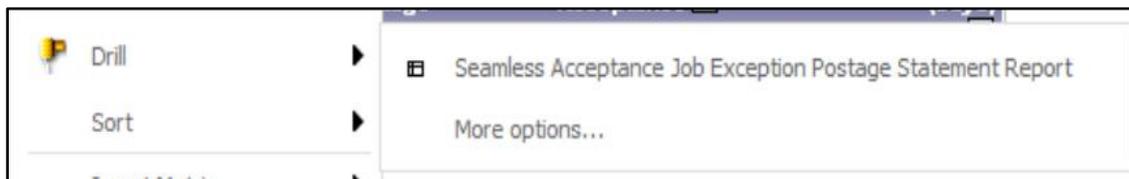
Figure 43: Seamless Acceptance Job Exception Detail Drill Down

From the Seamless Acceptace Job Exception Detail Report, users will have the option to drill to the Seamless Acceptance Job Exception Postage Statement Report.

5.5.3 Seamless Acceptance Job Exception Postage Statement Report

The Seamless Acceptance Job Exception Postage Statement Report can be accessed by drilling from the Seamless Acceptance Job Exception Detail Report. This report will display jobs at the postage statement level that were not auto-finalized due to exceeding dollar/percentage thresholds, including jobs with finalization delays and bypasses.

eDoc Submitter	Mailing Date	Customer Group ID	Job ID	User License Code	Mailing Group ID	Postage Statement ID	Not Auto-Finalized Due to Exceeding the Dollar Threshold	Not Auto-Finalized Due to Exceeding the Percentage Threshold	Delayed to be Auto-Finalized	Manually Finalized Ind	Delay Time (Days)
20490409 New York Presort Mailing, LLC	12/31/2014	NN186615	NN186615	BRTS	60714038	75645138	N	N	Y	Y	28

Figure 44: Seamless Acceptance Job Exception Postage Statement

There are no drills from the Seamless Acceptance Job Exception Postage Statement Report.

5.5.4 Seamless Acceptance Undocumented Summary Report

The Undocumented Summary Report is a drill from the Mailer Scorecard. When accessed directly, it requires the user to select the current, previous or multiple months. It also prompts the user to select a Mailer CRID.

The report sprovide aggregated counts of piece scans that could not be associated to an eDoc, as well as access to more detailed reports. It also displays the number of pieces in an eDoc that failed to import, which may account for a portion of the undocumented piece count. This report is sorted by number of undocumented pieces (descending) to allow the user to quickly identify the largest issues. Additionally, the Undocumented Summary Report will display a Page-By on Source, allowing the user to filter report results to display the source of MPE scan, source of manual sampling, or both.

Figure 45: Undocumented Summary Report

The Undocumented Summary Report will has three drill paths that can be viewed by right-clicking the Mailer ID hyperlinks, as pictured below.
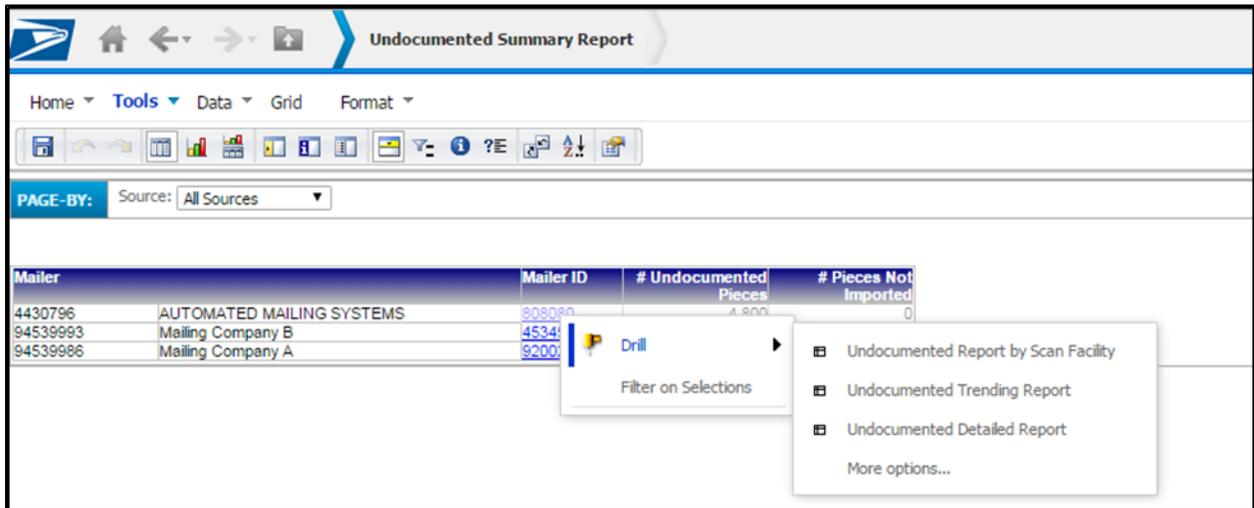
Figure 46: Undocumented Summary Drill Down

Users have the option to drill to the following reports:

1. Undocumented Report by Scan Facility: View aggregated counts of containers, handling units and pieces that could not be associated to an eDoc in SASP by scan location and Mailer ID.

2. Undocumented Trending Report: View graphical aggregated counts of containers, handling units and pieces that could not be associated to an eDoc in SASP over a selected date range.

3. Undocumented Detailed Report: View detailed information for Undocumented scans.

5.5.5 Seamless Acceptance Undocumented Report by Scan Facility

The Undocumented Report by Scan Facility can be accessed by drilling from the Undocumented Summary Report. This report displays aggregate counts of pieces that could not be associated to an eDoc by scan location and Mailer ID.

Figure 47**: Seamless Acceptance Undocumented Report by Scan Facility**

The Undocumented Report by Scan Facility has one drill path that can be viewed by right-clicking the hyperlinks in the Scan Facility column, as pictured below (left-clicking will also allow user to drill).

Figure 48: Seamless Acceptance Undocumented Report by Scan Facility Drill Down

Users also have the option to drill to the Undocumented Detailed Report.

5.5.6 Seamless Acceptance Undocumented Trending Report

The Undocumented Trending Report can be accessed by drilling from the Undocumented Summary Report. This report displays graphical aggregate counts of pieces that could not be associated to an eDoc over the selected date range, as well as number of pieces that failed to import.
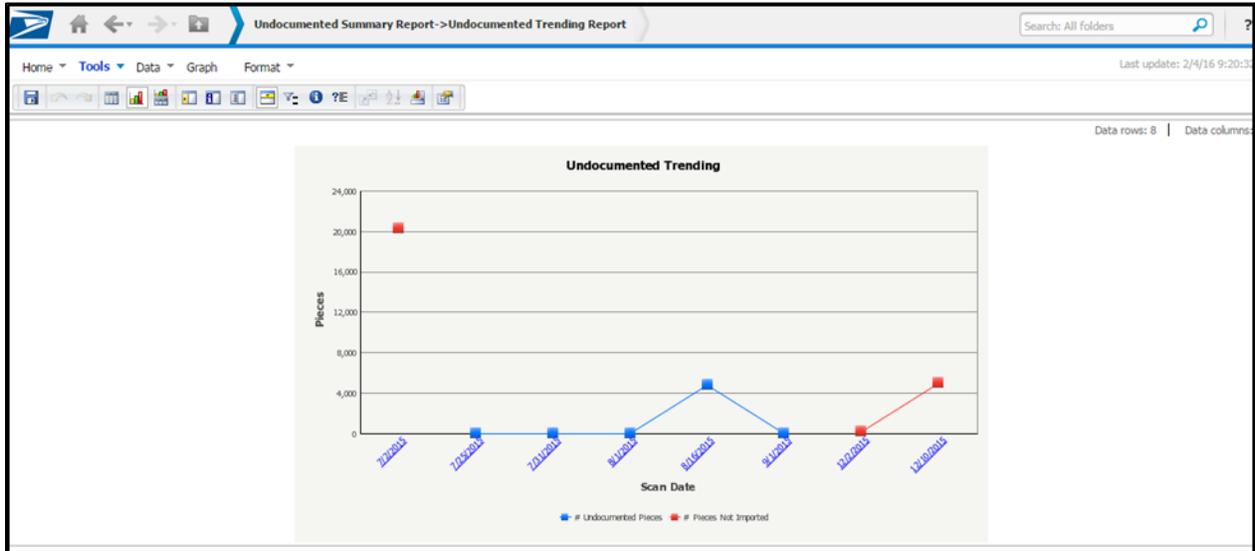
Figure 49: Seamless Acceptance Undocumented Trending Report

The Undocumented Trending Report has one drill path that can be viewed by right-clicking the data points or dates in the horizontal axis, as pictured below (left-clicking the dates on the x-axis will also allow the user to drill).
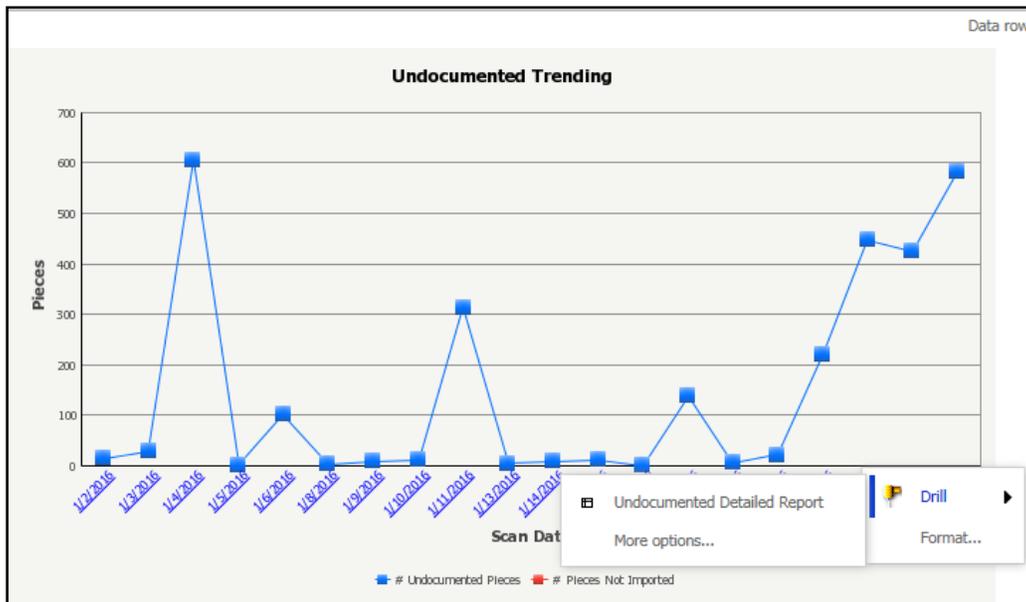
Figure 50: Seamless Acceptance Undocumented Trending Drill Down

Users will also have the ability to drill to the Undocumented Detailed Report.

5.5.7 Seamless Acceptance Undocumented Detailed Report

The Undocumented Detailed Report can be accessed by drilling from the Undocumented Summary Report, Undocumented Report by Scan Facility and Undocumented Trending Report. This report displays detailed error information in the following columns: Scan Date, Scan Facility, Mailer CRID, Mailer ID, Full-Service Indicator, Category, IM Barcode, Scan Level, Manual Sample ID, Scan Mailing Group ID, Scan Job ID, Scan Postage Statement ID, Scan Mail Class and Scan Processing Category. If the job information was manually entered on the FS-IMD device, it will be displayed on this report. Scans with job information from the device are still considered undocumented if the barcode could not be associated to electronic documentation. Only a maximum of 100 piece records will be shown per scan date, mailer ID, scan facility, and category.

Figure 51: Seamless Acceptance Undocumented Detailed Report

For categorized piece scans, users will have the ability to drill to one report by clicking on the blue hyperlink. For details on bookended piece scans, see Undocumented Bookend Report.

Figure 52: Seamless Acceptance Undocumented Detailed Drill Down

5.5.8 Seamless Acceptance Undocumented Bookend Report

The **Undocumented Bookend Report** can be opened by drilling down from the Undocumented Detailed Report, and provides piece scan information from other MPE piece scans that occurred before and after the selected Undocumented scan. The eDoc Submitter, Mailer ID, and IM Barcode will only be visible if the piece can be associated to a CRID owned by the current user.

Scan Date	Scan Facility	eDoc Submitter		Mailer ID	IM Barcode	Scan Level
05/01/14 12:00 AM	BAYVILLE	123456	A1 Mailing Company	121101	00270000365652470688433141859	Piece
05/07/14 12:00 AM	BAYVILLE	20488611	New York Mailing Company	160351	00270000365652470688433141858	Piece
05/16/14 12:00 AM	BAYVILLE	20488611	New York Mailing Company	160351	00270000365652470688433141857	Piece
05/19/14 12:00 AM	BAYVILLE	123456	A1 Mailing Company	121101	00270000365652470688433141856	Piece
05/24/14 12:00 AM	BAYVILLE	123456	A1 Mailing Company	121101	00270000365652470688433141855	Piece

Figure 53: Undocumented Bookend Report

5.5.9 Seamless Acceptance Undocumented Category Report

The Undocumented Category Report is accessed as a drill from the Mailer Scorecard and provides the number of undocumented pieces by category. From the Undocumented Category Report, the user may drill to the Undocumented Summary Report.

Level ▲	Undocumented Category ▲		# Undocumented ▽
Piece	1	Undocumented piece is found in a reconstructed tray and ALL pieces in the reconstructed tray have the same MID	50
	2	Undocumented piece is found in a reconstructed tray and a SIGNIFICANT amount of pieces in the reconstructed tray have the same MID	

⚑ Drill ▶ ⊞ Undocumented Summary Report
Filter on Selections ⊞ Undocumented Detailed Report
More options…

Figure 54: Undocumented Category Report

5.5.10 Barcode Scan Rate (eDoc Submitter)

The Barcode Scan Rate Report can be accessed by drilling from the Mailer Scorecard. This report displays a summary of raw and adjusted barcode scan rate metrics by area, district, and facility for the selected eDoc Submitter. Additionally, users can select a specific Mail Class, Processing Category, Facility Type, or Rate Category from the Page-By selectors. Users can also use the "+"and "-" buttons to expand and collapse areas and districts as needed.

Area	District	Entry Point Facility	Piece Scan Rate	Adjusted Piece Scan Rate Threshold	Adjusted Piece Scan Rate	Handling Unit Scan Rate	Container Scan Rate	Adjusted Container Scan Rate
⊟ EASTERN (All)			91.12%	--	91.48%	44.21%	43.60%	50.66%
	⊟ KENTUCKIANA (All)		94.14%	--	98.88%	1.79%	57.96%	60.42%
		X14398 - BOWLING GREEN		--		8.41%	45.00%	
		X15573 - LEXINGTON	94.14%	--	98.88%	1.50%	58.53%	60.42%
	⊟ NORTHERN OHIO (All)		90.65%	--	90.75%	52.30%	39.42%	48.09%
		X20034 - AKRON	90.22%	--	90.23%	51.60%	63.64%	82.74%
		X20577 - CLEVELAND	90.87%	--	91.03%	52.67%	27.65%	33.89%
All			91.12%	--	91.48%	44.21%	43.60%	50.66%

Figure 55: Barcode Scan Rate Report

The Barcode Scan Rate Report will have no drilling capabilities.

6 POSTAGE ASSESSMENT

6.1 Program Overview

Mail quality results displayed in the Mailer Scorecard are used to determine when additional postage should be assessed. If the total pieces in error exceed an established error threshold for a calendar month, Postage Assessments are generated and sent to the eDoc submitter only. eDoc submitters are then responsible for reviewing, disputing, and making payments based on the error information provided in these assessments.

If the percentage of error is below the established error threshold or if the additional postage due is less than $50, then no additional postage is assessed. The results of verifications performed on mailings throughout the calendar month are finalized on the 10th day of the following month.

Mail Owners can use the Mailer Scorecard to view a summary of their error counts across MSPs and to drill into detailed error reports. eDoc submitters can view assessable error information in two ways: first, the Mailer Scorecard displays results for mailpieces, handling units, and containers for the mailings they prepared. Second, the Mail Entry Postage Assessment Report lists errors by Mail Owner.

The Mail Entry Postage Assessment Report displays the total number of assessable errors, in contrast to the Mailer Scorecard which displays ALL errors for the month. A hyperlink from the Assessment Detail Report displays the total error count and total percentage each Mail Owner contributed to the overall errors, not just the assessable pieces displayed on the Assessment Report. This drill down matches the total errors on the Mailer Scorecard and allows MSPs to identify top offenders at the Mail Owner level.

On the 11th of every month, the designated Mailer VAE associated to the eDoc submitter CRID is alerted of postage due via automated postage assessment notification email if a postage assessment is generated. If no VAE is assigned, the email notification will be sent to the BSA for the CRID. If there are multiple BSAs/VAEs assigned, a notification will be sent to each one. To validate the assessment amounts and view further detailed error information, the VAE should refer to the Mailer Scorecard.

To pay for the Mail Entry Postage Assessment, the MSP/eDoc submitter receiving the assessment is able to select any permit they own or Mail Owner permit they used as a paying permit in the calendar month. When an MSP selects a Mail Owner Permit for payment, the Mail Owner will be notified by email. MSPs also have the ability to split payment of an assessment and distribute it across permits. USPS employees can assist with adding a permit other than one used during the assessment period to pay some, or all, of the assessed amount. Permit holders can view adjustments made to their permit accounts associated with Mail Entry Postage Assessments through the BCG and/or the Centralized Account Processing System (CAPS), where comments in the transaction summary report will indicate the Mail Entry Assessment-program type (full-service, Move Update, eInduction, or Seamless Acceptance), and the two digit month and year of the assessment.

6.2 Postage Assessment Reporting

Postage Assessment reports are generated at the eDoc submitter CRID level on the 11th day of the month and an email is sent to mailers' self-appointed Verification Assessment Evaluator (VAE) upon assessment of postage. If the mailer does not designate a VAE, the Business Service Administrator (BSA) defaults to having the VAE responsibilities. The first user to request a service for a location becomes the BSA of that service and is able to manage that service for any future users, controlling who can and cannot use it at that business location.

eDoc submitters must either pay the assessed amount upon receipt or request review of the postage assessment charges within 10 business days of the email notification. BME/BMS analysts will work with the mailers who dispute the charges to resolve the issue and may request additional supporting documentation from mailers if needed. Finally, BME/BMS analysts will make a decision based on their findings and a review of the documentation provided by the mailer by the end of that month. The updated amount of postage assessed will be due three business days later.

Postage assessments that remain unpaid 10 business days after initial email notification, or three business days after a review request has been resolved, will be considered "Overdue." Mailers will receive an email indicating that postage is due immediately. "Overdue" postage assessments will be communicated to Manager, BMS/BME and Manager, Mail Entry HQ who will attempt to resolve the overdue postage assessment before the end of the following month, when the matter is turned over to RAFA. RAFA will open an accounts receivable (AR) and the mailer will no longer be able to pay the assessment through *PostalOne!*.

Note: Postage Assessments will not be generated for assessments less than $50. This $50 is the total across all streamlined mail acceptance initiatives, not at the individual level.

6.2.1 MicroStrategy Postage Assessment Reports

6.2.1.1 Postage Assessment Summary Report

The MicroStrategy Postage Assessment Summary Report is available as a standalone report and as a drill from the Mailer Scorecard. It provides a rolling summary of performance and postage impact across all initiatives. After the 11th of the month, data for the previous month is finalized and should correspond to any invoices generated in PostalOne!. Note that each Seamless metric reported has an "assessment eligible" counterpart. For Seamless mailers, the "assessment eligible" counterpart should match the original metric as all volume submitted by a Seamless mailer is eligible for assessment. For Seamless Parallel mailers, only the subset of mail volume eligible for Seamless assessment is included in the "assessment eligible" metrics.

eDoc Submitter		Mailing Date	Customer Group ID	Job ID	User License Code	Mailing Group ID	# Unlinked Copal Tray Errors	% Unlinked Copal Tray Errors	# MID Container Errors
		1/29/2016		00019392	MWKS	161415068			
				00019416	MWKS	161440216			
				00019419	MWKS	161441736			
				00019421	MWKS	161447191			
				00019425	MWKS	161426716			
				00019535	MWKS	161432447			
				00019537	MWKS	161279944			
				00019539	MWKS	161440598			
				00019545	MWKS	161394225			
				00019546	MWKS	161398119			
		1/28/2016		00019381	MWKS	161328484			
				00019383	MWKS	161365652	0	0.00%	0
				00019387	MWKS	161332437			
				00019389	MWKS	161347596			
				00019401	MWKS	161332215			
				00019408	MWKS	161341339	0	0.00%	0
				00019414	MWKS	161327736			
				00019417	MWKS	161327529			

Figure 56: Postage Assessment Summary Report

This report includes drilling functionality to see a breakdown of assessable error types by job, a summary of Seamless undocumented pieces, and eInduction containers.

Figure 57: Postage Assessment Summary Drill Down

6.2.2 *PostalOne!* Postage Assessment Reports

6.2.2.1 Mail Entry Assessment Summary Report

The Mail Entry Postage Assessment Report is generated on the 11th of the month and is available to the Mail Service Provider through the Business Customer Gateway.

1. To access the Mail Entry Postage Assessment Report, MSP must navigate to the Business Customer Gateway and log in with their user credentials:

Figure 58: BCG Login Page

2. MSP will then select "Mailing Services" option from BCG left sidebar and click on the green "Go to Service" button next to Mailing Reports (*PostalOne!*):
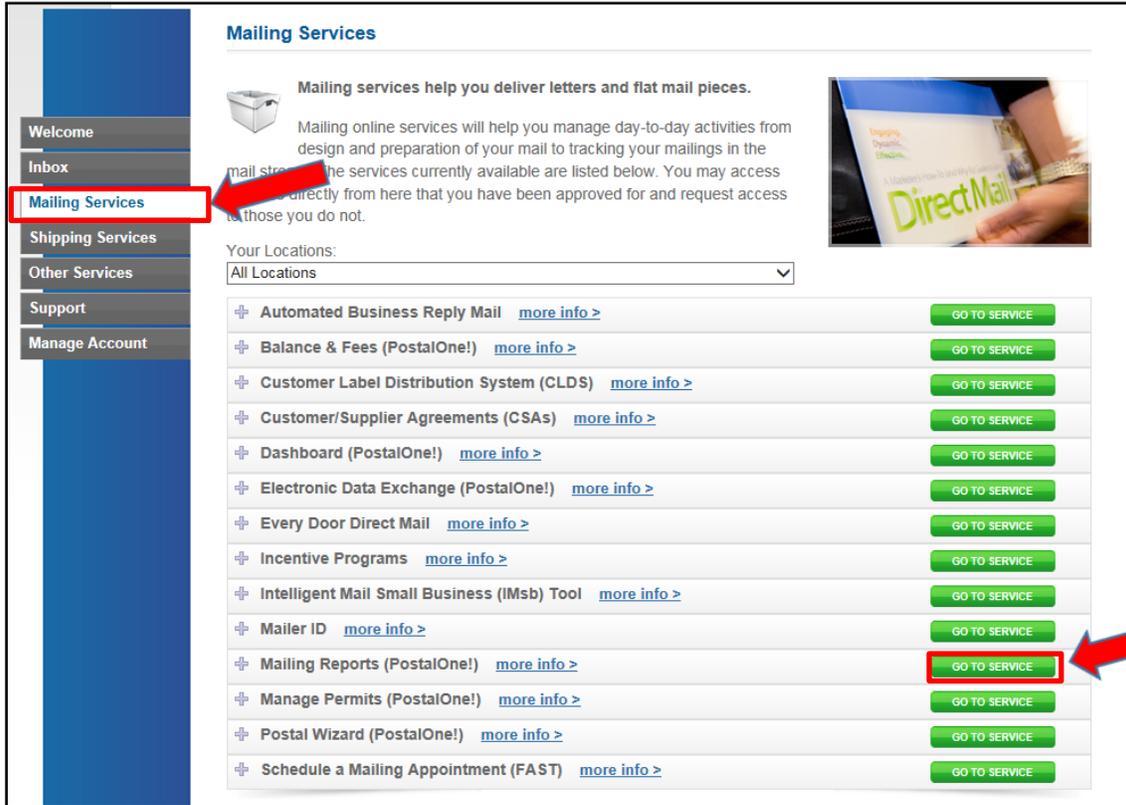
Figure 59: Go To Mailing Reports

3. MSP will then select "Mail Entry Additional Postage Assessment Report":
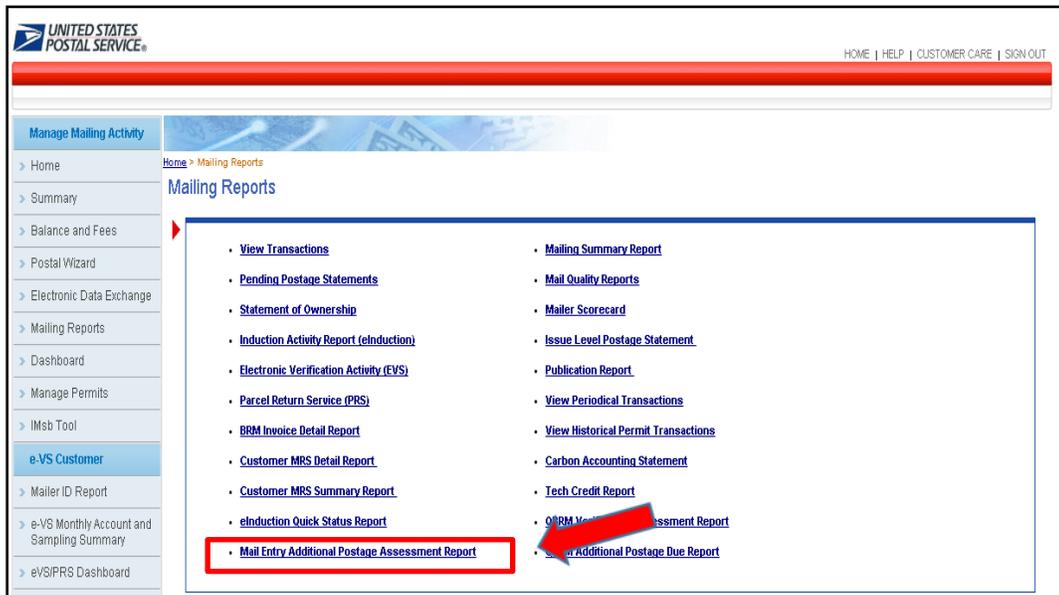
Figure 60: Mail Entry Assessment Report Bullet

5. The landing page of the report displays a summary of all assessments due for a calendar month. Mail Owners do not have access to view this report.

Figure 61: Mail Entry Assessment Summary Report

6. Once the report is open, the MSP can search for a postage assessment by entering the eDoc submitter CRID and/or date range (if left blank, assessments for all CRIDs to which the user has VAE access will appear), then click "Execute Search":

Figure 62: Search for Postage Assessment

6.2.2.2 Mail Entry Assessment Detail Report

When selecting the hyperlink on the CRID in the Mail Entry Assessment Summary Report, the user is brought to the Additional Postage Assessment Detail Report which will provide the piece counts and assessment amount for each error type.

Figure 63: eDoc Submitter CRID Hyperlinks to Additional Postage Assessment Detail Report

Additional Postage Assessment Detail Report

Assessment Period: February 2015   eDoc Submitter CRID: 20500634   Company Name: AB MAILERS

Postage Assessment Number	MS-INV-127627
Postage Assessment Date	02/01/2015
Postage Assessment Status	Pending Action
Due Date	03/25/2015
Customer Information	
USPS Correspondence Information	

> Totals shown here are assessable errors only, while the Mailer Scorecard displays ALL errors

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 Undocumented					
Impact from Move/Update			$8.40	$8.40	120	1.27%
	Duplicate Barcode					
	Entry Point Discount					
	Extra Containers					
Impact from Full Service Electronic Verification	Labeling List					
	Payment					
	Zone Validation					
	Mailer ID Container					
	Mailer ID Tray					
	Mailer ID Piece					
	Service Type ID					
	By/For					
	Unique Container Barcode					
	Unique Tray Barcode					
	Unique Piece Barcode					
	Co-Palletization					
	Entry Facility Container					
	Entry Facility Tray					
Additional Postage Amount@			$8.40			
Adjusted Additional Postage Amount^			$8.40			
Postage Due			$8.40			
Account Number						

* = Extra Container charge was entered by USPS personnel.
~ = Pending Review.
# = Includes Nesting/Sortation, Postage and Weight errors.
+ = Includes Processing Category Errors, Ineligible for Non-Profit rates and Ineligible for Standard rates.
† = Paid.
@ = The Additional Postage Amount for each error type may add up to more than total Additional Postage Amount if there are multiple error types impacting the same piece.
^ = The Adjusted Additional Postage Amount for each error type may add up to more than total Additional Postage Amount if there are multiple error types impacting the same piece.

Figure 64: Mail Entry Assessment Detail Report

6.2.2.3 Mail Entry Postage Assessment Report

Once the Assessment Detail Report is displayed, Mail Service Providers can drill down from hyperlinks displayed on the error count and assessment amount totals to see the Mail Owners who contributed to errors that caused the threshold to be exceeded. Unlike the summary, this will include all errors—not just invoiceable errors—for the month displayed at a percentage and piece count level. This allows Mail Service Providers to identify the top offenders at the Mail Owner level in order to reallocate the assessment amounts back to the individual Mail Owners.
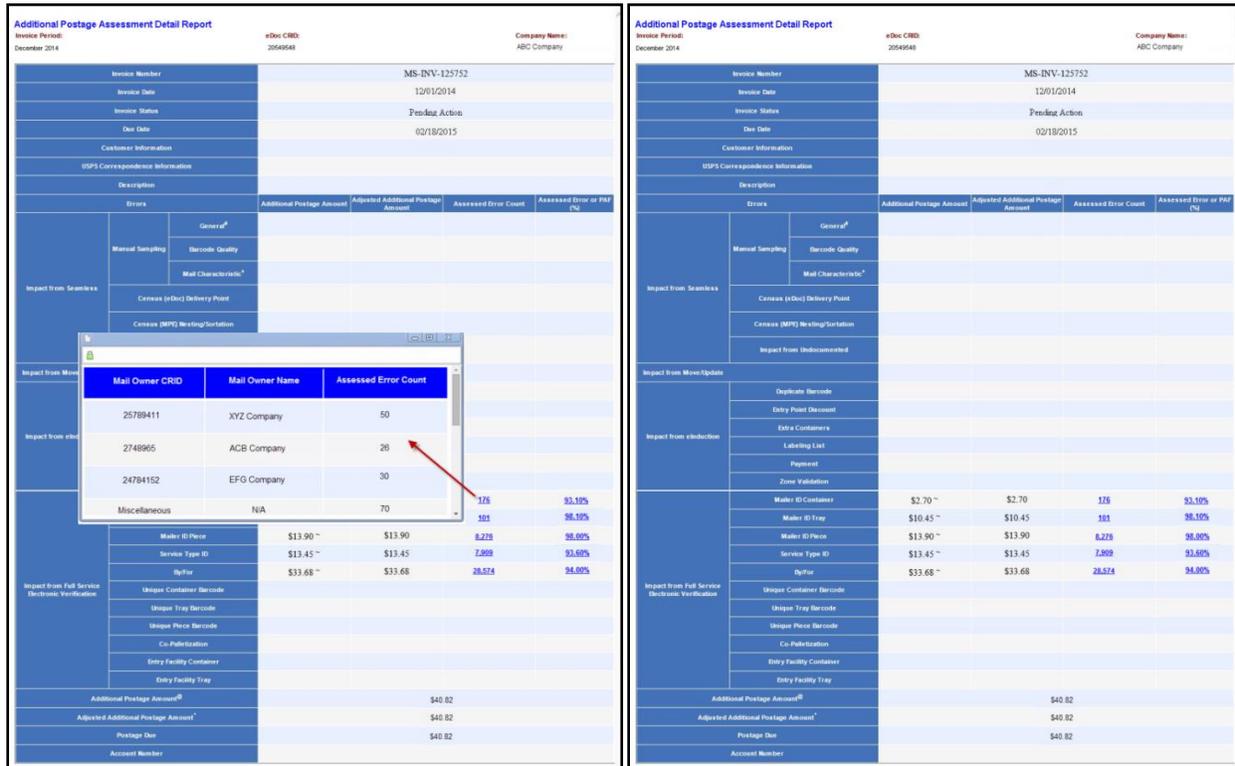
Figure 65: Viewing Assessed Errors by Mail Owner CRID

6.3 Postage Assessment Roles and Processes

6.3.1 Mailer Verification Assessment Evaluator

Mailers should designate a Verification Assessment Evaluator (VAE) for each CRID and all permits associated with that CRID through the USPS Business Customer Gateway. Multiple VAE users can be assigned per CRID. The VAE will be responsible for reviewing and paying or requesting a USPS review of postage assessments. The VAE may also gain access to Mail Quality and Postage Assessment Reports upon request.

If a mailer does not designate a VAE, the Business Service Administrator (BSA) defaults to having the VAE responsibilities (for more information see the BCG presentation located here: https://ribbs.usps.gov/index.cfm?page=intellmailgateway). The first user to request a service for a location becomes the BSA of that service and is able to manage that service for any future users, controlling who can and cannot use it at that business location.

1. Postage assessment reports will be generated for mailers on the 11th day of the month with a default postage assessment status of "Unpaid"

2. An email is sent to the VAE notifying them of the postage assessment, whether or not additional postage is due

3. Mailer reviews postage assessment summary and submits payment

4. Once payment is made, an email notification is sent to confirm payment

   o Mail Owners will have the option to opt out of future notifications
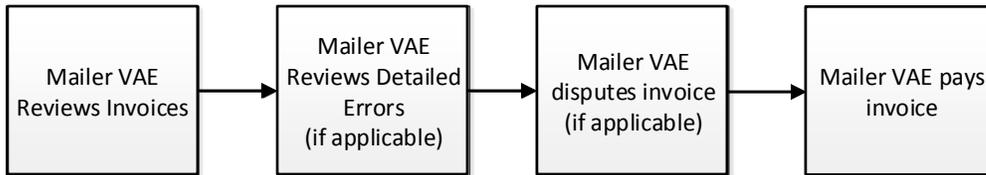
Figure 66: Mailer VAE Steps in the Postage Assessment Process

6.3.2 Mailer VAE Reviews Postage Assessment

1. The designated Mailer VAE is alerted of postage due via an automated postage assessment notification email when a postage assessment is generated:

Subject: eDoc Submitter Postage Assessment for Mail Quality Errors: 1st Notice

(Body)

United States Postal Service
eDoc Submitter Postage Assessment for Mail Quality Errors: 1st Notice

CRID: 94539986
Name: Mailing Company A
Address: 123 Main Street
         Dallas, TX 75201

You are receiving this notification to inform you that your company owes no additional postage due over the last calendar month, while participating in the Full Service, eInduction, and/or Seamless Acceptance program(s).

Postage Assessment Date: August 11, 2014
Postage Assessment Month: JULY 2014
Total Postage Due: **$0.00**

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

Figure 67: Automated Postage Assessment Notification

2. Mailer VAE can search for postage assessment by entering the eDoc submitter CRID and/or date range (if left blank, assessments for all CRIDs to which the user has VAE access will appear), then click "Execute Search":

Figure 68: Search for Postage Assessment

3. Review assessment amounts:

Figure 69: Review Assessment Amounts

4. If there is a disagreement on the amount, select Request Review:

Figure 70: Ability to Request Review

6.3.3 Mailer VAE Reviews Detailed Errors

Display of detailed errors is capped at 100 errors for mailing, Mail Owner, and error code. Detailed error data will be available to mailers through the MicroStrategy reports. Mailers are able to access MicroStrategy reports through the BCG in order to review detailed error data.

If uncapped errors are needed, a bulk data request form must be completed and submitted to the PostalOne! Help Desk.

6.3.4 Mailer VAE Requests Postage Assessment Review

Mailers can request review of any postage assessment with which they disagree but must provide documentation to support their dispute. Upon initiating the review process, the mailer will have the option to select which individual errors they would like the USPS to review. Once a review is requested the entire assessment is placed in a "review status" and mailers will not be allowed to pay the assessments for error types not being disputed until the review is finalized.

1. Mailer VAE should click on "Request Review" in the Action column next to the postage assessment they would like the USPS to review. Note: If the mailer agrees with the assessment amount, skip these steps and follow the guidance in the next section entitled "Mailer VAE Pays Postage Assessed."
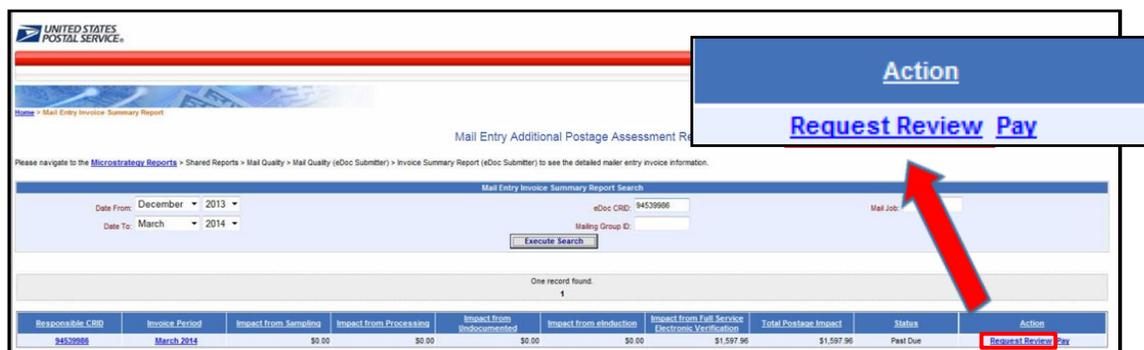
Figure 71: Request Review Button

2. Mailer has 10 business days to review the assessment in order to determine the facts and produce supporting or disputing information necessary for resolution:

    o   Mailer requests a review for the specific error types in question

    o   Postage assessment status is updated to "Review Requested"

    o   Requestor's name, phone number, email, date, and reason for request are saved in the system

3. USPS assigns a reviewer to the requested review:

   o BMS analysts or a BME employee will check the Mail Entry Postage Assessment Management Report daily for review requests on postage assessments

   o The Reviewer, due date, and relevant comments are saved in the system

   o **NOTE:** If a CRID has a default BMS analyst or BME employee assigned, the system will automatically assign the postage assessment to the default analyst

4. BMS reviewer or BME employee will have until the end of the reconciliation month to investigate and make a decision:

   o If the additional documentation provided reduces the amount of the assessment the reviewer will adjust the additional postage due and the status will change to "pending"

   o If the additional documentation provided reduces the errors to below the established error thresholds, the BMS analyst or BME employee will update postage assessment status to "Closed" and the mailer will not be charged

   o If reviewer updated the amount or rejected the review, the postage assessment status will be updated to "Pending" and an updated Assessment Summary with Review Details will be sent to the mailer

   o The decision is saved in the system along with the reviewer's phone number, response, reason for decision, and revised amount (if applicable).\

Figure 72: Initiate a Review Process

6.3.5 Mailer VAE Pays Postage Assessment

Mailers are required to pay assessed postage within 10 business days of postage assessment. Once the mailer receives review results for any errors under review, the assessed portion must be paid within three business days.

1. Select action for postage assessment to be paid by clicking on "Pay" next to postage assessment:
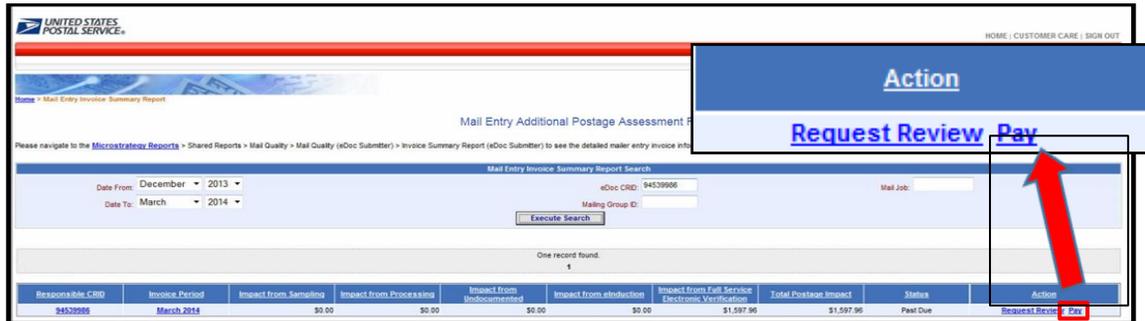
Figure 73: Pay Button for Postage Assessment

2. To allocate postage assessment amounts to permits:

   o   Select the location where the desired permit is located from the "Location" drop down menu

   o   Select the desired permit from the "Permit" drop down menu

   o   Enter the amount to pay in the "Amount ($)" field

   o   Click "Add." Permits and amounts allocated will show up in the table after you press "Add".

   o   Repeat these steps if you wish to utilize more permits and additional amounts until all amounts/permit combinations have been entered

   o   **Note**: Mailer may split payment of assessment and distribute across any associated permit
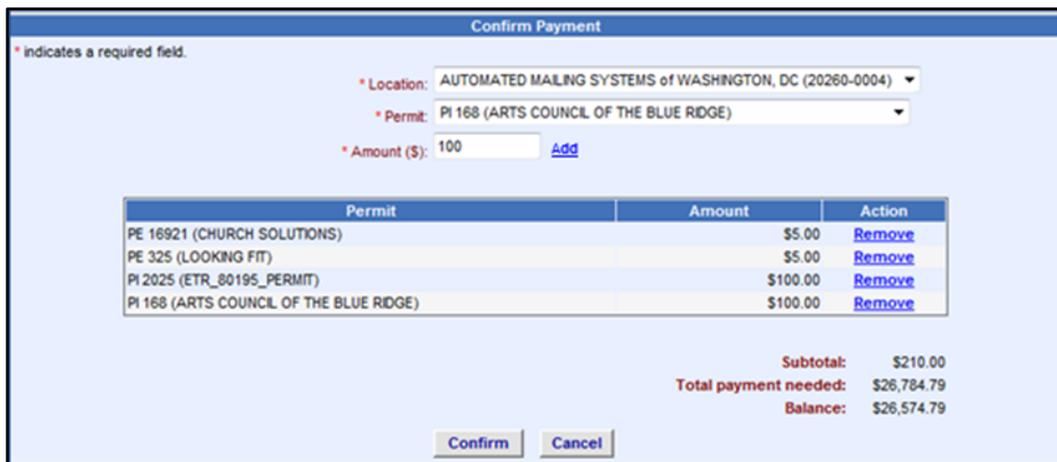
Figure 74: Allocate Postage Assessment Amounts to Permits

3. Review permit allocations and confirm payment:

  o Review permit allocations entered by looking at the table below

  o If an allocation was made incorrectly, click "Remove" next to the incorrect amount to remove payment and add new payment

  o Click "Confirm" once all allocations have been verified to complete payment

Figure 75: Review Permit Allocations and Confirm Payment

4. Mail Service Providers can request that an additional permit be added as a payment option:

  o This functionality will be added to select internal (i.e., USPS) users with administrative rights

  o They will have the ability to search all permits across the country and add the selected one to the drop down list of permits

  o This will allow an additional permit to be included as a payment option for the assessment

5. Mail Owners will receive an automatically generated email when their permit is used to pay for an assessment

Figure 76: Automatically Generated Email when a Permit is used to Pay an Assessment

6.4 Viewing Assessment Transactions

Once the assessment is paid, mailers can access the transaction history for their permits to view the adjustments associated with Mail Entry Postage Assessments either through the Business Customer Gateway (BCG) or in the Centralized Account Payment System (CAPS). These transactions will display as an adjustment in the transaction reports. Adjustments in the BCG will contain a note in the comments with the Mail Entry Assessment-program type (full-service, Move Update, eInduction, Seamless), and the two digit month and year that the eDoc submitter CRID was assessed. For example, "eInduction 01 15" refers to a postage assessment for eInduction errors above threshold assessed in January 2015. Adjustments in CAPS will contain these comments in the Customer Reference field. The following are the comments that may display:

- Full-service 01 15 ADJ

- Move Update 01 15 ADJ

- eInduction 01 15 ADJ

- Seamless 01 15 ADJ

The steps below outline how a mailer can access their transaction history through either portal.

6.4.1 Viewing Paid Assessment Transactions Through the Business Customer Gateway

1. Mail Service Providers and Mail Owners can view transactions that have been processed against their permits by logging into the BCG, selecting "Mailer Services" on the left-hand navigation panel, and choosing "Mailing Reports" by selecting the green "Go To Service" button on the right. Then, select "View Transactions," as shown below:
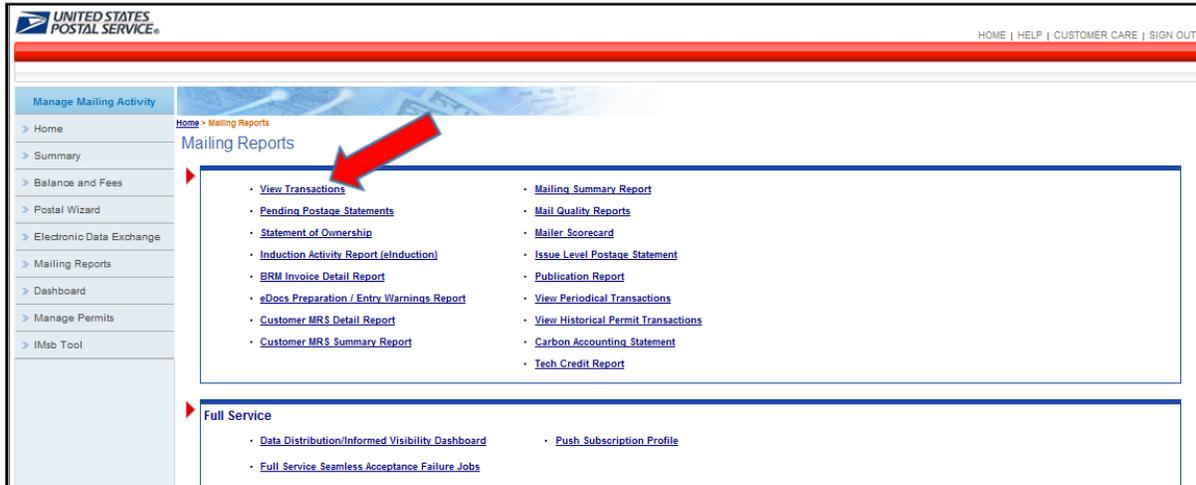
Figure 77: Select "View Transactions

2. Clicking on View Transactions will display all transactions performed against the permit account (with the option of viewing adjustments only), as shown below:

Figure 78: All Transactions Performed Against the Permit Account

3. In the example shown below, payment was made for an eInduction assessment in January 2015.

Figure 79: eInduction Assessment Transaction Summary Example

6.4.2 Viewing Paid Assessment Transactions Through the Centralized Account Process System (CAPS)

1. To view detailed CAPS transactions, customers log into the CAPS system and navigate to "Account Inquiry," enter the account number and password, and click "Get CAPS Account Information".

Figure 80: Viewing Detailed CAPS Transactions

2. The CAPS transaction summary report will include comments in the customer reference field explaining that the debited amount was associated with the Mail Entry Postage Assessment.

Figure 81: CAPS Transaction Summary Report

3. This allows Mail Service Providers and Mail Owners visibility into adjustments that have been made against their permits in relation to Mail Entry Postage Assessments.

7 ADMINISTRATIVE **FUNCTIONALITY**

7.1 Seamless Acceptance Profile Page

Each unique business location as defined by the CRID is set to Seamless Parallel (and later Seamless) using the Seamless Admin Page. This is performed by designated personnel at the USPS. This page is viewable by the mailer on the Business Customer Gateway (BCG) and displays your Seamless settings.

To access the page, follow these steps:

1. Click on "Mailing Services":
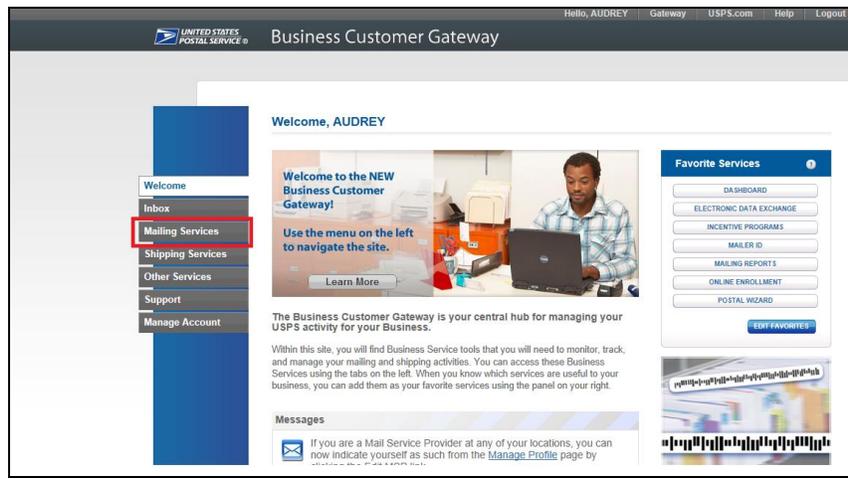
Figure 82: Seamless Admin Page Access

2. Once you have clicked on "Mailing Services", click on "Manage Permits" to access your associated business locations.
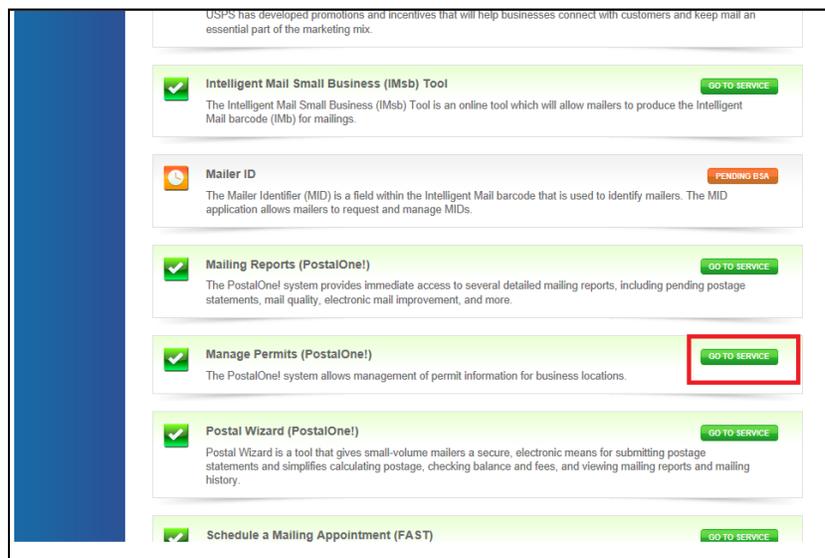
Figure 83: Seamless Admin Page Manage Permits

3. Select a business location:

Figure 84: Seamless Admin Page Business Locations

4. Once you have selected a business location, if that location is set to Seamless Parallel or Seamless Acceptance (Seamless Account Option) the link to your Seamless Account Profile will be enabled. Click on "Seamless Account Profile" at the bottom of your screen:

Figure 85: Seamless Admin Page Account Profile

5. Once you have clicked on the "Seamless Account Profile" link, you will be able to view the Seamless settings for that specific CRID:

Figure 86: Seamless Admin Page

6. Email addresses linked to your business location will be listed:

Figure 87: Seamless Admin Page Email Addresses

7. In Seamless, there is the option to assign a specified MID to an MSP's CRID for payment of undocumented pieces. The mailer can request to be responsible for all undocumented pieces for a specific MID, if mailing exclusively for that MID. The data distribution, the ACS distribution and Mail Quality reports will continue to be sent to the Mail Owner:

Figure 88: Seamless Admin Page MIDs

8. The Processing Categories enabled for Seamless processing will be listed under Authorized Processing Categories:

Figure 89: Seamless Admin Page Authorized Processing Categories

9. The Postage Statements enabled for Seamless processing will be listed under Eligible Postage Statements:

Figure 90: Seamless Admin Page Eligible Postage Statements

10. The Rate Qualifications enabled for Seamless processing will be listed under Authorized Rate Qualification:

Figure 91: Seamless Admin Page Authorized Rate Qualification

11. Any traditional verifications that have been enabled will be listed under Quality Measures and Associated Verifications:

Figure 92: Seamless Admin Page Quality Measures and Associated Verifications

12. Auto-finalization settings, including thresholds for negative balances, are listed under Auto-Finalization Thresholds and Assessment Reports:

Figure 93: Seamless Admin Page Auto-Finalization Thresholds

13. The BMS/BME employees assigned to investigate postage assessment reconciliations are listed under Analyst Assignment:

Figure 94: Seamless Admin Page Analyst Assignment

14. The settings for reconciliation notifications are listed under "Reconciliation Notifications":

Figure 95: Seamless Admin Page Reconciliation Notifications

15. If a Detached Mail Unit (DMU) cost center has been associated to a CRID, it will appear under DMU Profile:

Figure 96: Seamless Admin Page DMU Profile

If anything is listed here that you do not agree with please contact your BMS Analyst or BME Employee to discuss.

7.2 Custom By/For Threshold

A custom by/for threshold may be set for a mailer who accepts more than 5% of volume from small mailers presenting less than 5,000 pieces per day. If you do have a custom by\for threshold set, it will be displayed on the mailer scorecard threshold page instead of the default threshold page.

7.3 MID/CRID Validation

This section provides an overview of the methods customers can use to validate or request a Mailer ID (MID) or Customer Registration ID (CRID) from the Postal Service.

7.3.1 Customer Registration ID (CRID)

A Customer Registration Identification number (CRID) is a USPS-generated numeric code of up to 15 digits that uniquely identifies a business at a location:

- Each MID is owned by a single CRID at any given time

- Each mailing permit is owned by a single CRID at any given time

7.3.2 Mailer ID (MID)

A Mailer Identification number (MID) is a 6-digit or 9-digit numeric code the USPS assigns to a Mail Owner or Mail Service Provider based on calendar-year mail volume, as verified by volume reported in *PostalOne!:*

- 6-digit MIDs are assigned to Mail Owners or Mail Service Providers whose annual volume is greater than 10 million pieces
- 9-digit MIDs are assigned to Mail Owners or Mail Service Providers whose annual volume is less than 10 million pieces. Mail Owners or Mail Service Providers may qualify for multiple 9-digit MIDs based on annual volume increments of one million pieces.
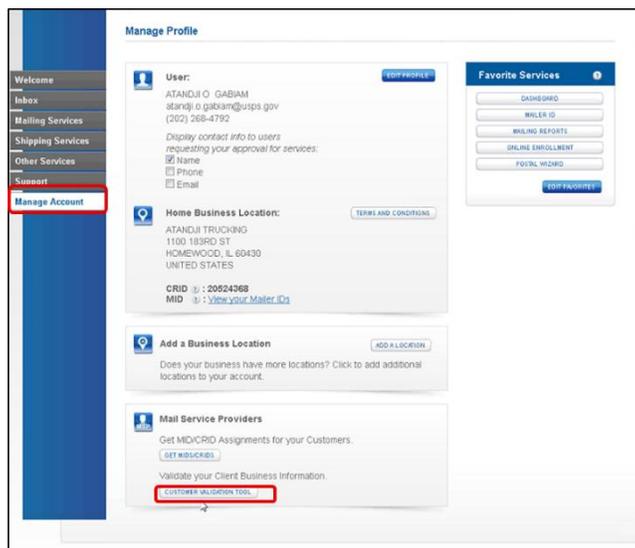
Figure 97: MID/CRID Validation Tool

7.3.3 Acquisition Methods for Mail Owners

7.3.3.1 Method 1 – New User Registration

When new USPS business customers register on the Business Customer Gateway, a CRID and MID are automatically assigned. A mailer can register as a user on the Business Customer Gateway at https://www.gateway.usps.com/. Upon account creation, the system will automatically assign a CRID and a 9-digit Mailer ID

7.3.3.2 Method 2 – Access Mailer ID Service

1. Existing BCG users who need a new MID can obtain one through the Mailer ID service on the Business Customer Gateway. To obtain a MID, log-in to the Business Customer Gateway at https://www.gateway.usps.com/

2. On the Business Customer Gateway home page select the "Mailing Services" tab

3. Click the "Mailer ID" *Go to Service* link to access the "Mailer ID" tool and request a MID in the "Mailer ID" tool by pressing the "Request a MID" button.

Figure 98: MID/CRID Validation Tool

Figure 99: MID/CRID Validation Tool

7.3.4 MID/CRID Request Methods for Mail Service Providers (MSPs)

7.3.4.1 Method 1 – MID/CRID Request Service

MSPs can request CRIDs and/or MIDs for themselves or on their customer's behalf. MSPs may also use the Mail Owner methods to obtain CRIDs and MIDs for themselves. Individual and bulk requests can be made, but it is important to note that only 9-digit MID requests are supported with this method. 6-digit MIDs must be requested by the Mail Owner or by the MSP through the Mailer ID exception process on RIBBS.

1. To use this service, log-in to the Business Customer Gateway at https://www.gateway.usps.com/ (**Note:** the MSP indicator in the account profile must be checked to enable this service)

2. On the Business Customer Gateway home page select the "Manage Account" tab

3. Click the "Get MIDs/CRIDs" link

   o The online interface supports bulk requests up to 10 CRIDs/MIDs

   o A CSV/Excel upload supports bulk requests up to 100 CRIDs/MIDs

7.3.4.2 Method 2 – Mail.XML Message

MSPs can request CRIDs and/or MIDs for themselves or on their customer's behalf. This method requires the ability to generate and submit Mail.XML messages to the Postal Service. Individual and bulk requests are supported with this method. Nine-digit MIDs and CRIDs are acquired through the use of the USPSCRIDCreateValidateRequest and USPSMIDCreateValidateRequest Mail.XML messages

7.3.5 Data Validation Tools for Mail Service Providers

7.3.5.1 Method 1 – Customer Validation Tool

Registered MSPs have the ability to conduct queries of customer identifiers to validate the data of their Mail Owners.

1. To use this service, log-in to the Business Customer Gateway at https://www.gateway.usps.com/ (**Note:** the MSP indicator in the account profile must be checked to enable this service)

2. On the Business Customer Gateway home page select the "Manage Account" tab

3. Click the "Customer Validation Tool" link

Current data queries include:

Data Queries	Description
CRID Lookup	Enter a CRID to retrieve the associated business address.
MID Lookup	Enter a MID to retrieve the associated CRID & business address
Permit Lookup	Enter the identifying permit information to retrieve the CRID, Company Name, & Address of the business location that owns the permit
FAST Scheduler ID Lookup	Enter a FAST Scheduler ID to retrieve the associated CRID and business address
Nonprofit Authorization Number	• Enter up to 50 CRIDs to retrieve the associated nonprofit authorization number(s), if applicable • Enter up to 50 nonprofit authorization numbers to retrieve the associated CRID(s) and business address(es)

Table 19: MID/CRID Validation Tool Data Queries

7.3.5.2 Method 2 – Mail.XML Message

In order to use this validation tool, MSPs will need software to generate an electronic Mail.XML message. MID and CRID assignments can be validated through the use of the USPSCRIDCreateValidateRequest and USPSMIDCreateValidateRequest Mail.XML messages. More information can be found in the *Postal Service Mail.XML Technical Specifications,* found here:

https://ribbs.usps.gov/intelligentmail_guides/documents/tech_guides/MailXMLTechnicalGuide.pdf

7.4 VAE Setup Process

1. The person designated to become the VAE for their business signs into Business Customer Gateway by navigating to https://gateway.usps.com and logging in with their Mailer credentials:
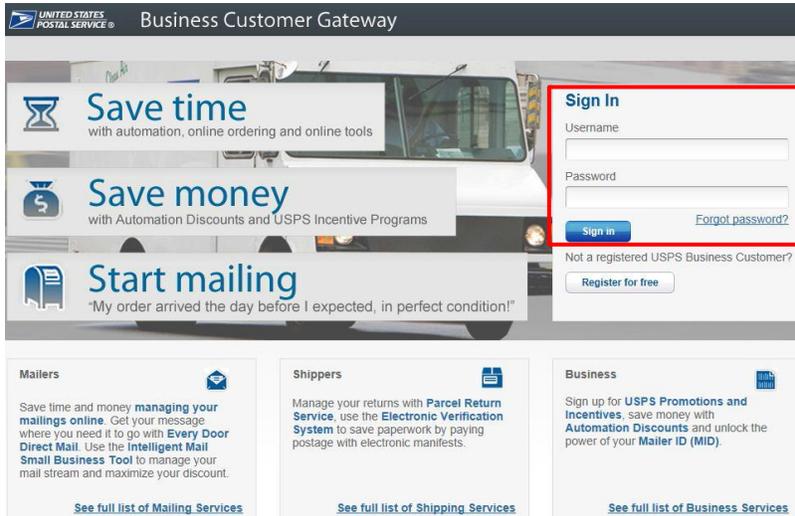
Figure 100: BCG Login Page

2. VAE candidate selects "Manage Account" from the left side bar and "Manage Services" from the top menu to make changes to the account:
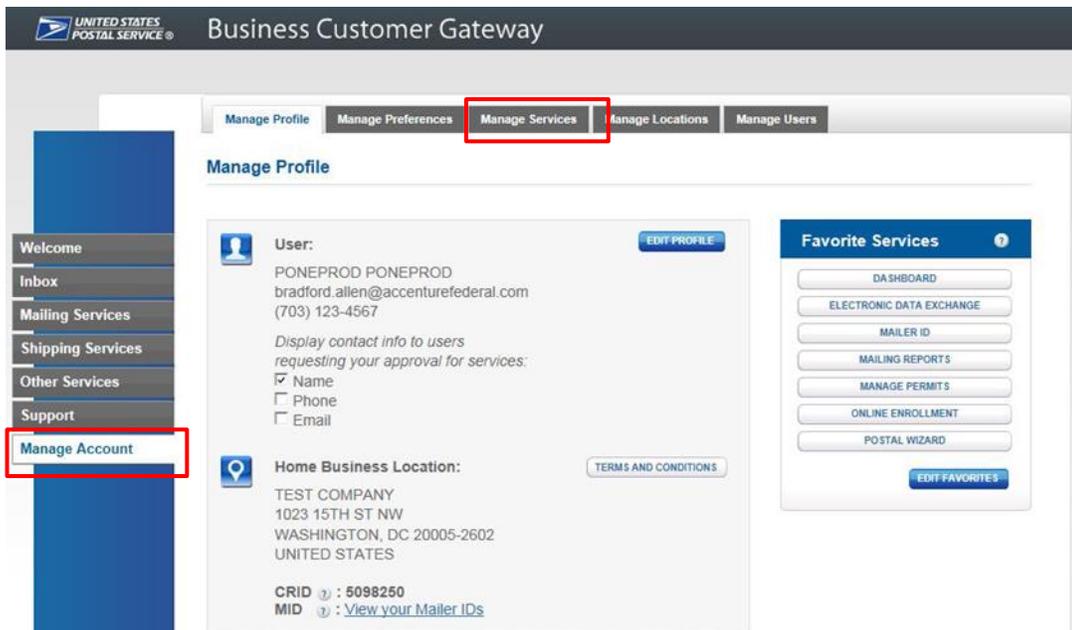
Figure 101: BCG Access to Manage Services Page

3. VAE candidate then selects the desired CRID from the dropdown menu and clicks "Get Access" next to Verification Assessment Evaluator to request access:
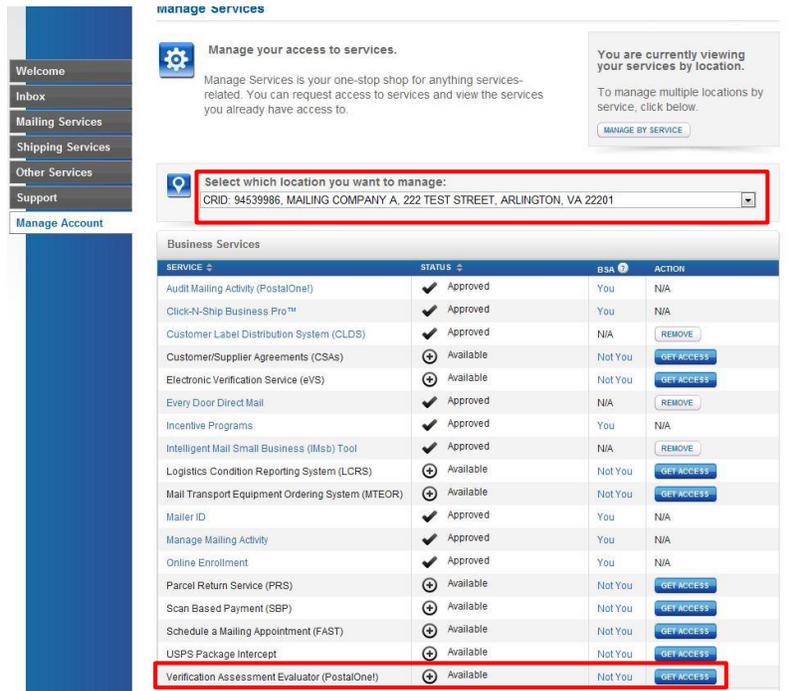
Figure 102: Verification Assessment Evaluator Request Access

4. The status of the VAE request will be updated to "Pending BSA":

Figure 103: Pending BSA Status

7.4.1 Mailer BSA Approves VAE Request

The mailer's BSA must approve any VAE requests from additional users. Upon receiving that approval, the additional user will be established as VAE for the account. The following steps outline this process:

1. The mailer's BSA signs into Business Customer Gateway

2. BSA reviews pending requests by selecting the "Manage Account" option from the left sidebar and then "Manage Users" from the top menu
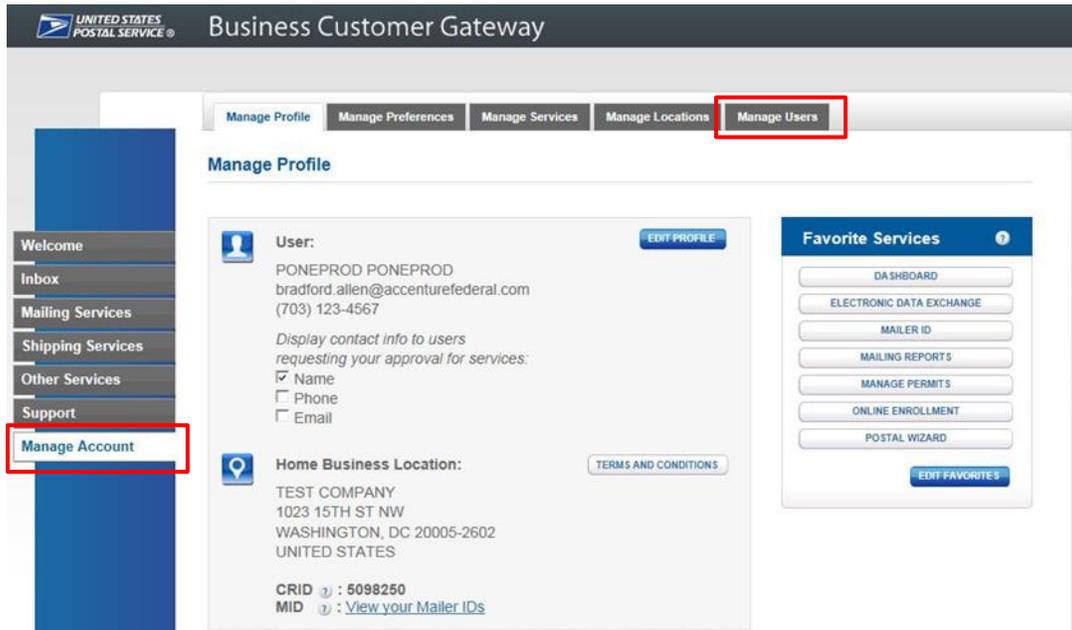
Figure 104**: BCG Access to Manage Users Page**

3. BSA selects "Access" from the dropdown in the Access Level column to approve the VAE access request
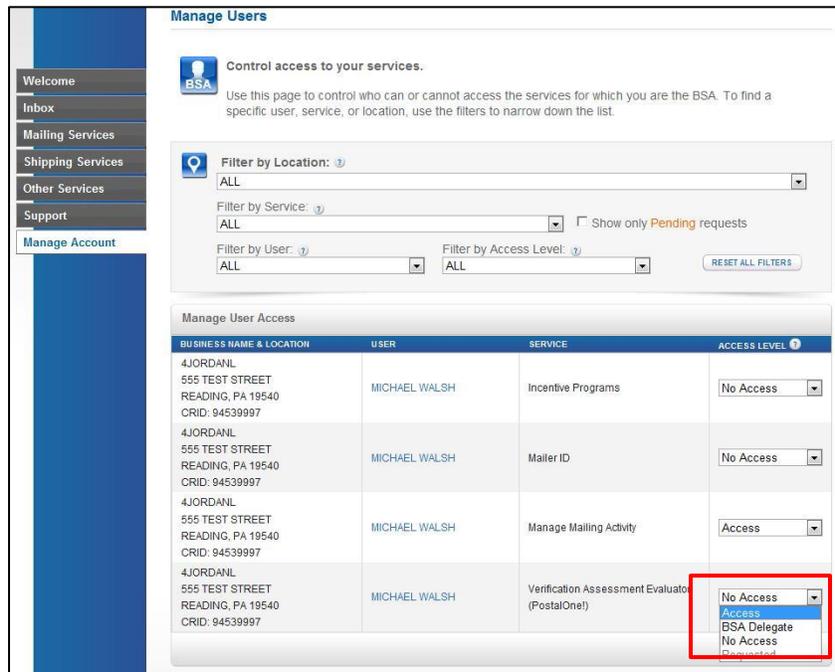
Figure 105: Approve VAE Access Request

4. The BSA then notifies VAE that the request has been approved and VAE status for the user will appear as "Approved"

Figure 106: VAE Approved Status

7.5 eInduction Continuous MID Registration

Continuous Mailers, mailers that have continuous mailing sites and that deliver shipments within 2 hours of finalization, are allowed to ship and induct containers prior to postage payment when they register for an eInduction Continuous Mailer ID (MID). A Postal Service manager with the eInduction Master Role permissions will review and approve/disapprove the request. Mailers as well as administrators are allowed to remove MIDs identified as continuous mailers. *PostalOne!* MID Profile data by Customer Registration ID (CRID) and MIDs are transmitted electronically by eInduction to the SV system after the approval of the continuous mailer MIDs by business mail entry (BME). Mail Service Providers will flag MIDs as continuous in the BCG. A Continuous Mailer Reconciliation Report can be generated in the *PostalOne!* system to track unpaid containers until they are paid.

7.5.1 Registration Process

Mailers may register a Mailer ID (MID) as Continuous for eInduction by following the steps below:

1. Login to the BCG by navigating to https://gateway.usps.com and use your Mailer credentials
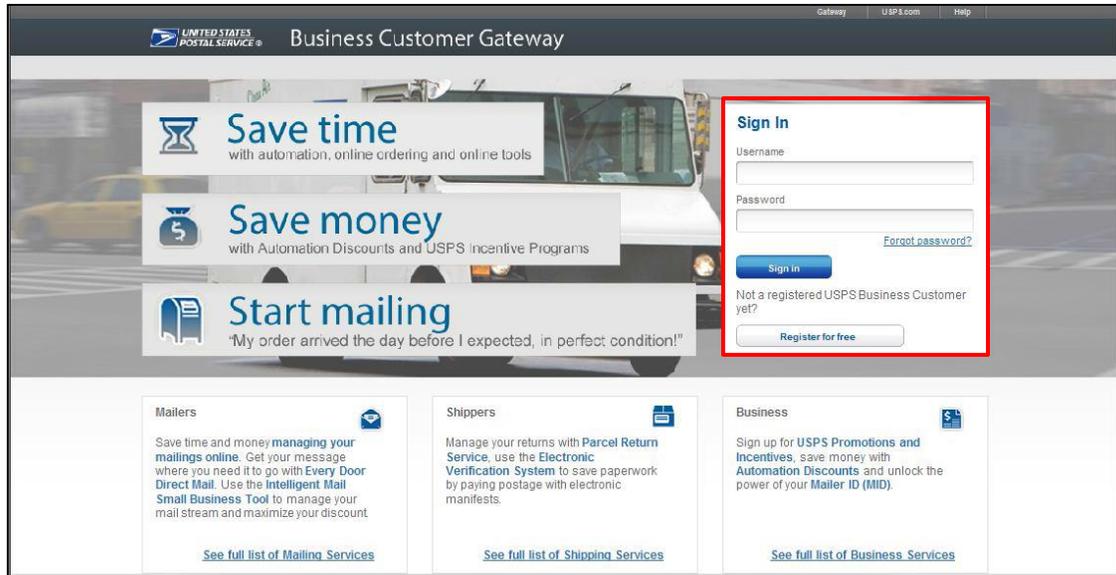
Figure 107: BCG Login Page

2. After signing in, select the Mailer ID link under the Favorite Services Tab
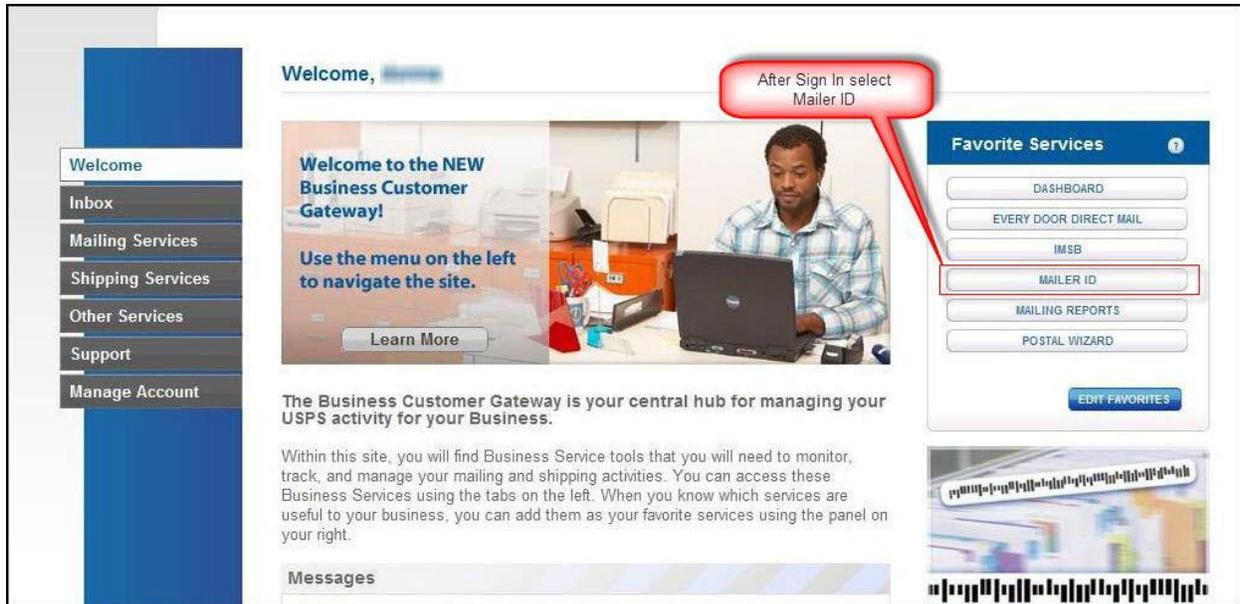
Figure 108: MID Link Under Favorite Services

3. From the Mailing Services or Shipping Services Tab, select the "Go To Service" button next to "Mailer ID"
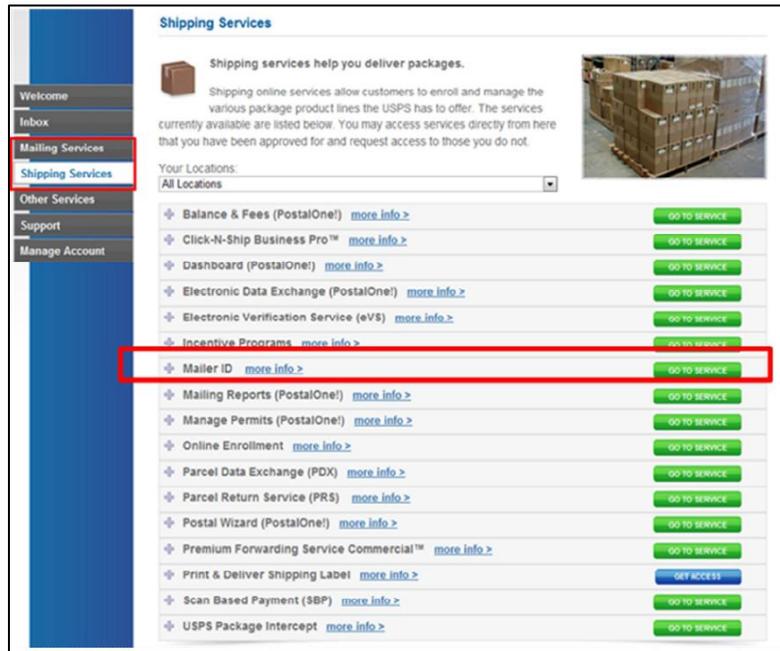
Figure 109: Go To Service Selection

4. Select the "Edit Program Options" link, as shown below
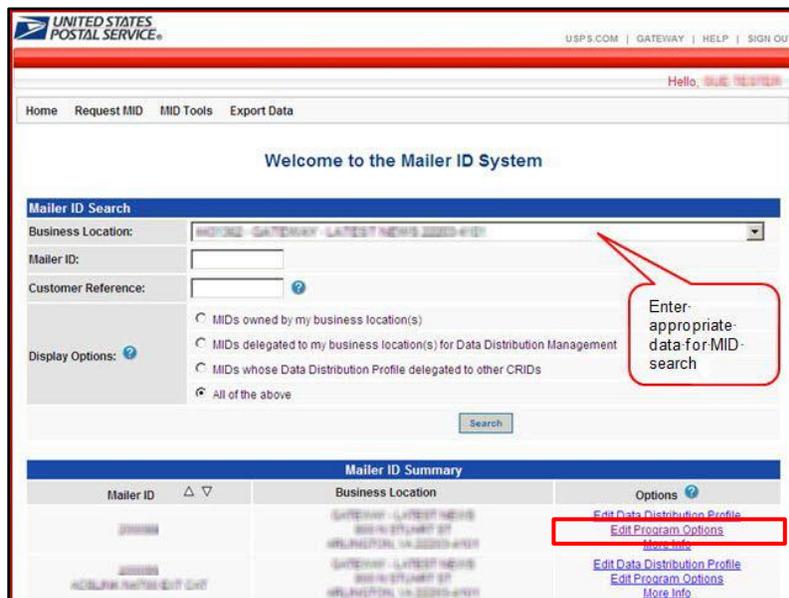
Figure 110: Edit Program Options

5. To set the MID as a Continuous Mailer, select the "Continuous Mailer/eInduction" checkbox. A warning message will be displayed alerting the customer that there may be additional postage. USPS may approve or deny a user for Continuous Mailer/eInduction.
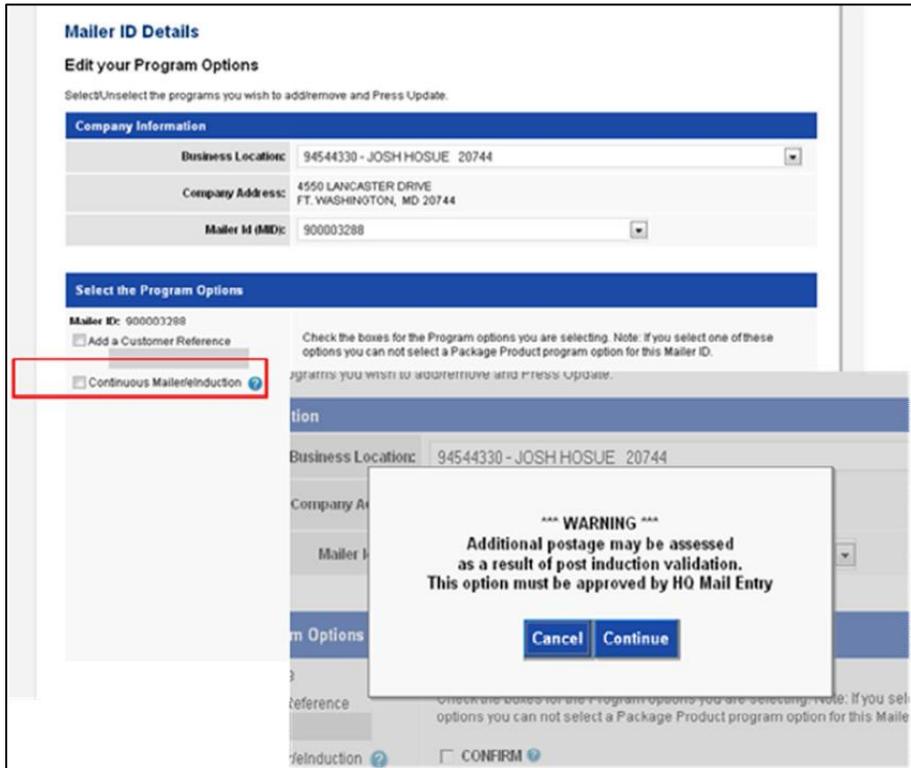
Figure 111: Setting the MID as a Continuous Mailer

APPENDIX A: VERIFICATION ERROR CODES

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
1	FS-IMD Container Sampling Scans to FS-IMD Tray Sampling Scans nesting does not match nesting in the eDoc	Nesting/Sortation	Container	Warning	N
2	FS-IMD Container Sampling Scans to FS-IMD Piece in a Range Sampling scans nesting does not match nesting in the eDoc	Nesting/Sortation	Container	Warning	N
3	FS-IMD Container Sampling Scans to FS-IMD Piece Sampling Scans nesting does not match nesting in the eDoc	Nesting/Sortation	Container	Warning	N
4	The FS-IMD Container Scan Barcode is associated to a non-unique Container Barcode in SASP	Barcode Uniqueness	Container	Warning	N
5	The Mailer ID parsed from the FS-IMD Container Scan Barcode (IMcb) does not match a valid Mailer ID in SASP	Mailer ID	Container	Warning	N
6	The Processing Category identified in the FS-IMD Container Scan does not match the Mail Category of the Job associated to the matching eDoc Container Barcode in SASP	Mail Characteristic	Container	Warning	N
7	The Mail Class identified in the FS-IMD Container Scan does not match the Mail Class of the Job associated to the matching eDoc Container Barcode in SASP	Mail Characteristic	Container	Warning	N
8	The Presort Level identified in the FS-IMD Container Scan does not match the Presort Level of the associated eDoc Container Barcode	Nesting/Sortation	Container	Warning	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
9	The Facility Locale Key from FS-IMD Container Scan does not match the Facility Locale Key associated to the matching eDoc Container Barcode in SASP	Entry Facility	Container	Warning	N
10	FS-IMD Tray Sampling Scans to FS-IMD Container Sampling Scans nesting does not match nesting in the eDoc	Nesting/Sortation	Handling Unit	Warning	N
11	FS-IMD Tray Sampling Scans to FS-IMD Piece in a Range sampling scans nesting does not match nesting in the eDoc	Nesting/Sortation	Handling Unit	Warning	N
12	FS-IMD Tray Sampling Scans to FS-IMD Piece Sampling Scans nesting does not match nesting in the eDoc	Nesting/Sortation	Handling Unit	Warning	N
13	The FS-IMD Tray Scan Barcode is associated to a non-unique Tray Barcode within SASP	Barcode Uniqueness	Handling Unit	Warning	N
14	The Mailer ID parsed from the FS-IMD Tray Scan Barcode does not match a valid Mailer ID in SASP	Mailer ID	Handling Unit	Warning	N
15	The Processing Category identified in the FS-IMD Tray Scan does not match the Processing Category of the Job associated to the matching eDoc Tray Barcode	Mail Characteristic	Handling Unit	Warning	N
16	The Mail Class identified in the FS-IMD Tray Scan does not match the Mail Class of the Job associated to the matching eDoc Tray Barcode	Mail Characteristic	Handling Unit	Warning	N
17	FS-IMD Piece in a Range Sampling Scans to FS-IMD Container Sampling Scans nesting does not match nesting in the eDoc	Nesting/Sortation	Piece	Warning	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
18	FS-IMD Piece in a Range Sampling Scans to FS-IMD Tray Sampling Scans nesting does not match nesting in the eDoc	Nesting/Sortation	Piece	Warning	N
19	FS-IMD Piece Sampling Scans to FS-IMD Container Sampling Scans nesting does not match nesting in the eDoc	Nesting/Sortation	Piece	Warning	N
20	FS-IMD Piece Sampling Scans to FS-IMD Tray Sampling Scans nesting does not match nesting in the eDoc	Nesting/Sortation	Piece	Warning	N
21	The FS-IMD Piece In a Range Scan Barcode is associated to a non-unique Piece or Piece in a Range within SASP	Barcode Uniqueness	Piece	Warning	N
22	The Mailer ID parsed from the FS-IMD Piece in a Range Scan does not match a valid Mailer ID in SASP	Mailer ID	Piece	Warning	N
23	The Processing Category identified in the FS-IMD Piece in a Range Scan does not match the Processing Category of the Job associated to the matching eDoc Piece in a Range Barcode	Mail Characteristic	Piece	Warning	N
24	The Service Type ID parsed from the FS-IMD Piece in a Range Scan Barcode does not match a valid Service Type ID in SASP	Service Type	Piece	Warning	N
25	The FS-IMD Piece Scan Barcode is associated to a non-unique Piece Barcode in SASP	Barcode Uniqueness	Piece	Warning	N
26	The Mailer ID parsed from the FS-IMD Piece Scan Barcode does not match a valid Mailer ID in SASP	Mailer ID	Piece	Warning	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
27	The Processing Category identified in the FS-IMD Piece Scan does not match the Processing Category of the Job associated to the matching eDoc Piece Barcode	Mail Characteristic	Piece	Error	N
28	The Service Type ID parsed from the FS-IMD Piece Scan Barcode does not match a valid Service Type ID in SASP	Service Type	Piece	Warning	N
29	The Permit Type from the FS-IMD Piece Scan does not match the Permit Type from the matching eDoc Piece Barcode	Postage	Piece	Warning	N
30	The Piece Weight from the FS-IMD Piece Scan is more than the Piece Weight from the matching eDoc Piece Barcode	Weight	Piece	Error	N
500	Ineligible for Standard Mail Rates - Content Error from the FS-IMD Piece Scan	Mail Characteristic	Piece	Error	N
501	Ineligible for Non-Profit Rates - Content Error from the FS-IMD Piece Scan (Cooperative Mailing)	Mail Characteristic	Piece	Error	N
502	Ineligible for Non-Profit Rates - Content Error from the FS-IMD Piece Scan (Prohibited Advertisement - Insurance Policy)	Mail Characteristic	Piece	Error	N
503	Ineligible for Non-Profit Rates - Content Error from the FS-IMD Piece Scan (Prohibited Advertisement - Credit Card)	Mail Characteristic	Piece	Error	N
504	Ineligible for Non-Profit Rates - Content Error from the FS-IMD Piece Scan (Prohibited Advertisement - Travel Arrangements)	Mail Characteristic	Piece	Error	N
505	Other - Content Error from the FS-IMD Piece Scan	Mail Characteristic	Piece	Warning	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
506	Processing Category does not match - Processing Category Error from the FS-IMD Piece Scan	Mail Characteristic	Piece	Warning	N
507	Not Automation Compatible - Automation Compatibility Error from the FS-IMD Piece Scan (Dimension or Shape)	Mail Characteristic	Piece	Warning	N
508	Not Automation Compatible - Automation Compatibility Error from the FS-IMD Piece Scan (Aspect Ratio)	Mail Characteristic	Piece	Warning	N
509	Not Automation Compatible - Automation Compatibility Error from the FS-IMD Piece Scan (Weight)	Mail Characteristic	Piece	Warning	N
510	Not Automation Compatible - Automation Compatibility Error from the FS-IMD Piece Scan (CD/DVD Size or Placement)	Mail Characteristic	Piece	Warning	N
511	Not Automation Compatible - Automation Compatibility Error from the FS-IMD Piece Scan (Folder Self-Mailer)	Mail Characteristic	Piece	Warning	N
512	Not Automation Compatible - Automation Compatibility Error from the FS-IMD Piece Scan (Booklet Self-Mailer)	Mail Characteristic	Piece	Warning	N
513	Not Automation Compatible - Automation Compatibility Error from the FS-IMD Piece Scan (Other)	Mail Characteristic	Piece	Warning	N
514	Does not meet deflection standards - Deflection Testing (Flats) Error from the FS-IMD Piece Scan	Mail Characteristic	Piece	Warning	N
515	Other - Deflection Testing (Flats) Error from the FS-IMD Piece Scan	Mail Characteristic	Piece	Warning	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
516	Strapping/Banding - Bundle Preparation Error from the FS-IMD Piece Scan in a Bundle (Broken)	Mail Characteristic	Piece	Warning	N
517	Strapping/Banding - Bundle Preparation Error from the FS-IMD Piece Scan in a Bundle (Broken at Seam)	Mail Characteristic	Piece	Warning	N
518	Strapping/Banding - Bundle Preparation Error from the FS-IMD Piece Scan in a Bundle (Loose Fitting)	Mail Characteristic	Piece	Warning	N
519	Strapping/Banding - Bundle Preparation Error from the FS-IMD Piece Scan in a Bundle (Slipped Off/Poorly Tied)	Mail Characteristic	Piece	Warning	N
520	Strapping/Banding - Bundle Preparation Error from the FS-IMD Piece Scan in a Bundle (Other)	Mail Characteristic	Piece	Warning	N
521	Shrinkwrap - Bundle Preparation Error from the FS-IMD Piece Scan in a Bundle (Ripped)	Mail Characteristic	Piece	Warning	N
522	Shrinkwrap - Bundle Preparation Error from the FS-IMD Piece Scan in a Bundle (Insufficient Amount)	Mail Characteristic	Piece	Warning	N
523	Shrinkwrap - Bundle Preparation Error from the FS-IMD Piece Scan in a Bundle (Insufficient Strength)	Mail Characteristic	Piece	Warning	N
524	Shrinkwrap - Bundle Preparation Error from the FS-IMD Piece Scan in a Bundle (Broken at Seam)	Mail Characteristic	Piece	Warning	N
525	Shrinkwrap - Bundle Preparation Error from the FS-IMD Piece Scan in a Bundle (Loose Fitting)	Mail Characteristic	Piece	Warning	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
526	Shrinkwrap - Bundle Preparation Error from the FS-IMD Piece Scan in a Bundle (Excess Shrinkwrap)	Mail Characteristic	Piece	Warning	N
527	Shrinkwrap - Bundle Preparation Error from the FS-IMD Piece Scan in a Bundle (Visibility of Address)	Mail Characteristic	Piece	Warning	N
528	Shrinkwrap - Bundle Preparation Error from the FS-IMD Piece Scan in a Bundle (Other)	Mail Characteristic	Piece	Warning	N
529	Plastic Strap - Bundle Preparation Error from the FS-IMD Piece Scan in a Bundle (Broken)	Mail Characteristic	Piece	Warning	N
530	Plastic Strap - Bundle Preparation Error from the FS-IMD Piece Scan in a Bundle (Broken at Seam)	Mail Characteristic	Piece	Warning	N
531	Plastic Strap - Bundle Preparation Error from the FS-IMD Piece Scan in a Bundle (Loose Fitting)	Mail Characteristic	Piece	Warning	N
532	Plastic Strap - Bundle Preparation Error from the FS-IMD Piece Scan in a Bundle (Slipped Off/Poorly Tied)	Mail Characteristic	Piece	Warning	N
533	Plastic Strap - Bundle Preparation Error from the FS-IMD Piece Scan in a Bundle (Insufficient Amount)	Mail Characteristic	Piece	Warning	N
534	Plastic Strap - Bundle Preparation Error from the FS-IMD Piece Scan in a Bundle (Other)	Mail Characteristic	Piece	Warning	N
535	Rubberbands - Bundle Preparation Error from the FS-IMD Piece Scan in a Bundle (Broken)	Mail Characteristic	Piece	Warning	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
536	Rubberbands - Bundle Preparation Error from the FS-IMD Piece Scan in a Bundle (Broken at Seam)	Mail Characteristic	Piece	Warning	N
537	Rubberbands - Bundle Preparation Error from the FS-IMD Piece Scan in a Bundle (Loose Fitting)	Mail Characteristic	Piece	Warning	N
538	Rubberbands - Bundle Preparation Error from the FS-IMD Piece Scan in a Bundle (Slipped Off/Poorly Tied)	Mail Characteristic	Piece	Warning	N
539	Rubberbands - Bundle Preparation Error from the FS-IMD Piece Scan in a Bundle (Insufficient Amount)	Mail Characteristic	Piece	Warning	N
540	Rubberbands - Bundle Preparation Error from the FS-IMD Piece Scan in a Bundle (Other)	Mail Characteristic	Piece	Warning	N
541	String - Bundle Preparation Error from the FS-IMD Piece Scan in a Bundle (Broken)	Mail Characteristic	Piece	Warning	N
542	String - Bundle Preparation Error from the FS-IMD Piece Scan in a Bundle (Broken at Seam)	Mail Characteristic	Piece	Warning	N
543	String - Bundle Preparation Error from the FS-IMD Piece Scan in a Bundle (Loose Fitting)	Mail Characteristic	Piece	Warning	N
544	String - Bundle Preparation Error from the FS-IMD Piece Scan in a Bundle (Slipped Off/Poorly Tied)	Mail Characteristic	Piece	Warning	N
545	String - Bundle Preparation Error from the FS-IMD Piece Scan in a Bundle (Insufficient Amount)	Mail Characteristic	Piece	Warning	N
546	String - Bundle Preparation Error from the FS-IMD Piece Scan in a Bundle (Other)	Mail Characteristic	Piece	Warning	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
547	Size Issue - Bundle Preparation Error from the FS-IMD Piece Scan in a Bundle (Exceeds Maximum (DMM))	Mail Characteristic	Piece	Warning	N
548	Size Issue - Bundle Preparation Error from the FS-IMD Piece Scan in a Bundle (Below Minimum (DMM))	Mail Characteristic	Piece	Warning	N
549	Overweight - Bundle Preparation Error from the FS-IMD Piece Scan in a Bundle (Other)	Mail Characteristic	Piece	Warning	N
550	Visibility of Address - Bundle Preparation Error from the FS-IMD Piece Scan in a Bundle (Crinkled)	Mail Characteristic	Piece	Warning	N
551	Visibility of Address - Bundle Preparation Error from the FS-IMD Piece Scan in a Bundle (Excess Shrinkwrap)	Mail Characteristic	Piece	Warning	N
552	Visibility of Address - Bundle Preparation Error from the FS-IMD Piece Scan in a Bundle (Seam Over Address)	Mail Characteristic	Piece	Warning	N
553	Visibility of Address - Bundle Preparation Error from the FS-IMD Piece Scan in a Bundle (Address Covered by Strapping or Facing Slips)	Mail Characteristic	Piece	Warning	N
554	Optional Endorsement Line - Bundle Preparation Error from the FS-IMD Piece Scan in a Bundle (Crinkled)	Mail Characteristic	Piece	Warning	N
555	Optional Endorsement Line - Bundle Preparation Error from the FS-IMD Piece Scan in a Bundle (Excess Shrinkwrap)	Mail Characteristic	Piece	Warning	N
556	Optional Endorsement Line - Bundle Preparation Error from the FS-IMD Piece Scan in a Bundle (Seam Over Address)	Mail Characteristic	Piece	Warning	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
557	Optional Endorsement Line - Bundle Preparation Error from the FS-IMD Piece Scan in a Bundle (Address Covered by Strapping or Facing Slips)	Mail Characteristic	Piece	Warning	N
558	Contains Loose Mail - Bundle Preparation Error from the FS-IMD Piece Scan in a Bundle	Mail Characteristic	Piece	Warning	N
559	Other - Bundle Preparation Error from the FS-IMD Piece Scan in a Bundle	Mail Characteristic	Piece	Warning	N
560	Vertical Shift - Tap Test Error from the FS-IMD Piece Scan	Mail Characteristic	Piece	Warning	N
561	Horizontal Shift - Tap Test Error from the FS-IMD Piece Scan	Mail Characteristic	Piece	Warning	N
562	Both Vertical and Horizontal Shift - Tap Test Error from the FS-IMD Piece Scan	Mail Characteristic	Piece	Warning	N
563	Insufficient Postage - Amount of Postage Applied Error from the FS-IMD Piece Scan	Postage	Piece	Warning	N
564	Surcharge not paid - Amount of Postage Applied Error from the FS-IMD Piece Scan	Postage	Piece	Warning	N
565	Other - Amount of Postage Applied Error from the FS-IMD Piece Scan	Postage	Piece	Warning	N
566	Piece Weight Does Not Match - Piece Weight Error from the FS-IMD Piece Scan	Weight	Piece	Error	N
567	Non Readable/Scan Problem - Barcode Error from the FS-IMD Container Scan	Barcode Quality	Container	Warning	N
568	Incorrect Barcode - Barcode Error from the FS-IMD Container Scan (General)	Barcode Quality	Container	Warning	N
569	Incorrect Barcode - Barcode Error from the FS-IMD Container Scan (Symbology)	Barcode Quality	Container	Warning	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
570	Incorrect Barcode - Barcode Error from the FS-IMD Container Scan (Character Length)	Barcode Quality	Container	Warning	N
571	Incorrect Barcode - Barcode Error from the FS-IMD Container Scan (MID)	Barcode Quality	Container	Warning	N
572	Incorrect Barcode - Barcode Error from the FS-IMD Container Scan (App ID)	Barcode Quality	Container	Warning	N
573	Incorrect Barcode - Barcode Error from the FS-IMD Container Scan (Type Indicator)	Barcode Quality	Container	Warning	N
574	Placement - Barcode Error from the FS-IMD Container Scan	Barcode Quality	Container	Warning	N
575	Other - Barcode Error from the FS-IMD Container Scan	Barcode Quality	Container	Warning	N
576	Non Readable/Scan Problem - Barcode Error from the FS-IMD Tray Scan on a Sack	Barcode Quality	Handling Unit	Warning	N
577	Incorrect Barcode - Barcode Error from the FS-IMD Tray Scan on a Sack (General)	Barcode Quality	Handling Unit	Warning	N
578	Incorrect Barcode - Barcode Error from the FS-IMD Tray Scan on a Sack (Symbology)	Barcode Quality	Handling Unit	Warning	N
579	Incorrect Barcode - Barcode Error from the FS-IMD Tray Scan on a Sack (Character Length)	Barcode Quality	Handling Unit	Warning	N
580	Incorrect Barcode - Barcode Error from the FS-IMD Tray Scan on a Sack (MID)	Barcode Quality	Handling Unit	Warning	N
581	Incorrect Barcode - Barcode Error from the FS-IMD Tray Scan on a Sack (CIN)	Barcode Quality	Handling Unit	Warning	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
582	Incorrect Barcode - Barcode Error from the FS-IMD Tray Scan on a Sack (Processing Code)	Barcode Quality	Handling Unit	Warning	N
583	Placement Barcode - Barcode Error from the FS-IMD Tray Scan on a Sack	Barcode Quality	Handling Unit	Warning	N
584	Other Barcode - Barcode Error from the FS-IMD Tray Scan on a Sack	Barcode Quality	Handling Unit	Warning	N
585	Non Readable/Scan Problem - Barcode Error from the FS-IMD Tray Scan	Barcode Quality	Handling Unit	Warning	N
586	Incorrect Barcode - Barcode Error from the FS-IMD Tray Scan (General)	Barcode Quality	Handling Unit	Warning	N
587	Incorrect Barcode - Barcode Error from the FS-IMD Tray Scan (Symbology)	Barcode Quality	Handling Unit	Warning	N
588	Incorrect Barcode - Barcode Error from the FS-IMD Tray Scan (Character Length)	Barcode Quality	Handling Unit	Warning	N
589	Incorrect Barcode - Barcode Error from the FS-IMD Tray Scan (MID)	Barcode Quality	Handling Unit	Warning	N
590	Incorrect Barcode - Barcode Error from the FS-IMD Tray Scan (CIN)	Barcode Quality	Handling Unit	Warning	N
591	Incorrect Barcode - Barcode Error from the FS-IMD Tray Scan (Processing Code)	Barcode Quality	Handling Unit	Warning	N
592	Placement - Barcode Error from the FS-IMD Tray Scan	Barcode Quality	Handling Unit	Warning	N
593	Other - Barcode Error from the FS-IMD Tray Scan	Barcode Quality	Handling Unit	Warning	N
594	Non Visible barcode (window envelope) - Barcode Error from the FS-IMD Piece Scan in a Bundle	Barcode Quality	Piece	Warning	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
595	Non Readable/Scan Problem - Barcode Error from the FS-IMD Piece Scan in a Bundle	Barcode Quality	Piece	Warning	N
596	Incorrect barcode - Barcode Error from the FS-IMD Piece Scan in a Bundle (General)	Barcode Quality	Piece	Warning	N
597	Incorrect barcode - Barcode Error from the FS-IMD Piece Scan in a Bundle (Symbology)	Barcode Quality	Piece	Warning	N
598	Incorrect barcode - Barcode Error from the FS-IMD Piece Scan in a Bundle (Character Length)	Barcode Quality	Piece	Warning	N
599	Incorrect barcode - Barcode Error from the FS-IMD Piece Scan in a Bundle (MID)	Barcode Quality	Piece	Warning	N
600	Incorrect barcode - Barcode Error from the FS-IMD Piece Scan in a Bundle (STID)	Barcode Quality	Piece	Warning	N
601	Incorrect barcode - Barcode Error from the FS-IMD Piece Scan in a Bundle (OEL)	Barcode Quality	Piece	Warning	N
602	Placement Barcode - Barcode Error from the FS-IMD Piece Scan in a Bundle	Barcode Quality	Piece	Warning	N
603	Other Barcode - Barcode Error from the FS-IMD Piece Scan in a Bundle	Barcode Quality	Piece	Warning	N
604	Non Visible barcode (window envelops) - Barcode Error from the FS-IMD Piece Scan	Barcode Quality	Piece	Warning	N
605	Non Readable/Scan Problem - Barcode Error from the FS-IMD Piece Scan	Barcode Quality	Piece	Warning	N
606	Incorrect barcode - Barcode Error from the FS-IMD Piece Scan (General)	Barcode Quality	Piece	Warning	N
607	Incorrect barcode - Barcode Error from the FS-IMD Piece Scan (Symbology)	Barcode Quality	Piece	Warning	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
608	Incorrect barcode - Barcode Error from the FS-IMD Piece Scan (Character Length)	Barcode Quality	Piece	Warning	N
609	Incorrect barcode - Barcode Error from the FS-IMD Piece Scan (MID)	Barcode Quality	Piece	Warning	N
610	Incorrect barcode - Barcode Error from the FS-IMD Piece Scan (STID)	Barcode Quality	Piece	Warning	N
611	Incorrect barcode - Barcode Error from the FS-IMD Piece Scan (OEL)	Barcode Quality	Piece	Warning	N
612	Placement - Barcode Error from the FS-IMD Piece Scan	Barcode Quality	Piece	Warning	N
613	Other - Barcode Error from the FS-IMD Piece Scan	Barcode Quality	Piece	Warning	N
614	Label Error - Presort Error from the FS-IMD Container Scan (Destination)	Nesting/Sortation	Container	Warning	N
615	Label Error - Presort Error from the FS-IMD Container Scan (Content)	Nesting/Sortation	Container	Warning	N
616	Label Error - Presort Error from the FS-IMD Container Scan (Missing Label)	Nesting/Sortation	Container	Warning	N
617	Label Error - Presort Error from the FS-IMD Container Scan (Label Not Legible)	Nesting/Sortation	Container	Warning	N
618	Label Error - Presort Error from the FS-IMD Container Scan (Other)	Nesting/Sortation	Container	Warning	N
619	Incorrect Presort - Presort Error from the FS-IMD Container Scan	Nesting/Sortation	Container	Warning	N
620	Other - Presort Error from the FS-IMD Container Scan	Nesting/Sortation	Container	Warning	N
621	Label Error - Presort Error from the FS-IMD Tray Scan on a Sack (Destination)	Nesting/Sortation	Handling Unit	Warning	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
622	Label Error - Presort Error from the FS-IMD Tray Scan on a Sack (Content)	Nesting/Sortation	Handling Unit	Warning	N
623	Label Error - Presort Error from the FS-IMD Tray Scan on a Sack (Missing Label)	Nesting/Sortation	Handling Unit	Warning	N
624	Label Error - Presort Error from the FS-IMD Tray Scan on a Sack (Label Not Legible)	Nesting/Sortation	Handling Unit	Warning	N
625	Label Error - Presort Error from the FS-IMD Tray Scan on a Sack (Other)	Nesting/Sortation	Handling Unit	Warning	N
626	Incorrect Presort - Presort Error from the FS-IMD Tray Scan on a Sack	Nesting/Sortation	Handling Unit	Warning	N
627	Other - Presort Error from the FS-IMD Tray Scan on a Sack	Nesting/Sortation	Handling Unit	Warning	N
628	Label Error - Presort Error from the FS-IMD Tray Scan (Destination)	Nesting/Sortation	Handling Unit	Warning	N
629	Label Error - Presort Error from the FS-IMD Tray Scan (Content)	Nesting/Sortation	Handling Unit	Warning	N
630	Label Error - Presort Error from the FS-IMD Tray Scan (Missing Label)	Nesting/Sortation	Handling Unit	Warning	N
631	Label Error - Presort Error from the FS-IMD Tray Scan (Label Not Legible)	Nesting/Sortation	Handling Unit	Warning	N
632	Other - Presort Error from the FS-IMD Tray Scan (Other)	Nesting/Sortation	Handling Unit	Warning	N
633	Incorrect Presort - Presort Error from the FS-IMD Tray Scan	Nesting/Sortation	Handling Unit	Warning	N
634	Other - Presort Error from the FS-IMD Tray Scan	Nesting/Sortation	Handling Unit	Warning	N
635	Label Error - Presort Error from the FS-IMD Piece Scan on a Bundle (Destination)	Nesting/Sortation	Piece	Warning	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
636	Label Error - Presort Error from the FS-IMD Piece Scan on a Bundle (Content)	Nesting/Sortation	Piece	Warning	N
637	Label Error - Presort Error from the FS-IMD Piece Scan on a Bundle (Missing Label)	Nesting/Sortation	Piece	Warning	N
638	Label Error - Presort Error from the FS-IMD Piece Scan on a Bundle (Label not Legible)	Nesting/Sortation	Piece	Warning	N
639	Label Error - Presort Error from the FS-IMD Piece Scan on a Bundle (Other)	Nesting/Sortation	Piece	Warning	N
640	Incorrect Presort - Presort Error from the FS-IMD Piece Scan on a Bundle	Nesting/Sortation	Piece	Warning	N
641	Other Presort - Presort Error from the FS-IMD Piece Scan on a Bundle	Nesting/Sortation	Piece	Warning	N
642	Incorrect Presort - Presort Error from the FS-IMD Piece Scan	Nesting/Sortation	Piece	Warning	N
643	Addressing - Presort Error from the FS-IMD Piece Scan (No Zip Code)	Nesting/Sortation	Piece	Warning	N
644	Addressing - Presort Error from the FS-IMD Piece Scan (Incorrect Zip Code)	Nesting/Sortation	Piece	Warning	N
645	Addressing - Presort Error from the FS-IMD Piece Scan (Other)	Nesting/Sortation	Piece	Warning	N
646	Incorrect Line of Travel - Presort Error from the FS-IMD Piece Scan (Other)	Nesting/Sortation	Piece	Warning	N
647	Incorrect Walk of Sequence - Presort Error from the FS-IMD Piece Scan (Other)	Nesting/Sortation	Piece	Warning	N
648	Other - Presort Error from the FS-IMD Piece Scan	Nesting/Sortation	Piece	Warning	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
649	Postage Payment Method Does Not Match - Postage Payment Method Error from the FS-IMD Piece Scan (Mailer claimed metered, found precancelled stamp)	Postage	Piece	Warning	N
650	Postage Payment Method Does Not Match - Postage Payment Method Error from the FS-IMD Piece Scan (Mailer claimed metered, found permit imprint)	Postage	Piece	Warning	N
651	Postage Payment Method Does Not Match - Postage Payment Method Error from the FS-IMD Piece Scan (Mailer claimed precancelled stamp, found metered)	Postage	Piece	Warning	N
652	Postage Payment Method Does Not Match - Postage Payment Method Error from the FS-IMD Piece Scan (Mailer claimed precancelled stamp, found permit imprint)	Postage	Piece	Warning	N
653	Postage Payment Method Does Not Match - Postage Payment Method Error from the FS-IMD Piece Scan (Mailer claimed permit imprint, found metered)	Postage	Piece	Warning	N
654	Label Error - CSA Sortation Error from the FS-IMD Container Scan (Destination)	Nesting/Sortation	Container	Warning	N
655	Label Error - CSA Sortation Error from the FS-IMD Container Scan (Content)	Nesting/Sortation	Container	Warning	N
656	Label Error - CSA Sortation Error from the FS-IMD Container Scan (Missing Label)	Nesting/Sortation	Container	Warning	N
657	Label Error - CSA Sortation Error from the FS-IMD Container Scan (Label Not Legible)	Nesting/Sortation	Container	Warning	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
658	Label Error - CSA Sortation Error from the FS-IMD Container Scan (Other)	Nesting/Sortation	Container	Warning	N
659	Incorrect Presort - CSA Sortation Error from the FS-IMD Container Scan	Nesting/Sortation	Container	Warning	N
660	Other - CSA Sortation Error from the FS-IMD Container Scan	Nesting/Sortation	Container	Warning	N
661	Label Error - CSA Sortation Error from the FS-IMD Tray Scan on a Sack (Destination)	Nesting/Sortation	Handling Unit	Warning	N
662	Label Error - CSA Sortation Error from the FS-IMD Tray Scan on a Sack (Content)	Nesting/Sortation	Handling Unit	Warning	N
663	Label Error - CSA Sortation Error from the FS-IMD Tray Scan on a Sack (Missing Label)	Nesting/Sortation	Handling Unit	Warning	N
664	Label Error - CSA Sortation Error from the FS-IMD Tray Scan on a Sack (Label Not Legible)	Nesting/Sortation	Handling Unit	Warning	N
665	Label Error - CSA Sortation Error from the FS-IMD Tray Scan on a Sack (Other)	Nesting/Sortation	Handling Unit	Warning	N
666	Incorrect Presort - CSA Sortation Error from the FS-IMD Tray Scan on a Sack	Nesting/Sortation	Handling Unit	Warning	N
667	Other - CSA Sortation Error from the FS-IMD Tray Scan on a Sack	Nesting/Sortation	Handling Unit	Warning	N
668	Label Error - CSA Sortation Error from the FS-IMD Tray Scan (Destination)	Nesting/Sortation	Handling Unit	Warning	N
669	Label Error - CSA Sortation Error from the FS-IMD Tray Scan (Content)	Nesting/Sortation	Handling Unit	Warning	N
670	Label Error - CSA Sortation Error from the FS-IMD Tray Scan (Missing Label)	Nesting/Sortation	Handling Unit	Warning	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
671	Label Error - CSA Sortation Error from the FS-IMD Tray Scan (Label Not Legible)	Nesting/Sortation	Handling Unit	Warning	N
672	Label Error - CSA Sortation Error from the FS-IMD Tray Scan (Other)	Nesting/Sortation	Handling Unit	Warning	N
673	Incorrect Presort - CSA Sortation Error from the FS-IMD Tray Scan	Nesting/Sortation	Handling Unit	Warning	N
674	Other - CSA Sortation Error from the FS-IMD Tray Scan	Nesting/Sortation	Handling Unit	Warning	N
675	Label Error - CSA Sortation Error from the FS-IMD Piece Scan on a Bundle (Destination)	Nesting/Sortation	Piece	Warning	N
676	Label Error - CSA Sortation Error from the FS-IMD Piece Scan on a Bundle (Content)	Nesting/Sortation	Piece	Warning	N
677	Label Error - CSA Sortation Error from the FS-IMD Piece Scan on a Bundle (Missing Label)	Nesting/Sortation	Piece	Warning	N
678	Label Error - CSA Sortation Error from the FS-IMD Piece Scan on a Bundle (Label not Legible)	Nesting/Sortation	Piece	Warning	N
679	Label Error - CSA Sortation Error from the FS-IMD Piece Scan on a Bundle (Other)	Nesting/Sortation	Piece	Warning	N
680	Incorrect Presort - CSA Sortation Error from the FS-IMD Piece Scan on a Bundle	Nesting/Sortation	Piece	Warning	N
681	Other - CSA Sortation Error from the FS-IMD Piece Scan on a Bundle	Nesting/Sortation	Piece	Warning	N
682	Ineligible for rate - CSA Sortation Error from the FS-IMD Piece Scan (Not eligible for Standard Mail rate)	Mail Characteristic	Piece	Warning	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
683	The IMb in the FS-IMD piece scan was not found in eDoc and the IMb was nested in a Handling Unit or Container that was found in eDoc	Undocumented	Piece	Warning	N
684	The presort level of the FS-IMD Piece Scans parent FS-IMD Handling Unit does not match the presort level of the associated eDoc piece's parent Handling Unit	Nesting/Sortation	Piece	Error	N
685	The Postage Affixed from the FS-IMD Piece Scan does not match the Postage Affixed from the eDoc	Postage	Piece	Error	N
686	The destination ZIP code of the FS-IMD Piece Scans parent FS-IMD HU does not match the destination ZIP code of the associated eDoc piece's parent Handling Unit	Nesting/Sortation	Piece	Error	N
5000	The piece scan was performed at a location different than the container acceptance location in the eDoc when a Misshipped container was not identified through eInduction	Entry Facility	Container	Warning	N
6000	The mail piece received more than one associated COA record where the later of the COA create date and COA effective date is between 95 days and 18 months (configurable) of the postage statement finalization date	Move/Update	Piece	Error	N
6001	The mail piece was undeliverable as addressed and received an associated Nixie (Return) record	Move/Update	Piece	Warning	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
6002	The mail piece was undeliverable as addressed because the IMb delivery point and USPS identified routing delivery point do not match	Move/Update	Piece	Warning	N
6003	The STID on a piece scan is full-service (FS) and the piece is not associated to any eDoc	Undocumented	Piece	Warning	N
6004	The STID on a piece scan is not full-service, the piece was scanned in a full-service handling unit, and the eDoc identified only full-service mail in the job	Undocumented	Piece	Warning	N
6005	The barcode on the piece scan is a Postnet barcode and the eDoc identified only full-service mail in the job	Undocumented	Piece	Warning	N
6006	The barcode on the piece scan was unable to be read by the Mail Processing Equipment	Barcode Quality	Piece	Warning	N
6007	An associated piece was placed in the rejected bin	Barcode Quality	Piece	Warning	N
6008	The piece was scanned in a different tray that was identified in eDoc	Nesting/Sortation	Piece	Error	N
6009	The presort level the piece was scanned in was different than the presort level of the tray identified in eDoc	Nesting/Sortation	Piece	Error	N
6010	The destination ZIP code of tray the piece was scanned in was different than the destination ZIP the piece was nested in eDoc	Nesting/Sortation	Piece	Error	N
6011	The piece was scanned on a different machine as compared to the majority of the other pieces in its bundle	Nesting/Sortation	Piece	Error	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
6012	The piece was scanned outside of a configurable timeframe as compared to the majority of the other pieces in its bundle	Nesting/Sortation	Piece	Error	N
690	Mailing Review - Containers and/or handling units are not stable or safe for transport	Mailing Review	Job	Error	N
691	Labeling Review - Containers and/or handling units are not properly labeled	Mailing Review	Job	Error	N
692	Mailpiece Review - Processing category claimed on the postage statement is incorrect	Mailing Review	Job	Error	N
693	Mailpiece Review - Mailpiece does not meet any non-machinable criteria	Mailing Review	Job	Error	N
694	Mailpiece Review - Postage payment method does not meet format and legibility requirements	Mailing Review	Job	Error	N
695	Documentation/Postage Statement Review - Mailer has not completed all applicable sections of the postage statement	Mailing Review	Job	Error	N
696	Documentation/Postage Statement Review - Mailer provided documentation does not support the pieces and rates claimed on the postage statement	Mailing Review	Job	Error	N
7001	The mailer provided Appointment ID is invalid or no match found in FAST for the associated container based on the Reservation Number from Mail.dat (.csm) or the Appointment ID from Mail.XML (QualReport)	Appointment	Container	Warning	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
7002	The mailer provided Appointment ID is invalid or no match found in FAST for the associated orphan HU based on the Reservation Number from Mail.dat (.csm) or the Appointment ID from Mail.XML (QualReport)	Appointment	Handling Unit	Warning	N
7003	The mailer provided Appointment ID from the eDoc(.csm or Mail.XML QualReport) was null for a container where the Entry Point Facility Type is Dropship	Appointment	Container	Warning	N
7004	The FAST Appointment on the associated container has Contents Different than 8125 Irregularity Indicator	Appointment	Container	Warning	N
7005	The FAST Appointment on the associated container has a different Entry Point for Entry Discount Facility than the Destination Facility specified in the FAST Appointment	Appointment	Container	Warning	N
7006	The mailer provided Appointment ID from the eDoc(.csm or Mail.XML QualReport) was null for the orphan HU where the Entry Point Facility Type is Dropship	Appointment	Handling Unit	Warning	N
7007	The FAST Appointment on the associated handling unit has Contents Different than 8125 Irregularity Indicator	Appointment	Handling Unit	Warning	N
7008	The FAST Appointment on the associated handling unit has a different Entry Point for Entry Discount Facility than the Destination Facility specified in the FAST Appointment	Appointment	Handling Unit	Warning	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
7009	The FAST Appointment on the associated container has Damaged Mail Irregularity Indicator	Appointment	Container	Warning	N
7010	The appointment on the associated container scan record does not match the appointment on the container in the eDoc	Appointment	Container	Error	N
7011	The container was entered at a dropship location that is not valid within the FAST Mail Direction File	Appointment	Container	Warning	N
7012	The container was entered at a dropship location within the FAST Mail Direction File, but after the allowable grace period	Appointment	Container	Warning	N
7013	The FAST Appointment on the associated container has Damaged Mail Irregularity Indicator	Appointment	Handling Unit	Warning	N
7014	The handling unit was entered at a dropship location that is not valid within the FAST Mail Direction File	Appointment	Handling Unit	Warning	N
7015	The handling unit was entered at a dropship location within the FAST Mail Direction File after the grace period	Appointment	Handling Unit	Warning	N
7016	The entry facility identified by the Locale Key for the container within the eDoc was unknown	Entry Facility	Container	Error	Y
7017	The entry facility identified by the Postal Code for the container within the eDoc was unknown	Entry Facility	Container	Error	Y
7018	The entry facility identified by the Locale Key for the orphan handling unit within the eDoc was unknown	Entry Facility	Handling Unit	Error	Y

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
7019	The entry facility identified by the Postal Code for the orphan handling unit within the eDoc was unknown	Entry Facility	Handling Unit	Error	Y
7020	The postage statement was finalized more than 1 day after the Scheduled Ship Date for a DMU Verified, USPS Transported Container	Service Performance	Container	Error	N
7021	The postage statement was finalized more than 1 day after the Scheduled Ship Date for a DMU Verified, USPS Transported Handling Unit	Service Performance	Handling Unit	Error	N
7022	The Orphan Handling Unit does not have an Induction method of BMEU	Service Performance	Handling Unit	Warning	N
7030	The Physical Container has multiple associated SV Unload scans which include different appointment IDs	Service Performance	Container	Error	N
7101	The Mail Preparer was not identified for the piece range due to an invalid Mailer ID(.imr) or By/For piece range Mail Preparer identifiers not provided	By/For	Piece Range	Warning	N
7102	The Mail Owner was not identified for the piece range due to an invalid MID (.imr or Mail.XML PieceRange) or invalid CRID (.imr, Mail.XML PieceRange or QualReport)	By/For	Piece Range	Error	N
7103	The Mail Owner was not identified for the piece because the permit number in the .mpa file is not associated to a CRID	By/For	Piece	Error	N
7104	The Mail Preparer was not identified for the piece due to an invalid Mailer ID (.mpa or Mail.XML QualReport) or invalid CRID (.mpa or Mail.XML QualReport)	By/For	Piece	Error	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
7105	The Mail Preparer was not identified for the piece due to an invalid Mailer ID (.cpt, mpa or Mail.XML MailPiece) or invalid CRID (.mpa, .cpt, Mail.XML MailPiece, or Mail.XML QualReport) or invalid permit number/publication number (.mpa)	By/For	Piece	Error	N
7106	The Mail Preparer was not identified for the piece due to an invalid Mailer ID(.mpa)	By/For	Piece	Error	Y
7107	The Mail Preparer was not identified for the piece due to an invalid CRID(.mpa)	By/For	Piece	Error	Y
7108	The Mail Preparer was not identified for the piece due to an invalid Mailer ID(Mail.XML QualReport)	By/For	Piece	Error	Y
7109	The Mail Preparer was not identified for the piece due to an invalid CRID(Mail.XML QualReport)	By/For	Piece	Error	Y
7110	The Mail Preparer was not identified for the piece due to no Mail Preparer identifiers in the eDoc	By/For	Piece	Error	Y
7111	The Mail Owner was not identified for the piece due to an invalid Mailer ID(.cpt)	By/For	Piece	Error	Y
7112	The Mail Owner was not identified for the piece due to an invalid Mailer ID(.mpa)	By/For	Piece	Error	Y
7113	The Mail Owner was not identified for the piece due to an invalid CRID(.cpt)	By/For	Piece	Error	Y
7114	The Mail Owner was not identified for the piece due to an invalid CRID(.mpa)	By/For	Piece	Error	Y

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
7115	The Mail Owner was not identified for the piece due to an invalid Mailer ID(Mail.XML MailPiece)	By/For	Piece	Error	Y
7116	The Mail Owner was not identified for the piece due to an invalid CRID(Mail.XML MailPiece)	By/For	Piece	Error	Y
7117	The Mail Owner was not identified for the piece due to an invalid CRID(Mail.XML QualReport)	By/For	Piece	Error	Y
7118	The Mail Owner was not identified for the piece due to no Mail Owner identifiers in the eDoc	By/For	Piece	Error	Y
7119	The Mail Owner was not identified for the piece due to invalid permit information(.mpa)	By/For	Piece	Error	Y
7120	The Mail Owner was not identified for the piece due to invalid permit information(Mail.XML MailPiece)	By/For	Piece	Error	Y
7121	The Mail Preparer was not identified for the piece due to invalid permit information(Mail.XML QualReport)	By/For	Piece	Error	Y
7122	The Mail Preparer was not identified for the piece range due to invalid permit information(Mail.XML QualReport)	By/For	Piece Range	Error	Y
7123	The Mail Owner was not identified for the piece due to an invalid publication number(.mpa)	By/For	Piece	Error	Y
7124	The Mail Owner was not identified for the piece due to an invalid publication number(Mail.XML MailPiece)	By/For	Piece	Error	Y

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
7125	The Mail Preparer was not identified for the piece due to an invalid publication number(Mail.XML QualReport)	By/For	Piece	Error	Y
7126	The Mail Preparer was not identified for the piece range due to an invalid publication number(Mail.XML QualReport)	By/For	Piece Range	Error	N
7127	The Mail Preparer was not identified for the piece range due to an invalid Mailer ID(.imr)	By/For	Piece Range	Error	N
7128	The Mail Preparer was not identified for the piece range due to an invalid CRID(.imr)	By/For	Piece Range	Error	N
7129	The Mail Preparer was not identified for the piece range due to an invalid Mailer ID(Mail.XML PieceRange)	By/For	Piece Range	Error	N
7130	The Mail Preparer was not identified for the piece range due to an invalid Mailer ID(Mail.XML QualReport)	By/For	Piece Range	Error	N
7131	The Mail Preparer was not identified for the piece range due to an invalid CRID(Mail.XML PieceRange)	By/For	Piece Range	Error	N
7132	The Mail Preparer was not identified for the piece range due to an invalid CRID(Mail.XML QualReport)	By/For	Piece Range	Error	N
7133	The Mail Preparer was not identified for the piece range due to no Mail Preparer identifiers in the eDoc	By/For	Piece Range	Error	N
7134	The Mail Owner was not identified for the piece range due to an invalid Mailer ID(.imr)	By/For	Piece Range	Error	N
7135	The Mail Owner was not identified for the piece range due to an invalid CRID(.imr)	By/For	Piece Range	Error	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
7136	The Mail Owner was not identified for the piece range due to an invalid Mailer ID(Piece Range)	By/For	Piece Range	Error	N
7137	The Mail Owner was not identified for the piece range due to an invalid CRID(Mail.XML PieceRange)	By/For	Piece Range	Error	N
7138	The Mail Owner was not identified for the piece range due to an invalid CRID(Mail.XML QualReport)	By/For	Piece Range	Error	N
7139	The Mail Owner was not identified for the piece range due to no Mail Owner identifiers in the eDoc	By/For	Piece Range	Error	N
7140	The Mail Owner and Mail Preparer were identified as same Business entity	By/For	Piece	Error	Y
7141	The Mail Owner and Mail Preparer were identified as same Business entity	By/For	Piece Range	Error	N
7142	The Mail Owner was identified as a Mail Preparer within the past 90 days	By/For	Piece	Error	Y
7143	The Mail Owner was identified as a service provider on a configurable list of CRIDs	By/For	Piece	Error	Y
7201	The CSA ID from the eDoc container record (.csm or Mail.XML QualReport) is invalid or a match cannot be found for the associated container in the FAST system	Nesting/Sortation	Container	Error	N
7202	The CSA ID from the eDoc handling unit record (.csm or Mail.XML QualReport) is invalid or a match cannot be found for the associated handling unit in the FAST system	Nesting/Sortation	Handling Unit	Error	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
7203	The CSA ID from the eDoc container record (.csm or Mail.XML QualReport) is invalid or a match cannot be found for the associated container in the FAST system	Nesting/Sortation	Container	Error	N
7204	The CSA ID from the eDoc(.csm or Mail.XML QualReport) was null for a container where the Entry Point Facility Type is DMU Verified, USPS Transported	Nesting/Sortation	Container	Error	N
7205	The CSA ID associated to an eDoc Container record (.csm or Mail.XML QualReport) does not have an Active status in FAST	Nesting/Sortation	Container	Error	N
7206	The eDoc Mail Class(.seg or Mail.XML QualReport) does not match the CSA Mail Class in FAST for the associated eDoc container record(.csm or Mail.XML QualReport)	Nesting/Sortation	Container	Error	N
7207	The eDoc Principal Processing Category(.seg or Mail.XML QualReport) does not match the CSA Processing Category in FAST for the associated eDoc container record(.csm or Mail.XML QualReport)	Nesting/Sortation	Container	Error	N
7208	The eDoc Container Level Code(.csm or Mail.XML QualReport) does not match the CSA Processing Code in FAST for the associated eDoc container record(.csm or Mail.XML QualReport)	Nesting/Sortation	Container	Error	N
7209	The eDoc Container Destination ZIP(.csm or Mail.XML QualReport) does not match the CSA Container Destination ZIP in FAST for the associated eDoc container record(.csm or Mail.XML QualReport)	Nesting/Sortation	Container	Error	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
7210	The eDoc Scheduled Ship Date(.csm or Mail.XML QualReport) is before the CSA Effective Date in FAST for the associated eDoc container record(.csm or Mail.XML QualReport) for DMU Verified, USPS Transported	Nesting/Sortation	Container	Error	N
7211	The eDoc Scheduled Ship Date(.csm or Mail.XML QualReport) is not the same CSA Day of Week in FAST for the associated eDoc container record(.csm or Mail.XML QualReport) for DMU Verified, USPS Transported, Scheduled Trip	Nesting/Sortation	Container	Error	N
7212	The eDoc CSA Trip ID(.csm or Mail.MXML QualReport) does not match the CSA Trip ID in FAST for the associated eDoc container record(.csm or Mail.XML QualReport) for DMU Verified, USPS Transported	Nesting/Sortation	Container	Error	N
7213	The eDoc Scheduled Induction Date(.csm or Mail.XML QualReport) is before the CSA Effective Date in FAST for the associated eDoc container record(.csm or Mail.XML QualReport) for BMEU	Nesting/Sortation	Container	Error	N
7214	The eDoc Scheduled Induction Date(.csm or Mail.XML QualReport) is not the same CSA Day of Week in FAST for the associated eDoc container record(.csm or Mail.XML QualReport) for BMEU, Scheduled Trip	Nesting/Sortation	Container	Error	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
7215	The eDoc Entry Point Locale Key(.csm or Mail.XML QualReport) does not match the CSA Facility Locale Key in FAST for the associated eDoc container record(.csm or Mail.XML QualReport) for BMEU	Nesting/Sortation	Container	Error	N
7216	The eDoc Scheduled Induction Date(.csm or Mail.XML QualReport) is before the CSA Effective Date in FAST for the associated eDoc container record(.csm or Mail.XML QualReport) for DMU Verified, Mailer Transported	Nesting/Sortation	Container	Error	N
7217	The eDoc Scheduled Induction Date(.csm or Mail.XML QualReport) is not the same CSA Day of Week for the associated eDoc container record(.csm or Mail.XML QualReport) for DMU Verified, Mailer Transported Scheduled Trip	Nesting/Sortation	Container	Error	N
7218	The eDoc Appointment ID(.csm or Mail.XML QualReport) does not match CSA Recurring Appointment ID in FAST for the associated eDoc container record(.csm or Mail.XML QualReport) for DMU Verified, Mailer Transported	Nesting/Sortation	Container	Error	N
7219	The CSA ID from the eDoc orphan HU record (.csm or Mail.XML QualReport) is invalid or a match cannot be found for the associated orphan HU in the FAST system	Nesting/Sortation	Handling Unit	Error	N
7220	The CSA ID from the eDoc(.csm or Mail.XML QualReport) was null for an orphan HU where the Entry Point Facility Type is DMU Verified, USPS Transported	Nesting/Sortation	Handling Unit	Error	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
7221	The CSA ID associated to an eDoc orphan HU record (.csm or Mail.XML QualReport) does not have an Active status in FAST	Nesting/Sortation	Handling Unit	Error	N
7222	The eDoc Mail Class(.seg or Mail.XML QualReport) does not match the CSA Mail Class in FAST for the associated eDoc orphan HU record(.csm or Mail.XML QualReport)	Nesting/Sortation	Handling Unit	Error	N
7223	The eDoc Principal Processing Category(.seg or Mail.XML QualReport) does not match the CSA Processing Category in FAST for the associated eDoc orphan HU record(.csm or Mail.XML QualReport)	Nesting/Sortation	Handling Unit	Error	N
7224	The eDoc Container Level Code(.csm or Mail.XML QualReport) does not match the CSA Processing Code in FAST for the associated eDoc orphan HU record(.csm or Mail.XML QualReport)	Nesting/Sortation	Handling Unit	Error	N
7225	The eDoc Container Destination ZIP(.csm or Mail.XML QualReport) does not match the CSA Container Destination ZIP in FAST for the associated eDoc orphan HU record(.csm or Mail.XML QualReport)	Nesting/Sortation	Handling Unit	Error	N
7226	The eDoc Scheduled Ship Date(.csm or Mail.XML QualReport) is before the CSA Effective Date in FAST for the associated eDoc orphan HU record(.csm or Mail.XML QualReport) for DMU Verified, USPS Transported	Nesting/Sortation	Handling Unit	Error	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
7227	The eDoc Scheduled Ship Date(.csm or Mail.XML QualReport) is not the same CSA Day of Week in FAST for the associated eDoc orphan HU record(.csm or Mail.XML QualReport) for DMU Verified, USPS Transported, Scheduled Trip	Nesting/Sortation	Handling Unit	Error	N
7228	The eDoc CSA Trip ID(.csm or Mail.XML QualReport) does not match the CSA Trip ID in FAST for the associated eDoc orphan HU record(.csm or Mail.XML QualReport) for DMU Verified, USPS Transported	Nesting/Sortation	Handling Unit	Error	N
7229	The eDoc Scheduled Induction Date(.csm or Mail.XML QualReport) is before the CSA Effective Date in FAST for the associated eDoc orphan HU record(.csm or Mail.XML QualReport) for BMEU	Nesting/Sortation	Handling Unit	Error	N
7230	The eDoc Scheduled Induction Date(.csm or Mail.XML QualReport) is not the same CSA Day of Week in FAST for the associated eDoc orphan HU record(.csm or Mail.XML QualReport) for BMEU, Scheduled Trip	Nesting/Sortation	Handling Unit	Error	N
7231	The eDoc Entry Point Locale Key(.csm or Mail.XML QualReport) does not match the CSA Facility Locale Key in FAST for the associated eDoc orphan HU record(.csm or Mail.XML QualReport) for BMEU	Nesting/Sortation	Handling Unit	Error	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
7232	The eDoc Scheduled Induction Date(.csm or Mail.XML QualReport) is before the CSA Effective Date in FAST for the associated eDoc orphan HU record(.csm or Mail.XML QualReport) for DMU Verified, Mailer Transported	Nesting/Sortation	Handling Unit	Error	N
7233	The eDoc Scheduled Induction Date(.csm or Mail.XML QualReport) is not the same CSA Day of Week in FAST for the eDoc orphan HU record(.csm or Mail.XML QualReport) for DMU Verified, Mailer Transported, Scheduled Trip	Nesting/Sortation	Handling Unit	Error	N
7234	The eDoc Appointment ID(.csm or Mail.XML QualReport) does not match CSA Recurring Appointment ID in FAST for the associated eDoc orphan HU record(.csm or Mail.XML QualReport) for DMU Verified, Mailer Transported	Nesting/Sortation	Handling Unit	Error	N
7235	The eDoc Scheduled Induction Date/Time(.csm or Mail.XML QualReport) is after the CSA Arrival Time in FAST for the associated eDoc HU record(.csm or Mail.XML QualReport) for BMEU	Nesting/Sortation	Handling Unit	Error	N
7236	The eDoc Scheduled Induction Date/Time(.csm or Mail.XML QualReport) is after the CSA Arrival Time in FAST for the associated eDoc container record(.csm or Mail.XML QualReport) for BMEU	Nesting/Sortation	Container	Error	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
7237	The eDoc EP Locale Key(.csm or Mail.XML QualReport) does not match the CSA Facility Locale Key in FAST for the associated eDoc container record(.csm or Mail.XML QualReport) for DMU Verified, Mailer Transported	Nesting/Sortation	Container	Error	N
7238	The eDoc EP Locale Key(.csm or Mail.XML QualReport) does not match the CSA Facility Locale Key in FAST for the associated eDoc orphan HU record(.csm or Mail.XML QualReport) for DMU Verified, Mailer Transported	Nesting/Sortation	Handling Unit	Error	N
7239	The CSA ID was not provided in the eDoc(.seg/.csm or Mail.XML QualReport) for the Origin entered Container when a First Class CSA Exists in FAST based on the eDoc Sender CRID and Processing Category	Nesting/Sortation	Container	Warning	N
7240	The CSA from the eDoc(.seg/.csm or Mail.XML QualReport) is invalid or a match cannot be found in FAST for the associated container record(.csm or Mail.XML QualReport)	Nesting/Sortation	Container	Warning	N
7242	The CSA ID associated to an eDoc Container record(.csm or Mail.XML QualReport) does not have an Active status in FAST	Nesting/Sortation	Container	Warning	N
7243	The eDoc Scheduled Ship/Induction Date(.csm or Mail.XML QualReport) is before the CSA Effective Date in FAST for the associated container record(.csm or Mail.XML QualReport)	Nesting/Sortation	Container	Warning	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
7244	The eDoc Principal Processing Category(.seg or Mail.XML QualReport) does not match the CSA Processing Category in FAST for the associated eDoc container record(.csm or Mail.XML QualReport)	Nesting/Sortation	Container	Warning	N
7245	The eDoc Container Level Code(.csm or Mail.XML QualReport) does not match the CSA Processing Code in FAST for the associated eDoc container record(.csm or Mail.XML QualReport)	Nesting/Sortation	Container	Warning	N
7246	The eDoc Container Destination ZIP(.csm or Mail.XML QualReport) does not match the CSA Container Destination ZIP in FAST for the associated eDoc container record(.csm or Mail.XML QualReport)	Nesting/Sortation	Container	Warning	N
7247	The eDoc Entry Point Locale Key(.csm or Mail.XML QualReport) does not match the CSA Facility Locale Key in FAST for the associated eDoc container record(.csm or Mail.XML QualReport)	Nesting/Sortation	Container	Warning	N
7248	The eDoc Scheduled Ship/Induction Date(.csm or Mail.XML QualReport) does not match the CSA Day of Week in FAST for the associated eDoc container record(.csm or Mail.XML QualReport)	Nesting/Sortation	Container	Warning	N
7301	The Mailer ID in the IMcb from the eDoc container record (.csm or Mail.XML QualReport) is invalid or cannot be found	Mailer ID	Container	Error	Y
7302	The Mailer ID in the IMtb from the eDoc handling unit record (.csm or Mail.XML QualReport) is invalid or cannot be found	Mailer ID	Handling Unit	Error	Y

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
7303	The Mailer ID in the Piece Range serialization from the eDoc piece range (.imr or Mail.XML PieceRange) is invalid or cannot be found	Mailer ID	Piece Range	Error	N
7304	The Mailer ID in the IMb from the eDoc piece record (.pdr or Mail.XML MailPiece) is invalid or cannot be found	Mailer ID	Piece	Error	Y
7401	The Service Type Identifier in the IMb from the eDoc piece record (.pdr or MailPiece) is invalid	Service Type	Piece	Error	Y
7402	The Service Type Identifier in the IMb from the eDoc piece record (.pdr/.pbc or Mail.XML MailPiece) indicates the piece is basic for a full-service or mixed job as indicated in the eDoc (.cqt or Mail.XML MailPiece)	Service Type	Piece	Error	Y
7403	The Service Type Identifier in the IMb from the eDoc piece record (.pdr or Mail.XML MailPiece) indicates a Mail Class that does not match the Mail Class in the eDoc (.seg or Mail.XML QualReport)	Service Type	Piece	Error	Y
7404	The Service Type Identifier in the IMb from the eDoc piece range record (PieceRange) is invalid	Service Type	Piece Range	Error	N
7405	The Service Type Identifier in the eDoc piece range record (Mail.XML PieceRange) indicates the piece is basic when the piece range record was indicated in eDoc to be Full-Service (Mail.XML PieceRange)	Service Type	Piece Range	Error	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
7406	The Service Type Identifier in the IMb from the eDoc piece range record (PieceRange) indicates a Mail Class that does not match the Mail Class in the eDoc (QualReport)	Service Type	Piece Range	Error	N
7407	The Service Type Identifier in the IMb from the eDoc piece record (.pdr/.pbc or MailPiece) is invalid	Service Type	Piece	Error	Y
7501	The same Container Barcode (IMcb) from the eDoc (.csm or Mail.XML QualReport) was used more than once across all mailings within 45 days based on the Postage Statement Mailing Date and across eDoc Sender CRIDs (.csm or Mail.XML QualReport)	Barcode Uniqueness	Container	Error	Y
7502	The same Container Barcode(IMcb) from the eDoc(.csm or Mail.XML QualReport) was used more than once within 45 days from the Postage Statement Mailing Date, across Jobs and eDoc Sender CRID	Barcode Uniqueness	Container	Error	Y
7503	The same Container Barcode (IMcb) from the eDoc (.csm or Mail.XML QualReport) was used more than once within 45 days from the Postage Statement Mailing Date, within the same Job and eDoc Sender CRID	Barcode Uniqueness	Container	Error	Y
7504	The same Container Barcode (IMcb) from the eDoc (.csm or Mail.XML QualReport) was used more than once within 45 days from the Postage Statement Mailing Date, across Jobs with the same eDoc Sender CRID	Barcode Uniqueness	Container	Error	Y

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
7601	The same Tray Barcode (IMtb) from the eDoc (.csm or Mail.XML QualReport) was used more than once across all mailings within the 45 days based on the Postage Statement Mailing Date and across eDoc Sender CRIDs (.csm or Mail.XML QualReport)	Barcode Uniqueness	Handling Unit	Error	Y
7602	The eDoc tray barcode(.csm or Mail.XML QualReport) provided is 24 characters and consists entirely of the digit 9 (i.e. 999999999999999999999999)	Barcode Uniqueness	Handling Unit	Warning	N
7603	The same Tray Barcode (IMtb) from the eDoc (.csm or Mail.XML QualReport) was used more than once within 45 days from the Postage Statement Mailing Date, within the same Job and eDoc Sender CRID	Barcode Uniqueness	Handling Unit	Error	Y
7604	The same Tray Barcode (IMtb) from the eDoc (.csm or Mail.XML QualReport) was used more than once within 45 days from the Postage Statement Mailing Date, across Jobs with the same eDoc Sender CRID	Barcode Uniqueness	Handling Unit	Error	Y
7605	The same Tray Barcode(IMtb) from the eDoc(.csm or Mail.XML QualReport) was used more than once within 45 days from the Postage Statement Mailing Date, across Jobs and eDoc Sender CRIDs	Barcode Uniqueness	Handling Unit	Error	Y
7701	The same Piece Serialization (IMb) from the eDoc (.imr or Mail.XML PieceRange) was used more than once across all eDoc Sender CRIDs within the 45 days based on the Postage Statement Mailing Date (.csm or Mail.XML QualReport)	Barcode Uniqueness	Piece Range	Warning	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
7702	The same Piece Barcode (IMb) from the eDoc (.csm or Mail.XML MailPiece) was used more than once across all eDoc Sender CRIDs within the 45 days based on the Postage Statement Mailing Date (.csm or Mail.XML QualReport)	Barcode Uniqueness	Piece	Error	Y
7703	The same Piece Barcode(IMb) from the eDoc(.pdr or Mail.XML MailPiece) was used more than once within the 45 days from the Postage Statement Mailing Date, across Jobs and eDoc Sender CRIDs	Barcode Uniqueness	Piece	Error	Y
7704	The same Piece Barcode (IMb) from the eDoc (.pdr or Mail.XML MailPiece) was used more than once within 45 days from the Postage Statement Mailing Date, within the same Job and eDoc Sender CRIDs	Barcode Uniqueness	Piece	Error	Y
7705	The same Piece Barcode (IMb) from the eDoc (.pdr or Mail.XML MailPiece) was used more than once within 45 days from the Postage Statement Mailing Date, across Jobs with the same eDoc Sender CRIDs	Barcode Uniqueness	Piece	Error	Y
7706	The same Piece Range Serialization(IMb) from the eDoc(.imr or Mail.XML PieceRange) was used more than once within the 45 days from the Postage Statement Mailing Date, across eDoc Sender CRIDs	Barcode Uniqueness	Piece Range	Warning	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
7707	The same Piece Range Serialization from eDoc(.imr or Mail.XML PieceRange) was used more than once within 45 days from the Postage Statement Mailing Date, within the same Job and eDoc Sender CRID	Barcode Uniqueness	Piece Range	Error	N
7708	The same Piece Range Serialization) from eDoc(.imr or Mail.XML PieceRange) was used more than once within 45 days from the postage statement mailing date, across Jobs with the same eDoc Sender CRID	Barcode Uniqueness	Piece Range	Error	N
7901	IMb does not have a valid 11, 9, or 5 digit routing code or the 11, 9, or 5 digit delivery point was not active within allowable period of time from the postage statement mailing date.	Delivery Point	Piece	Error	N
7902	IMb has a value of 0000 within positions 6-9 of the routing code	Delivery Point	Piece	Error	N
7903	IMb has a value of 9999 within positions 6-9 of the routing code and the address record type is not General Delivery	Delivery Point	Piece	Error	N
7904	IMb within the range does not have a valid 11, 9, or 5 digit routing code or the 11, 9, or 5 digit routing code was not active within allowable period of time from the postage statement mailing date	Delivery Point	Piece Range	Error	N
7905	IMb within the range has a value of 0000 within positions 6-9 of the routing code	Delivery Point	Piece Range	Error	N
7906	IMb within the range has a value of 9999 within positions 6-9 of the routing code and the address record type is not General Delivery	Delivery Point	Piece Range	Error	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
E4	Per the active Mail Direction File, the Entry Discount claimed for the container is invalid for the planned entry location (eDoc or FAST appointment), Mail Class (eDoc), and Processing Category (eDoc)	Entry Facility	Container	Warning	N
E4P	Per the active Mail Direction File, the Entry Discount claimed for the container is invalid for the actual entry location (scan location), Mail Class (eDoc), and Processing Category (eDoc)	Entry Facility	Container	Warning	N
E5	The eDoc Entry Point - Actual /Delivery - Locale Key is invalid	Entry Facility	Container	Error	N
E5P	The eDoc Entry Point - Actual /Delivery - Locale Key is invalid	Entry Facility	Container	Warning	N
E7	No Payment found on record The container was not released for induction to the field	Postage	Container	Error	N
E7P	No Payment found on record	Postage	Container	Warning	N
E10P	The scanned IMcb for this container is associated to multiple finalized eDocs in the previous 45 days from the postage statement mailing date	Barcode Uniqueness	Container	Warning	N
E11P	One or more postage statements associated to this container are not in FIN or FPP status. This Container will not be released to Surface Visibility/FAST until all statements are in FIN or FPP status.	Postage	Container	Warning	N
E13	Per the active Zone Chart, the zone discount claimed is invalid for the entry location (eDoc) and Destination ZIP (eDoc)	Entry Facility	Container	Warning	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
E13P	Per the active Zone Chart, the zone discount claimed is invalid for the actual entry location (scan location) and Destination ZIP (eDoc)	Entry Facility	Container	Error	N
E14	The IMcb for a USPS transported container is associated to an appointment	Appointment	Container	Warning	N
E15	The eDoc 3 Digit/5 Digit Container Division was not found in the USPS labeling list file	Nesting/Sortation	Container	Warning	N
E17P	Duplicate Container (between appointments): The IMcb for this container has been previously scanned/inducted at a destination facility, on a different appointment, in the previous 45 days	Barcode Uniqueness	Container	Error	N
E18P	Containers on container manifest message linked to postage statements previously used in eDocs for eInduction	Postage	Container	Error	N
E23P	The IMCB for the container was not readable on USPS equipment and was manually entered	Barcode Quality	Container	Warning	N
E28P	The container was not expected at induction The container is non-eInduction or did not meet the criteria (payment status, validation status) for release to Surface Visibility /FAST	Undocumented	Container	Warning	N
E29P	The eInduction container was misshipped	Entry Facility	Container	Error	N
E45P	Container had the same IMcb as another container from the same appointment	Barcode Uniqueness	Container	Warning	N
UC2	The container barcode could not be associated to an eDoc	Undocumented	Container	Warning	N
UH2	The handling unit barcode could not be associated to an eDoc	Undocumented	Handling Unit	Warning	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
UP2	The piece barcode could not be associated to an eDoc	Undocumented	Piece	Warning	N
UC3	The container barcode could not be associated to an eDoc	Undocumented	Container	Warning	N
UH3	The handling unit barcode could not be associated to an eDoc	Undocumented	Handling Unit	Warning	N
UP3	The piece barcode could not be associated to an eDoc	Undocumented	Piece	Error	N
M4000	An .oci file or an OriginalContainerLinkageCreate Request message in a consolidator job has not linked the origin tray as required	OCI	Handling Unit	Error	Y
M4001	An .oci file or an OriginalContainerLinkageCreate Request message in a consolidator job has not linked the origin bundle as required	OCI	Handling Unit	Error	Y
M4002	An OriginalContainerLinkageCreate Request message has not linked the origin tray as required	OCI	Handling Unit	Error	Y
M4003	An OriginalContainerLinkageCreate Request message has not linked the origin bundle as required	OCI	Handling Unit	Error	Y
M4005	An .oci file or an OriginalContainerLinkageCreate Request message in a consolidator job has not linked the origin tray within 14 days of the .csm Postage Statement Mailing Date	OCI	Handling Unit	Warning	N
M4006	An .oci file or an OriginalContainerLinkageCreate Request message in a consolidator job has not linked the origin bundle within 14 days of the .csm Postage Statement Mailing Date	OCI	Handling Unit	Warning	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
M4007	An OriginalContainerLinkageCreate Request message has not linked the origin tray within 14 days of the PostageStatementMailingDate field in the PostageStatementCreateReque st message	OCI	Handling Unit	Warning	N
M4008	An OriginalContainerLinkageCreate Request message has not linked the origin bundle within 14 days of the PostageStatementMailingDate field in the QualificationReportDetailCreate Request message or within 14 days of the Submission Date of the QualificationReportDetailCreate Request message if the PostageStatementMailingDate was not provided	OCI	Handling Unit	Warning	N
M4397	The eDoc Entry Point - Actual / Delivery - Locale Key does not match the Locale Key retrieved from the active Mail Direction File	Nesting/Sortation	Job	Warning	N
M7096	The permit balance of the .mpa Permit Number and Permit ZIP+4 provided will be negative after postage statement processing	Postage	Job	Warning	N
M7097	The balance of .mpa USPS Publication Number and Permit ZIP+4 provided will be negative after postage statement processing	Postage	Job	Warning	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
M7100	The additional postage permit balance associated to the .mpa Permit Number for Pre-Cancelled Stamps and Permit ZIP+4 provided will be negative after postage statement processing	Postage	Job	Warning	N
M7104	For Streamlined, the .csm Label: IM/TM/ Container Or IM/TM/ Tray Barcode field must contain exactly 21 characters when the .csm Container Type is P, H, A, G, D, R, C, Z, B, U, and W	Barcode Quality	Job	Warning	N
M7105	For Streamlined, the Label: IM Container Or IM Tray Barcode must begin with 99M when the corresponding Container type in the ContainerInfoData block is P, H, A, G, D, R, C, Z, B, U, or W	Barcode Quality	Job	Warning	N
M7106	For Streamlined, the .csm Label: IM Container Or IM Tray Barcode field must be unique within the submitted job and amongst all physical pallets associated to the .seg eDoc Sender CRID value that were finalized within the last 45 days of the Postage Statement Mailing Date	Barcode Uniqueness	Job	Warning	N
M7107	For Streamlined, the .csm Label: IM/TM/ Container Or IM/TM/ Tray Barcode field contains an invalid value; it must contain a 24 character IMtb	Barcode Quality	Job	Warning	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
M7108	For Streamlined, the .csm Label: IM Container Or IM Tray Barcode field must be unique within the submitted job and amongst all physical handling units associated to the .seg eDoc Sender CRID value that were finalized within the last 45 days of the Postage Statement Mailing Date	Barcode Uniqueness	Job	Warning	N
M7109	For Streamlined, containers with container type M must be referenced by a physical sibling with .csm Sibling Container Indicator populated with Y	eDoc	Job	Warning	N
M7110	For Streamlined, containers with container type L must be referenced by a physical sibling with .csm Sibling Container Indicator populated with Y	eDoc	Job	Warning	N
M7111	For Streamlined, original containers referenced by a physical sibling with Sibling Container Indicator populated with Y must have .csm Container Type of M or L	eDoc	Job	Warning	N
M7112	For Streamlined, the .csm Entry Point - Actual/Delivery - Locale Key must be populated with a 9 digit alphanumeric value that is not ORIGIN or LOCORIGIN	Entry Facility	Job	Warning	N
M7113	For Seamless, all physical containers with .csm Container Status set to R = Ready to pay must set the .csm eInduction Indicator to Y = Yes	eDoc	Job	Warning	N
M7116	For Streamlined Parallel Run, the Label: IM Container Or IM Tray Barcode must begin with 99M when the corresponding ContainerType in the ContainerInfoData block is P, H, A, G, D, R, C, Z, B, U, or W	Barcode Quality	Job	Warning	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
M7117	For Streamlined Parallel Run, the .csm Label: IM Container Or IM Tray Barcode field must be unique within the submitted job and amongst all physical pallets associated to the .seg eDoc Sender CRID value that were finalized within the last 45 days of the Postage Statement Mailing Date	Barcode Uniqueness	Job	Warning	N
M7118	For Streamlined Parallel Run, the .csm Label: IM/TM/ Container Or IM/TM/ Tray Barcode field contains an invalid value; it must contain a 24 character IMtb	Barcode Quality	Job	Warning	N
M7119	For Streamlined Parallel Run, the .csm Label: IM Container Or IM Tray Barcode field must be unique within the submitted job and amongst all physical handling units associated to the .seg eDoc Sender CRID value that were finalized within the last 45 days of the Postage Statement Mailing Date	Barcode Uniqueness	Job	Warning	N
M7120	For Streamlined Parallel Run, containers with container type M must be referenced by a physical sibling with .csm Sibling Container Indicator populated with Y	eDoc	Job	Warning	N
M7121	For Streamlined Parallel Run, containers with container type L must be referenced by a physical sibling with .csm Sibling Container Indicator populated with Y	eDoc	Job	Warning	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
M7122	For Streamlined Parallel Run, original containers referenced by a physical sibling with Sibling Container Indicator populated with Y must have .csm Container Type of M or L	eDoc	Job	Warning	N
M7123	For Streamlined Parallel Run, the .csm Entry Point - Actual/Delivery - Locale Key must be populated with a 9 digit alphanumeric value that is not ORIGIN or LOCORIGIN	Entry Facility	Job	Warning	N
M7124	For Streamlined Parallel Run, the .csm Label: IM/TM/ Container Or IM/TM/ Tray Barcode field must contain exactly 21 characters when the .csm Container Type is P, H, A, G, D, R, C, Z, B, U, and W	Barcode Quality	Job	Warning	N
M7125	The eDoc 3 Digit/5 Digit Container Division for the handling unit does not match a 3 Digit/5 Digit Container Division retrieved from the active labeling list	Nesting/Sortation	Job	Warning	N
M7126	The eDoc Container Destination Zip of the handling unit does not match its Parents Container Destination Zip based on the labeling list data retrieved	Nesting/Sortation	Job	Warning	N
M7134	For Seamless Parallel Run, all physical containers with .csm Container Status set to R = Ready to pay must set the .csm eInduction Indicator to Y = Yes	eDoc	Job	Warning	N
M7138	The permit balance of the .mpa Permit Number and Permit ZIP+4 provided will be negative after postage statement processing. OI Permit; First Class, Standard Mail, or Pkg Service	Postage	Job	Warning	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
M7139	The permit balance of the .mpa Permit Number and Permit ZIP+4 provided will be negative after postage statement processing. MT Permit; First Class or Standard Mail.	Postage	Job	Warning	N
M7140	The permit balance of the .mpa Permit Number and Permit ZIP+4 provided will be negative after postage statement processing. OM Permit; First Class or Standard Mail.	Postage	Job	Warning	N
M7141	The permit balance of the .mpa Permit Number and Permit ZIP+4 provided will be negative after postage statement processing. PP Permit; Std/Periodical Comail or Periodical.	Postage	Job	Warning	N
M9288	The balance associated to the PermitNumber and PermitZIP+4 provided in the PermitHolderData block will be negative after Postage Statement processing	Postage	Job	Warning	N
M9295	The balance associated to the PublicationNumber provided within the PermitPublicationData block will be negative after Postage Statement processing. Periodical mail class	Postage	Job	Warning	N
M9296	The balance associated to the PublicationNumber provided within the PermitPublicationData block will be negative after Postage Statement processing. Consolidated periodical mail class	Postage	Job	Warning	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
M9299	For Streamlined, the ContainerBarcode field in the ContainerInfoData block must contain exactly 21 characters when the corresponding ContainerType in the ContainerInfoData block is P, H, A, G, D, R, C, Z, B, U, or W.	Barcode Quality	Job	Warning	N
M9300	For Streamlined, the ContainerBarcode field in the ContainerInfoData block must begin with 99M when the corresponding ContainerType in the ContainerInfoData block is P, H, A, G, D, R, C, Z, B, U, or W	Barcode Quality	Job	Warning	N
M9301	For Streamlined, ContainerBarcode must be populated with 24 characters when the ContainerType in the ContainerInfoData block is populated with S, 1, 2, 3, 4, 5, E, F, O, or T	Barcode Quality	Job	Warning	N
M9302	For Streamlined, the ContainerBarcode field in the ContainerInfoData block must be unique within the mailing group and amongst all containers with container types associated to physical handling units finalized within the last 45 days of the PostageStatementMailingDate.	Barcode Uniqueness	Job	Warning	N
M9303	For Streamlined, the EntryLocaleKey must be populated with a 6-digit alphanumeric value that does not contain ORIGIN	Entry Facility	Job	Warning	N
M9304	For Seamless processing, the eInductionIndicator for ContainerType P, S, 1, 2, 3, 4, 5, F, O, T, E, F, B, U, W, H, A, G, D, R, C, or Z must be set to Yes	eDoc	Job	Warning	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
M9305	For Streamlined, the ContainerBarcode field in the ContainerInfoData block must be unique within the mailing group and amongst all containers with container types associated to physical pallets finalized within the last 45 days of the PostageStatementMailingDate	Barcode Uniqueness	Job	Warning	N
M9339	When the CRID is eligible for Streamlined and the ContainerType is M or L, the logical container must be referenced by a physical sibling with the SiblingContainerID populated	eDoc	Job	Warning	N
M9349	For Streamlined Parallel Run, the ContainerBarcode field in the ContainerInfoData block must contain exactly 21 characters when the corresponding ContainerType in the ContainerInfoData block is P, H, A, G, D, R, C, Z, B, U, or W	Barcode Quality	Job	Warning	N
M9350	For Streamlined Parallel Run, the ContainerBarcode field in the ContainerInfoData block must begin with 99M when the corresponding ContainerType in the ContainerInfoData block is P, H, A, G, D, R, C, Z, B, U, or W	Barcode Quality	Job	Warning	N
M9351	For Streamlined Parallel Run, the ContainerBarcode field in the ContainerInfoData block must be unique within the mailing group and amongst all containers with container types associated to physical pallets finalized within the last 45 days of the PostageStatementMailingDate	Barcode Uniqueness	Job	Warning	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
M9352	For Streamlined Parallel Run, ContainerBarcode must be populated with 24 characters when the ContainerType in the ContainerInfoData block is populated with S, 1, 2, 3, 4, 5, E, F, O, or T	Barcode Quality	Job	Warning	N
M9353	For Streamlined Parallel Run, the ContainerBarcode field in the ContainerInfoData block must be unique within the mailing group and amongst all containers with container types associated to physical handling units finalized within the last 45 days of the PostageStatementMailingDate	Barcode Uniqueness	Job	Warning	N
M9354	When the CRID is eligible for Streamlined Parallel Run and the ContainerType is M or L, the logical container must be referenced by a physical sibling with the SiblingContainerID populated	eDoc	Job	Warning	N
M9355	For Streamlined Parallel Run, the EntryLocaleKey must be populated with a 6-digit alphanumeric value that does not contain ORIGIN	Entry Facility	Job	Warning	N
M9390	The eDoc EntryZip for the handling unit does not match an EntryZip retrieved from the active labeling list	Nesting/Sortation	Job	Warning	N
M9391	The eDoc DestinationZip of the handling unit does not match its Parents DestinationZip based on the labeling list data retrieved	Nesting/Sortation	Job	Warning	N
M9392	The eDoc EntryLocaleKey does not match the Locale Key retrieved from the active Mail Direction File	Nesting/Sortation	Job	Warning	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
M9445	For Seamless Parallel Run processing, the eInductionIndicator for ContainerType P, S, 1, 2, 3, 4, 5, F, O, T, E, F, B, U, W, H, A, G, D, R, C, or Z must be set to Yes	eDoc	Job	Warning	N
M9477	The balance associated to the PermitNumber and PermitZIP+4 provided in the PermitHolderData block will be negative after Postage Statement processing. OI Permit; First Class, Standard Mail, or Pkg Service.	Postage	Job	Warning	N
M9478	The balance associated to the PermitNumber and PermitZIP+4 provided in the PermitHolderData block will be negative after Postage Statement processing. OM Permit; First Class or Standard Mail.	Postage	Job	Warning	N
M9479	The balance associated to the PermitNumber and PermitZIP+4 provided in the PermitHolderData block will be negative after Postage Statement processing. MT Permit; First Class or Standard Mail.	Postage	Job	Warning	N
M9480	The balance associated to the PermitNumber and PermitZIP+4 provided in the PermitHolderData block will be negative after Postage Statement processing. PP Permit; Std/Periodical Comail or Periodical.	Postage	Job	Warning	N

Error Code	Error Description	Error Type	Level	Error or Warning	FS Invoiceable
M9481	The balance associated to the PermitNumber and PermitZIP+4 provided in the PermitHolderData block will be negative after Postage Statement processing. PC Permit; First Class or Standard Mail.	Postage	Job	Warning	N

Table 20: Verification Error Codes

APPENDIX B: MICROSTRATEGY TIPS AND TRICKS

1. If a prompt is required, it will have a red (Required) note.
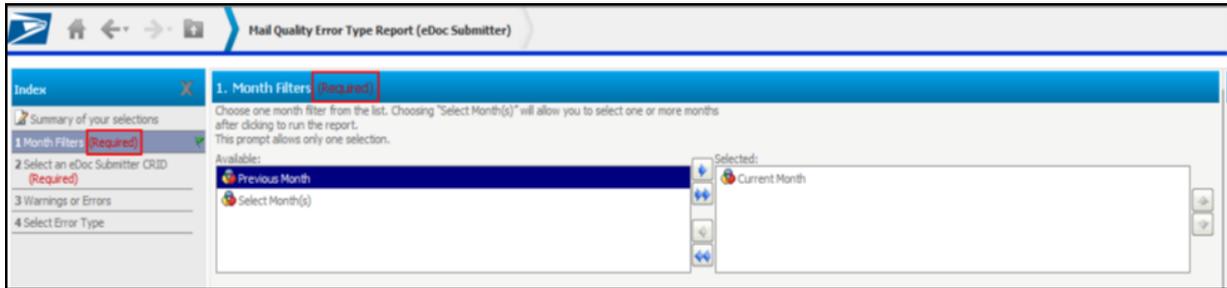
Figure 112: Required Prompts

2. If a prompt has been answered, it will have a green flag on the left-hand side of the screen.
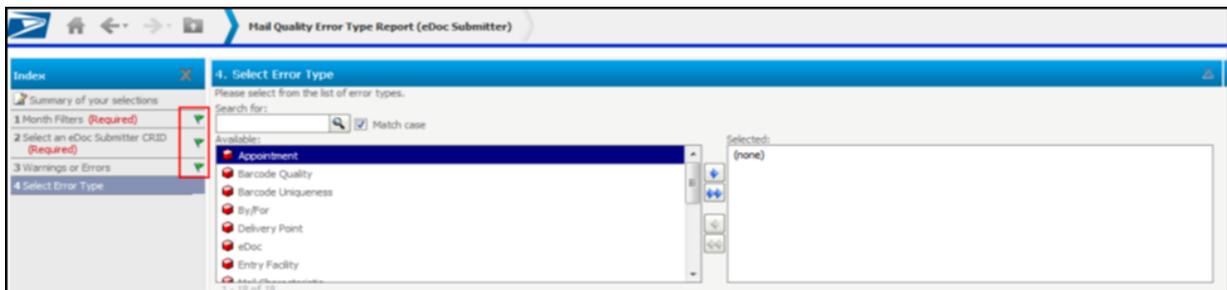
Figure 113: Answered Prompts

3. The user can navigate through prompts by clicking the prompt titles on the left-hand side of the screen or by clicking the 'Next' button on the bottom left-hand side of the screen.
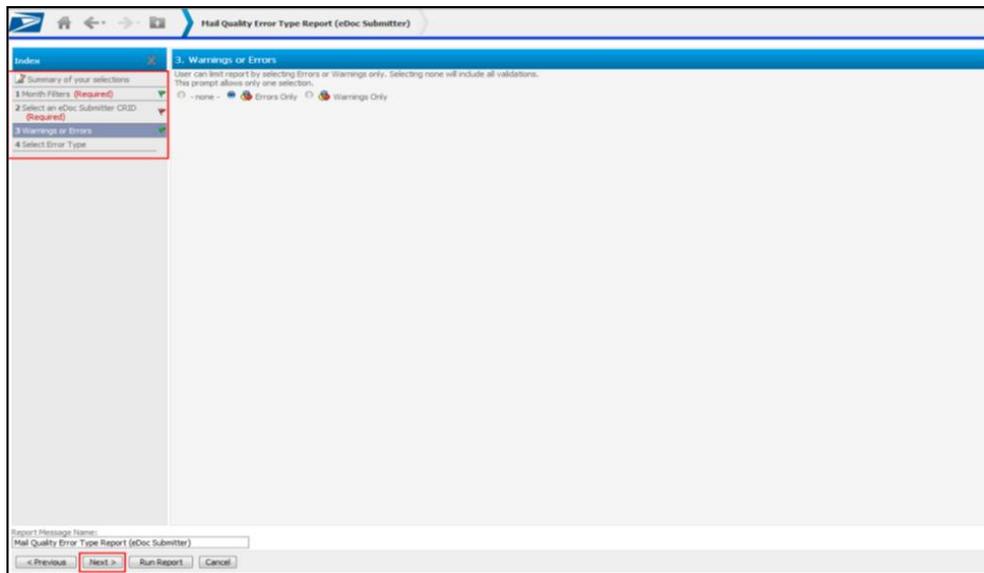
Figure 114: Navigating Through Prompts

4. To update prompt visibility to view all prompts on one page (instead of displaying each prompt on a separate page):

   a. Click "Preferences"
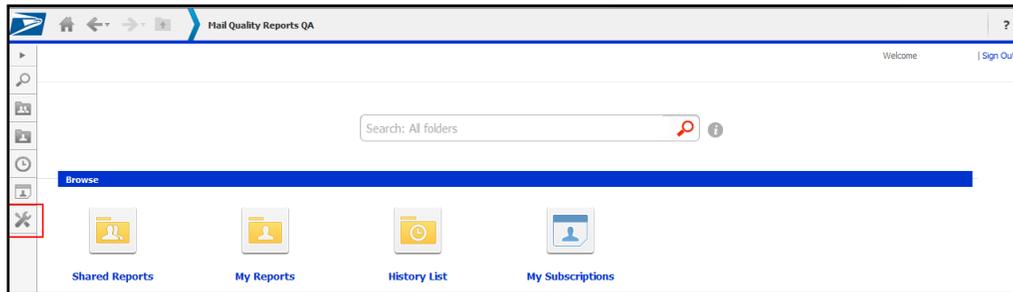
Figure 115: Preferences

   b. Click "Prompts"

   c. Select "All on one page" radio button

   d. Click "Apply"
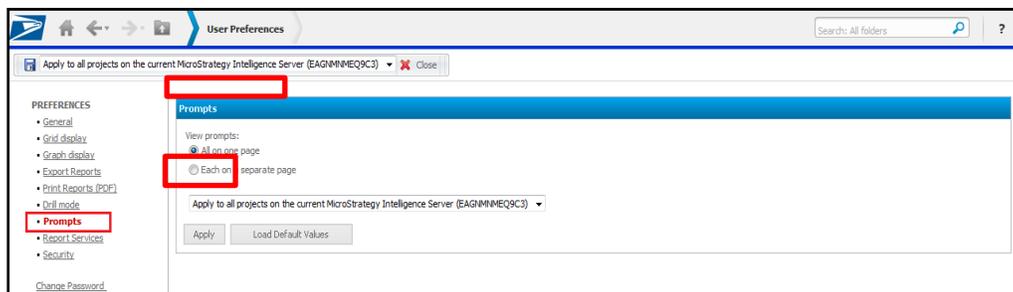
Figure 116: Selecting All on One Page

   e. All prompts will now be visible on one page
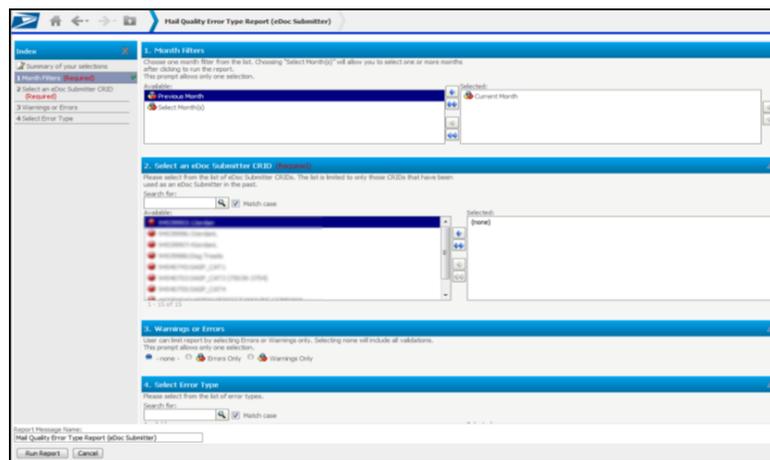
Figure 117: All Prompts Visible

5. When in a report, the top navigation pane will tell the name of the report that is currently being viewed. Clicking on the top navigation pane will expand to show the path taken to get there. (**Note:** click on the report path to navigate backwards.)

Figure 118: Report Name and Navigation

6. The navigation arrows allow navigation between reports when not drilling. The user can also click the small green down arrow to select from past screens that you wish to return to. (**Note:** These arrows work much better than using internet browser arrows.)
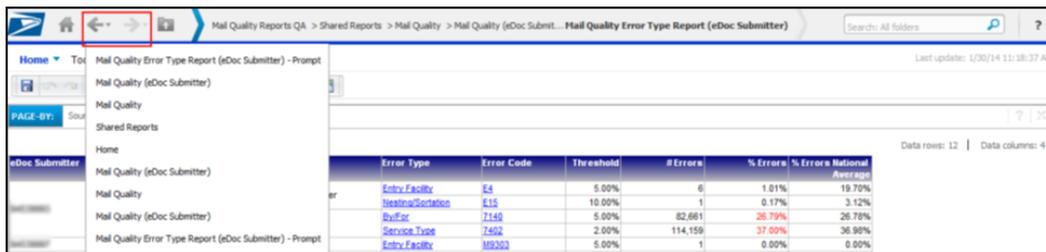
Figure 119: Navigation Arrows

7. To export a report into Excel or PDF format, do either of the following:

    a. Click the arrow next to "Home"

    b. Click "Export"

    c. Select "PDF" or "Excel with formatting"
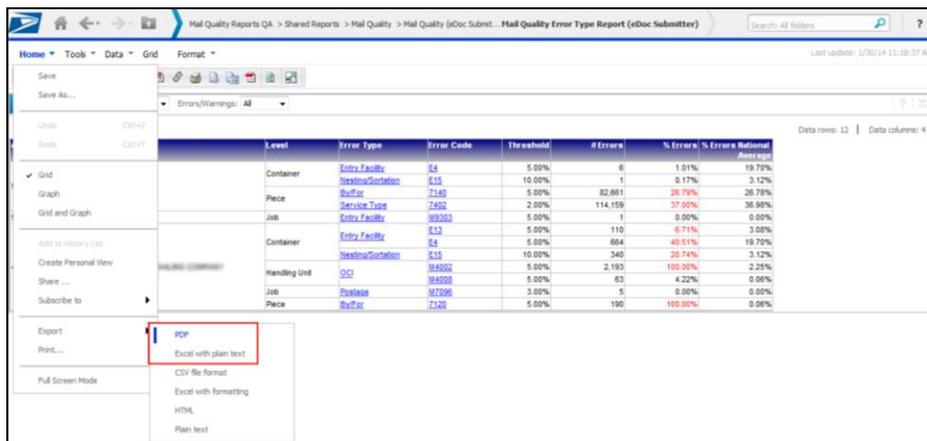
Figure 120: Exporting to PDF or Excel - Option 1

–OR–

   a.   Click "Home"

   b.   Click the PDF or Excel Icon as desired
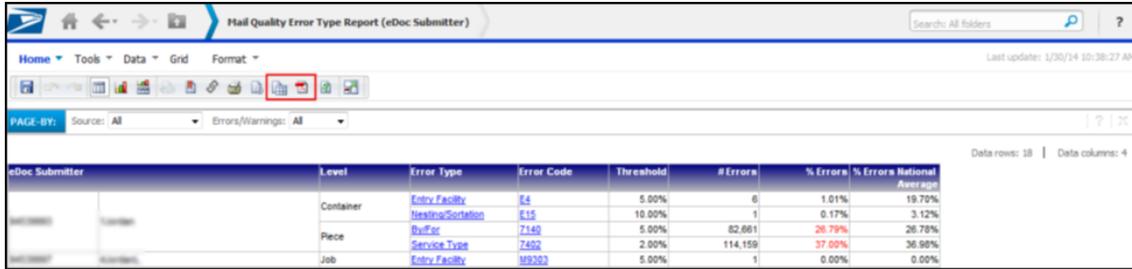
Figure 121: Exporting to PDF or Excel - Option 2

5.   To export a report into excel format without running the report in MicroStrategy web first:

   a.   Move your mouse over the name of the report

   b.   Click the "Export" link below the report icon (**Note**: This link only appears upon mouse over)

   c.   Answer prompts as desired

   d.   Click "Export"

Figure 122: Exporting to Excel Without Running Report

   e.   The report results will be displayed directly into Excel format. (**Note:** You can also run a report directly into PDF format by clicking the 'PDF' link below the report icon.)
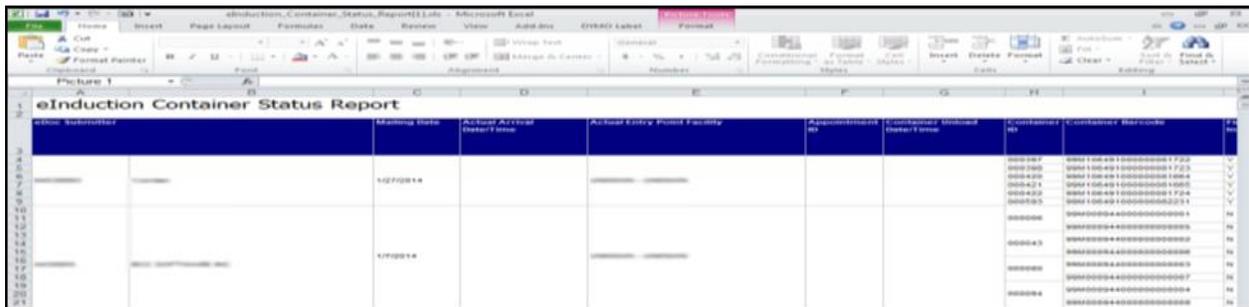
Figure 123: Report Exported to Excel

6. To return to the prompt screen and re-prompt on your current report, click the green question mark icon. (**Note:** This re-prompt icon will only work if you answered prompts to access the report. So, for example, if you drilled through another report to access your current report, you will not be allowed to re-prompt, since you didn't answer prompts to access the current report.)

Figure 124: Returning to Prompt Screen

7. To drill down to a lower-level report, you can left-click the blue hyperlink in the report. If you want to see if the report has multiple drill paths, right-click the blue hyperlink to view all drill options.

Figure 125: Drill Down Tips

8. If you want to drill to the next report on everything (as opposed to one individual blue hyperlink) you can right-click the column header to drill on all rows by clicking "Drill" and drilling to next report.

Figure 126: Drilling on All Rows

9. To view the filters that have been applied to the report (prompts, drills, etc.):

    a. Click the arrow next to "Tools"

    b. Click "Report Details"

Figure 127: Report Details

    c. A "Report Details" section will display above the report that will include all filters applied to the report.

Figure 128: Report Filters

10. To move a report column into the Page-By axis, which will allow you to filter your report results, you may do either of the following:

    c. Click the arrow next to "Tools"

    d. Click "Page-by Axis"
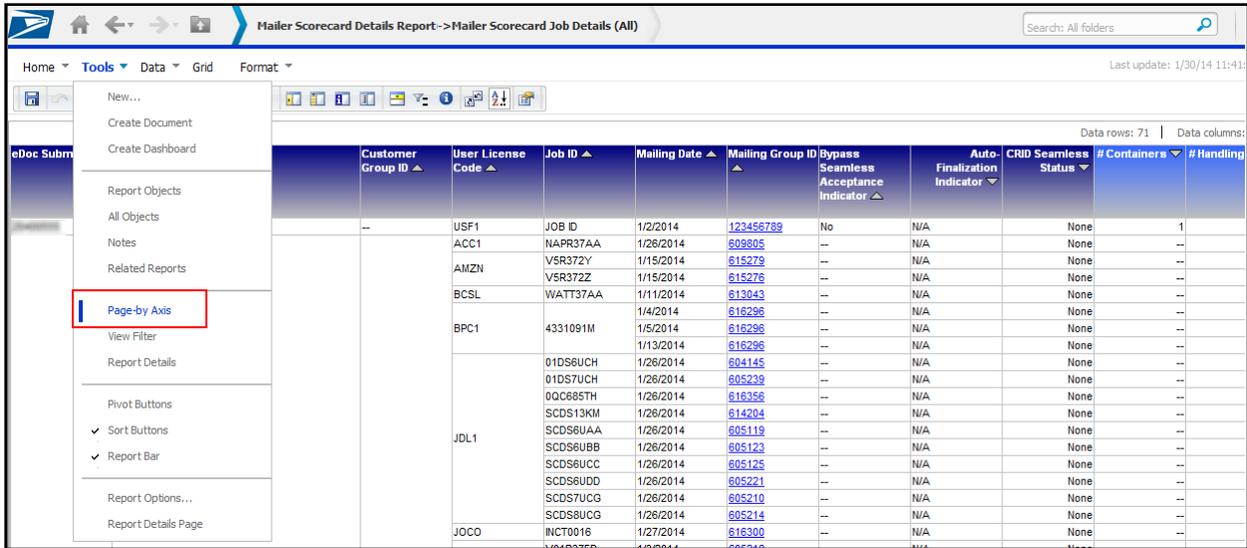
Figure 129: Page-by Axis

e. Click the desired column header and drag it into the Page-by Axis.

Figure 130: Moving Column Header to Page-by Axis

f. Release the desired column header in the Page-by Axis. You will now be able to filter your report results by this column.
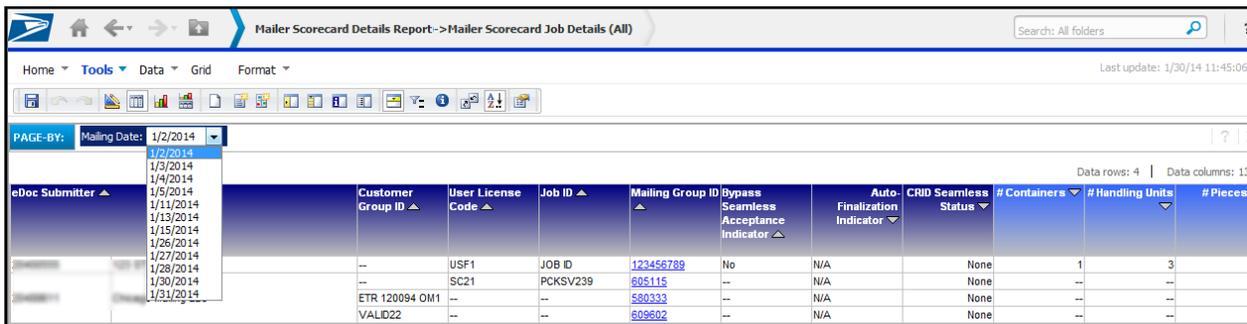
Figure 131: Filtering Results with Page-by Axis

–OR–

a. Right-click the desired column header

b. Click "Move"

c. Click "To Page-by Axis"
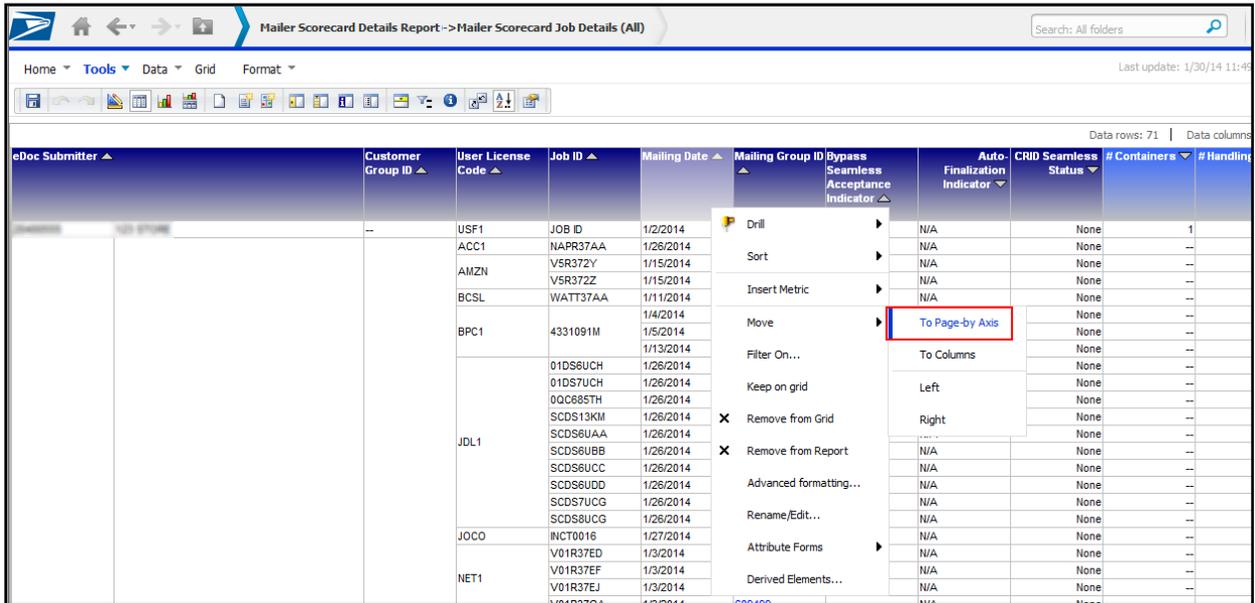
Figure 132: Moving Column Header to Page-by Axis

d. You will now be able to filter your report results by this column
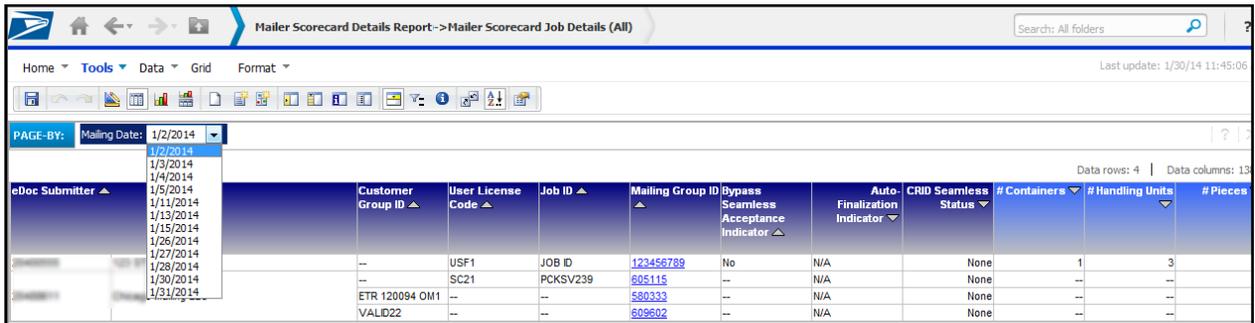
Figure 133: Filtering Results with Page-by Axis

11. To filter on any attribute or metric on the report:

   g. Enable the view filter by clicking the arrow next to "Tools"

   h. Click "View Filter"
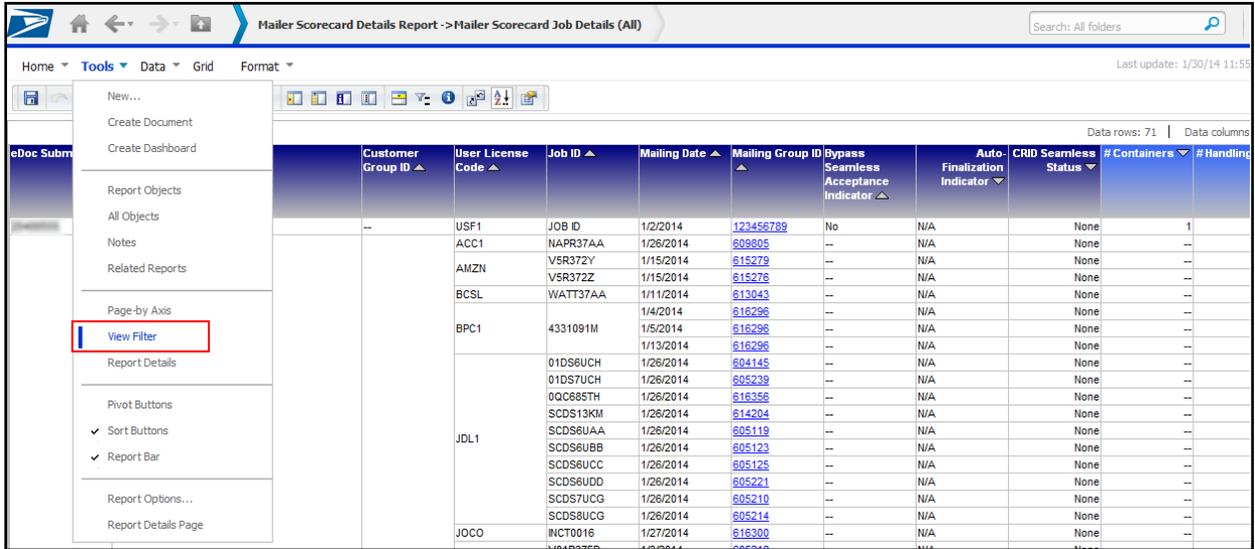
Figure 134: Tools to View Filter

   i. The view filter is now displayed at the top of the report
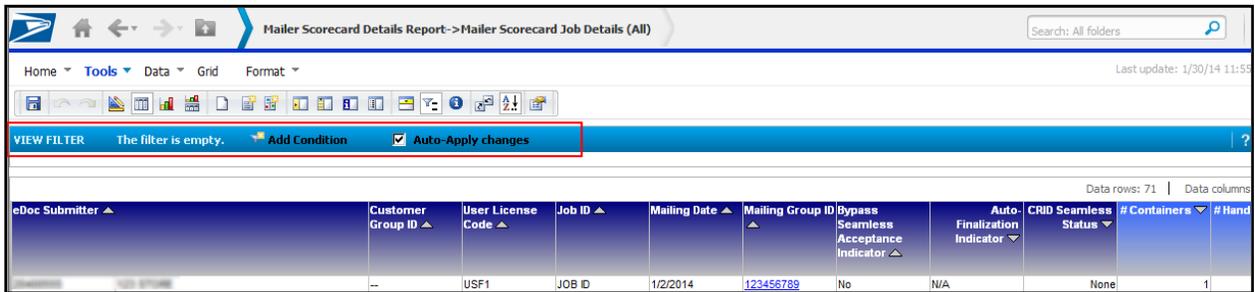
Figure 135: View Filter Added to Report

   j. Click "Add Condition" to add a filter criteria to the report

k. Select any attribute or metric you wish to filter on
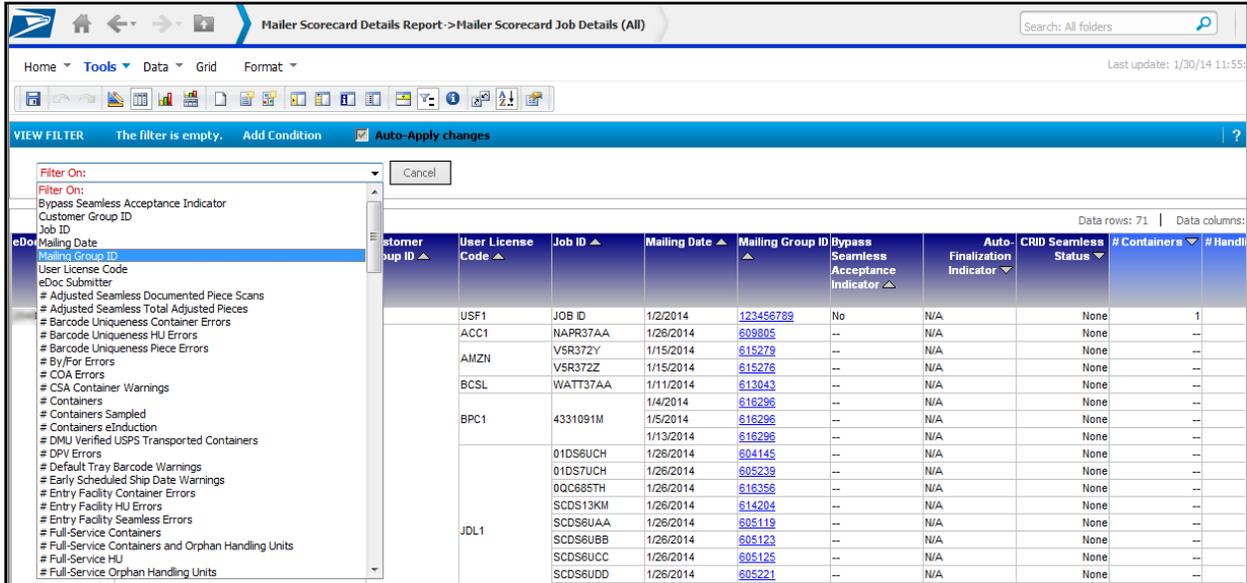
Figure 136: Selecting a Condition to Filter Criteria

e. The attribute or metric values can be selected using a cart prompt (with search) by moving selections from the "Available" box to the "Selected" box and clicking "Apply"
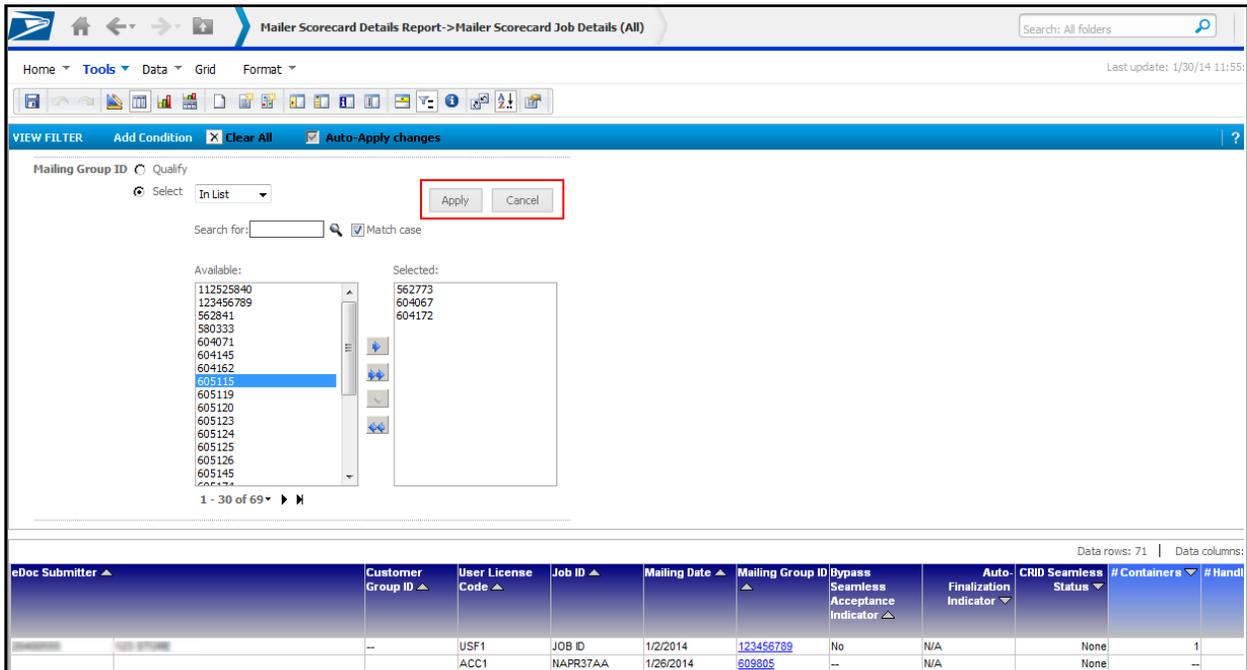
Figure 137: Applying a Condition via Search or Cart

f.   The attribute or metric values can also be selected by inputting a value and selecting a qualifier and clicking the "Apply" checkmark
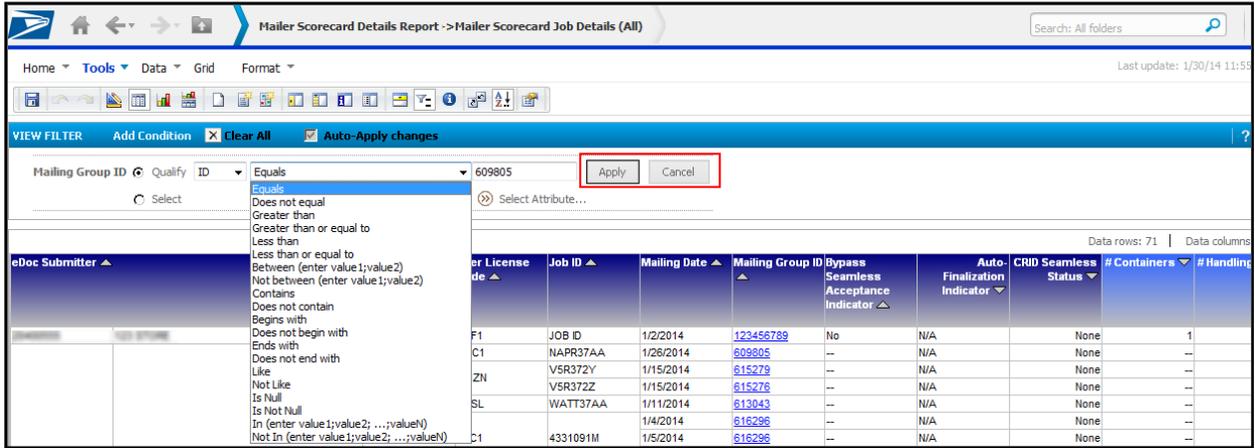
Figure 138: Applying a Condition via Qualifier

12. To sort report results by a specified column:

   l.   Right-click the column header

   m.   Click "Sort"

   n.   Select either "Ascending" or "Descending"
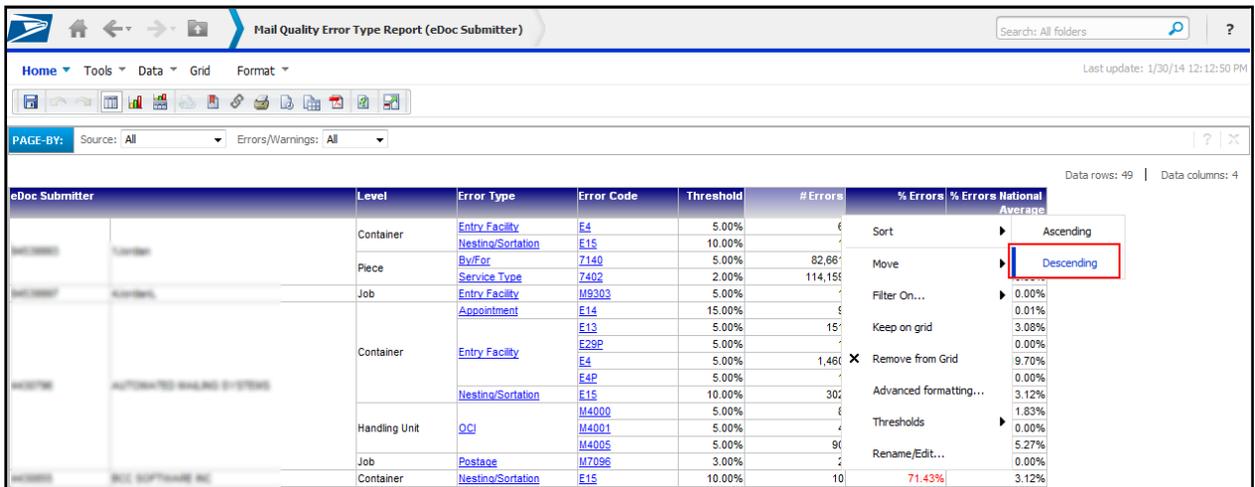
Figure 139: Sorting Report Results

o. The report will update based on selection

Figure 140: Report Updated After Sort

13. To perform multiple sorts on a single report:

p. Click the arrow next to "Data"

q. Click "Sort…"

Figure 141: Performing Multiple Sorts

r. A "Sort" window will open to allow you to choose multiple sorting options
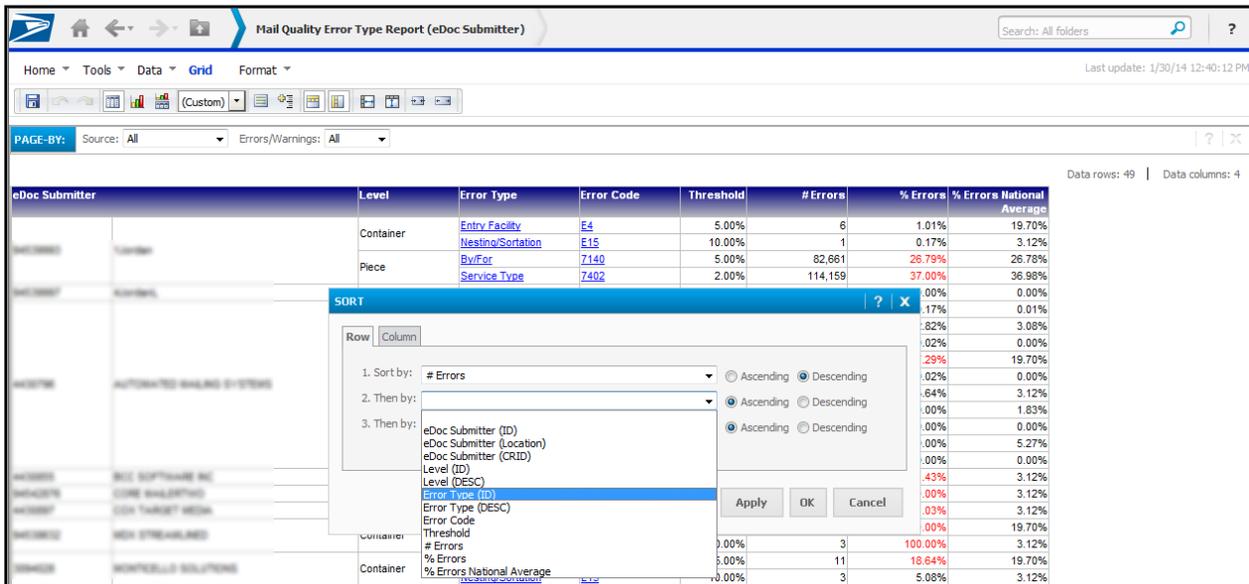
Figure 142: Sort Window for Multiple Sorting Options

14. If you would like to rearrange the columns in order to better understand the information:

   a. Click and hold the column header you wish to move

   b. Drag it to the desired location

   c. Drop (unclick) the column header
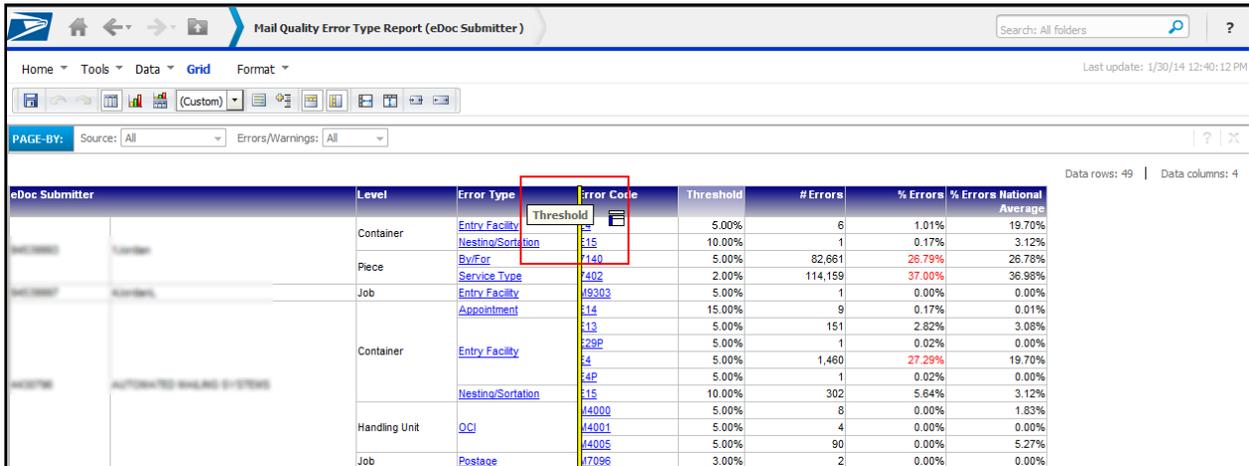
Figure 143: Rearranging Columns – Method 1

–OR–

s. Right-click the column header you wish to move

t. Click "Move"

u. Select "Left" or "Right". (**Note**: MicroStrategy reports will always display attributes to the left of metrics. Therefore you will not be able to move metrics to the left of attributes. An attribute is a non-calculable field such as User License Code or Error Type. A metric is a calculable field such as Total Errors or Total Additional Postage.)
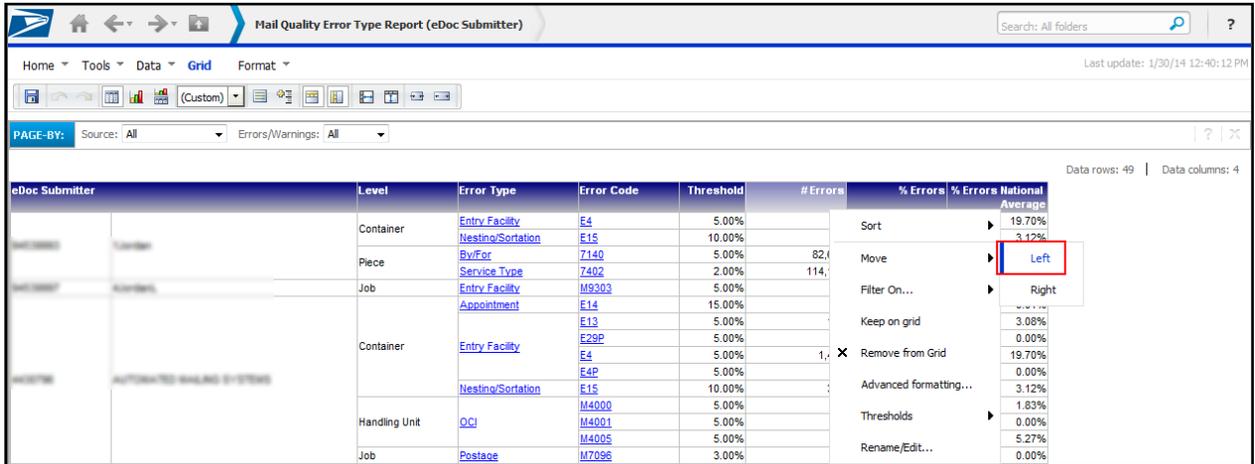
Figure 144: Rearranging Columns – Method 2

15. If there are certain columns/rows you are not interested in, and they are causing too much clutter:

v. Right-click the column/rows header you wish to remove

w. Click "Remove from Grid". (**Note:** Clicking "Remove from Report" can modify the actual SQL behind the report which may unintentionally update the report results.)
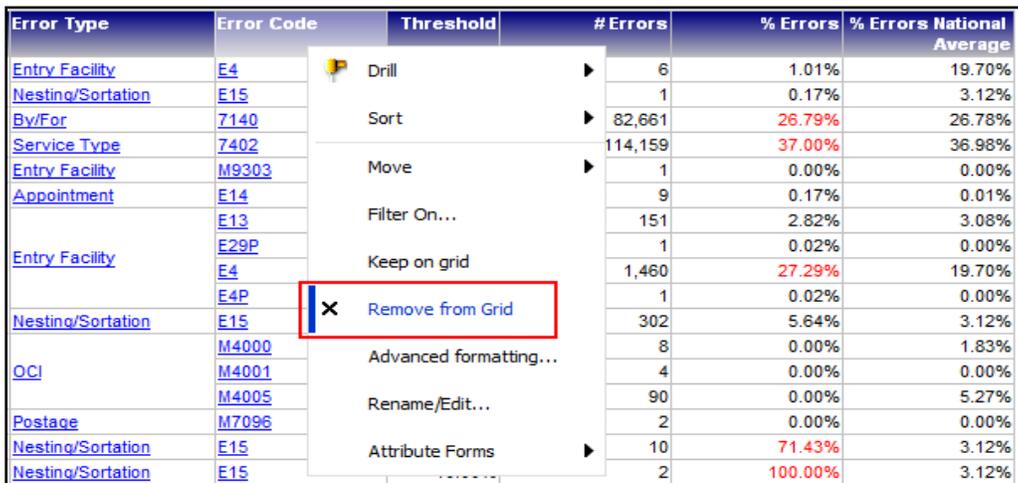
Figure 145: Removing Columm/Rows

16. After you have removed columns/rows you are not interested in, you can save the report. This will allow you to return to the saved report and the items you removed will remain absent from the report:

    x.   Click the arrow next to "Home"

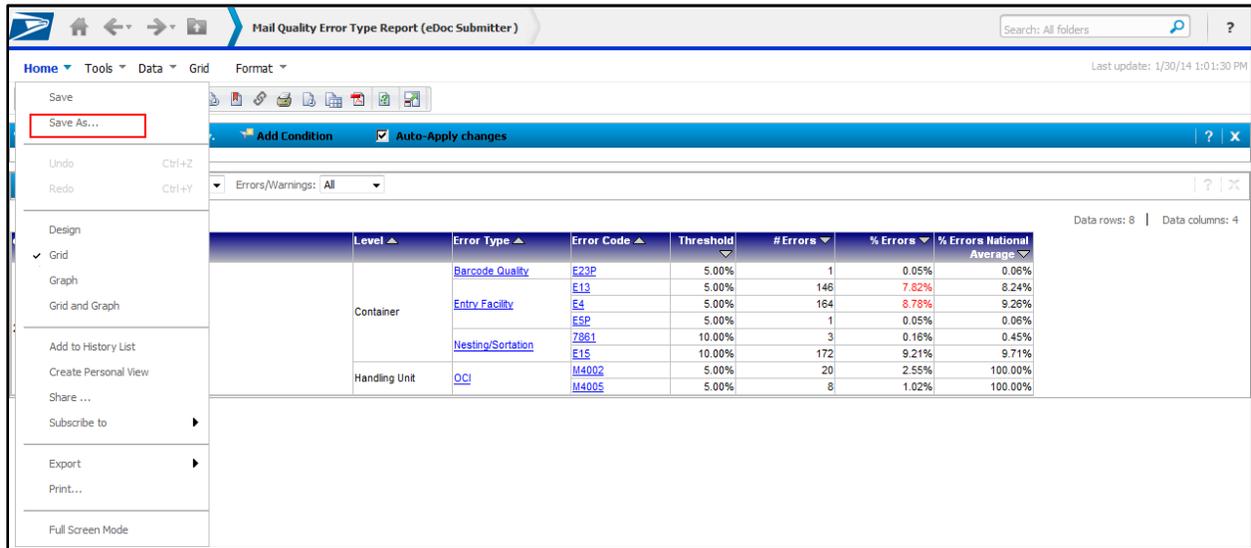   y.   Click "Save As…"

Figure 146: Saving the Report

    z.   "Save As" pop-up will appear, allowing you to make the following specifications:

        i.   Name

        ii.   Description

        iii.   Prompts

            1. Save report as static – Saved report will not be prompted when run

            2. Save report as prompted
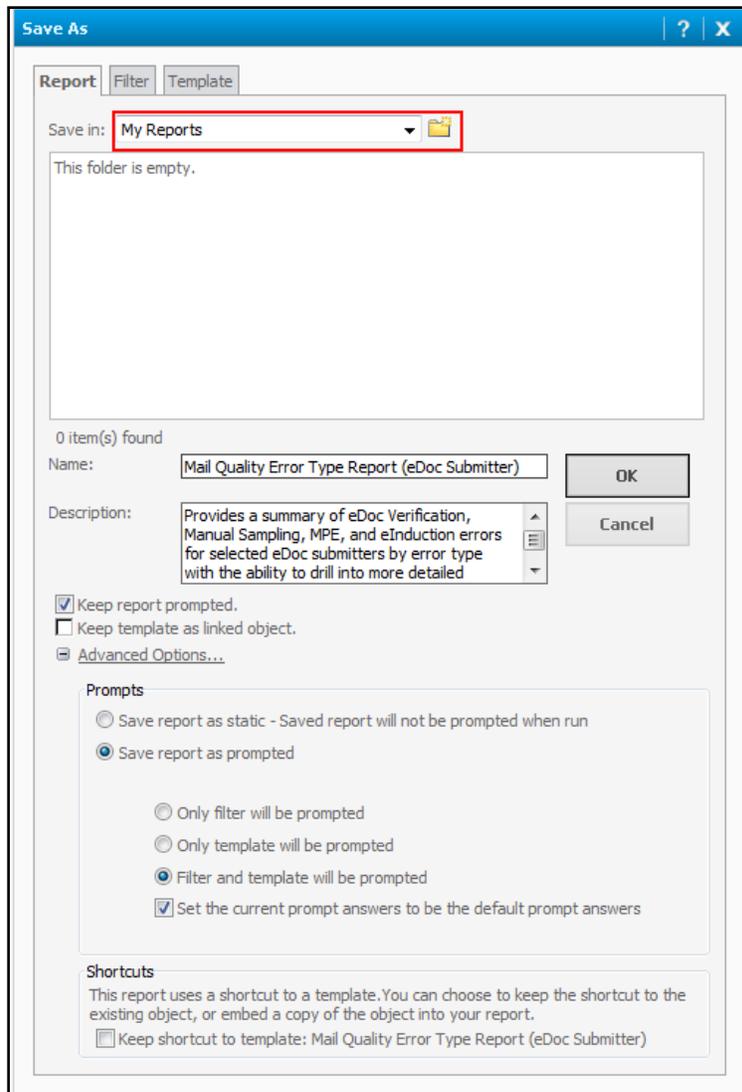
Figure 147: Save As Report

aa. After clicking "OK", you can access your saved report under "My Reports"

Figure 148: My Reports

17. To add a report to a History List for easy access, click "Add to History List" in the menu bar at the top of the report.

Figure 149: Add to History List

18. To view a list of reports in your History List, click "History List". A list of the added reports will display. They can be re-run by clicking on the report name hyperlink.

Figure 150: History of Reports

a. To remove a report from the History List, click the checkbox on the right-hand side and click "Remove".

Figure 151: Removing Repors From History List

22. If there is a report planned to continually run, you can schedule a subscription to that report:

    a.   Click the "Subscriptions" link under the report icon
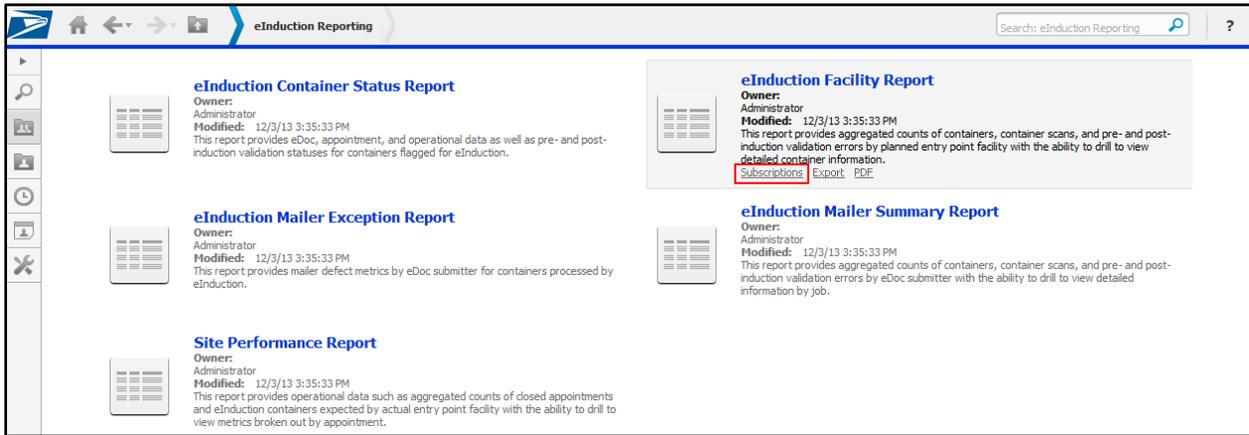
Figure 152: Subscribing to Reports

–OR–

    bb. When in the report, click the arrow next to "Home"

    cc. Click "Subscribe to"

    dd. Click "History List…"

Figure 153: History List
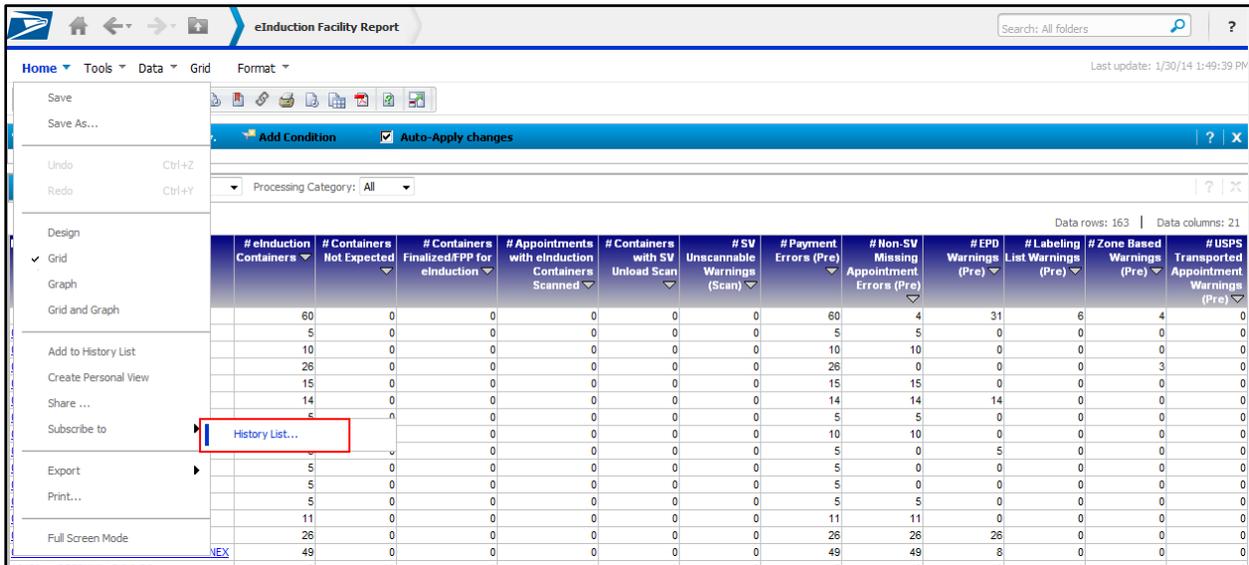
ee. Select a run schedule and any other preferences you may have
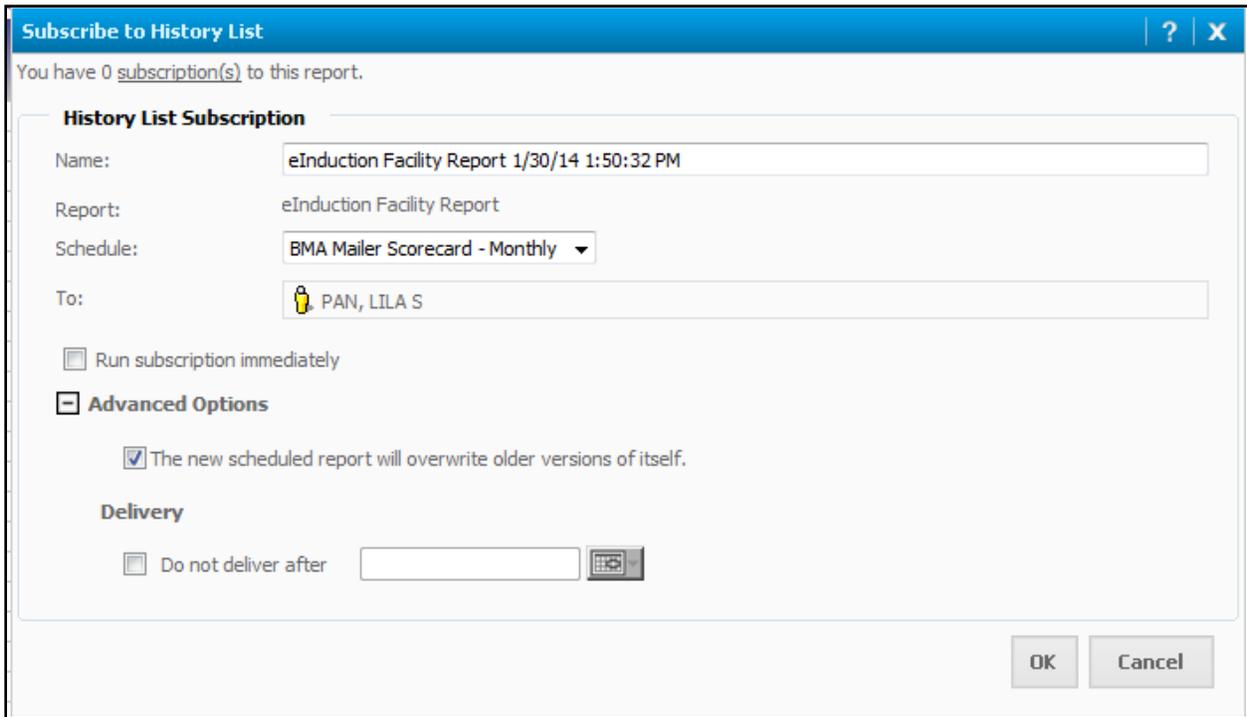
Figure 154: Selecting Run Schedule

ff. Click "OK"

gg. You can access your subscriptions by clicking "My Subscriptions"
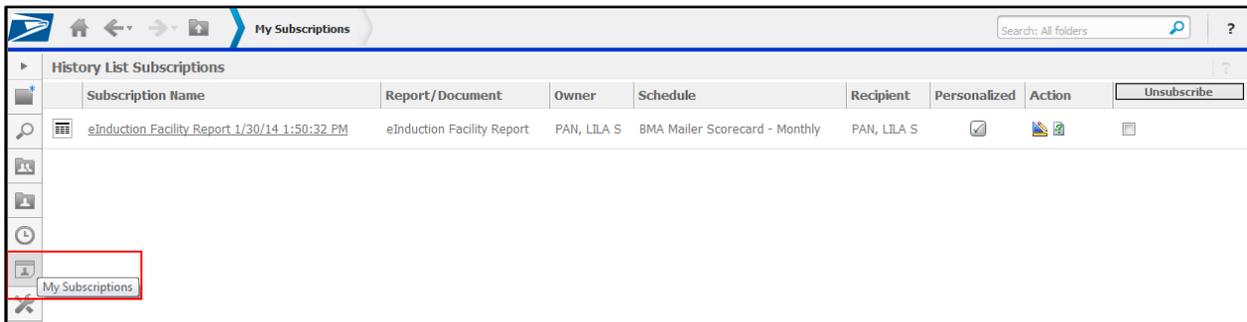
Figure 155: My Subscriptions

23. To modify the way you view folders and reports in folder navigation:

   a. Click the "View: Icon" image to view as icons
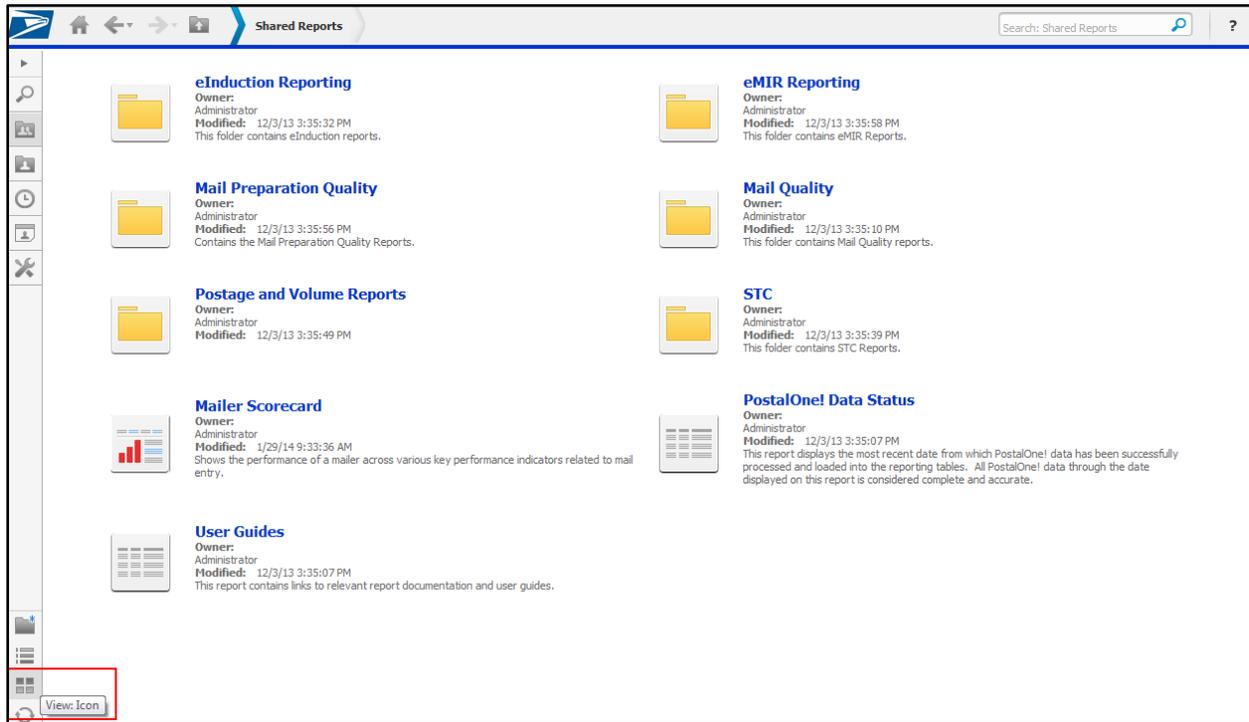
Figure 156: View Icon

–OR–

a. Click the "View: List" image to view in list format
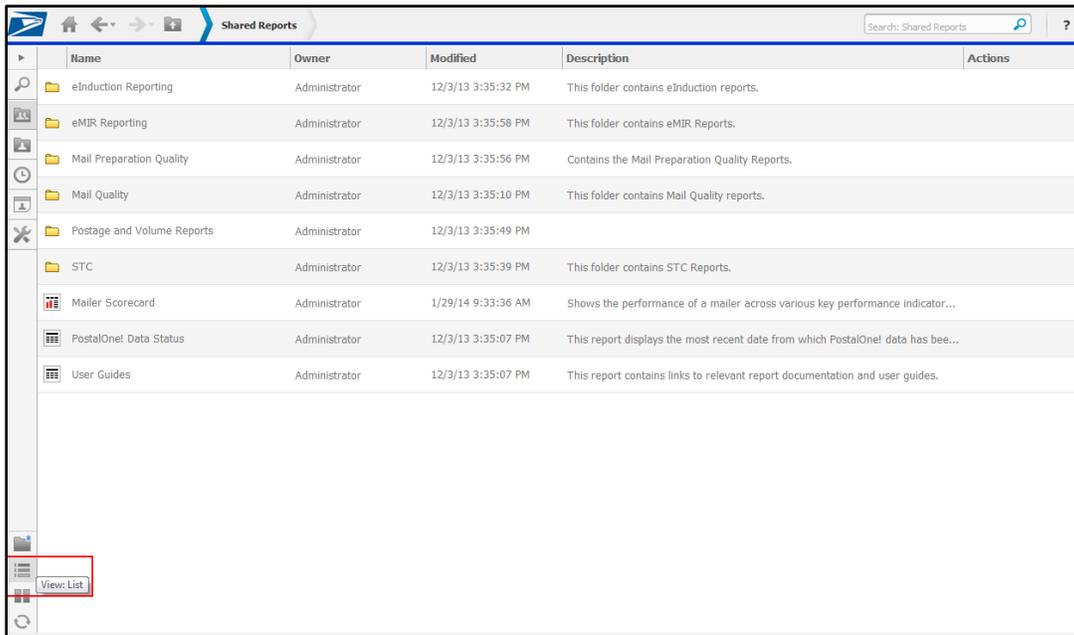
Figure 157: View List

24. To view or modify your personal MicroStrategy preferences:

a. Click "Preferences"
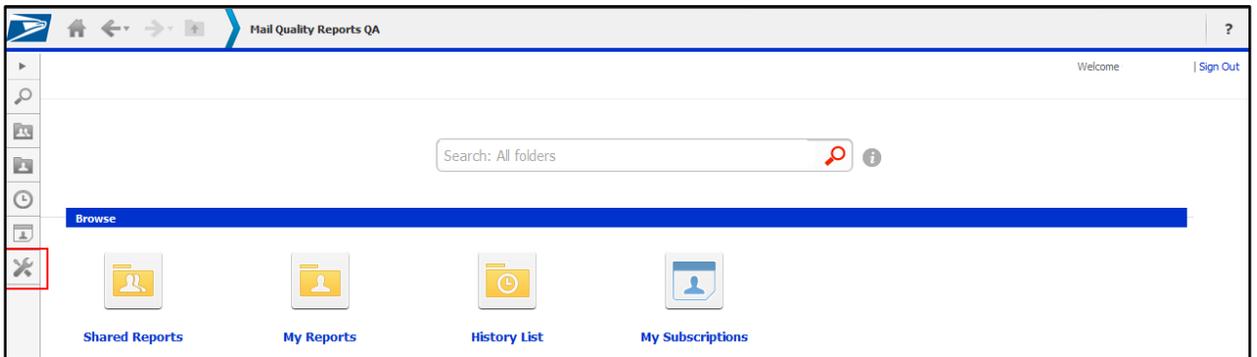
Figure 158: Preferences

b. Use the list on the left-side toolbar to navigate through your personal preferences
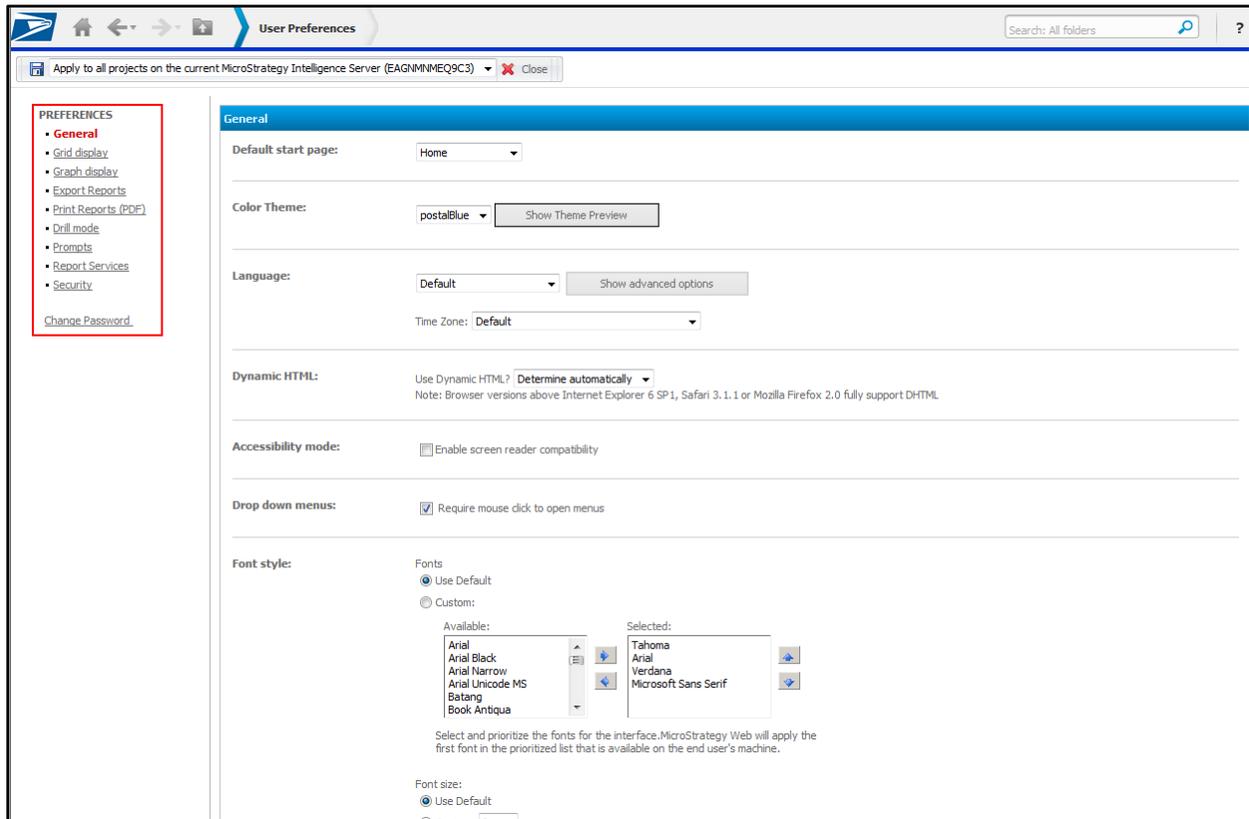
Figure 159: **Preferences Toolbar**

c. MicroStrategy defaults to displaying the first 20 columns in any report, with the ability to arrow-over to view additional columns. As some reports have more than 20 columns, you can expand your default setting by clicking "Grid display" and increasing the "Maximum columns in grid" option. By clicking "Apply", this setting will apply itself to all reports.
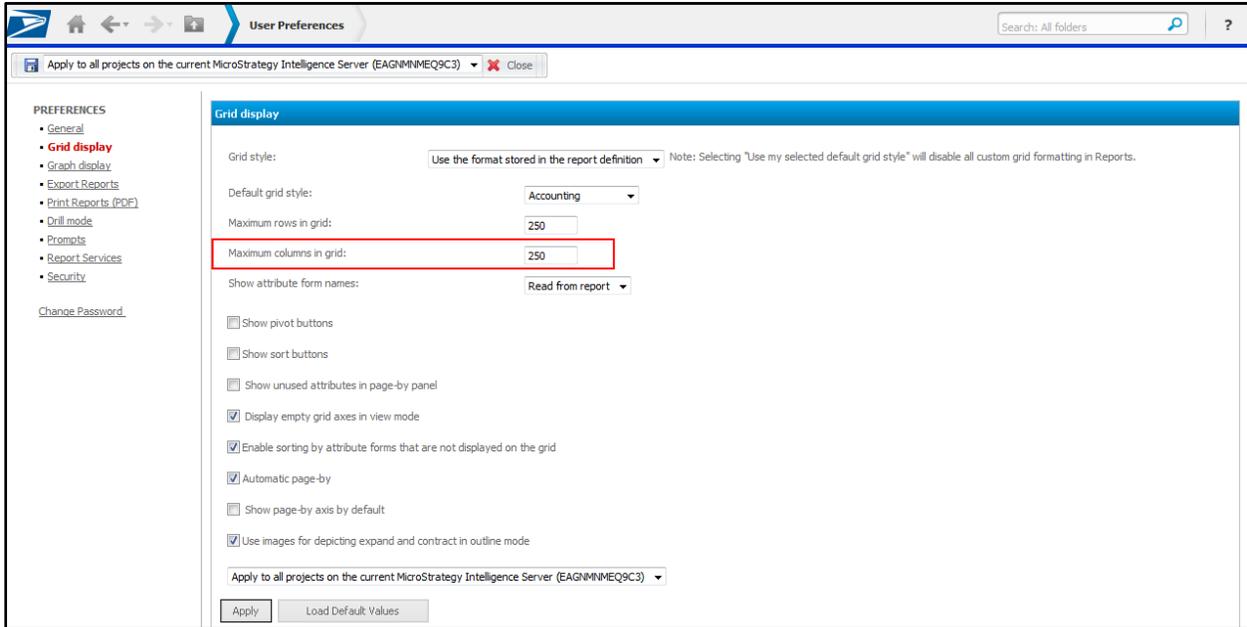
Figure 160: Increasing Maximum Columns in Grid

25. If you would like to adjust the template (coloring & formatting) of a report, you can modify the template by clicking "Grid" then the down arrow next to "Custom".

Figure 161: Customizing a Report

a. Here you can view various template formats that will adjust the coloring of your report.

Figure 162: Report Color Templates

APPENDIX C: ISSUE RESOLUTIONS

C.1. Full-Service

C.1.1. MID Errors and Resolutions

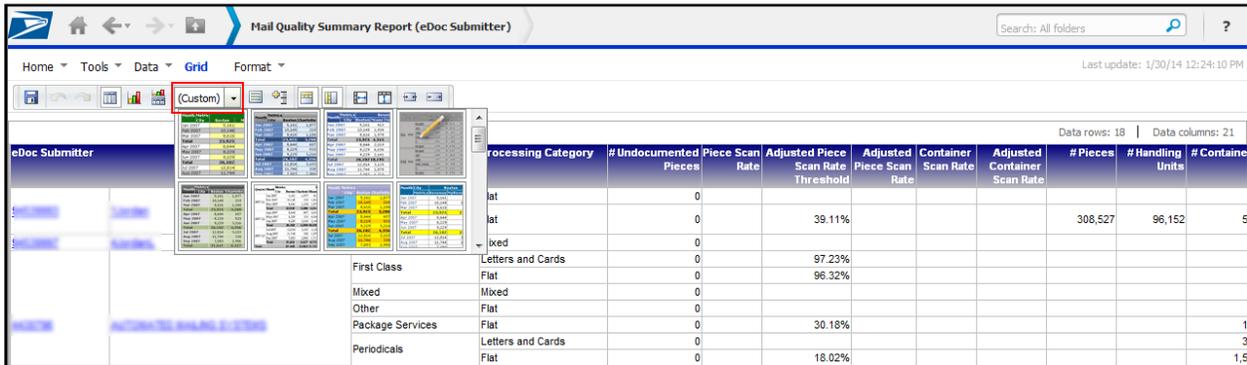| Error Code	Error Description	Error Resolution
7301	The Mailer ID in the IMcb from the eDoc container record (.csm or QualContainer) is invalid or cannot be found	• Confirm that the MID exists in the Business Customer Gateway (BCG) • Confirm that the MID is placed correctly in the field that represents the IMb*, IMtb, or the IMcb file in the eDoc
7302	The Mailer ID in the IMtb from the eDoc handling unit record (.csm or QualContainer) is invalid or cannot be found	
7303	The Mailer ID in the Piece Range serialization from the eDoc piece range (.imr or Mail.XML PieceRange) is invalid or cannot be found	
7304	The Mailer ID in the IMb from the eDoc piece record (.pdr or Mail.XML MailPiece) is invalid or cannot be found	
*Note: Mailers using Postal Wizard must check their reference materials, barcode lists, and other documentation to ensure that the information is correct in the IMb for each mailing		

Table 21: MID Errors and Resolutions

Common Root Causes for MID Verification Errors:

- MID provided is not registered with the USPS anywhere

- An invalid MID was provided to the eDoc submitter

- eDoc submitter incorrectly entered a valid MID in their software settings or mailing setup

C.1.2. STID Errors and Resolutions

Error Code	Error Description	Error Resolution
7401	The STID in the IMb from the eDoc piece record (.pdr or MailPiece) is invalid or cannot be found	
7402	The STID in the IMb from the eDoc piece record (.pdr/.pbc or Mail.XML MailPiece) indicates the piece is basic for a Full-Service job as indicated in eDoc (.cqt or invalid or Mail.XML MailPiece)	
7403	The STID in the IMb from the eDoc piece record (.pdr or Mail.XML MailPiece) indicates a Mail Class that does not match the Mail Class in the eDoc (.seg or Mail.XML QualReport)	• Mailer confirms STID is valid using the Service Type Identifier Table: https://ribbs.usps.gov/intelligentmail_mailpieces/documents/tech_guides/stid.pdf
7404	The STID in the IMb from the eDoc piece range record (Mail.XML PieceRange) is invalid	
7405	The STID in the IMb from the eDoc piece range record (Mail.XML PieceRange) indicates the piece is basic when the piece range record was indicated in the eDoc to be Full-Service (Mail.XML PieceRange)	• Mailer confirms STID is placed correctly in the IMb*
7406	The STID in the IMb from the eDoc piece range record (PieceRange) indicates a Mail Class that does not match the Mail Class in the eDoc (QualReport)	
7407	The STID in the IMb from the eDoc piece range record (.pdr/.pbc or MailPiece) is invalid	
*Note: Mailers using Postal Wizard must check their reference materials, barcode lists, and other documentation to ensure that the information is correct in the IMb for each mailing		

Table 22: STID Errors and Resolutions

Common Root Causes for STID Verification Errors:

- Software is generating invalid STID codes

- Error in manual entry of STID code

- Using a Full-Service STID for a mailing when it should be a basic STID

C.1.3. By/For Errors and Resolutions

Error Code	Error Description	Error Resolution
7106	The Mail Preparer was not identified for the piece due to an invalid Mailer ID (.mpa)	Check the field listed in error code for an invalid value
7107	The Mail Preparer was not identified for the piece due to an invalid CRID (.mpa)	
7108	The Mail Preparer was not identified for the piece due to an invalid Mailer ID (Mail.XML QualReport)	
7109	The Mail Preparer was not identified for the piece due to an invalid CRID (Mail.XML QualReport)	
7110	The Mail Preparer was not identified for the piece due to no Mail Preparer identifiers in the eDoc	
7111	The Mail Owner was not identified for the piece due to an invalid Mailer ID (.cpt)	
7112	The Mail Owner was not identified for the piece due to an invalid Mailer ID (.mpa)	
7113	The Mail Owner was not identified for the piece due to an invalid CRID (.cpt)	
7114	The Mail Owner was not identified for the piece due to an invalid CRID (.mpa)	
7115	The Mail Owner was not identified for the piece due to an invalid Mailer ID (Mail.XML MailPiece)	
7116	The Mail Owner was not identified for the piece due to an invalid CRID (Mail.XML MailPiece)	
7117	The Mail Owner was not identified for the piece due to an invalid CRID (Mail.XML QualReport)	
7118	The Mail Owner was not identified for the piece due to no Mail Owner identifiers in the eDoc	
7119	The Mail Owner was not identified for the piece due to invalid permit information (.mpa)	

Error Code	Error Description	Error Resolution
7120	The Mail Owner was not identified for the piece due to invalid permit information (Mail.XML MailPiece)	Check the field listed in error code for an invalid value
7121	The Mail Preparer was not identified for the piece due to invalid permit information (Mail.XML QualReport)	
7123	The Mail Owner was not identified for the piece due to an invalid publication number (.mpa)	
7124	The Mail Owner was not identified for the piece due to an invalid publication number (Mail.XML MailPiece)	
7125	The Mail Preparer was not identified for the piece due to an invalid publication number (Mail.XML QualReport)	
7140*	The Mail Owner and Mail Preparer were identified by the same CRID	
7142*	The Mail Owner was identified as a Mail Preparer within the past 90 days	Check that that same entity is not listed in both a Mail Owner and Mail Preparer field
7143*	The Mail Owner was identified as a service provider on a configurable list of CRIDs	Ask the BMS or the PostalOne! Helpdesk to check the list of service provider CRIDs
*Note: Applies only to Postal Wizard mailers		

Table 23: By/For Errors and Resolutions

Common Root Causes for By/For Verification Errors:

- Mail Owner/Mail Preparer was not identified in the eDoc

- Mail Owner/Mail Preparer MID, CRID, or permit information provided in the eDoc was invalid

- Mail Owner and Mail Preparer were identified in the eDoc as the same business entity

- Mail Owner CRID or permit/MID associated to the CRID was used to identify a Mail Preparer in an eDoc within the past 90 days

- Mail Owner is designated as a Mail Service provider in the Mailing Locations tab of the BCG

- Mail Owner is designated as a Mail Service Provider in the CRID's BCG profile

C.1.4. Barcode Uniqueness Errors and Resolutions

Error Code	Error Description	Error Resolution
7501	The same Container Barcode (IMcb) for the eDoc (.csm or QualContainer) was used more than once across all mailings within 45 days based on the Postage Statement Mailing Date (.csm or QualContainer)	
7601	The same Tray Barcode (IMtb) for the eDoc (.csm or QualContainer) was used more than once across all mailings within 45 days based on the Postage Statement Mailing Date (.csm or QualContainer)	

7701	The same Piece Serialization (IMb) for the eDoc (.csm or QualContainer) was used more than once across all mailings within 45 days based on the Postage Statement Mailing Date (.csm or QualContainer)	• At the container and handling unit level:
		  o MID + Serial Number
		• At the mailpiece level:
		  o Class of STID + MID + Serial Number
		• Check the source of the barcode:
		  o Work with the Mail Owner to crrect the errors with each of their Mail Preparers or Mail Service Providers
		  o Mail Owner determines if all the barcodes are being reused by speaking to the Mail Preparers
		  o Work with the Mail Owner to resolve the Barcode Uniqueness error

7702	The same Piece Serialization (IMb) for the eDoc (.pdr or Mail.XML MailPiece) was used more than once across all mailings within 45 days based on the Postage Statement Mailing Date (.csm or QualContainer)	
7502	The same Container Barcode (IMcb) for the eDoc (.csm or Mail.XML QualReport) was used more than once across all mailings within 45 days based on the Postage Statement Mailing Date, across Jobs and eDoc Sender CRIDs	
7503	The same Container Barcode (IMcb) for the eDoc (.csm or Mail.XML QualReport) was used more than once across all mailings within 45 days based on the Postage Statement Mailing Date, within the same Job and eDoc Sender CRID	
7504	The same Container Barcode (IMcb) for the eDoc (.csm or Mail.XML QualReport) was used more than once across all mailings within 45 days based on the Postage Statement Mailing Date, across Jobs with the same eDoc Sender CRID	
7605	The same Tray Barcode (IMtb) for the eDoc (.csm or Mail.XML QualReport) was used more than once across all mailings within 45 days based on the Postage Statement Mailing Date, across Jobs and eDoc Sender CRIDs	
7603	The same Tray Barcode (IMtb) for the eDoc (.csm or Mail.XML QualReport) was used more than once across all mailings within 45 days based on the Postage Statement Mailing Date, within the same Job and eDoc Sender CRID	

Error Code	Error Description	Error Resolution

7604	The same Tray Barcode (IMtb) for the eDoc (.csm or Mail.XML QualReport) was used more than once across all mailings within 45 days based on the Postage Statement Mailing Date, across Jobs with the same eDoc Sender CRID	• At the container and handling unit level:
		  ○ MID + Serial Number
		• At the mailpiece level:
		  ○ Class of STID + MID + Serial Number
		• Check the source of the barcode:
		  ○ Work with the Mail Owner to crrect the errors with each of their Mail Preparers or Mail Service Providers
		  ○ Mail Owner determines if all the barcodes are being reused by speaking to the Mail Preparers
		  ○ Work with the Mail Owner to resolve the Barcode Uniqueness error

7703	The same Piece Barcode (IMb) for the eDoc (.pdr or Mail.XML MailPiece) was used more than once across all mailings within 45 days based on the Postage Statement Mailing Date, across Jobs and eDoc Sender CRIDs	
7704	The same Piece Barcode (IMb) for the eDoc (.pdr or Mail.XML MailPiece) was used more than once across all mailings within 45 days based on the Postage Statement Mailing Date, within the same Job and eDoc Sender CRID	
7705	The same Piece Barcode (IMb) for the eDoc (.pdr or Mail.XML MailPiece) was used more than once across all mailings within 45 days based on the Postage Statement Mailing Date, across Jobs with the same eDoc Sender CRID	
7706	The same Piece Range Serialization (IMb) from the eDoc (.imr or Mail.XML PieceRange) was used more than once within 45 days from the Postage Statement Mailing Date, across eDoc Sender CRIDs	
7707	The same Piece Range Serialization (IMb) from the eDoc (.imr or PieceRange) was used more than once within 45 days from the Postage Statement Mailing Date, within the same Job and Mail Facility ID	
7708	The same Piece Range Serialization (IMb) from the eDoc (.imr or Mail.XML PieceRange) was used more than once within 45 days from the Postage Statement Mailing Date, across Jobs with the same eDoc Sender CRID	
*Note: Mailers using Postal Wizard must check their reference materials, barcode lists, and other documentation to ensure that the information is correct in the IMb for each mailing.		

Table 24: Barcode Uniqueness Errors and Resolutions

APPENDIX D: REFERENCE LIST

- DMM
  - http://pe.usps.com/text/dmm300/dmm300_landing.htm
- IMcb Reference Page
  - https://ribbs.usps.gov/index.cfm?page=intellmailcontainer
- IM Tray Label Reference Page
  - https://ribbs.usps.gov/index.cfm?page=intellmailtraylabel
- IMb for Mailpieces Reference Page
  - https://ribbs.usps.gov/index.cfm?page=intellmailmailpieces
- Full-Service Palletization Fact Sheet
  - https://ribbs.usps.gov/intelligentmail/documents/tech_guides/FullServicePalletizationFactSheet.pdf
- Guide to Customer Supplier Agreements
  - https://ribbs.usps.gov/intelligentmail_guides/documents/tech_guides/CustomerSupplierAgreementGuide.pdf
- Quick Step Guide to MID and/or CRID Acquisition
  - https://ribbs.usps.gov/intelligentmail_mail_id_app/documents/tech_guides/MIDCRIDAcquisitionQuickStep.pdf
- Mail.dat and Mail.XML Technical Specifications
  - https://ribbs.usps.gov/intelligentmail_schedule2016/releases/jan2016/techspecs.cfm
- TEM Guides
  - https://ribbs.usps.gov/intelligentmail_guides/documents/tech_guides/temguides/temguides.htm
- Notice 123
  - http://pe.usps.com/cpim/ftp/manuals/dmm300/Notice123.pdf
- Ancillary Services STID Detailed Explanation
  - https://ribbs.usps.gov/intelligentmail_guides/documents/tech_guides/AncillaryServices_STID_Detailed_Explanation.pdf
- Drop Ship File Download
  - https://fast.usps.com/fast/fastApp/resources/dropShipFileDownload.action
- Guide to Move Update

- o https://ribbs.usps.gov/move_update/documents/tech_guides/GuidetoMoveUpdate.pdf

- 99 Percent Testing Page

  - o https://ribbs.usps.gov/index.cfm?page=99testing

- Publication 804

  - o http://about.usps.com/publications/pub804.pdf

- Nonprofit Qualifications

  - o http://pe.usps.com/businessmail101/misc/nonprofitQualifications.htm

- Automation Guidelines for Letters and Cards

  - o http://pe.usps.com/businessmail101/misc/autoLetters.htm

- Automation Guidelines for Flats

  - o http://pe.usps.com/businessmail101/misc/autoFlats.htm

- Guide to Intelligent Mail

  - o https://ribbs.usps.gov/index.cfm?page=intellmailfullservice

- Guide to eInduction

  - o https://ribbs.usps.gov/index.cfm?page=intellmaileinduction

- Guide to Seamless Acceptance

  - o https://ribbs.usps.gov/index.cfm?page=intellmailseamless