

RECEIVED
MAR 14 2023



March 10, 2023

Mr. Ivan D. Butts
President
National Association of Postal Supervisors
1727 King St., STE 400
Alexandria, VA 22314-2753

Certified Mail Tracking Number:
7020 3160 0002 0327 4272

Dear Ivan:

As a matter of general interest, the Postal Service has updated the Intelligent Mail Data Acquisition System (IMDAS) to include:

- Arrival At Unit (AAU) Enhancement;
- Label 876 Hazmat; and
- New Treatment Competitor Barcode.

Effective March 11, these features will be available for use via all IMDs and Mobile Delivery Devices (MDDs).

Enclosed are the following:

- Final copy of the *IMDAS Release 48 (V48.37) March 2023 Pilot User Instructions*; and
- Final copy of the *IMDAS Release 48 (Software Version 48.37) March 2023 Service Talk*.

If there are any questions, please contact Dion Mealy at 202-507-0193.

Sincerely,

A handwritten signature in blue ink, appearing to read "Shannon R. Richardson".

Shannon R. Richardson
Director
Contract Administration (APWU)

Enclosures

IMDAS Release 48 (Software Version 48.37) March 2023 Service Talk

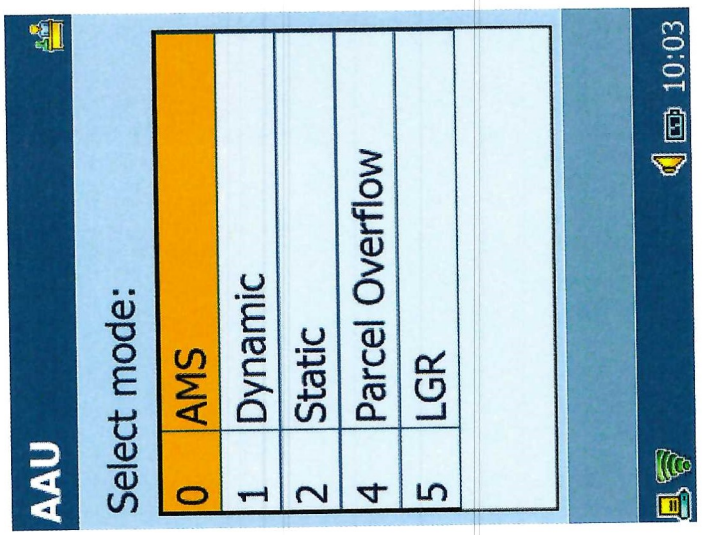
Effective March 11, 2023, all Intelligent Mail Data Acquisition System (IMDAS) hand-held scanners shall have the following flow updates:

- AAU Enhancement
- Label 876 Hazmat
- New Treatment Competitor Barcode



Release 48 Arrival At Unit Route Information

- AAU Enhancement
 - Route Information is only available if the MIO is Wi-Fi enabled.
 - MIO is enhanced to have more sorting flexibility and include the following options:

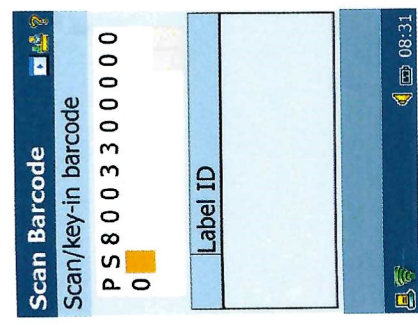




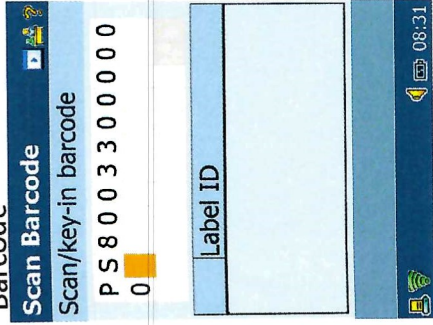
Release 48 – Label 876 Hazmat

➤ Label 876 Hazmat

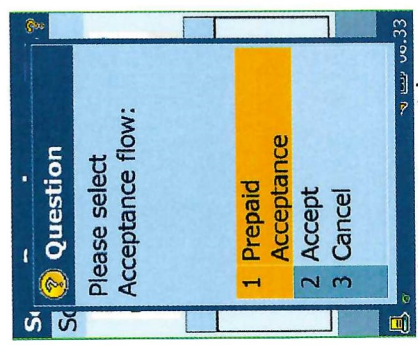
- IMDAS is enhanced to allow scanning of Label 876 for acceptance flow (Prepaid Acceptance and Accept)



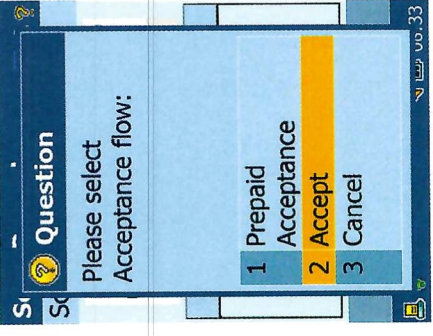
Scan Label 876 Barcode



Scan Label 876 Barcode



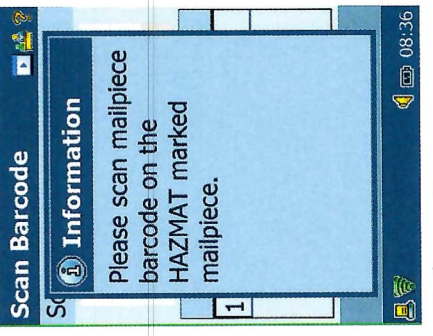
Select 1. Prepaid Acceptance



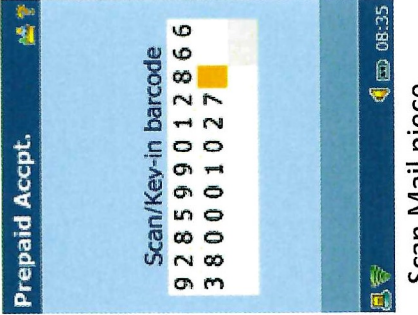
Select 2. Accept



Prepaid Acceptance screen appears



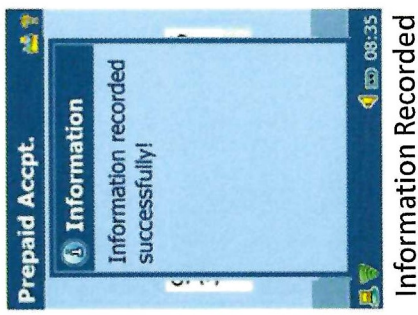
Information screen appears



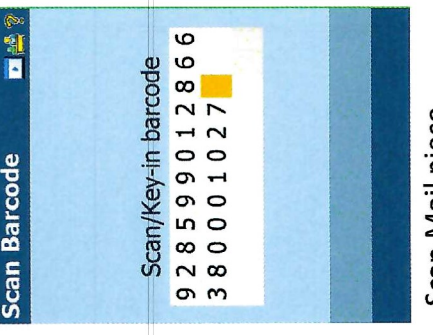
Scan Mail piece Barcode



Scan Barcode screen appears



Information Recorded successfully!



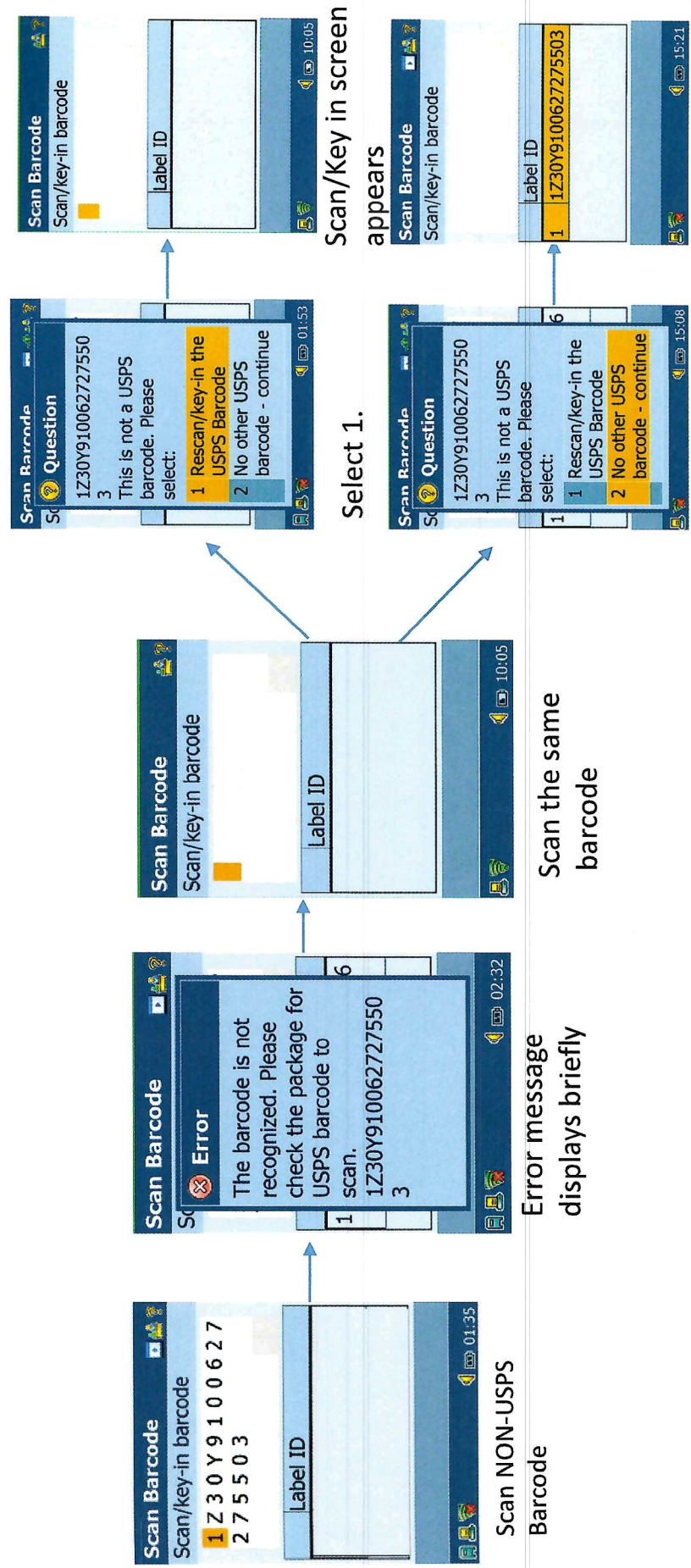
Scan Mail piece Barcode



Release 48 – New Treatment for Competitor Barcode

➤ New Treatment Competitor Barcode

- New treatment for UPS non-recognized STCs and new path for competitor labels
- The employee will receive messaging directing them to scan the USPS Tracking barcode.



Scan/Key in screen appears

Select 1.

Scan the same barcode

Error message displays briefly

Scan NON-USPS Barcode

Barcode is added to the grid

Select 2. No USPS barcode - continue

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IMDAS Release 48 Pilot User Instructions



**IMDAS Release 48 (V48.37)
March 2023
Pilot User Instructions**

Attention:

This instruction is for IMD and MDD In-Office scanners.



These User Instructions cover the following:

- **Pointing the Pilot Site IMDAS units to the Pilot RIMS server to enable downloading of the Pilot software**
- **Site Configuration Barcode Generation**
- **How to check the current version of IMDAS software on the IMD and MDD In-Office device**



Pointing the IMDAS to the RIMS Pilot server to download the Pilot software For PILOT deployment sites **ONLY**

WHEN: No later than **COB, March 10, 2023:**

1. Log-in at the pilot URL: <http://rims-imdas-plt.usps.com>
 1. Use ACE Login / Password
2. From Home page enter your system ID (i.e sysxxxxx) and select the find button. (xxxxx is a numeric value)
3. Select location should be visible to the user under the Set Default System ID box
4. Select the drop-down arrow
5. Highlight your system ID and select the Set button
6. Click on Config tab
7. Click on “Print IMD/MDD In-Office Site Configuration Barcode” shortcut on left panel
8. Print out a copy of the Site Configuration Barcode
9. Using the printout, scan the site configuration barcode for each IMD/MDD In-Office to be used for Pilot (See next slide for printout instructions)
10. Cradle the IMD/MDD In-Office. The new version download should be complete by Monday AM.



MDD In-Office Site Configuration

UNITED STATES POSTAL SERVICE

System: SY528262 - 38240 - NEWFIELD/ENGINEERING

RIMS Home Firmsheets Reports Regmail Messaging Config Tracking Special Accountable Manifests Engineering

Enter search term to select a feature

Print Site Configuration Barcode

Print

Configuration Type: **IMD/MDD IO In-office Clerk**

Note: Pease select Print and chose IMD/MDD IO In-office Clerk.

Shortcuts	
Configurations	
Local Site Settings	
Print Site Configuration Barcode	
IMD/MDD Configuration	
IMD File Versions	
RIMS Local Configuration and Versions	
User/Route Management	
IMD/MDD Sensitive Users	
View RIMS Users	
Temporary Employees	
Route IDs	
Employee Route Assignments	
TACS	
TACS Operations	
TACS Maintenance Operations	

Log In Procedure to Scan Site Configuration Barcode for IMD

Log in procedure to scan Site Configuration Barcode

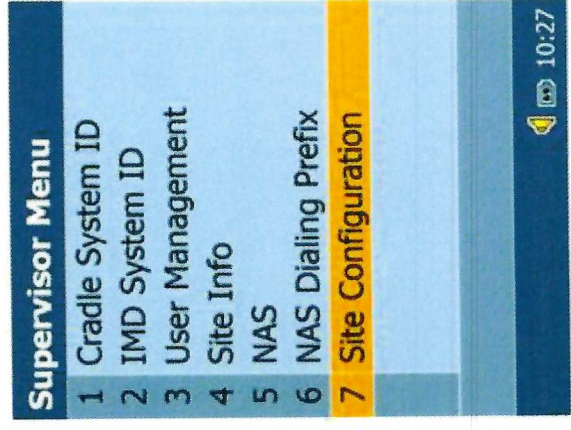
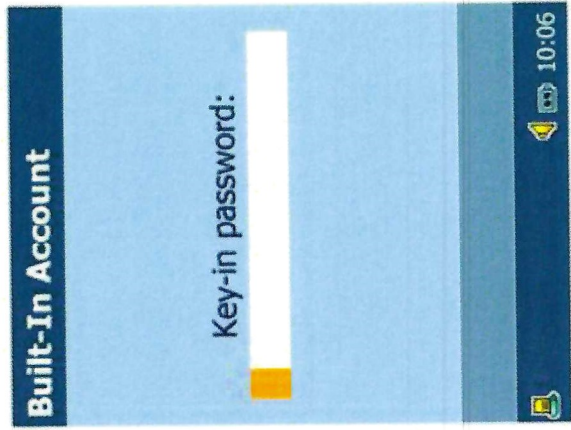


Press and hold the "123/ABC" key while pressing the "S" key. Press the "123/ABC" key **again** to enter numeric mode.

Pw = 07041776
Press ENTER

Select option 7

Log In Procedure to Scan Site Configuration Barcode for MDD In-Office

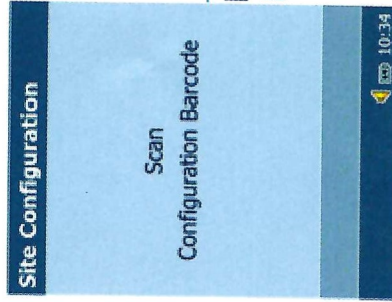


Press the "RED" key and then press the "S" key.

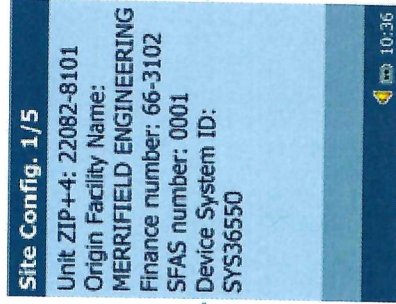
Password = 07041776
Press ENTER

Select Option 7 "Site Configuration"

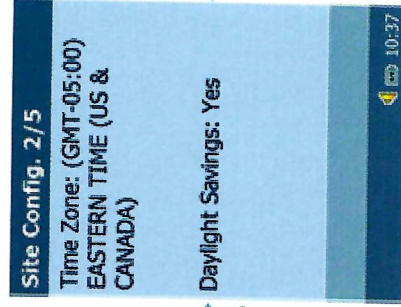
Scan Site Configuration Barcode Screenflow – Full Screens



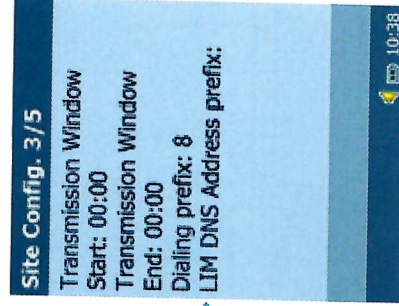
Press
Enter



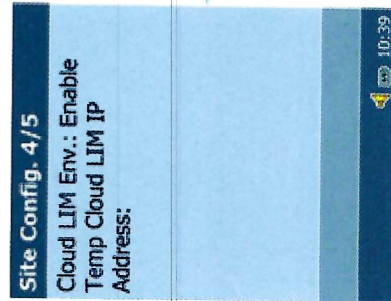
Press
Enter



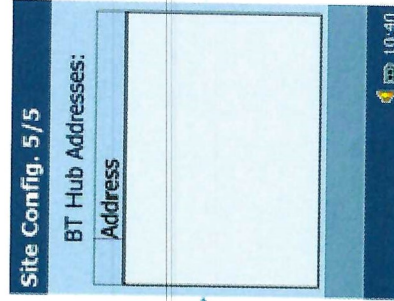
Press
Enter



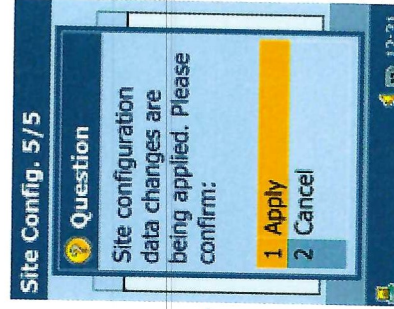
Scan YOUR
barcode



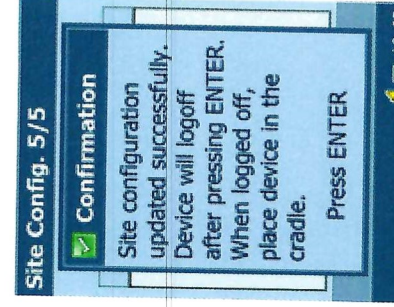
Press
Enter



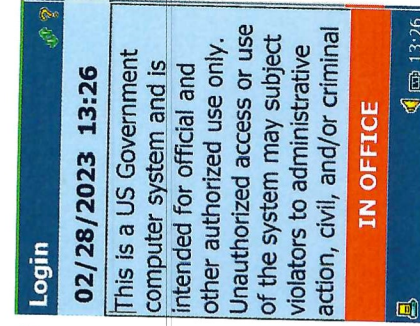
Press
Enter



Select option 1



Press Enter

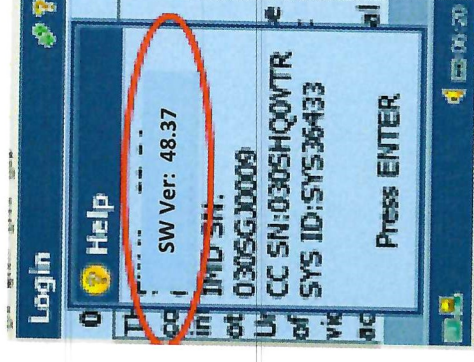
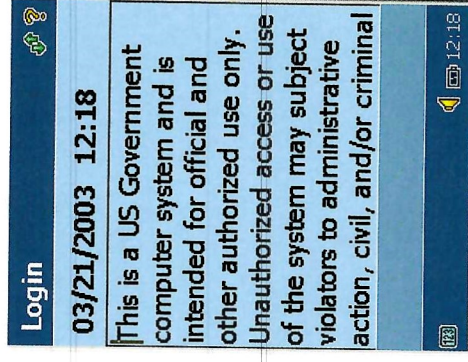


Complete

Checking the current version of IMDAS software running on the IMD

Version **48.37** is the **Pilot** Version of IMDAS Software being deployed to sites this weekend (**March 11th, 2023**). To verify that the IMD has successfully downloaded this version:

From the “Government Message” on the login screen, press the “?” key on the lower left keypad of the IMD.



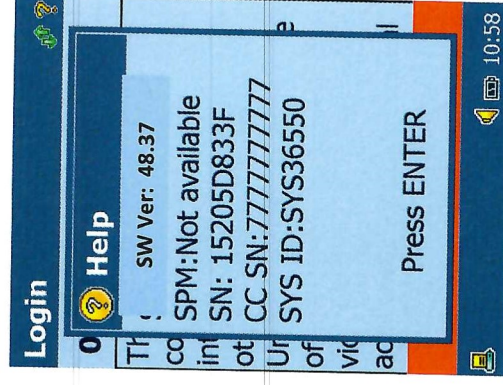
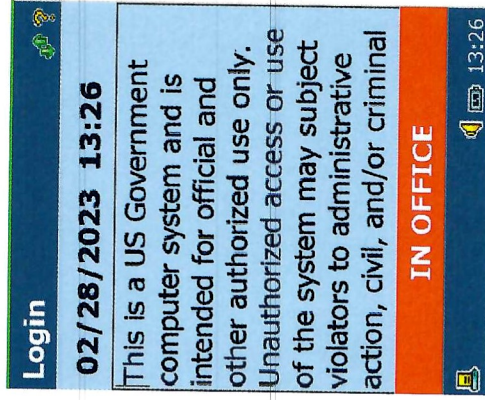


IMDAS Release 48 Pilot User Instructions

Checking the current version of IMDAS software running on the MDD In-Office

Version **48.37** is the **Pilot** Version of IMDAS Software being deployed to sites this weekend (**March 11th, 2023**). To verify that the MDD In-Office device has successfully downloaded this version:

From the “Government Message” on the login screen, press the “**RED**” key and then the “**H**” key on the MDD In-Office device.



Significant Key Combinations for MDD In-Office Device vs. IMD Device

Function	MDD In-Office Device	IMD Device
Bis	RED + 'S'	<"ABC123"> + 'S'
Diagnostic	RED + 'U'	<HammerWrench>
Dash (-)	RED + 'D'	<"ABC123"> + 'D'
Help	RED + 'H'	<"?">
Warm Boot	<"ALT/CTRL">+<"ENT">	<'A'>+<'F'>+<"ESC">
Pairing RS507 with device (while on Scan Barcode Screen)	RED + 'R'	<"ABC123"> + 'H'
Continuous Scan Mode (while on Scan Barcode Screen)	RED + 'C'	<"ABC123"> + 'C'
MDDIO Video Play (when video icon is available)	RED + 'V'	N/A
Text Messages	RED + 'T'	<"ABC123"> + 'T'

NOTE For key combinations using **RED** button, button must be pressed first **THEN** the letter follows



IMDAS Help Desk is standing by to assist if needed: (800) 877-7435

When prompted, say ***“Technical Assistance”*** or select option ‘4’

Say ***“Continue”*** or select option ‘1’ (to continue technical assistance path)

When prompted for name of application, system or product you are calling about, spell out letters ***“I-M-D-A-S”***

When prompted to verify you spelled IMDAS, Intelligent Mail Device Acquisition System, say ***“Yes”***

You will be prompted to select Mobile Delivery Device (option 1) or IMDAS issues (option 2). **Again, spell out the letters “I-M-D-A-S” or select option ‘2’ to be routed to the correct Help Desk**



In need MDD In-Office Support?

For MDD In-Office Support, you may enter a self-service ticket for your device or site issue at the below URL:

<http://ethos/Field/SelfService/Create>

You may also contact a helpdesk agent by calling 1-800-877-7435

When prompted, say **“Technical Assistance”** or select option ‘4’

Say **“Continue”** or select option ‘1’ (to continue technical assistance path)

When prompted for name of application, system or product you are calling about, spell out letters **“M-D-D”**

When prompted to verify you spelled MDD, Mobile Delivery Device, say **“Yes”**

You will be prompted to select Mobile Delivery Device (option 1) or IMDAS issues (option 2). **Again, spell out the letters “M-D-D” or select option ‘1’ to be routed to the correct Help Desk**