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April 28, 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 5828

Dear Ivan:

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

- New Delivery Confirmation Events menu selection, "At Postal Facility or Post Office";
- Change the "HAZMAT" name on the Confirmation Event menu to "HAZMAT Nonmailable"; and
- New service type codes (STC) replaced the legacy STCs.

Effective May 1, 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 49 (Software Version 49.42) April 2023 User Instructions*; and
- Final copy of the *IMDAS Release 49 (Software Version 49) April 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 49 (Software Version 49.42)
April 2023
User Instructions

Attention:

**This instruction is for MDD In-Office
scanners.**

These **User Instructions** cover the following:

- Downloading instructions and actions to take if running a version other than **49.42** on Monday morning.
- How to check the current version of IMDAS software on the MDD In-Office device.

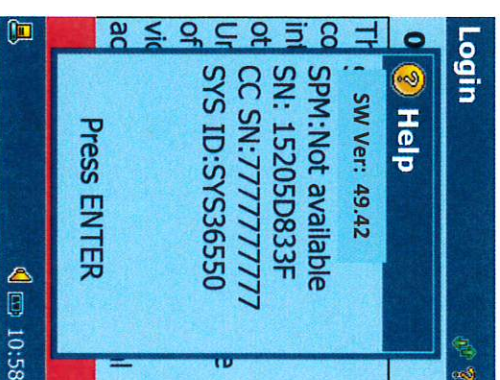
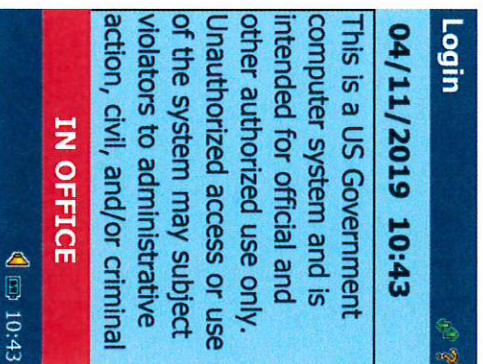
No later than **COB Friday, April 28, 2023:**

- Cradle the device. The new version should be downloaded.
- Check SW version Monday AM. If still other than **49.42**, please contact the IMDAS Help Desk. They will walk you through the process.
- **Note: Scanners received from CRF or other sites, please scan the current site configuration barcode.**

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

Version **49.42** is the **Production** Version of IMDAS Software being deployed to sites this weekend (**April 29, 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

Function	MDD In-Office Device
BIS	RED + 'S'
Diagnostics	RED + 'U'
Dash(-)	RED + 'D'
Help	RED + 'H'
Warm Boot	<"ALT/CTRL">+<"ENT">
Pairing RS507 with device (while on Scan Barcode Screen)	RED + 'R'
MDDIO Video Play (when video icon is available)	RED + 'V'
Text Messages	RED + 'T'

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

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

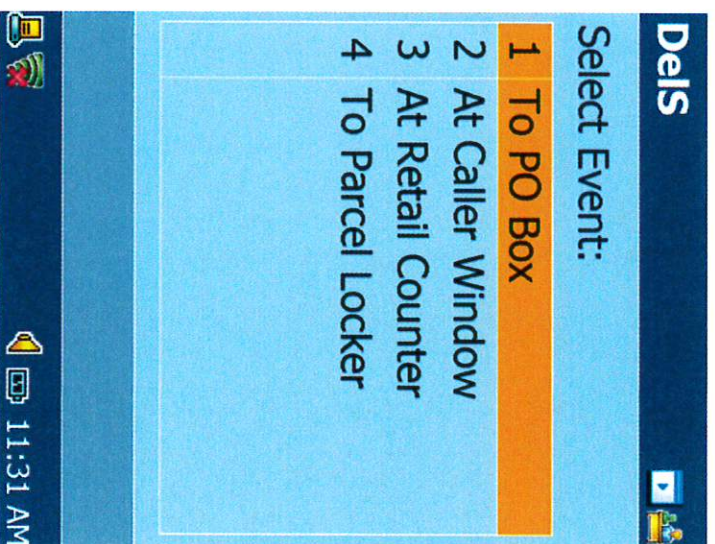
IMDAS Release 49 (Software Version 49) April 2023 Service Talk

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

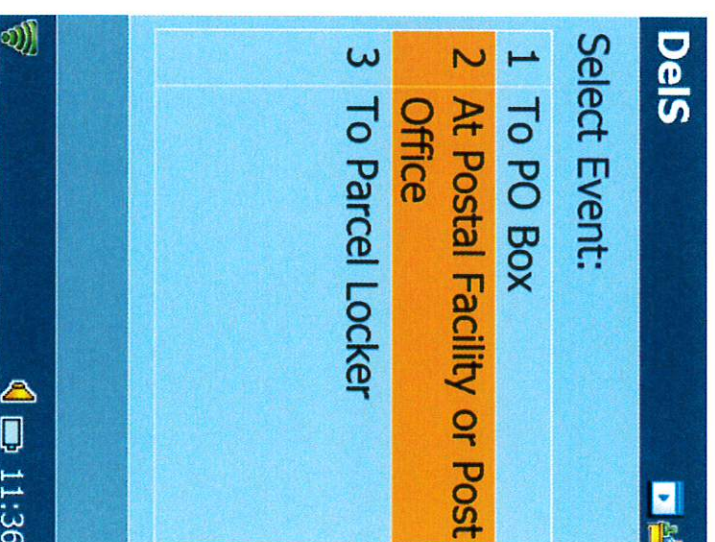
- The new menu selection “At Postal Facility or Post Office”
- Hazmat name change
- New STC

- Delivery Confirmation Events
 - New menu selection “At Postal Facility or Post Office”

Before

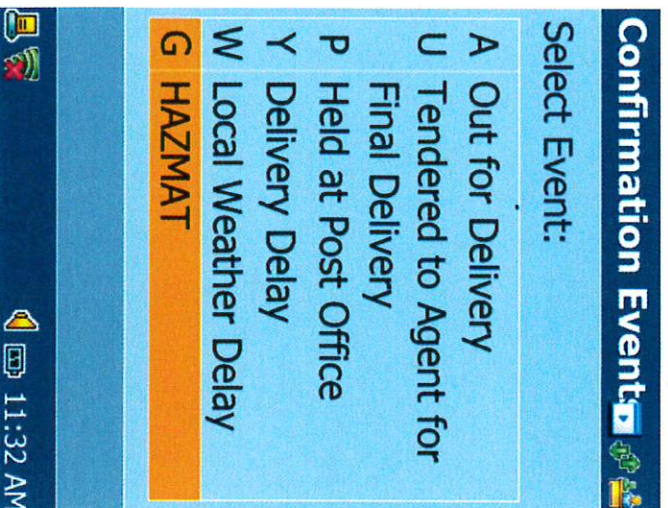


After

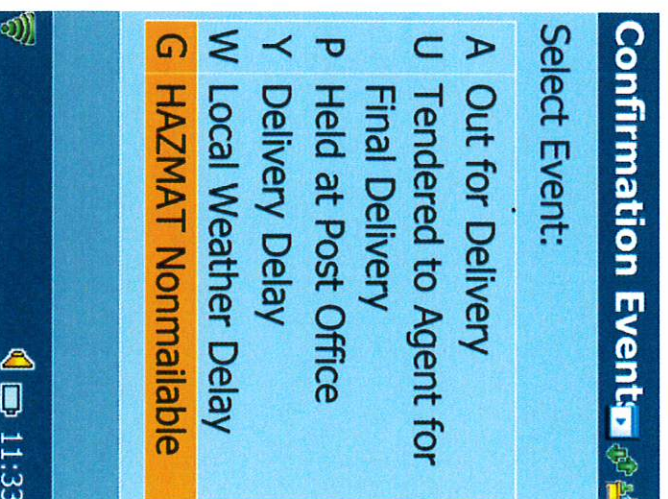


- HAZMAT Nonmailable
 - Event name HAZMAT is changed from HAZMAT to HAZMAT Nonmailable.

Before



After



New STC Legacy STC

- 888 14 (from label 400)
- 889 21/34 (from PS153 Signature Confirmation Receipt)
- 890 70/71 (from PS3800 Certified Mail Receipt)
- 891 13 (from PS3813 Insurance Receipt \$500 or less)
- 892 05/06 (from PS3813P Insurance Receipt over \$500)