



RECEIVED

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March 1, 2021

Mr. Brian J. Wagner
President
National Association of Postal
Supervisors
1727 King Street, Suite 400
Alexandria, VA 22314-2753

Dear Mr. Wagner:

This is in further reference to our August 4, 2020, notice concerning a Proof of Delivery enhancement to the Mobile Delivery Device (MDD) test.

The purpose of this test is to assist in the identification of the Proof of Delivery. This enhancement will allow the carrier to take a picture and capture an image of the actual location where a mail piece was placed when the delivery was made.

The test is scheduled to resume on March 13 and run for approximately 60 days. Training on the MDD/MDD-TR enhancement is scheduled on March 9 in the following test locations in the Capital District:

- Section 2 Carrier Annex – ZIP Code 20002
- Section 1 Carrier Annex – ZIP Code 20001
- Anacostia Carrier Annex – ZIP Code 20020
- Congress Heights Station – ZIP Code 20032
- River Terrace Carrier Annex – ZIP Code 20019

Enclosed is a draft copy of the MDD/MDD-TR Workflow - Proof of Delivery Picture Taking Process. You will also find enclosed a copy of the original Service Talk provide with the August 4 notice.

Please contact Bruce Nicholson at extension 7773 if you have questions concerning this matter.

Sincerely,

A handwritten signature in blue ink, appearing to read "David E. Mills".

David E. Mills
Manager
Labor Relations Policies and Programs

Enclosures

MDD/MDD-TR Workflow - Proof of Delivery Picture Taking Process

Scan a package and press Enter

Select 1 Delivered

Select Delivery Location

Confirm Destination ZIP Code

Press "Scan", "Enter" key or "Take Picture" button on screen

Select option 2 to Save

Transaction is saved /Completed

Scan barcode screen is displayed

Note: Following locations will automatically invoke the camera

1. In/At Mailbox
2. Front Door/Porch
3. Parcel Locker
4. Garage or other location

Select option 1 to Retake

Do's



Don'ts



PII

Photos are shown as blurred to avoid names from showing



Pictures for the packages delivered at "Front Door/Porch", "Garage or Other Location at Address", In/At Mailbox or Parcel Locker can be viewed on RIMS. Click on Reports module, then select shortcut Proof of Delivery to view the images.

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

Welcome HONG CHENG at System: SY587465 - 23232 - RICHMOND

Shortcuts

Raw Scan Records

Scan Records

Sampling Acceptance Entry Records

Proof of Delivery

Miscellaneous Reports

MDD Transit Delay Exception Report

Parcel Return Service Report

Clerk Facility Scan Trend Summary Report

Mailer Placard Report

Event Code List

Load Truck Use Report

Delivery Pictures

Label ID

Search Clear

Results: Viewing items 1-20 of 34

Delivery Picture	Label ID	EVENT DATETIME	File Name
Click to view delivery picture	910208108343800000102	29-Aug-19 10 10 47 AM	SYS67465_3232C000_000008237484_20190829101047.1.png
Click to view delivery picture	910208108343800000102	29-Aug-19 09 58 45 AM	SYS67465_3232C000_000008237484_20190829095845.1.png
Click to view delivery picture	910208108343800000119	29-Aug-19 09 30 19 AM	SYS67465_3232C000_000008237484_20190829093019.1.png
Click to view delivery picture	910208108343800000102	29-Aug-19 09 30 19 AM	SYS67465_3232C000_000008237484_20190829093019.1.png
Click to view delivery picture	910208108343800000119	29-Aug-19 09 24 27 AM	SYS67465_3232C000_000008237484_20190829092427.1.png
Click to view delivery picture	420220829125081083438059	26-Aug-19 09 18 39 AM	SYS67465_3232C000_000008237484_20190826091839.1.png
Click to view delivery picture	91210810834380039	26-Aug-19 09 17 53 AM	SYS67465_3232C000_000008237484_20190826091753.1.png
Click to view delivery picture	91210810834380039	26-Aug-19 09 14 28 AM	SYS67465_3232C000_000008237484_20190826091428.1.png
Click to view delivery picture	420220829125081083438059	26-Aug-19 09 13 16 AM	SYS67465_3232C000_000008237484_20190826091316.1.png
Click to view delivery picture	420220829125081083438059	26-Aug-19 09 12 22 AM	SYS67465_3232C000_000008237484_20190826091222.1.png

MDD Proof of Delivery (Pilot)

The Mobile Delivery Device (MDD) will pilot a 90 day Proof of Delivery testing period starting 8/8/2020 that will allow employees to capture an image after delivery. This is in-line with what our competitors are providing, by letting our customers see that their package was safely delivered and where. The offices involved in this limited testing are shown below, all are city delivery offices and routes from the Capital District (CAP Metro Area):

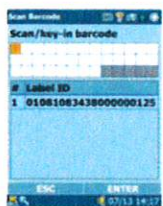
- Section 2 Carrier Annex - 54 routes – Delivery zip 20002
- Section 1 Carrier Annex - 33 routes – Delivery zip 20001
- Anacostia Carrier Annex - 30 routes – Delivery zip 20020
- Congress Heights Station – 19 routes – Delivery zip 20032
- River Terrace Carrier Annex - 42 routes – Delivery zip 20019

The Proof of Delivery (POD) captures an image of the package and delivery location. POD is invoked when the “Delivered” options below are chosen:

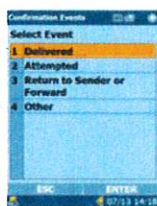
Note: The following scan locations will automatically invoke the camera

- In/at Mailbox
- Front Door/Porch
- Parcel Locker
- Garage or other location

MDD Image Capturing Workflow when invoked:



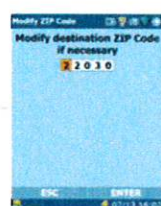
Scan a package and press Enter



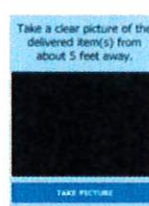
Select 1. Delivered



Select Delivery Location



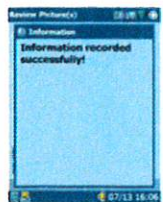
Confirm Destination ZIP Code



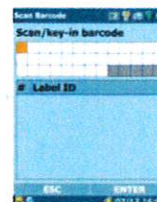
Press “Scan”, “Enter” key or “Take Picture” button on screen



Select option 2 to Save



Transaction is saved /Completed



Scan barcode screen is displayed

Note: Following locations will automatically invoke the camera
 In/at Mailbox
 Front Door/Porch
 Parcel Locker
 Garage or other location



Select option 1 to Retake

Only one picture is allowed for the package(s) delivered in the same transaction location. The picture provides proof that the package has been delivered successfully to the correct location. The package(s) itself will only be visible for internal use during the pilot testing and stored on RIMS. The address on the package(s) if visible when the picture is taken, will be blurred out of the photo as seen below.

Blur Level 1 with Package 1:



Level 1 with Package 2:



¹Personally Identifiable Information — PII

Just like you, every customer and employee shares information about themselves — like name and address — in work, personal, and business settings. Some information is common: many people are named John or Sally. Some information is unique, like a Social Security or employee identification number. Information that allows a person to be identified, contacted, or located is called Personally Identifiable Information or PII.

Tips

- Stand 5 feet away from the package.
- Remain steady and avoid camera shake when capturing an image.
- Be aware of the image's background; avoid Personally Identifiable Information¹ (PII).