

Explanatory notes: IMPC compliance report

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Introduction

The IMPC (International Mail Processing Centre) compliance report indicates if IMPC codes used in dispatch identifiers, as origin and destination of dispatches, comply with their definition in the UPU official list. It is a monthly report.

The reference for valid IMPCs is the up-to-date UPU code list 108 published on the UPU website (<http://www.upu.int/en/activities/standards/code-lists.html>): the full list of 6-character IMPC codes and all their attributes.

The list of dispatch identifiers used for this report is the exhaustive list of dispatch identifiers in PREDES messages (versions 2.0 and 2.1) sent by project participants during the full month of the report.

The dispatch identifier contains the origin IMPC code, destination IMPC code, mail category and mail class. This allows checking if IMPC codes used are valid for the combination of category and class.

Report organization

The report is divided in 3 sections:

- Operator overview
- Section 1: usage of partner IMPCs
- Section 2: usage/definition of own IMPCs

Sections 1 and 2 each contain several sub-reports. Each sub-section indicates “No issue found” in case there are no compliance issues found for the sub-report.

The report may span over several pages.

Each section is detailed below.

Operator overview

This section provides an indicative overall compliance percentage of impacted outbound dispatches for own IMPCs and for partner IMPCs.

The last line indicates the percentage in the previous period (previous month), in order to show progress.

1. Usage of partner IMPCs

1.1 Mail sent not compatible with destination IMPC characteristics

The table lists dispatch series (combination of origin IMPC, destination IMPC, mail category and mail class) having issues with destination IMPC characteristics. The main purpose of the table is to show exact problems and help resolve them.

Each row corresponds to a dispatch series. For this series, the number of dispatches sent in the period is displayed. Rows are ordered by dispatch series.

The following columns are displayed, corresponding to the destination IMPC:

- **non-existent**: contains value 'x' if the destination IMPC code is not an opened IMPC
- **flow**: contains value 'x' if the destination IMPC is used for a flow that it does not support (in other words, if the destination IMPC is not valid for inbound mail)
- **categ**: contains value 'x' if the destination IMPC is used for a category that it does not support (mail categories are A air, B S.A.L., C surface and D prio by surface)
- **class**: contains value 'x' if the destination IMPC is used for a mail class that it does not support (mail classes are C parcels, E EMS, U letters and T empty bags)

An exception is made for dispatches of subclass CT, ET and UT: these dispatches are reported separately and their subclass (2 characters) appears in the 'class' column because the check is special: if the destination IMPC accepts class T or the other class (C for CT, E for ET, U for UT), then it is considered valid.

- **function**: contains value 'x' if the destination IMPC is not defined as an office of exchange
- **possible IMPC**: may provide an IMPC code, valid for the characteristics of the dispatch series, that can be used instead of the one with issues; it may not always be the best choice, but it is a valid one;

value 'xxx' is displayed in case no valid IMPC could be found and the reason is likely to be with the destination post. You may continue sending mail to the current IMPC until further notice; the possible IMPC is left blank when the mechanism failed to suggest a valid IMPC; this does not necessarily mean that there is no valid IMPC available; this typically happens if there are several IMPCs available and the system is not able to determine which is the most appropriate one (for example, IMPCs in several cities). You are invited to determine the most suitable IMPC to be used, with your own investigations.

Example:

Issues with partner IMPCs										
orig IMPC	dest IMPC	categ	class	no. disp	non-existent	flow	categ	class	function	possible IMPC
██████	CLSCLF	B	C	18		x				CLSCLG
██████	SNDKRA	A	E	1				x		SNDKRE
██████	AFKBLA	A	T	1				x		AFKBLC
██████	GBLALA	C	T	19				x		GBCVTA
██████	INBOMA	A	T	4				x		xxx
██████	THBKKC	A	ET	4		x				THBKKB
██████	UZTASA	A	T	1				x		UZTASF

1.2 Special IMPCs used as destination (military, ETOE or IMPC belonging to a non-DO)

This section indicates when mail is sent to some special IMPCs and these IMPCs do not appear in the previous section. So, in other word, the characteristics of these IMPCs are valid (they allow inbound, are offices of exchanges and accept the category and class sent).

IMPCs are considered special if they meet one of the following conditions:

- They are ETOEs and do not belong to the sending post;
- They are military units and do not belong to the sending post;
- They belong to a non-designated operator.

An example of this section in the report is provided below:

partner IMPC characteristics and proposed replacement										
orig IMPC	dest IMPC	categ	class	no. disp	dest IMPC name		bilateral agreement required?	possible IMPC		
██████	SEUPLA	A	E	8	UPPLANDS VASBY			SESTOA		
operator code:					Z51	name: Danzas ASG Eurocargo - Sweden				

It is likely that sending mail to a special IMPC is not intentional. If it is not intentional, then mail should be sent to another IMPC instead. The last column provides a possible replacement IMPC, similarly to the same column in the previous report section.

If sending mail to a special IMPC is intentional, feel free to report it to the UPU project team so that it is marked as 'normal' centrally and does not appear as an anomaly in future compliance reports.

2. Usage/definition of own IMPCs

2.1 Mail sent not compatible with origin (own) IMPC characteristics

The report in this section looks very similar to the one in section 1.1, but corresponds to a usage of own IMPCs in outbound that is not compliant with the definition of these own IMPCs.

Each row corresponds to a dispatch series. For this series, the number of dispatches sent in the period is displayed. Rows are ordered by dispatch series.

The following columns are displayed, corresponding to the origin IMPC:

- **non-existent**: contains value 'x' if the origin IMPC code is not an opened IMPC
- **flow**: contains value 'x' if the origin IMPC is used for a flow that it does not support (in other words, if it is not valid for export)
- **categ**: contains value 'x' if the origin IMPC is used for a category that it does not support
- **class**: contains value 'x' if the origin IMPC is used for a mail class that it does not support
- **function**: contains value 'x' if the origin IMPC is not defined as an office of exchange

In order to resolve the issues, it may be necessary to request some adjustments to the definition of own IMPCs. See the additional notes below for more information.

Example:

Issues with own IMPCs									
orig IMPC	dest IMPC	categ	class	no. disp	non-existent	flow	categ	class	function
██████	██████	A	E	12				x	
██████	██████	A	E	1				x	
██████	██████	A	E	1				x	

2.2 Own offices of exchange with no PREDES traffic in last 6 months

This section lists own IMPCs meeting all the following conditions:

- defined as office of exchange (function 'O' or 'B')
- without any 'Valid to' date
- Not a special office type (not an ETOE, not a military unit)
- No PREDES sent from this IMPC in the last 6 months
- No PREDES sent to this IMPC in the last 6 months

This means that based on PREDES exchanges, the IMPCs listed do not seem to be used.

According to UPU standard S34, Registration of international mail processing centres, the UPU is entitled to mark as closed the IMPCs for which operations have ceased for a period of at least six months (section 9.3).

Please confirm with UPU if the IMPCs listed in this section can be closed.

2.3 Inbound anomalies: mail type (class and categ) not handled by any own IMPC in inbound... but mail received

An inbound anomaly is reported when dispatches are received for a combination of mail class and mail category that none of your IMPCs handles.

Example:

Mail class	Mail category	No. partners	No. dispatches
U	B	9	25

In this example, the DO has no IMPC configured to receive SAL (category B) letter mail (mail class U), but received SAL letter mail from 9 partners, corresponding to 25 dispatches, during the month of the report.

2.4 Duplicate attributes for several inbound IMPCs in same location

A 6-character IMPC code is composed of:

- position 1 to 5: location (UN/locode);
- position 6: postal subsidiary

There may be more than one IMPC per location/area (first 5 characters of the IMPC code). When this happens, only the last character differs between the codes.

If you have defined several IMPCs in the same location/area (same first 5 characters of the IMPC codes) and the inbound characteristics of these IMPCs are similar, it is confusing for partners: which IMPC should they choose as destination of their dispatches? They can pick randomly among the list of IMPCs sharing the same attributes.

In order to avoid confusion for your partners and to direct mail to a single IMPC, it is advised to avoid duplicate attributes for several inbound IMPCs in the same location.

For each combination of mail category, mail class and location, this section lists multiple IMPCs meeting the following conditions:

- Defined as an office of exchange (function 'O' or 'B')
- Accepting inbound mail for the combined mail category and mail class
- No 'valid to' date defined
- The 'special type' column is empty (not an ETOE, not a military unit)
- Usage not restricted to a bilateral agreement
- No 'Special restrictions' free text defined

For each IMPC listed, the code and long name are displayed.

Please note that an IMPC may appear several times in this report, if it shares several combinations of mail category and mail class with other IMPCs.

It is recommended to review and adjust the inbound characteristics of the IMPCs listed here in order to remove confusion for partners.

Example:

categ	class	location	IMPC code	IMPC name
A	C	[REDACTED]	[REDACTED] U	[REDACTED]
			[REDACTED] V	[REDACTED]
A	E	[REDACTED]	[REDACTED] R	[REDACTED]
			[REDACTED] T	[REDACTED]
A	T	[REDACTED]	[REDACTED] E	[REDACTED]
			[REDACTED] R	[REDACTED]
			[REDACTED] V	[REDACTED]

In this example:

- 2 offices ending with U and V in the same location (hidden above) both accept mail of category A and class C
- 2 offices ending with R and T in the same location both accept mail of category A and class E
- 3 offices ending with E, R and V in the same location all accept mail of category A and class T

Additional notes

Correcting issues with own IMPCs may lead to requesting an update of own IMPCs in the UPU official list of IMPCs. This can be done online using the SCMS solution (SCMS=Standards code list Management System).

SCMS is accessible from these links:

- Anonymous access (read only):
<https://www.upu.int/en/activities/standards/scms-standards-code-list-management-system.html>
- IMPC managers:
<https://www.upu.int/en/activities/standards/scms-registered-users.html>

You need to be registered as an IMPC manager in order to submit IMPC update requests. If you need an account, please contact standards@upu.int.