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To: Union member countries (governmental authorities)

For information:

Designated operators of Union member countries

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Restricted unions

Consultative Committee members

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Subject: Submission of proposals and paperless documentation

Dear Sir/Madam,

With reference to article 138 of the UPU General Regulations, I wish to remind you of the rules relating to proposals for submission to the third Extraordinary Congress, and of certain decisions taken in this connection by the Council of Administration (CA).

The third Extraordinary Congress is to take place from 24 to 26 September 2019 in Geneva, Switzerland. Regarding the duration of this Extraordinary Congress, I would like to draw your attention to the fact that an additional half day on the morning of 26 September is being proposed to enable the formal approval and signing of any Additional Protocol to the Universal Postal Convention. The Extraordinary Congress will be invited to approve this additional half day as part of the approval of the proposed timetable and agenda of the meeting. Moreover, an extraordinary session of the Postal Operations Council (POC) is to be convened in the afternoon of 26 September 2019.

Given the limited time available for discussions during the Extraordinary Congress, the CA has adopted a draft Congress proposal to limit the topics discussed to those related to the specific purpose of the third Extraordinary Congress, i.e. issues related to remuneration of E format letter-post items and any urgent postal sector issues.

The CA has also recommended to Congress that any proposal pertaining to other topics should not be considered unless Congress decides, by a majority of the Union member countries represented at Congress and having the right to vote, that the proposal concerns an urgent postal sector issue.

Pursuant to article 29 of the UPU Constitution, the right to present proposals is reserved to Union member countries. A distinction is made between proposals of a general nature (resolutions, decisions, recommendations and formal opinions) and proposals to amend the Acts of the Union. All Union member countries are kindly requested to observe the following principles, as approved by the CA:

- Proposals should be limited to issues that are of real importance to the Union or the international postal service;

- Member countries should refrain from presenting proposals aimed at settling unusual cases or problems that could be resolved through domestic legislation; and
- Member countries should likewise refrain from presenting proposals of a drafting nature that are not obviously useful.

Basic texts for the presentation of proposals

Proposals concerning the Universal Postal Convention should be based on the final text of the Acts signed at Istanbul, as amended by the Additional Protocol to the Universal Postal Convention and the Final Protocol to the Additional Protocol to the Universal Postal Convention at the second Extraordinary Congress at Addis Ababa in 2018, as published in “Decisions of the 2016 Istanbul Congress” and “Decisions of the 2018 Addis Ababa Extraordinary Congress”.

On the other hand, consequential proposals relating to the Convention Regulations (for submission to the POC in accordance with article 16.2 of the POC Rules of Procedure) shall be based on the text approved by the 2017.1 session of the Postal Operations Council and further amended by the POC’s 2017.2, 2018.1, 2018.2 and 2019.1 sessions.

These Acts are also available in English and French on the UPU website (from the home page, select the link “The UPU” and then “Acts of the Union and other decisions”).

Each proposal shall be prepared on a separate sheet and follow the same format as the sample proposal provided in Annex 1.

If a proposal leads to further costs for the Union beyond the amounts already budgeted in the Istanbul Business Plan approved at the 2016 Congress, these additional costs shall be indicated by the Union member country submitting the proposal, in consultation with the International Bureau (see General Regulations article 138.3).

Deadlines for submission of proposals by Union member countries

Under article 138 of the UPU General Regulations, proposals from individual Union member countries may only be accepted if they are submitted at least six months before the date fixed for Congress. However, it should be noted that this rule would not allow sufficient time for Union member countries to first study the CA/POC proposals and then prepare any alternative proposals that they might wish to submit to Congress. In this context, the possibility contained in § 1.4 of the same article (for proposals of substance which reach the International Bureau in the interval between four and two months preceding the date fixed for Congress) would still enable Union member countries to submit alternative proposals, provided they have the support of at least eight other Union member countries. All such proposals must reach the International Bureau by **24 July 2019 at the latest**.

Pursuant to article 138bis.2 of the UPU General Regulations, Union member countries may equally submit amendments to proposals from the councils up until two months before the opening of the third Extraordinary Congress; in other words, amendments to proposals submitted by the CA or the POC must reach the International Bureau **by 24 July 2019 at the latest**. Beyond that point, member countries may present their amendments at Congress sessions.

Pursuant to article 141 of the UPU General Regulations, proposals relating to the Convention Regulations must reach the International Bureau by **24 July 2019 at the latest**.

To speed up and facilitate the transmission of proposals for submission to the third Extraordinary Congress, you are asked to send them, preferably in Word format, to congress.proposals@upu.int.

Paperless Congress

Union member countries and observers are also reminded that this Extraordinary Congress will continue to be a paperless Congress following the measures taken to implement the organization’s e-publication policy during the Doha cycle.

Accordingly, in order to implement the UPU e-publication policy, paper copies of documents for the third Extraordinary Congress will not be distributed in Geneva. For Congress documents, proposals and information notes, please visit the UPU website at www.upu.int/en/resources/documentation-centre/about-documentation-centre.html.

Yours faithfully,

(signed)

Bishar A. Hussein
Director General