



BAMS

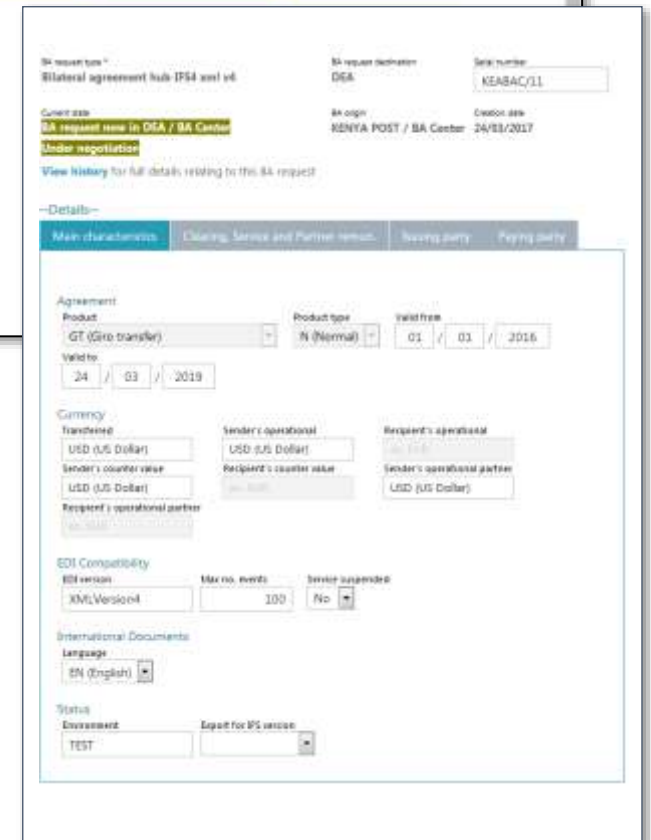
Bilateral Agreement Management System



BAMS Overview

Bilateral Agreement Management System

- **Negotiation tool:** Web based hosted by the UPU
 - **replace** manual email communications (contact repository, automatic email notifications)
 - all **negotiation steps** repository and **history**
 - Support all the **characteristics** of international postal payments and services provided between Designated Operators (DO) systems
- **Collaborative negotiation** workflow: sending and receiving DOs both involved in agreement creation process. Both agree with terms before agreement request becomes active





BAMS Overview

Bilateral Agreement Management System

- **Unique** agreement management **interface** for negotiation and management of production agreements (creation, edition, validation and suspension) to be used by DOs connecting to UPU-IP and their partners of exchanges using IFS or STEFI
- **Common repository** for partners of exchanges to
 - **synchronize** agreement definition in local postal payment systems
 - **validate** postal payment **operations** (emission, payment, reimbursement) from UPU-IP platform
 - **validate EDI** messages in case of exchanges with EDI platform DOs

The screenshot displays the BAMS web application interface. At the top, there is a navigation bar with the BAMS logo and the text 'Bilateral Agreement Management System'. Below the navigation bar, there is a search bar and a dropdown menu for 'Destination Post' set to 'GBA (Great Britain Demo Partner)'. There are several checkboxes for filtering search results: 'Show only BA requests currently assigned to my office/organization', 'Show only BA requests under negotiation', 'Show only validated BA requests', and 'Show only BA requests closed and moved to production'. Below the search bar, there are input fields for 'BA name', 'BA request serial no', and 'Created after date'. A 'Search' button is located below the input fields. The search results are displayed in a table with the following columns: BA request name, Serial no, CreationDT, Origin, Current state, Type, Request now in, DeadlineDT, and Destination. The table contains four rows of data, each with a 'Select' link in the first column.

	BA request name	Serial no	CreationDT	Origin	Current state	Type	Request now in	DeadlineDT	Destination
Select	GRA GBA BAH4 OR N 20201001	GRABAC/7	20/10/2020 12:30	HellenicPost / BA Center	Closed, production ready	BAH4	HellenicPost / BA Center	19/11/2020 12:30	GBA (Great Britain Demo Partner)
Select	GRA GBA BAH4 OR U 20201001	GRABAC/8	23/10/2020 09:42	HellenicPost / BA Center	Validated by partner	BAH4	HellenicPost / BA Center	22/11/2020 09:42	GBA (Great Britain Demo Partner)
Select	GRA GBA BAH4 GT U 20201201	GRABAC/9	03/11/2020 14:19	HellenicPost / BA Center	Closed, production ready	BAH4	HellenicPost / BA Center	03/12/2020 14:19	GBA (Great Britain Demo Partner)
Select	GRA GBA BAH2 GT N 20201110	GRABAC/10	10/11/2020 12:14	HellenicPost / BA Center	Under investigation	BAH2	Great Britain Demo Partner / BA Center	10/12/2020 12:14	GBA (Great Britain Demo Partner)



BAMS Key Features

Bilateral Agreement Management System

BAMS Main Functionalities – Negotiation features

- **Contact active partners:** actives DOs in BAMS are actives DOs on the network, with registered contact details
- **Create new agreement request:** initiation of bilateral agreement request by DO issuing postal payment
- **Review created agreement requests:** revision of bilateral agreement requests created by the DO: to revise paying DO's changes and feedbacks, consult and provide additional feedbacks, approve or cancel the request
- **Review received agreement requests:** revision of bilateral agreement requests proposed by other issuing DOs: to propose changes, provide feedbacks, approve or not the request
- **Notifications:** automated email notifications on expected actions: newly received request, requested validated by DO, etc



BAMS Key Features

Bilateral Agreement Management System

BAMS Main Functionalities – Agreements implementation

- **Immediate production implementation for new platform DOs:** DO connected to the UPU-IP benefit from agreement implementation as soon as validated by DOs, without manual actions; UPU-IP consults BAMS
- **Facilitate production implementation for IFS DOs:** avoid manual configuration errors in IFS with the bilateral agreement definition **export to XML** for integration into IFS system
- **Immediate suspension of postal payment emissions when cancelling production agreements** for DOs connected to the UPU-IP: UPU-IP takes immediately into account agreement suspension and prevents emission through UPU-IP API and rejects incoming emissions from IFS/STEFI DOs
- **API** service available for **integration with local system:** each DO can integrate to retrieve list of agreement requests (in production only or all) and automatically update local system repository



BAMS Key Features

Bilateral Agreement Management System

BAMS additional functionalities

- **DO manages its BAMS access** : one local main administrator is defined and he has ability to provide access to additional staff with management of DO's users and privileges
e.g. DO can create account for backup staff
e.g. "operator" can view agreement request; "power user" can cancel production agreements
- **UPU monitoring**: options for UPU reporting of overdue agreement requests, expiring agreement with IFS/STEFI DOs
- **Emergencies actions can be instructed to UPU**: in case of fraud, system crash, central settlement suspension, UPU can be instructed to act on production agreements

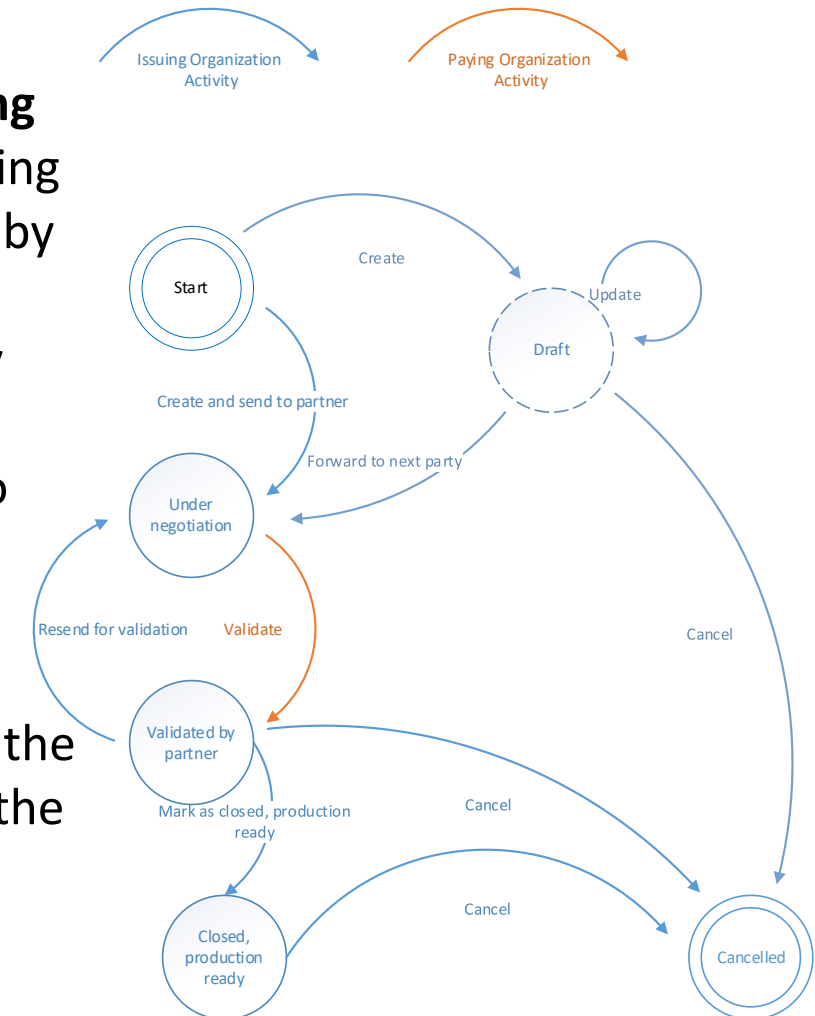


BAMS Concepts

Bilateral Agreement Management System

Agreement request process

- **Create new agreement request and save as draft:** initiation by **issuing** DO: proposition with definition of agreement details concerning issuing DO only and concerning both DOs; saved for local review; not visible by the paying DO
- **Create new agreement request and sending to partner:** initiation by **issuing** DO: prepared for the paying DO revision
- **Validate:** proposition revision by paying DO of the details common to DOs, definition of paying DO details and optional comments
- **Resend for validation (optional):** issuing DO revises, comments and returns again the agreement proposition for paying DO validation
- **Mark as closed:** after paying DO validation, issuing DO also validates the agreement request; it becomes a production agreement; as soon as the agreement valid start date is past the UPU-IP will use the agreement
- **Cancel:** by issuing DO of the agreement request or of the production agreement; emissions through UPU-IP will not be possible for the cancelled agreement





BAMS concepts

Bilateral Agreement Management System

Key details determine the available agreement properties

— **Product selection:** determines customer's details presentation

The image shows two side-by-side screenshots of the 'Payment' tab in the BAMS system. Both screenshots have a navigation bar with tabs: Main characteristics, Clearing, Services and fees, Remuneration, Emission, and Payment (selected). The left screenshot shows 'Postal payment details' with a 'Local identifier' dropdown set to 'Optional'. Below it, 'Payment's beneficiary details' includes fields for Title, Last name, Middle name, First name, Birth date, Birth place, Birth place code, Birth place name, Birth place country, and Nationality. A green box highlights 'Identification document (ID)', 'ID issuer', and 'ID expiration date', all set to 'Required'. The right screenshot shows the same fields, but with a green box highlighting 'ISAN', 'Bank identifier', 'Bank name', and 'Account number', all set to 'Required'. A green arrow points from the 'ISAN' field in the right screenshot to the 'Identification document (ID)' field in the left screenshot.

Cash payment versus payment on account

— **Agreement type selection:** enforces EDI exchange constraints

- BAH2: exportable agreement to IFS management console; exchanges over FTP platform as EDI file M38 standard version 02
- BAH4: exportable agreement to IFS management console; exchanges over FTP platform as EDI file M38 standard version 04
- BAHH: both issuing and paying DOs connect their national system directly to the UPU-IP; no EDI file

The screenshot shows the 'Agreement Key Details' dialog box. It has a title bar with a close button. Below the title bar, it says 'Enter bilateral agreement characteristics'. There are three dropdown menus: 'Requiring sig.' (empty), 'Product' (set to 'OR (Cash money order)'), and 'Agreement between' (set to 'BAH2 (UPU-IP <-> IFS v2)'). Below these is a list of agreement types: 'BAH2 (UPU-IP <-> IFS v2)', 'BAH4 (UPU-IP <-> IFS v4)', and 'BAH1 (UPU-IP <-> UPU-IP)'. The 'BAH2' option is selected. At the bottom, there is a date field '11 / 05 / 2022' and an 'OK' button.



BAMS - Agreement properties areas

Bilateral Agreement Management System

—Details—

Main characteristics

Clearing

Services and fees

Remuneration

Emission

Payment

- **Main characteristics:** defines additional key characteristics to identify the agreement: validity period, currencies in use which impact definition of other areas
- **Clearing:** defines the settlement conditions and exchanges limits for this agreement: how long before finalizing postal payments; inclusion under PPS*Clearing settlement; maximum authorized amount
- **Services and fees:** defines the services and attached customer fees to be supported and collected by the issuing DO
- **Remuneration:** defines the conditions how the issuing DO will remunerate the paying DO
- **Emission:** defines the data collected by the issuing DO at emission (and reimbursement) time and shared with paying DO
- **Payment:** defines the data collected by the paying DO at payment time and shared with issuing DO



BAMS How to start

Bilateral Agreement Management System

Steps to start with BAMS

- **Define DO point of contact:** PTC defines in BAMS, DO contact details and create the DO local administrator
- **DO local administrator defines users and privileges:** he may grant additional accesses for local staff
- **Create new agreement requests or revise received requests with DOs migrating to UPU-IP:** revise existing agreements by initiating/validating new agreement requests in BAMS; production agreements will replace existing agreements with DOs migrating to UPU-IP
- **When migrating to UPU-IP, create new agreement requests to restart corridors in UPU-IP:** validity of migrated agreements can be planned in advance; PTC can help on agreement revision
- On request, **integrate with BAMS API** to retrieve agreement definitions: PTC provides authentication security token, API documentation and integration project follow up



BAMS How to start

Bilateral Agreement Management System

Support materials to start with BAMS:

- [BAMS presentation Web page](#)
- **BAMS user guide:** detailing BAMS features, user interface and containing API documentation
- **BAMS pre-production platform:**
 - for demonstration
 - new DO test and training
 - API integration tests

PTC has demonstration and test accounts and ability to handle test agreement requests



Thank you