



UNIVERSAL
POSTAL UNION

Berne, 29 May 2007

International Bureau Circular

166

Amendment of the Letter Post Regulations

Dear Sir/Madam

The 2007 Postal Operations Council, in accordance with article 104.9.2 of the UPU General Regulations and article 12 of the POC Rules of Procedure, examined and approved certain proposed amendments to the Letter Post Regulations and the Parcel Post Regulations. The amendment of the Parcel Post Regulations will be the subject of a separate notification.

The amendments to the Letter Post Regulations are set out in Annex 1 to this circular, which is in three parts:

- a amendments which come into effect on 1 September 2007;
- b amendments which come into effect on 1 January 2008;
- c withdrawal of reservations to the Final Protocol.

The amendments in question will be incorporated into a future update of the Letter Post Manual.

Yours faithfully,

James H. GUNDERSON
Director of Economic and Regulatory Affairs

Letter Post Regulations

a Amendments which come into effect on 1 September 2007

List of amendments

<i>Article No.</i>	<i>Title</i>
RL 121.3	Particulars relating to limits of weight
RL 122.3bis	Limits of size
RL 130	Conditions of acceptance and marking of items containing infectious substances
RL 142.3	International reply coupons
RL 152.1bis, 152.1ter and 152.9bis	Items subject to customs control
Prot RL XX	International reply coupons issued before 1 January 2002
Prot RL XXIII	Forms

Text of amendments

Article RL 121

Particulars relating to limits of weight

§ 3 has been amended as follows:

3 The items sent on postal service as mentioned in article 7.1 of the Convention and article RL 110 shall not be subject to the limits of weight ~~and size~~ laid down in article 12 of the Convention and 1 and 2 above. However, they shall not exceed the maximum weight of 30 kilogrammes per bag.

Article RL 122

Limits of size

The following § 3bis has been added:

3bis The limits of size in this article shall not apply to postal service items as mentioned in article 7.1 of the Convention and article RL 110.

Article RL 130

Conditions of acceptance and marking of items containing infectious substances

The article has been amended as follows:

1 /.../ Substances which are infectious or reasonably suspected to be infectious for humans or animals and which meet the criteria of infectious substances in category B (UN 3373) shall be declared "Biological substance, category B".

2 Senders of infectious substances assigned to UN 3373 shall ensure that shipments are prepared in such a manner that they arrive at their destination in good condition and that the substances are packed according to Packing Instruction 650 as shown in the current edition of the Technical Instructions for the Safe Transport of Dangerous Goods by Air (Technical Instructions) published by the International Civil Aviation Organization (ICAO) or the current edition of the Dangerous Goods Regulations (DGR) published by the International Air Transport Association (IATA). For information, the text of Packing Instruction 650 as shown in the 2007–2008 edition of the ICAO Technical Instructions is provided below. Senders should consult the most recent edition of the ICAO Technical Instructions to verify the current text of Packing Instruction 650 prior to use.

3 The packaging shall be of good quality, strong enough to withstand the shocks and loadings normally encountered during transport, including transshipment between transport units and between transport units and warehouses as well as any removal from a pallet or overpack for subsequent manual or mechanical handling. Packaging shall be constructed and closed to prevent any loss of contents that might be caused under normal conditions of transport by vibration or by changes in temperature, humidity or pressure.

3.1 to 3.2 (Deleted.)

4 The packaging shall consist of three components:

4.1 a primary receptacle;

4.2 a secondary packaging; and

4.3 a rigid outer packaging.

5 Primary receptacles shall be packed in secondary packaging in such a way that, under normal conditions of transport, they cannot break, be punctured or leak their contents into the secondary packaging. Secondary packaging shall be secured in outer packaging with suitable cushioning material. Any leakage of the contents shall not compromise the integrity of the cushioning material or of the outer packaging.

6 For transport, the mark illustrated below shall be displayed on the external surface of the outer packaging on a background of a contrasting colour and shall be clearly visible and legible. The mark shall be in the form of a square set at an angle of 45° (diamond-shaped) with each side having a length of at least 50 mm, the width of the line shall be at least 2 mm, and the letters and numbers shall be at least 6 mm high. The proper shipping name "Biological substance, category B", "Diagnostic specimen" or "Clinical specimen" in letters at least 6 mm high shall be marked on the outer package adjacent to the diamond-shaped mark.



6.1 to 6.2.2 (Deleted.)

7 At least one surface of the outer packaging shall have a minimum dimension of 100 mm x 100 mm.

8 The completed package shall be capable of successfully passing the drop test as laid down in the ICAO Technical Instructions, except that the height of the drop shall not be less than 1.2 m.

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9 For liquid substances:

9.1 The primary receptacle(s) shall be leak-proof and must not contain more than one litre of the liquid substance.

9.2 The secondary packaging shall be leak-proof.

9.3 If multiple fragile primary receptacles are placed in a single secondary packaging, they shall be either individually wrapped or separated to prevent contact between them.

9.4 Absorbent material shall be placed between the primary receptacle(s) and the secondary packaging. The absorbent material shall be in quantity sufficient to absorb the entire contents of the primary receptacle(s) so that any release of the liquid substances will not compromise the integrity of the cushioning material or of the outer packaging.

9.5 The primary receptacle or the secondary packaging shall be capable of withstanding, without leakage, an internal pressure of 95 kPa.

9.6 The outer packaging must not contain more than four litres of the liquid substance. This quantity excludes ice or dry ice when used to keep specimens cold.

10 For solid substances:

10.1 The primary receptacle(s) shall be sift-proof and not exceed the outer packaging mass limit.

10.2 The secondary packaging shall be sift-proof.

10.3 If multiple fragile primary receptacles are placed in a single secondary packaging, they shall be either individually wrapped or separated to prevent contact between them.

10.4 Except for packages containing body parts, organs or whole bodies, the outer packaging must not contain more than four kilogrammes of the solid substances. This quantity excludes ice or dry ice when used to keep specimens cold.

10.5 If there is any doubt as to whether or not residual liquid may be present in the primary receptacle during transport, then a packaging suitable for liquids, including absorbent materials, must be used.

11 For refrigerated or frozen specimens (ice, dry ice and liquid nitrogen):

11.1 When dry ice or liquid nitrogen is used to keep specimens cold, all applicable requirements of the ICAO Technical Instructions shall be met. When used, ice or dry ice shall be placed outside the secondary packaging or in the outside packaging or an overpack. Interior supports shall be provided to secure the secondary packaging in the original position after the ice or dry ice has

dissipated. If ice is used, the outside packaging or overpack shall be leak-proof. If solid carbon dioxide (dry ice) is used, the packaging shall be designed and constructed to permit the release of carbon dioxide gas to prevent a build-up of pressure that could rupture the packaging.

11.2 The primary receptacle and the secondary packaging shall be capable of maintaining their integrity at the temperature of the refrigerant used as well as the temperatures and pressures that could result if refrigeration were lost.

12 Where packages are placed in an overpack, the package markings required by this packing instruction shall either be clearly visible or be reproduced on the outside of the overpack.

13 Infectious substances assigned to UN 3373 which are packed and marked in accordance with this packing instruction are not subject to any other requirements under this article except for the following:

13.1 the proper shipping name, UN number and the name and address and telephone number of a person responsible must be provided on a written document (such as the CN 38 delivery bill) or on the package;

13.2 classification must be in accordance with provision 2:6.3.2 of the ICAO Technical Instructions;

13.3 the incident reporting requirements of provision 7:4.4 of the ICAO Technical Instructions must be met; and

13.4 the inspection for damage or leaking requirements in provisions 7:3.1.3 and 7:3.1.4 of the ICAO Technical Instructions shall apply.

14 Clear instructions on filling and closing such packages shall be provided by packaging manufacturers and subsequent distributors to the consignor or to the person who prepares the package (e.g. patient) to enable each single package to be correctly prepared for transport.

15 Other dangerous goods must not be packed in the same packaging as Division 6.2 infectious substances unless they are necessary for maintaining the viability, stabilizing or preventing degradation or neutralizing the hazards of the infectious substances. A quantity of 30 ml or less of dangerous goods included in Classes 3, 8 or 9 may be packed in each primary receptacle containing infectious substances. When these small quantities of dangerous goods are packed with infectious substances in accordance with this packing instruction no other requirements in this article need be met.

16 Solid carbon dioxide (dry ice) used as refrigerant

16.1 If solid carbon dioxide (dry ice) is used as refrigerant, the packaging requirements of Packing Instruction 904 as set out in the current edition of the ICAO Technical Instructions or IATA Dangerous Goods Regulations must be met.

Senders must also comply with the marking and labelling requirements applicable to packages containing solid carbon dioxide (dry ice) in addition to those applicable for Packing Instruction 650.

16.2 For air transport, a transport document shall be provided in accordance with ICAO Technical Instructions or the IATA Dangerous Goods Regulations. In addition, the CN 38 delivery bill covering this shipment shall contain the following statement: "Dangerous Goods as per attached shipper's declaration".

16.3 Bags containing infectious substances only and identified by special "UN 3373" labels shall be handed over by postal authorities to airlines in unsealed mailbags.

Article RL 142

International reply coupons

§ 3 has been amended as follows:

3 Reply coupons shall be exchangeable in any member country for postage stamps and, if not precluded by the internal legislation of the country of exchange, for postal stationery or postal prepayment marks or impressions representing the minimum postage prepayable on an unregistered priority letter-post item or an unregistered airmail letter sent abroad, whatever the country of destination.

Article RL 152

Items subject to customs control

The following §§ 1bis, 1ter and 9bis have been added:

1bis Where administrations so agree in advance, customs data provided in accordance with the instructions on the CN 22 or CN 23 customs declarations, including the names and addresses of the sender and addressee, may be transmitted electronically to the postal administration of the country of destination. The postal administration of origin may share all or part of these data with the customs administration in the country of origin for export purposes, and the postal administration of destination may share all or part of these data with the customs administration in the country of destination for customs import purposes.

1ter The use of the data from the paper CN 22 or CN 23 customs declarations provided for in paragraph 1bis above shall be restricted to processes relating to the exchange of mail and customs formalities in respect of the export or import of postal items and may not be used for any other purpose.

9bis All provisions of other paragraphs of this article shall also apply to the data from the paper CN 22 or CN 23 customs declaration provided for in paragraph 1bis above. In case of a discrepancy between the data on the CN 22 or CN 23 customs declaration and the electronic version provided pursuant to paragraph 1bis above, the CN 22 or CN 23 customs declaration shall constitute the customs declaration.

Prot RL XX

International reply coupons issued before 1 January 2002

The following § 8bis has been added:

8bis International reply coupons of a type issued before 1 January 2002 shall no longer be exchanged at post offices after 31 August 2007.

Prot RL XXIII

Forms

The following § 2bis has been added:

2bis Notwithstanding article RL 266.2, Italy may make the following changes to the CN 07 form:

2bis.1 colour the addressee box in white and add internal orange-coloured machine-readable guide lines for writing;

2bis.2 colour the quiet zone in the lower part in white;

2bis.3 in the "Nature of the item" box, delete the products for which the advice of delivery service is not provided;

2bis.4 move from the lower left-hand side to the lower right-hand side the information concerning the signature of the form.

b Amendments which come into effect on 1 January 2008

List of amendments

<i>Article No.</i>	<i>Title</i>
RL 113.2	Postage stamps. Notification of issues and exchange between administrations
RL 145.6bis	Treatment of items wrongly admitted
RL 150.4.6	Inquiries

<i>Article No.</i>	<i>Title</i>
RL 152.5	Items subject to customs control
RL 158.1bis	Payment of indemnity
RL 161.2	Determination of liability between postal administrations
RL 187.1	Transshipment of airmails and of surface airlifted (S.A.L.) mails
RL 257bis	Postal electronic data certification
Prot RL XV	Special transit charges

Text of amendments

Article RL 113

Postage stamps. Notification of issues and exchange between administrations

§ 2 has been amended as follows:

2 Administrations shall exchange, through the intermediary of the International Bureau, one set of each of their new issues of postage stamps and shall send 15 sets to the International Bureau. This represents a total of 235 stamps to be dispatched for each new issue.

Article RL 145

Treatment of items wrongly admitted

The following § 6bis has been added:

6bis Letter-post items containing items whose early deterioration or decay is to be feared

6bis.1 Articles contained in a letter-post item whose early deterioration or decay is to be feared, and those articles only, may be sold immediately, without prior notice or legal formality. The sale shall be on behalf of the rightful owner even in course of transmission on either the outward or the return journey. If sale is impossible, the spoilt or decayed articles shall be destroyed.

6bis.2 When a letter-post item has been sold or destroyed in accordance with 6bis.1, a formal report of the sale or destruction shall be drawn up. A copy of the report accompanied by a CN 43 verification note shall be sent to the office of origin.

6bis.3 The proceeds of the sale shall serve in the first instance to defray the charges on the letter-post item. The balance, if any, shall be sent to the office of origin to be handed to the sender. The latter shall bear the costs of forwarding it.

Article RL 150

Inquiries

§ 4.6 has been amended as follows:

4.6 The administration of origin shall send inquiries about items sent in transit à découvert at the same time to both the intermediate administration and the administration of destination. Inquiries about items contained in closed mails which have transited through one or more intermediate administrations shall in principle be handled directly between the country of origin and the country of final destination. Nevertheless, the administration of origin may, in order to speed up the process of investigation, ask any intermediate administration to provide appropriate dispatch information.

4.6.1 Inquiries sent to intermediate administrations that so indicate in the Letter Post Compendium shall be accompanied by a CN 37, CN 38 or CN 41, as appropriate. The copies may be either electronic or physical, according to the principles stated in RL 150.2.5.

4.6.2 Any intermediate administration consulted shall forward the CN 08 form to the next administration, and the corresponding CN 21 form to the administration of origin, as soon as possible, but within a period not exceeding 10 days.

Article RL 152

Items subject to customs control

§ 5 has been amended as follows:

5 Small packets shall always be provided with a customs declaration, which shall be either the CN 22 form or the CN 23 form as prescribed in paragraphs 1 to 4.

Article RL 158

Payment of indemnity

The following § 1bis has been added:

1bis The periods of two months and thirty days stipulated under 1 begin to run from the date on which the CN 08 form was duly completed by the postal administration of origin, including the necessary information concerning the transmission of dispatches.

Article RL 161

Determination of liability between postal administrations

§ 2 has been amended as follows:

2 If the loss, theft or damage occurs in the course of conveyance without it being possible to establish in which country's territory or service it happened, the administrations concerned shall bear the loss equally. However, in the case of the loss of registered items, this principle shall apply only to items identified by a CN 04 label with a unique item identifier, in accordance with article RL 132, Registered items. Otherwise, the dispatching administration alone shall bear the loss.

Article RL 187

Transshipment of airmails and of surface airlifted (S.A.L.) mails

§ 1 has been amended as follows:

1 In principle, the administration of the country of origin shall route its mails to be transhipped directly at the transit airport between aircraft of the same airline or of different airlines. The different airlines concerned shall, whenever possible, agree to make the transshipment.

Article RL 257bis

The title and contents of the article have been amended as follows:

Electronic postal certification mark

1 In relations between administrations which have agreed to provide this service, the electronic postal certification mark, as defined by UPU Technical Standard S43, provides a chain of evidence, stored by an administration as a trusted third

party, to prove the existence of an electronic event, for a certain content, at a certain date and time, and involving one or more identified parties. The administrations concerned shall ensure that they continue to adhere to UPU Technical Standard S43, in accordance with the applicable procedures adopted by the Postal Operations Council upon the recommendation of the UPU Standards Board.

2 The provision of the electronic postal certification mark service across borders shall be governed by an accepted Trust Model, as defined in a multilateral agreement between administrations participating in this service. This Trust Model is based on the fact that the different digital provider administrations shall mutually authenticate themselves when dealing with cross-border electronic postal certification mark transactions. This shall be done by the administrations through the exchange of the relevant information from their electronic postal certification mark Digital Identities (the keys of their electronic postal certification mark service i.e. X509 Digital Certificates).

2.1 Each administration's digital identity constitutes a unique digital identifier (a string or a token) given by a trusted third party that shall unequivocally identify that administration when interacting, for electronic postal certification mark cross-border transactions purposes, with other administrations and their users.

3 In order to allow participating administrations to be in a position to operate a cross-border electronic postal certification mark service they shall:

- 3.1 obtain their electronic postal certification mark digital identity from a trusted third-party digital identity provider; and
- 3.2 inform all other administrations offering an electronic postal certification mark service of this identity and distribute their digital identity accordingly.

4 Charges for the electronic postal certification mark service shall be set by the administration of origin in consideration of costs and market requirements. Each administration shall:

- 4.1 retain the revenue generated by its offer of the electronic postal certification mark service unless participating administrations agree to share the revenue from the electronic postal certification mark service; and
- 4.2 provide verification of the electronic postal certification mark free of additional charges, regardless of where the electronic postal certification mark was applied.

5 The electronic postal certification mark service between participating administrations shall be regulated on the basis of a multilateral agreement which shall reflect and complement the applicable provisions contained in these Regulations.

5.1 The multilateral agreement shall specify the provisions required to provide the electronic postal certification mark service across borders. Participating

administrations shall, by common consent, be obligated to comply with the provisions contained in the multilateral agreement.

5.2 Aspects that are not expressly governed by the electronic postal certification mark multilateral agreement shall be subject to the appropriate provisions of the Acts of the Union.

6 The electronic postal certification mark service shall, wherever possible, be identified by a logo defined in the multilateral agreement referred to in paragraph 5 above.

Prot RL XV

Special transit charges

In § 2, add "Singapore" in the appropriate order.

c Withdrawal of reservations to the Final Protocol

The oral withdrawal of three reservations (see documents POC C 2 2006–Doc 2, point ii, and POC C 2 2006–Doc 2.Add 1, point v) was confirmed. These were the reservations by Australia and Canada in article RL XVIII and Greece in article RL II.6. Consequently, article RL XVIII and paragraph 6 of article RL II have been deleted. These deletions have already been made in the Letter Post Manual.