

Dear Sir/Madam,

At its 2025.1 session, the Postal Operations Council (POC), in accordance with article 113.1.12 of the General Regulations as well as article 17 of the POC Rules of Procedure, examined and approved certain proposed amendments to the Convention Regulations, as set out in Annex 1.

The following table shows the numbers and titles of the relevant articles, as further detailed in Annex 1 (presented in numerical order). The amendments will enter into force on the dates indicated below.<sup>1</sup>

### Convention Regulations and Final Protocol

#### Volume I Rules in Common

<i>Article</i>	<i>Subject</i>	<i>Entry into force</i>
04-001	Application of freedom of transit	1 July 2025
06-006	Unpaid or underpaid items	1 July 2025
17-016 (provisionally 17-0xx)	Misrouted mails and missent items	1 July 2025
17-012	Steps to be taken in the event of an accident	1 July 2025
18-003	Items for delivery free of charges and fees	1 July 2025
19-003	Admissible radioactive materials, infectious substances, and lithium cells and lithium batteries	1 July 2025
21-002	Inquiries when using a CN 08 form	1 July 2025

<sup>1</sup> In accordance with article 18 of the POC Rules of Procedure, the International Bureau shall, following the adoption of the amendments referred to herein, renumber any relevant provisions of the Regulations with a view to correctly reflecting their order in the consolidated version of that Act.

**Volume II**  
**Letter Post Regulations**

<i>Article</i>	<i>Subject</i>	<i>Entry into force</i>
17-101	Basic services	1 July 2025
17-108	Marking of priority or mode of transportation	1 July 2025
17-131	Checking of mails	1 July 2025
17-132	Verification notes	1 July 2025
17-133	Misrouted mails and missent items	1 July 2025
18-111	Advice of delivery for letter-post items	1 July 2025
19-102	Redirection	1 July 2025
19-103	Undeliverable items. Return to country of origin or to sender and period of retention	1 July 2025
19-104	Treatment of requests for withdrawal of items from the post or for alteration or correction of address	1 July 2025
31-106	Preparation and transmission of charges for supplementary remuneration accounts and additional payments based on central reports	15 June 2025

**Volume III**  
**Parcel Post Regulations**

<i>Article</i>	<i>Subject</i>	<i>Entry into force</i>
17-225	Discovery of irregularities and processing of verification notes	1 July 2025
17-230	Reforwarding of a parcel arriving out of course	1 July 2025
19-204	Parcels automatically retained	1 July 2025
19-210	Treatment of requests for withdrawal of parcels from the post or for alteration or correction of address and/or name of the addressee	1 July 2025

**Final Protocol**

<i>Article</i>	<i>Subject</i>	<i>Entry into force</i>
R XVbis (provisional numbering)	Limits of size and weight for small letters (P) and large letters (G)	1 January 2027 <sup>2</sup>

Yours faithfully,

Ricardo Guilherme Filho  
Director of Legal Affairs

<sup>2</sup> As a general principle, reservations enter into force with immediate effect following formal notification of their adoption to all member countries. However, in this specific case the reservation will be valid as of the date of entry into force of the amendment to which it relates (i.e., the amended article 17-105 as published in circular 186/2024).

## Convention Regulations

### Volume I

#### Rules in common

##### Article 04-001

Application of freedom of transit

Article 04-001 has been amended as follows:

Member countries not providing the insured items service or not accepting liability for insured items carried by their sea or air services shall nonetheless be bound to forward, ~~by the quickest route~~ in priority dispatches and by the most secure means, closed mails passed to them by other member countries.

##### Article 06-006

Unpaid or underpaid items

Article 06-006 has been amended as follows:

6 The designated operator of origin shall lay down the criteria for forwarding unpaid or underpaid items to the country of destination. Nevertheless, designated operators shall, as a general rule, dispatch ~~by the quickest method (air or surface)~~ in priority dispatches items marked by the sender to be sent as priority items or airmail items.

A new article 17-016 (provisionally 17-0xx) has been created as follows:

##### Article 17-016

Misrouted mails and missent items

In the absence of a special agreement, misrouted mails (receptacles) and missent items of all kinds shall be reforwarded to their destination without delay in priority dispatches, unless they are subject to electronic advance data (EAD) requirements at their destination. In the latter case, misrouted mails (receptacles) and missent items subject to EAD requirements at their destination shall either be returned to origin or reforwarded to destination without delay in priority dispatches.

## Article 17-012

## Steps to be taken in the event of an accident

Paragraphs 1 and 4 have been amended as follows:

1 When, as a result of an accident in course of conveyance, a ship, train, aircraft or any other transport facility is unable to continue its journey and deliver the postal items at the scheduled ports of call or stations, the crew shall hand over the postal items to the post office nearest to the place of the accident or to the office best able to reforward the postal items. If the crew are unable to do this, that office, having been informed of the accident, shall take immediate action, taking over the postal items and reforwarding them to their destination, by the quickest route in a priority dispatch, after their condition has been checked and any damaged items put in order.

[...]

4 The qualified office shall then notify the offices of destination of the postal items involved in the accident by a CN 43 (for letter post) or CP 78 (for parcels) verification note giving details of the circumstances of the accident and the results of the check of the receptacles. One copy of each verification note shall be sent to the offices of origin of the relative postal items and another to the designated operator of the country to which the transport company belongs. These documents shall be sent by the quickest route possible (air or surface) electronic means, or if this is not possible, in a priority dispatch.

## Article 18-003

## Items for delivery free of charges and fees

Paragraph 3.3 has been amended as follows:

## 3.3 Request after posting for letter-post items

3.3.1 The sender may ask, after posting, for the item to be delivered free of charges and fees.

3.3.2 If the request is to be forwarded by post, the office of origin shall inform the office of destination in an explanatory note. This latter shall bear the prepayment of the charge due. It shall be forwarded as a registered item by the quickest route (air or surface) in a priority dispatch to the office of destination accompanied by a franking note duly completed. The office of destination shall affix the label prescribed under 4.1 to the item.

3.3.3 (No change.)

## Article 19-003

Admissible radioactive materials, infectious substances, and lithium cells and lithium batteries

Paragraphs 1 and 2 have been amended as follows:

1 Radioactive materials shall be admitted in letter-post items and parcels in relations between member countries which have declared their willingness to admit them either reciprocally or in one direction only under the following conditions:

1.1 and (No change.)

1.2

1.3 Radioactive materials contained in letter-post items or postal parcels shall be forwarded ~~by the quickest route, normally by air~~ in priority dispatches, subject to payment of the corresponding surcharges.

1.4 (No change.)

2 Infectious substances, with the exception of category A infectious substances affecting humans (UN 2814) and affecting animals (UN 2900), shall be admitted in letter-post items and postal parcels, under the following conditions:

2.1 to (No change.)

2.5

2.6 Permissible infectious substances and exempt patient specimens (human or animal) shall be forwarded ~~by the quickest route, normally by air~~ in priority dispatches, subject to the payment of the corresponding air surcharges (as applicable), and be given priority in delivery.

## Article 21-002

Inquiries when using a CN 08 form

Paragraph 2 has been amended as follows:

2 Inquiries about registered items, ordinary parcels and insured items

2.1 Where an inquiry concerns registered items or ordinary parcels exchanged under the system of bulk advice, the number and date of dispatch of the mail must be entered on the CN 08 inquiry. By agreement between the designated operators involved, the inquiry and response for a letter-post item may be in the form of a computer file or message which is transmitted electronically, for example, using the Internet. In the absence of such an agreement, or if a designated operator does not use IBIS for inquiries, the inquiry shall, where possible, be sent by fax or e-mail, without additional cost to the customer; otherwise the inquiry shall be sent by post. In the latter case, the form shall be sent ~~automatically~~, without a covering letter and always ~~by the quickest route (air or surface)~~ in a priority dispatch.

2.2 to (No change.)  
2.4.1

2.5 The CN 08 form, duly completed as prescribed under 2.3 and 2.4, shall be returned to the address of the office which prepared it ~~using, where possible, the same means as was used for the transmission of the inquiry, electronically, by fax or e-mail, or by the quickest route (air or surface)~~ by electronic means or, if this is not possible, in a priority dispatch.

2.6 to (No change.)  
2.6.2

## **Volume II**

### **Letter Post Regulations**

Article 17-101  
Basic services

Paragraph 2 has been amended as follows:

2 In the classification system based on the speed of treatment of items, letter-post items are divided into:

2.1 priority items, i.e. items conveyed ~~by the quickest route (air or surface) with priority~~ in priority international dispatches;

2.2 non-priority items, i.e. items for which the sender has chosen a lower rate, implying a longer delivery time.

Article 17-108  
Marking of priority or mode of transportation

Paragraph 2 has been amended as follows:

2 The words "Prioritaire" (Priority) or "Par avion" (By airmail) and any note relating to priority or air conveyance shall be struck through with two thick horizontal lines when the item is not forwarded ~~by the quickest means~~ in a priority dispatch.

Article 17-131  
Checking of mails

Paragraph 10 has been amended as follows:

10 When an office receives letter bills or special lists which are not intended for it, it shall send them ~~or, if its national regulations so require, certified true copies to the office of destination by the quickest route (air or surface)~~ in priority dispatches.

Article 17-132  
Verification notes

Paragraphs 7, 9 and 10 have been amended as follows:

7 As soon as a mail which has been reported as missing to the office of origin and, where appropriate, to the last intermediate office arrives, a second verification note announcing the receipt of the mail shall be sent to these offices, ~~by the quickest route (air or surface)~~ by electronic means or, if this is not possible, in priority dispatches.

[...]

9 When a receiving office responsible for checking a mail has not sent within one month of the mail's receipt a CN 43 note reporting irregularities of any kind to the office of origin and, where appropriate, to the last intermediate office of exchange, ~~by the quickest route (air or surface)~~ by electronic means or, if this is not possible, in a priority dispatch, it shall be considered, until the contrary is proved (within one month), as having received the mail and its contents. The same assumption shall be made in respect of irregularities to which no reference has been made or which have been incompletely reported in the verification note. The same shall apply when the provisions of the present article and of article 17-131 regarding the formalities to be fulfilled have not been observed.

10 Verification notes shall preferably be sent ~~by telefax or by any other electronic means of communication. If not practicable, such notes shall be sent by the quickest mail route (air or surface)~~ by electronic means or, if this is not possible, in priority dispatches.



Article 17-133 has been deleted:

~~Article 17-133~~

~~Misrouted mails and missent items~~

~~In the absence of a special agreement, misrouted mails (receptacles) and missent items of all kinds shall be redirected to their destination without delay by the quickest route.~~

Article 18-111

Advice of delivery for letter-post items

Paragraphs 3.1 and 3.2 have been amended as follows:

- 3.1 Items for which the sender requests an advice of delivery shall bear in bold type on the address side, in a prominent and easily visible location, the letters A.R. and/or the indication "Avis de réception" or "Advice of delivery". The sender shall give their name and address in roman letters on the outside of the item. The latter indication, when it appears on the address side, shall be placed in the top left-hand corner. This position shall, as far as possible, also be assigned to the letters A.R. and/or the indication "Avis de réception" or "Advice of delivery", which may be located beneath the sender's name and address where these are given. If more than 15 registered items with advices of delivery per day sent by the same designated operator of origin are found at the office of destination missing the aforementioned indications, the office of destination may return these items to the office of origin without any additional costs.
- 3.2 The items mentioned under 3.1 shall be accompanied by a light red CN 07 form of the consistency of a postcard, in French, English or in a language known in the country of destination. The CN 07 form shall bear in bold type the letters A.R. The sender shall complete, in roman letters and using means other than ordinary pencil, the various sections as indicated by the form's layout. The front of the form shall be completed by the office of origin or by any other office appointed by the dispatching designated operator and be securely attached to the item. If the form does not reach the office of destination, that office shall automatically make out a new advice of delivery.

Article 19-102  
Redirection

Paragraph 6 has been amended as follows:

- 6 Forwarding
- 6.1 Priority items and airmail items shall be redirected to their new destination ~~by the quickest route (air or surface)~~ in priority dispatches.
- 6.2 Other items shall be redirected by the means of transport normally used for non-priority or surface items (including S.A.L.). They may be reforwarded by priority or air at the express request of the addressee if the latter undertakes to pay the difference in postage for the new priority transmission or for the new air route. In this case, the difference in postage shall be collected, in principle, at the time of delivery of the item and retained by the delivering designated operator. All items may also be reforwarded ~~by the quickest route~~ in priority dispatches if the difference in postage is paid at the redirecting office by a third person. Redirection of such items ~~by the quickest route~~ as priority within the country of destination shall be governed by the national regulations of that country.
- 6.3 Designated operators which apply combined charges may fix special fees, which must not exceed the combined charges, for the redirection by air or by priority means under the conditions laid down under 6.2.

Article 19-103

Undeliverable items. Return to country of origin or to sender and period of retention

Paragraph 8 has been amended as follows:

- 8 Forwarding
- 8.1 When the designated operator of the country returning the item no longer uses surface conveyance, it shall return undeliverable items by the most appropriate means in use.
- 8.2 Priority items, airmail letters and airmail postcards to be returned to origin shall be returned ~~by the quickest route (air or surface)~~ in priority dispatches.
- 8.3 to (No change.)
- 8.4

## Article 19-104

Treatment of requests for withdrawal of items from the post or for alteration or correction of address

Paragraph 5 has been amended as follows:

## 5 Transmission of request by post

5.1 If the request is to be sent by post, the CN 17 form, accompanied if possible by a perfect facsimile of the envelope or of the address of the item, shall be sent direct to the office of destination under registered cover ~~by the quickest route (air or surface)~~ in a priority dispatch.

5.2 to (No change.)

5.3

5.4 The action taken by the office of destination on every request for withdrawal from the post or alteration or correction of address shall be communicated immediately to the office of origin ~~by the quickest route (air or surface),~~ by electronic means or, if this is not possible, in priority dispatches, using a copy of the CN 17 form with the "Reply of the office of destination" part duly completed. The office of origin shall inform the applicant. The same shall apply in the following circumstances:

5.4.1 fruitless searches;

5.4.2 items already delivered to the addressee;

5.4.3 item confiscated, destroyed or seized.

5.5 (No change.)

## Article 31-106

Preparation and transmission of charges for supplementary remuneration accounts and additional payments based on central reports

The article has been amended as follows:

1 ~~The creditor designated operator shall be responsible for preparing quarterly or annual accounts and forwarding them to the debtor designated operator. The accounts shall be based on the quarterly aggregate reports from monthly reports provided by the International Bureau as described in article 31-105.2.2. Accounts based on the quarterly aggregate reports from monthly reports provided by the International Bureau as described in article 31-105.2.2 shall be prepared using the CN 60 form.~~

~~2 The detailed accounts shall be prepared and transmitted as follows: Except as otherwise notified as per paragraph 3 below, a CN 60 account shall be centrally generated by the International Bureau on a quarterly or yearly basis, and shall list the monthly total number of qualifying items and the corresponding supplementary remuneration or additional payment, as reported in the quarterly aggregate reports.~~

~~2.1 The creditor designated operator shall list on a CN-60 form the monthly total number of qualifying items and the corresponding supplementary remuneration or additional payment as reported by the International Bureau.~~

~~2.2 The rules for the transfer and acceptance of accounting forms provided for in article 35-001 shall be applied to CN-60 accounts.~~

~~2.3 The CN-60 accounts shall be sent to the debtor designated operator no later than one month following receipt from the International Bureau of the supplementary remuneration quarterly or annual reports to which they refer.~~

~~2.4 In principle, the statements shall be regarded as fully accepted as rendered with no changes or amendments since the account information used is from a suitable recognized system and the reports are provided by the International Bureau. Statements that are not accepted shall be accompanied with evidence that the debtor designated operator has queried the results of the report published by the International Bureau for the month in question.~~

~~3 The debtor designated operator shall make payment for the amount billed within the six week period provided for in article 35-004.10. Designated operators shall notify the International Bureau of the partner designated operators to be excluded from centrally generated CN 60 accounts before the end of the first quarter of the year, for accounting of the same year.~~

~~4 For CN 60 accounts generated and distributed by the International Bureau, the following methodology shall apply:~~

~~4.1 If the total amount of the quarterly aggregate report for the first quarter of the year with a partner designated operator is above 150 SDR, the corresponding CN 60 accounts shall be generated on a quarterly basis during the year; otherwise, a single CN 60 account shall be generated for the full year.~~

~~4.2 The International Bureau shall generate the quarterly CN 60 accounts within one month after the distribution of the quarterly aggregated reports, and the yearly CN 60 accounts within one month after the distribution of the quarterly aggregated reports for the last quarter of the year.~~

5 For CN 60 accounts generated and distributed by designated operators, the following methodology shall apply:

5.1 The creditor designated operator shall decide, for each partner designated operator, whether accounting shall be done on a quarterly or yearly basis, and generate CN 60 accounts accordingly.

5.2 The CN 60 accounts shall be sent to the debtor designated operator no later than one month following receipt from the International Bureau of the quarterly or annual supplementary remuneration reports to which they refer.

6 The rules for the transfer and acceptance of accounting forms provided for in article 35-001 shall be applied to CN 60 accounts.

7 Where the balance of a CN 60 account does not exceed 163.35 SDR, it shall be automatically carried over to the next CN 60 account, unless the designated operators concerned participate in the UPU clearing system.

8 Statements shall, as a general principle, be regarded as fully accepted as rendered with no changes or amendments, since the account information used is from a suitable recognized system and the reports are provided by the International Bureau. Nevertheless, statements which are not accepted shall be accompanied with evidence that the debtor designated operator has queried the results of the report published by the International Bureau for the month in question.

9 The debtor designated operator shall make the payment for the amount billed within the six-week period provided for in article 35-004.10

### **Volume III Parcel Post Regulations**

Article 17-225

Discovery of irregularities and processing of verification notes

Paragraph 7 has been amended as follows:

7 Verification notes shall be sent preferably by ~~telefax or by any other electronic means of communication or, if sent by mail, by the quickest route~~ electronic means or, if this is not possible, in priority dispatches, in a special envelope marked in bold letters "Bulletin de vérification" (Verification note). These envelopes may either be pre-printed or distinguished by a stamp impression clearly reproducing the indication. Irregularities concerning insured parcels which involve the liability of member countries or designated operators shall always be notified immediately by electronic means, if available.

Article 17-230

Reforwarding of a parcel arriving out of course

The title and article have been amended as follows:

Article 17-230

Reforwarding of a missent parcels ~~arriving out of course~~

~~1 Any parcel arriving out of course shall be reforwarded to its proper destination by the quickest route (air or surface).~~

2 Any parcel reforwarded in application of this article 17-016 shall be subject to the rates for forwarding to its proper destination and the charges and fees mentioned in article 19-202.4.3.

3 (No change.)

4 It shall treat the missent parcel ~~arriving out of course~~ as if it had arrived in transit à découvert. If the rates which have been allocated to it are insufficient to cover the costs of reforwarding, it shall credit the true designated operator of destination and, where appropriate, the intermediate designated operators with the relative conveyance rates. It shall then credit itself, through a claim on the designated operator responsible for the office of exchange which missent the parcel, for the amount of the expense which it has incurred. This designated operator shall collect them from the sender if the error is ascribable to him. The claim and its cause shall be notified by means of a verification note.

5 and (No change.)

6

Article 19-204

Parcels automatically retained

Paragraph 3 has been amended as follows:

3 The CP 78 verification note shall include all the particulars shown on the CP 74 and CP 73 labels and the date of posting of the parcel. The CP 78 verification note shall be sent ~~by the quickest route~~ by electronic means or, if this is not possible, in a priority dispatch, to the designated operator of the sender's country of residence.

**Article 19-210**

Treatment of requests for withdrawal of parcels from the post or for alteration or correction of address and/or name of the addressee

Paragraph 5 has been amended as follows:

- 5 Transmission of request by post
- 5.1 If the request is to be sent by post, the CN 17 form, accompanied if possible by a perfect facsimile of the envelope or of the address of the item, shall be sent direct to the office of destination under registered cover ~~by the quickest route (air or surface)~~ in a priority dispatch.
- 5.2 and (No change.)
- 5.3
- 5.4 The action taken by the office of destination on every request for withdrawal from the post or alteration or correction of address shall be communicated immediately to the office of origin ~~by the quickest route (air or surface),~~ by electronic means or, if this is not possible, in priority dispatches, using a copy of the CN 17 form with the "Reply of the office of destination" part duly completed. The office of origin shall inform the applicant. The same shall apply in the following circumstances:
- 5.4.1 fruitless searches;
- 5.4.2 items already delivered to the addressee;
- 5.4.3 item confiscated, destroyed or seized.
- 5.5 (No change.)

**Final Protocol**

A new article R XVbis (provisional numbering) has been created as follows:

Article R XVbis

Limits of size and weight for small letters (P) and large letters (G)

Notwithstanding article 17-105.2, Canada, Spain and the United States of America reserve the right to limit the size and weight of large letters (G) to a maximum weight of 500 g and a maximum thickness of 20 mm.