



**Attendance form for an exceptional session of the Council of Administration**

Under article 12.2 of its Rules of Procedure, the CA may meet exceptionally when a request for this is made or approved by at least one third of its members or on the initiative of its Chair. The IB is in receipt of valid requests from 17 CA members for the convening of an exceptional session of the CA. Accordingly, the requirement set forth under article 12.2 has now been fully satisfied.

The purpose of this form is to find out – considering the current COVID-19 pandemic – whether your country will be able to send representatives to physically attend the exceptional session of the CA at Union headquarters in Berne, Switzerland; and, if not, whether those representatives would be prepared to participate in the meeting virtually.

Please complete this form and return it **by e-mail no later than 14 August 2020** to [CA.Secretariat@upu.int](mailto:CA.Secretariat@upu.int).

Contact for queries:

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Member country	
Responsible governmental authority	
Full name (duly authorized representative) <span style="float: right;"><input type="checkbox"/> Ms <input type="checkbox"/> Mr</span>	
Position/title	
Tel.	Fax
E-mail	
Place/date	Signature

<p>1 Bearing in mind the current COVID-19 pandemic, will a duly authorized representative of your member country be able to <b>physically</b> attend the exceptional session of the CA at the headquarters of the UPU in Berne, Switzerland?</p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p>2 If you answered no to question 1 (and subject to the suspension and/or amendment of certain provisions of the CA Rules of Procedure, as outlined in Annex 3), would a duly authorized representative of your country be able, in principle, to <b>virtually</b> attend the exceptional session of the CA?</p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>