**Quality of service link to terminal dues**

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| **Note. –** Designated operators from member countries already participating in the quality-linked terminal dues system (see Annex 4) and that will continue participating in the system in 2025 do not need to return this questionnaire!  Designated operators of countries currently participating in the quality-linked terminal dues system (see Annex 4) and that wish to discontinue their participation in the system in 2025 are requested to use this questionnaire and select option 2 or 3 under question 1, as applicable. |

Designated operators from member countries not listed in Annex 4 are urged to return this form without a covering letter as soon as possible,but **no later than 1 June 2024**, by e-mail to Mr Vytis Staskevicius ([vytis.staskevicius@upu.int](mailto:vytis.staskevicius@upu.int)) and Ms Virginia Espinoza ([virginia.espinoza@upu.int](mailto:virginia.espinoza@upu.int)), or to the following address:

Mr Vytis Staskevicius

Remuneration Development Expert

UPU International Bureau

3015 BERNE

SWITZERLAND

Designated operators are encouraged to send their notification by e-mail or to send a copy by e-mail if they submit their notification by regular mail.

Should you have any problems completing this questionnaire, please contact Mr Vytis Staskevicius and Ms Virginia Espinoza by e-mail.

|  |  |  |
| --- | --- | --- |
| Designated operator | | |
| Full name | | Mr  Ms |
| Position/title | | |
| Address | | |
| Tel. | Fax | |
| E-mail | | |
| Date | Signature | |

**1 Participation in the quality of service link to terminal dues**

Please refer to the information provided in the covering letter and the provisions in articles 31-109 and 31-110 of the Convention Regulations, and select only *one* of the three options below:

*Option 1:*The designated operator completing this questionnaire will begin linking terminal dues to its quality of service from 1 January 2025. (If this option is selected, please proceed to question 2.)

*Option 2:*The designated operator completing this questionnaire will not link quality of service to terminal dues from 1 January 2025 and understands that this means that it will receive 100% of the base terminal dues rates from partner designated operators, but that it will pay all other designated operators in the target system quality-adjusted terminal dues rates, and will in no case pay terminal dues rates lower than 100% of the base terminal dues rates. (If this option is selected, there is no need to answer any further questions in this questionnaire.)

*Option 3:* The designated operator completing this questionnaire will not link quality of service to terminal dues on the basis of the provisions of article 31-109.3 of the Regulations and declares in particular that it meets the requirement of having a total annual inward mail volume of less than 100 tonnes (details to be provided below).

Designated operators selecting *option 3* are asked to provide the most recent annual inward volume corre­sponding to the last four quarters for which the statements of weights have been accepted.

* Annual inward letter-post volume (in tonnes):
* The letter-post mail volume provided under 1 refers to the last four accepted quarters as follows:
* From quarter of year
* To quarter of year