

Universal Postal Union

Documents of the 1989 Washington Congress

Volume III
Part 1

Final text of the Acts signed at Washington
Decisions other than those amending the Acts

Berne 1990
International Bureau of the Universal Postal Union

This volume should be quoted with the following reference:

Documents of the 1989 Washington Congress, volume III/1

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[1] The Constitution of the Universal Postal Union as signed at Vienna in 1964 and amended by the 1969 Tokyo, 1974 Lausanne, 1984 Hamburg and 1989 Washington Additional Protocols is reproduced in this volume for information purposes, but does not form part of the Acts signed at Washington.

Table of abbreviations (acronyms, symbols, etc) and signs used in the Decisions of the 1989 Washington Congress

A. Common abbreviations, etc

administration	postal administration (however, this abbreviation is not used when, in order to avoid ambiguity, it is desirable to indicate precisely whether a postal administration or other administration is meant)
Agr	Agreement
art	article
c	centime
CCPS	Consultative Council for Postal Studies
cf	confer (in the sense of comparing two things in order to see how far they are the same or in what way they differ)
cm	centimetre
COD	Cash-on-Delivery Agreement
col	column
Constitution	Constitution of the Universal Postal Union
Conv or Convention	Universal Postal Convention
Det Regs	Detailed Regulations
dm	decimetre
Doc	Documents (of Congress, Committees, etc)
EC	Executive Council
eg	for example
fr	franc
g	gramme
Gen Regs or General Regulations	General Regulations of the Universal Postal Union
Giro	Giro Agreement
h	hour
id	idem
kg	kilogramme
km	kilometre
lb (16 ounces)	pound avoirdupois (453.59 grammes)
M...	to be completed as appropriate: Mr, Mrs, Miss or address (chiefly used in forms)
m	metre
max	maximum
min	minimum
mm	millimetre
mn	minute (of time)
Money orders	Money Orders Agreement
n.m.	nautical mile (1852 metres)
No	number

oz	ounce (28.3465 grammes) (16th part of a pound avoirdupois)
p	page
Parcels	Postal Parcels Agreement
Prot or Protocol	Final Protocol (to the Act concerned)
s	second (of time)
SDR	Special Drawing Right
t	tonne (1000 kilogrammes)
t-km	tonne-kilometre or kilometric tonne (unit used in connection with conveyance)
UN	United Nations
UPU or Union	Universal Postal Union

B. Abbreviations relating to forms

(These abbreviations are always followed by the number of the form)

AV	Airmail correspondence
C	Convention
CP	Parcels
MP	Money orders
R	COD
VD	Insured letters
VP	Giro

C. Other conventional abbreviations mentioned in the Acts

AI	advice of entry *(Avis d'inscription)*
AO	other items *(autres objets)* or items other than LC
AR	advice of delivery *(Avis de réception)*
BT	transit bulletin *(Bulletin de transit)*
F	letter bill *(feuille d'avis)* or parcel bill *(feuille de route)*
LC	letters and postcards *(lettres et cartes postales)* or letters, aerogrammes, postcards, money orders, COD money orders, bills for collection, insured letters, advices of payment, advices of entry and advices of delivery
M bags	special bags containing printed papers for the same addressee at the same address
PP	postage paid *(port payé)*
R	registered *(recommandé)*
S.A.L.	surface airlifted
SV	empty bag *(sac vide)*
T	charge to be paid *(taxe à payer)*
TP	charge collected *(taxe perçue)*
V	insured value *(valeur déclarée)*
XP	by express (indicates charged telegraph service)

Constitution of the Universal Postal Union

as amended by the 1969 Tokyo, 1974 Lausanne,
1984 Hamburg and 1989 Washington Additional Protocols

Constitution of the Universal Postal Union

(as amended by the 1969 Tokyo, 1974 Lausanne, 1984 Hamburg and 1989 Washington Additional Protocols[1])

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[1] For the 1969 Tokyo Additional Protocol, see Documents of the Tokyo Congress, volume III, pp 5–8. For the second Additional Protocol (Lausanne 1974), see Documents of the Lausanne Congress, volume III, pp 23–25. For the third Additional Protocol (Hamburg 1984), see Documents of the Hamburg Congress, volume III, pp 25–28. For the fourth Additional Protocol (Washington 1989), see pages 27 to 32 of this volume.

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Constitution of the Universal Postal Union[1]

Preamble

With a view to developing communications between peoples by the efficient operation of the postal services, and to contributing to the attainment of the noble aims of international collaboration in the cultural, social and economic fields,

the plenipotentiaries of the Governments of the contracting countries have, subject to ratification, adopted this Constitution.

Section I

Organic provisions

Chapter I

General

Article 1
Scope and objectives of the Union

1 The countries adopting this Constitution shall comprise, under the title of the Universal Postal Union, a single postal territory for the reciprocal exchange of letter-post items. Freedom of transit shall be guaranteed throughout the entire territory of the Union.

2 The aim of the Union shall be to secure the organization and improvement of the postal services and to promote in this sphere the development of international collaboration.

3 The Union shall take part, as far as possible, in postal technical assistance sought by its member countries.

[1] As amended by the 1969 Tokyo, 1974 Lausanne, 1984 Hamburg and 1989 Washington Additional Protocols.

Article 2
Members of the Union

Member countries of the Union shall be:
a countries which have membership status at the date on which the Constitution comes into force;
b countries admitted to membership in accordance with article 11.

Article 3
Jurisdiction of the Union

The Union shall have within its jurisdiction:
a the territories of member countries;
b post offices set up by member countries in territories not included in the Union;
c territories which, without being members of the Union, are included in it because from the postal point of view they are dependent on member countries.

Article 4
Exceptional relations

Postal administrations which provide a service with territories not included in the Union are bound to act as intermediaries for other administrations. The provisions of the Convention and its Detailed Regulations shall be applicable to such exceptional relations.

Article 5
Seat of the Union

The seat of the Union and of its permanent organs shall be at Berne.

Article 6
Official language of the Union

The official language of the Union shall be French.

Article 7[1]
Monetary **unit**

The monetary unit **used** in the Acts of the Union shall be the **accounting unit of the International Monetary Fund (IMF)**.

[1] Amended by the 1989 Washington Congress.

Article 8
Restricted Unions. Special Agreements

1 Member countries, or their postal administrations if the legislation of those countries so permits, may establish Restricted Unions and make Special Agreements concerning the international postal service, provided always that they do not introduce provisions less favourable to the public than those provided for by the Acts to which the member countries concerned are parties.

2 Restricted Unions may send observers to Congresses, Conferences and meetings of the Union, to the Executive Council and to the Consultative Council for Postal Studies.[1]

3 The Union may send observers to Congresses, Conferences and meetings of Restricted Unions.

Article 9
Relations with the United Nations

The relations between the Union and the United Nations shall be governed by the Agreements whose texts are annexed to this Constitution.

Article 10
Relations with international organizations

In order to secure close cooperation in the international postal sphere, the Union may collaborate with international organizations having related interests and activities.

Chapter II

Accession or admission to the Union. Withdrawal from the Union

Article 11
Accession or admission to the Union. Procedure

1 Any member of the United Nations may accede to the Union.

2 Any sovereign country which is not a member of the United Nations may apply for admission as a member country of the Union.

3 Accession or application for admission to the Union must entail a formal declaration of accession to the Constitution and to the obligatory Acts of the Union. It shall be **addressed by** the Government of the **country concerned to the Director-General of the International Bureau, who** shall notify the accession or consult the member countries on the application for admission, as the case may be.[2]

4 A country which is not a member of the United Nations shall be deemed to be admitted as a member country if its application is approved by at least two thirds of the member countries of the Union. Member countries which have not replied within a period of four months shall be considered as having abstained.

[1] Amended by the 1969 Tokyo Congress.
[2] Amended by the 1969 Tokyo and 1989 Washington Congresses.

5 Accession or admission to membership shall be notified by the **Director-General of the International Bureau** to the Governments of member countries. It shall take effect from the date of such notification.[1]

Article 12
Withdrawal from the Union. Procedure[1]

1 Each member country may withdraw from the Union by notice of denunciation of the Constitution **given by** the Government of the **country concerned to the Director-General of the International Bureau** and by **him** to the Governments of member countries.

2 Withdrawal from the Union shall become effective one year after the day on which the notice of denunciation provided for in paragraph 1 is received by the **Director-General of the International Bureau**.

Chapter III

Organization of the Union

Article 13
Bodies of the Union

1 The Union's bodies shall be Congress, the Executive Council, the Consultative Council for Postal Studies and the International Bureau.[2]

2 The Union's permanent bodies shall be the Executive Council, the Consultative Council for Postal Studies and the International Bureau.

Article 14
Congress

1 Congress shall be the supreme body of the Union.

2 Congress shall consist of the representatives of member countries.

Article 15
Extraordinary Congresses

An Extraordinary Congress may be convened at the request or with the consent of at least two thirds of the member countries of the Union.

Article 16
Administrative Conferences

(Deleted)[3]

[1] Amended by the 1989 Washington Congress.
[2] Amended by the 1969 Tokyo and 1984 Hamburg Congresses.
[3] By the 1984 Hamburg Congress.

Article 17
Executive Council

1 Between Congresses the Executive Council (EC) shall ensure the continuity of the work of the Union in accordance with the provisions of the Acts of the Union.

2 Members of the Executive Council shall carry out their functions in the name and in the interests of the Union.

Article 18
Consultative Council for Postal Studies

The Consultative Council for Postal Studies (CCPS) shall be entrusted with carrying out studies and giving opinions on technical, operational and economic questions concerning the postal service.[1]

Article 19
Special Committees

(Deleted)[2]

Article 20
International Bureau[3]

A central office operating at the seat of the Union under the title of the International Bureau of the Universal Postal Union, directed by a Director-General and placed under the control of the Executive Council, shall serve as an organ of liaison, information and consultation for postal administrations.

Chapter IV

Finances of the Union

Article 21
Expenditure of the Union. Contributions of member countries[4]

1 Each Congress shall fix the maximum amount which:
a the expenditure of the Union may reach annually;
b the expenditure relating to the organization of the next Congress may reach.

2 The maximum amount for expenditure referred to in paragraph 1 may be exceeded if circumstances so require, provided that the relevant provisions of the General Regulations are observed.

[1] Amended by the 1969 Tokyo Congress.
[2] By the 1984 Hamburg Congress.
[3] Amended by the 1984 Hamburg Congress.
[4] Amended by the 1969 Tokyo, 1974 Lausanne and 1989 Washington Congresses.

3 The expenses of the Union, including where applicable the expenditure envisaged in paragraph 2, shall be jointly borne by the member countries of the Union. For this purpose, each member country shall choose the contribution class in which it intends to be included. The contribution classes shall be laid down in the General Regulations.

4 In the case of accession or admission to the Union under article 11, **the** country concerned **shall freely choose** the contribution class into which **it wishes** to be placed for the purpose of apportioning the expenses of the Union.

Section II

Acts of the Union

Chapter I

General

Article 22
Acts of the Union

1 The Constitution shall be the basic Act of the Union. It shall contain the organic rules of the Union.

2 The General Regulations shall embody those provisions which ensure the application of the Constitution and the working of the Union. They shall be binding on all member countries.

3 The Universal Postal Convention and its Detailed Regulations shall embody the rules applicable throughout the international postal service and the provisions concerning the letter-post services. These Acts shall be binding on all member countries.

4 The Agreements of the Union, and their Detailed Regulations, shall regulate the services other than those of the letter post between those member countries which are parties to them. They shall be binding on those countries only.

5 The Detailed Regulations, which shall contain the rules of application necessary for the implementation of the Convention and of the Agreements, shall be drawn up by the **Executive Council, bearing in mind the decisions taken by Congress.**[1]

6 The Final Protocols annexed to the Acts of the Union referred to in paragraphs 3, 4 and 5 shall contain the reservations to those Acts.

Article 23
Application of the Acts of the Union to territories for whose international relations a member country is responsible[1]

1 Any country may declare at any time that its acceptance of the Acts of the Union includes all the territories for whose international relations it is responsible, or certain of them only.

[1] Amended by the 1989 Washington Congress.

2 The declaration provided for in paragraph 1 must be addressed to the **Director-General of the International Bureau**.

3 Any member country may at any time address to the **Director-General of the International Bureau** a notification of its intention to denounce the application of those Acts of the Union in respect of which it has made the declaration provided for in paragraph 1. Such notification shall take effect one year after the date of its receipt by the **Director-General of the International Bureau**.

4 The declarations and notifications provided for in paragraphs 1 and 3 shall be communicated to member countries by the **Director-General of the International Bureau**.

5 Paragraphs 1 to 4 shall not apply to territories having the status of a member of the Union and for whose international relations a member country is responsible.

Article 24
National legislation

The provisions of the Acts of the Union shall not derogate from the legislation of any member country in respect of anything which is not expressly provided for by those Acts.

Chapter II

Acceptance and denunciation of the Acts of the Union

Article 25
Signature, **authentication,** ratification and other forms of approval of the Acts of the Union[1]

1 **The** Acts of the Union **arising from the Congress shall be signed** by **the** plenipotentiaries **of the member countries**.

2 The Detailed Regulations shall be authenticated by the Chairman and the Secretary-General of the Executive Council.

3 The Constitution shall be ratified as soon as possible by the signatory countries.

4 Approval of the Acts of the Union other than the Constitution shall be governed by the constitutional regulations of each signatory country.

5 When a country does not ratify the Constitution or does not approve the other Acts which it has signed, the Constitution and other Acts shall be no less valid for the other countries that have ratified or approved them.

[1] Amended by the 1989 Washington Congress.

Article 26
Notification of ratifications and other forms of approval of the Acts of the Union

The instruments of ratification of the Constitution **and the Additional Protocols thereto** and, where appropriate, of approval of the other Acts of the Union shall be deposited as soon as possible with the **Director-General of the International Bureau who** shall notify **the Governments of** the member countries of their deposit.[1]

Article 27
Accession to the Agreements

1 Member countries may, at any time, accede to one or more of the Agreements provided for in article 22, paragraph 4.

2 Accession of member countries to the Agreements shall be notified in accordance with article 11, paragraph 3.

Article 28
Denunciation of an Agreement

Each member country may cease being a party to one or more of the Agreements, under the conditions laid down in article 12.

Chapter III

Amendment of the Acts of the Union

Article 29
Presentation of proposals

1 The postal administration of a member country shall have the right to present, either to Congress or between Congresses, proposals concerning the Acts of the Union to which its country is a party.

2 However, proposals concerning the Constitution and the General Regulations may be submitted only to Congress.

Article 30
Amendment of the Constitution

1 To be adopted, proposals submitted to Congress and relating to this Constitution must be approved by at least two thirds of the member countries of the Union.

[1] Amended by the 1969 Tokyo and 1989 Washington Congresses.

2 Amendments adopted by a Congress shall form the subject of an additional protocol and, unless that Congress decides otherwise, shall enter into force at the same time as the Acts renewed in the course of the same Congress. They shall be ratified as soon as possible by member countries and the instruments of such ratification shall be dealt with in accordance with the procedure laid down in article 26.

Article 31
Amendment of the General Regulations, the Convention and the Agreements[1]

1 The General Regulations, the Convention and the Agreements shall define the conditions to be fulfilled for the approval of proposals which concern them.

2 The Acts referred to in paragraph 1 shall enter into force simultaneously and shall have the same duration. As from the day fixed by Congress for the entry into force of these Acts, the corresponding Acts of the preceding Congress shall be abrogated.

Chapter IV

Settlement of disputes

Article 32
Arbitration

In the event of a dispute between two or more postal administrations of member countries concerning the interpretation of the Acts of the Union or the responsibility imposed on a postal administration by the application of those Acts, the question at issue shall be settled by arbitration.

Section III

Final provisions

Article 33
Coming into operation and duration of the Constitution

This Constitution shall come into operation on 1 January 1966 and shall remain in force for an indefinite period.

[1] Amended by the 1984 Hamburg Congress.

In witness whereof, the plenipotentiaries of the Governments of the contracting countries have signed this Constitution in a single original which shall be deposited in the archives of the Government of the country in which the seat of the Union is situated. A copy thereof shall be delivered to each party by the Government of the country in which Congress is held.

Done at Vienna, 10 July 1964.

For signatures, see French version of the Documents of the 1964 Vienna Congress, vol III, pp 18 to 33.

Final Protocol to the Constitution of the Universal Postal Union

At the moment of proceeding to signature of the Constitution of the Universal Postal Union concluded this day, the undersigned plenipotentiaries have agreed the following:

Sole article
Accession to the Constitution

Member countries of the Union which have not signed the Constitution may accede to it at any time. Instruments of accession shall be addressed through diplomatic channels to the Government of the country in which the seat of the Union is situated and by that Government to the Governments of the member countries of the Union.

In witness whereof, the under-mentioned plenipotentiaries have drawn up this Protocol, which shall have the same force and the same validity as if its provisions were inserted in the text of the Constitution itself, and they have signed it in a single original which shall be deposited in the archives of the Government of the country in which the seat of the Union is situated. A copy thereof shall be delivered to each party by the Government of the country in which Congress is held.

Done at Vienna, 10 July 1964.

For signatures, see French version of the Documents of the 1964 Vienna Congress, vol III, pp 35 to 50.

Fourth Additional Protocol to the Constitution of the Universal Postal Union

Fourth Additional Protocol to the Constitution of the Universal Postal Union

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Fourth Additional Protocol to the Constitution of the Universal Postal Union

The plenipotentiaries of the Governments of the member countries of the Universal Postal Union, met in Congress at Washington, in view of article 30, paragraph 2, of the Constitution of the Universal Postal Union concluded at Vienna on 10 July 1964, have adopted, subject to ratification, the following amendments to that Constitution.

Article I
(Article 7 amended)
Monetary **unit**

The monetary unit **used** in the Acts of the Union shall be the **accounting unit of the International Monetary Fund (IMF)**.

Article II
(Article 11 amended)
Accession or admission to the Union. Procedure

1 Any member of the United Nations may accede to the Union.

2 Any sovereign country which is not a member of the United Nations may apply for admission as a member country of the Union.

3 Accession or application for admission to the Union must entail a formal declaration of accession to the Constitution and to the obligatory Acts of the Union. It shall be **addressed by** the Government of the **country concerned to the Director-General of the International Bureau, who** shall notify the accession or consult the member countries on the application for admission, as the case may be.

4 A country which is not a member of the United Nations shall be deemed to be admitted as a member country if its application is approved by at least two thirds of the member countries of the Union. Member countries which have not replied within a period of four months shall be considered as having abstained.

5 Accession or admission to membership shall be notified by the **Director-General of the International Bureau** to the Governments of member countries. It shall take effect from the date of such notification.

Article III
(Article 12 amended)
Withdrawal from the Union. Procedure

1 Each member country may withdraw from the Union by notice of denunciation of the Constitution **given by** the Government of the **country concerned to the Director-General of the International Bureau** and by **him** to the Governments of member countries.

2 Withdrawal from the Union shall become effective one year after the day on which the notice of denunciation provided for in paragraph 1 is received by the **Director-General of the International Bureau**.

Article IV
(Article 21 amended)
Expenditure of the Union. Contributions of member countries

1 Each Congress shall fix the maximum amount which:
a the expenditure of the Union may reach annually;
b the expenditure relating to the organization of the next Congress may reach.

2 The maximum amount for expenditure referred to in paragraph 1 may be exceeded if circumstances so require, provided that the relevant provisions of the General Regulations are observed.

3 The expenses of the Union, including where applicable the expenditure envisaged in paragraph 2, shall be jointly borne by the member countries of the Union. For this purpose, each member country shall choose the contribution class in which it intends to be included. The contribution classes shall be laid down in the General Regulations.

4 In the case of accession or admission to the Union under article 11, **the** country concerned **shall freely choose** the contribution class into which **it wishes** to be placed for the purpose of apportioning the expenses of the Union.

Article V
(Article 22 amended)
Acts of the Union

1 The Constitution shall be the basic Act of the Union. It shall contain the organic rules of the Union.

2 The General Regulations shall embody those provisions which ensure the application of the Constitution and the working of the Union. They shall be binding on all member countries.

3 The Universal Postal Convention and its Detailed Regulations shall embody the rules applicable throughout the international postal service and the provisions concerning the letter-post services. These Acts shall be binding on all member countries.

4 The Agreements of the Union, and their Detailed Regulations, shall regulate the services other than those of the letter post between those member countries which are parties to them. They shall be binding on those countries only.

5 The Detailed Regulations, which contain the rules of application necessary for the implementation of the Convention and of the Agreements, shall be drawn up by the **Executive Council, bearing in mind the decisions taken by Congress**.

6 The Final Protocols annexed to the Acts of the Union referred to in paragraphs 3, 4 and 5 shall contain the reservations to those Acts.

Article VI
(Article 23 amended)
Application of the Acts of the Union to territories for whose international relations a member country is responsible

1 Any country may declare at any time that its acceptance of the Acts of the Union includes all the territories for whose international relations it is responsible, or certain of them only.

2 The declaration provided for in paragraph 1 must be addressed to the **Director-General of the International Bureau**.

3 Any member country may at any time address to the **Director-General of the International Bureau** a notification of its intention to denounce the application of those Acts of the Union in respect of which it has made the declaration provided for in paragraph 1. Such notification shall take effect one year after the date of its receipt by the **Director-General of the International Bureau**.

4 The declarations and notifications provided for in paragraphs 1 and 3 shall be communicated to member countries by the **Director-General of the International Bureau**.

5 Paragraphs 1 to 4 shall not apply to territories having the status of a member of the Union and for whose international relations a member country is responsible.

Article VII
(Article 25 amended)
Signature, **authentication,** ratification and other forms of approval of the Acts of the Union

1 **The** Acts of the Union **arising from the Congress shall be signed** by **the** plenipotentiaries **of the member countries**.

2 The Detailed Regulations shall be authenticated by the Chairman and the Secretary-General of the Executive Council.

3 The Constitution shall be ratified as soon as possible by the signatory countries.

4 Approval of the Acts of the Union other than the Constitution shall be governed by the constitutional regulations of each signatory country.

5 When a country does not ratify the Constitution or does not approve the other Acts which it has signed, the Constitution and other Acts shall be no less valid for the other countries that have ratified or approved them.

Article VIII
(Article 26 amended)
Notification of ratifications and other forms of approval of the Acts of the Union

The instruments of ratification of the Constitution **and the Additional Protocols thereto** and, where appropriate, of approval of the other Acts of the Union shall be deposited as soon as possible with the **Director-General of the International Bureau who** shall notify **the Governments of** the member countries of their deposit.

Article IX
Notification of accession to the Additional Protocols to the Constitution of the Universal Postal Union

From the entry into force of the Acts of the 1989 Washington Congress, instruments of accession to the 1969 Tokyo Additional Protocol, to the 1974 Lausanne second Additional Protocol and to the 1984 Hamburg third Additional Protocol shall be sent to the Director-General of the International Bureau who shall notify the Governments of the member countries of their deposit.

Article X
Accession to the Additional Protocol and to the other Acts of the Union

1 Member countries which have not signed the present Protocol may accede to it at any time.

2 Member countries which are party to the Acts renewed by Congress but which have not signed them shall accede thereto as soon as possible.

3 Instruments of accession relating to the cases set forth in paragraphs 1 and 2 shall be sent to the Director-General of the International Bureau, who shall notify the Governments of the member countries of their deposit.

Article XI
Entry into force and duration of the Additional Protocol to the Constitution of the Universal Postal Union

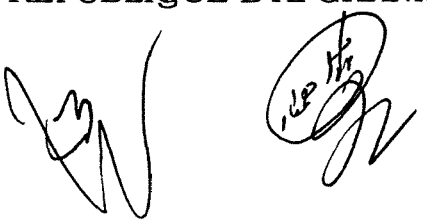
This Additional Protocol shall come into force on 1 January 1991 and shall remain in force for an indefinite period.

In witness whereof the plenipotentiaries of the Governments of the member countries have drawn up this Additional Protocol, which shall have the same force and the same validity as if its provisions were inserted in the text of the Constitution itself, and they have signed it in a single original which shall be deposited with the Director-General of the International Bureau. A copy thereof shall be delivered to each party by the Government of the country in which Congress is held.

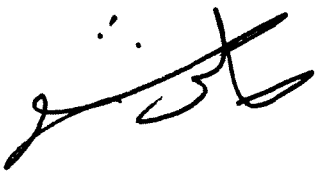
Done at Washington, 14 December 1989

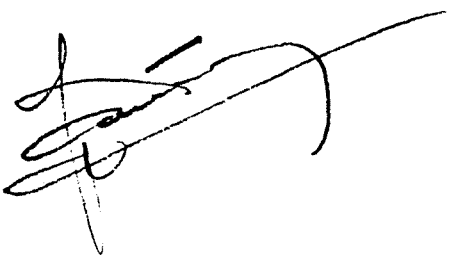
See signatures below.

POUR
LA RÉPUBLIQUE D'AFGHANISTAN:



POUR
LA RÉPUBLIQUE ALGÉRIENNE
DÉMOCRATIQUE ET POPULAIRE:





POUR
LA RÉPUBLIQUE POPULAIRE SOCIALISTE
D'ALBANIE:

POUR
LA RÉPUBLIQUE FÉDÉRALE
D'ALLEMAGNE:



POUR
LES ÉTATS-UNIS D'AMÉRIQUE:

POUR
LA RÉPUBLIQUE POPULAIRE D'ANGOLA:

POUR
LE ROYAUME DE L'ARABIE SAOUDITE:

POUR
LA RÉPUBLIQUE ARGENTINE:

POUR
L'AUSTRALIE:

POUR
L'ÉTAT DE BAHRAIN:

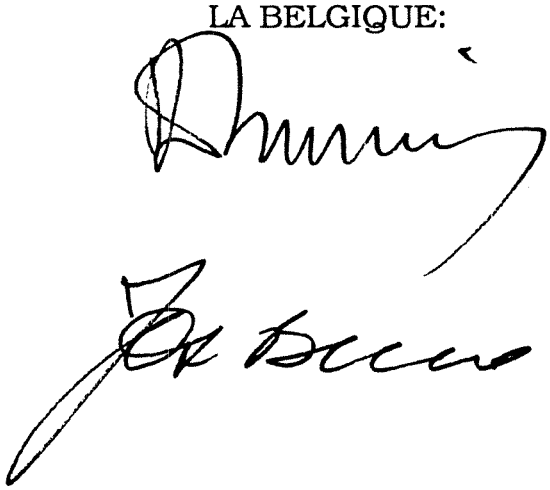
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POUR
LE BANGLADESH:

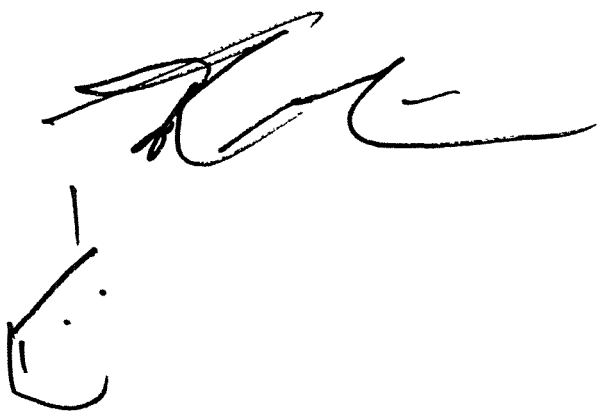
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POUR
BARBADE:

POUR
LA BELGIQUE:

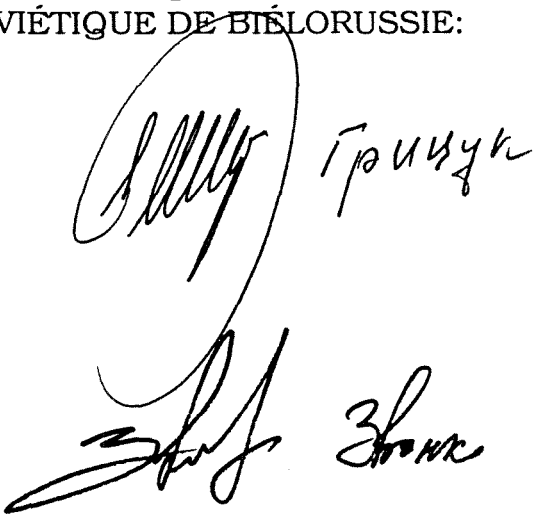


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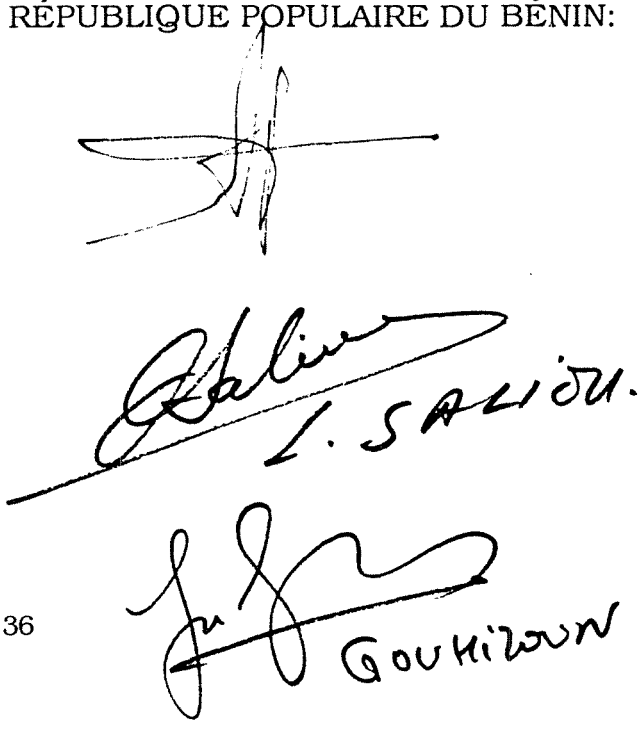


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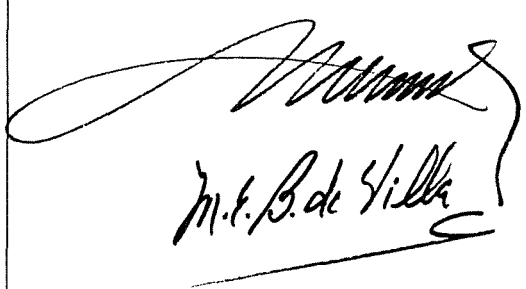
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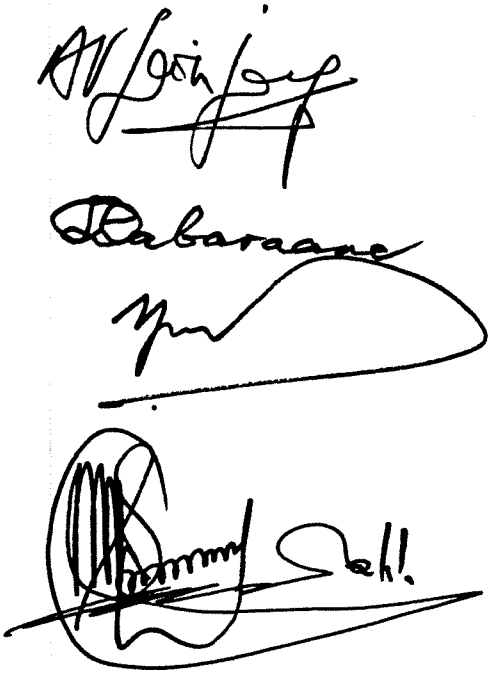
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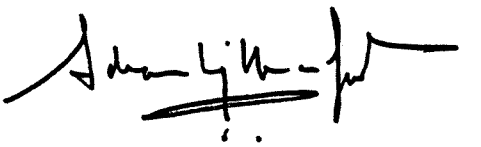
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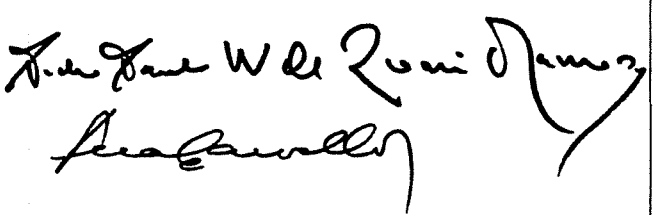
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POUR
LE BRUNEI DARUSSALAM:



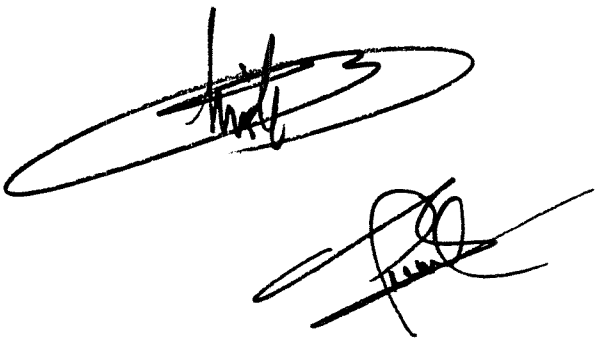
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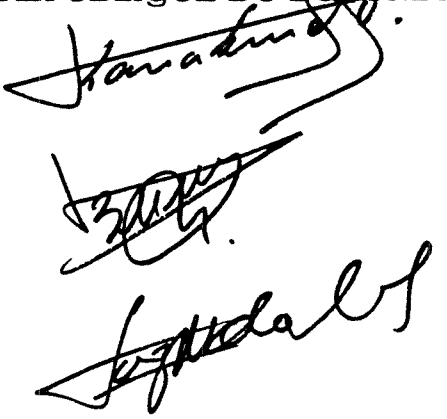
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LA RÉPUBLIQUE POPULAIRE
DE BULGARIE:



POUR
LE BURKINA FASO:



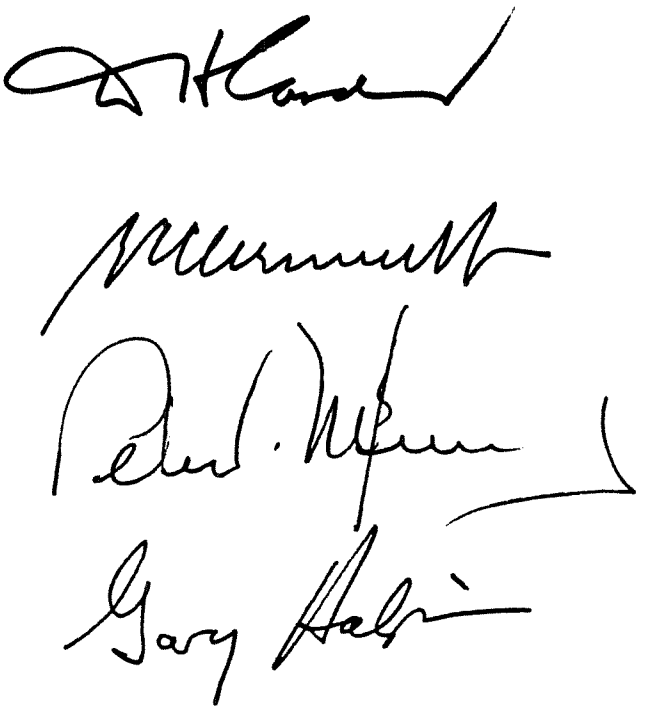
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LA RÉPUBLIQUE DU BURUNDI:



POUR
LA RÉPUBLIQUE DU CAMEROUN:



POUR
LE CANADA:



POUR
LA RÉPUBLIQUE DU CAP-VERT:

POUR
LA RÉPUBLIQUE CENTRAFRICAINE:

POUR
LE CHILI:

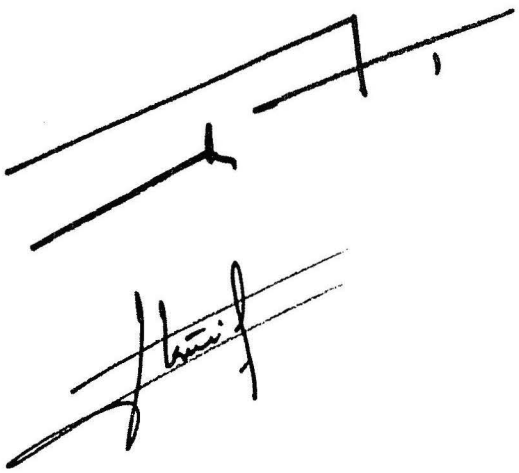
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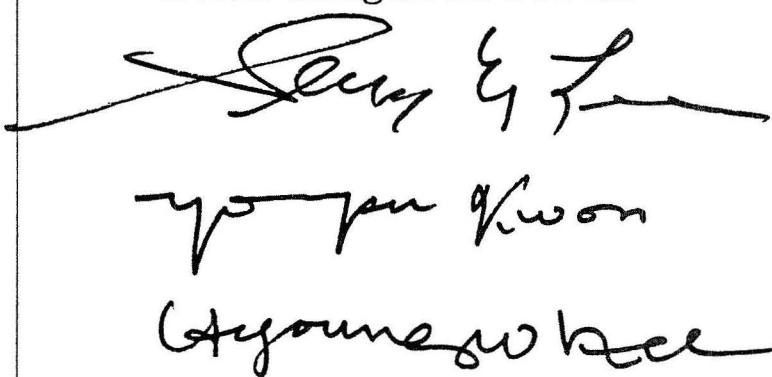
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POUR
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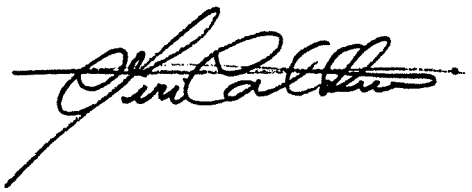
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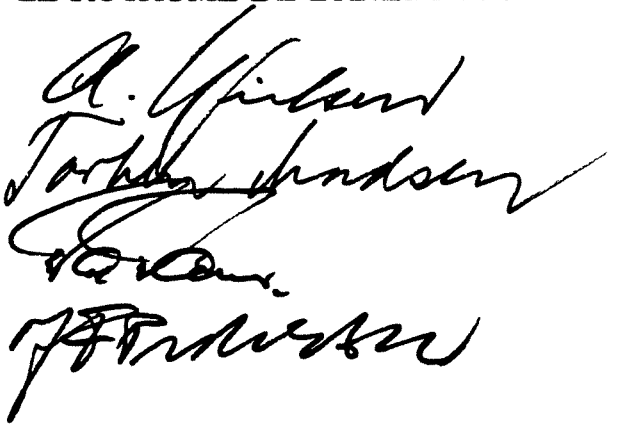
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LA RÉPUBLIQUE FÉDÉRALE ISLAMIQUE
DES COMORES:



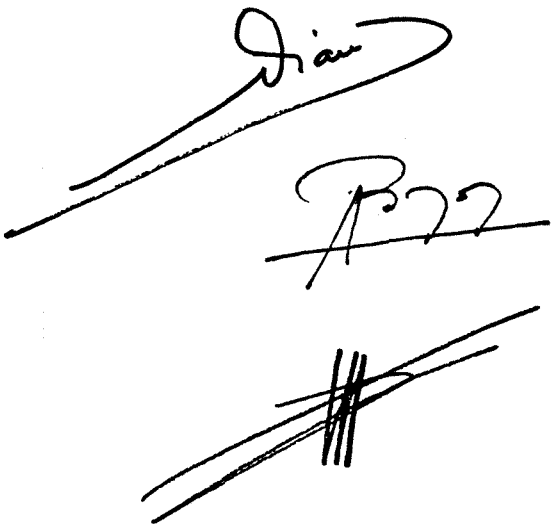
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POUR
LE ROYAUME DE DANEMARK:



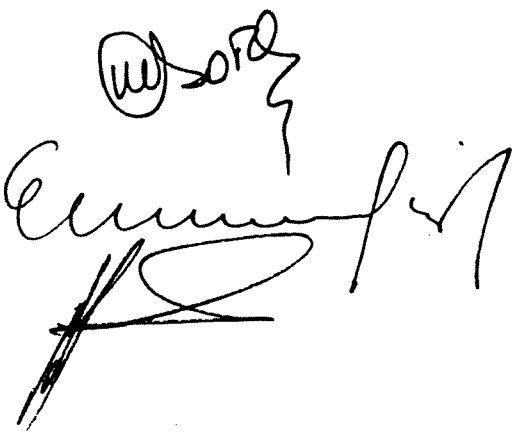
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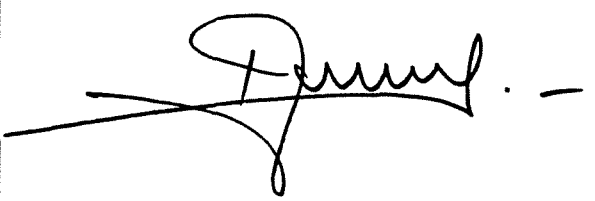
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LA RÉPUBLIQUE DE DJIBOUTI:



POUR
LA RÉPUBLIQUE DE CUBA:

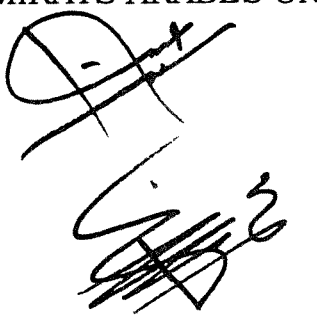


POUR
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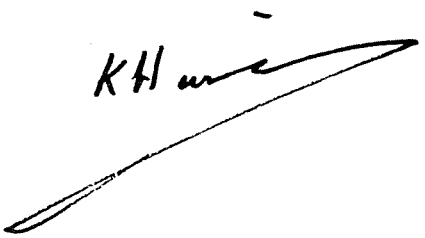
POUR
LE COMMONWEALTH
DE LA DOMINIQUE:

POUR
LES ÉMIRATS ARABES UNIS:

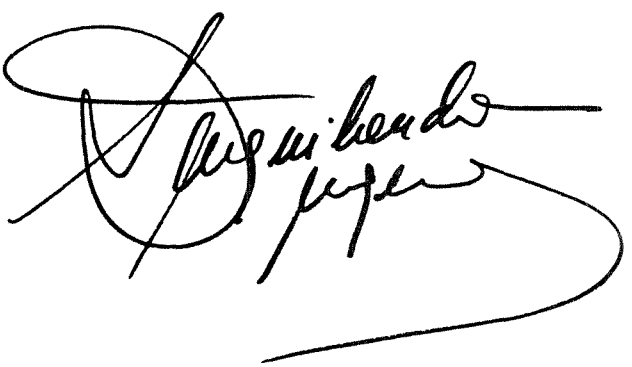




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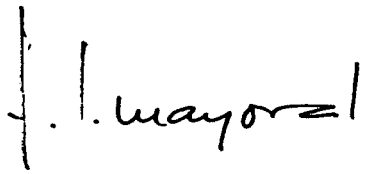
POUR
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POUR
LA RÉPUBLIQUE DE EL SALVADOR:



POUR
L'ESPAGNE:





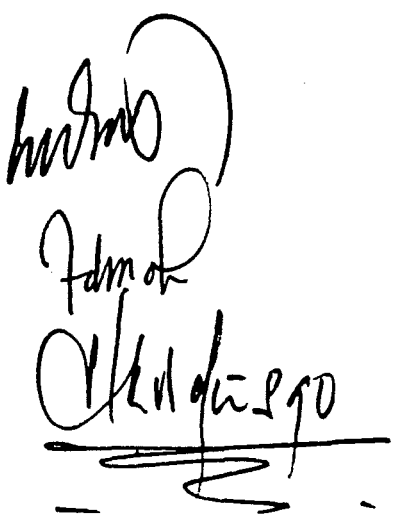
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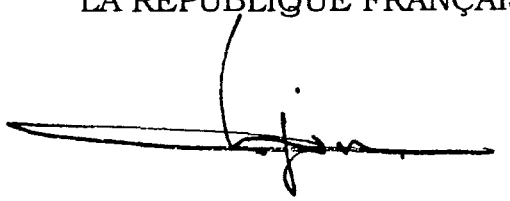
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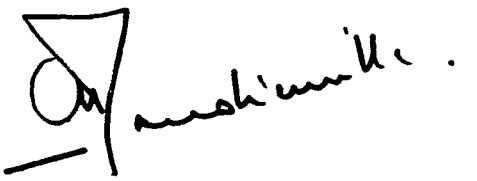


POUR
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POPULAIRE DE L'ÉTHIOPIE:



POUR
LA RÉPUBLIQUE FRANÇAISE:





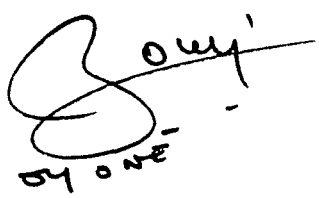


POUR
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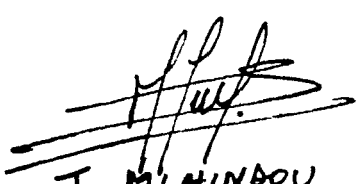


T. B. A. Awe

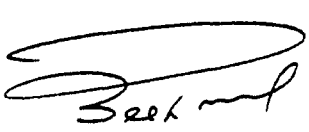
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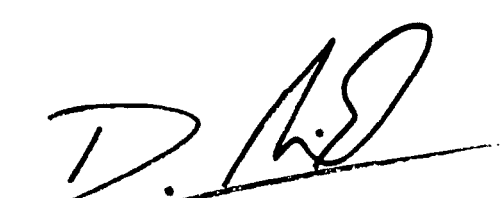
B. OYONE



J. MIMINDOU MINGUIMBA



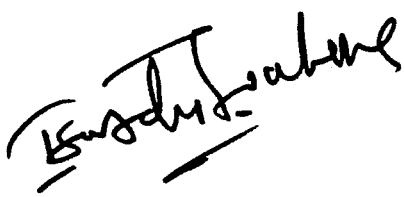
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B. PRATY D'ITEKOM.

POUR
LA RÉPUBLIQUE DU GHANA:







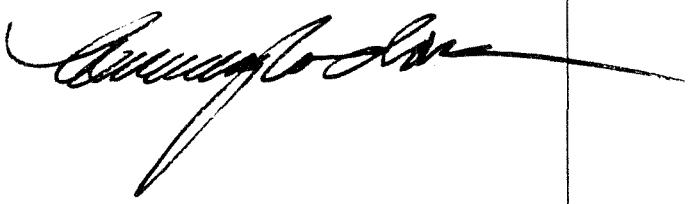
POUR
LE ROYAUME-UNI
DE GRANDE-BRETAGNE
ET D'IRLANDE DU NORD,
ÎLES DE LA MANCHE ET ÎLE DE MAN:

POUR
LA GRÈCE:

POUR
LES TERRITOIRES D'OUTRE-MER DONT
LES RELATIONS INTERNATIONALES
SONT ASSURÉES PAR
LE GOUVERNEMENT DU ROYAUME-UNI
DE GRANDE-BRETAGNE
ET D'IRLANDE DU NORD:

POUR
GRENADE:

POUR
LA RÉPUBLIQUE DU GUATÉMALA:



POUR
LA RÉPUBLIQUE
DE GUINÉE ÉQUATORIALE:

POUR
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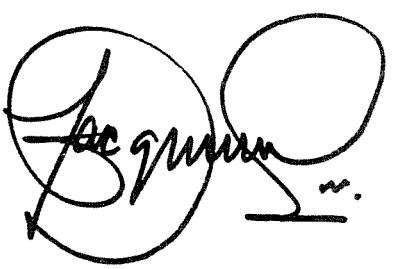


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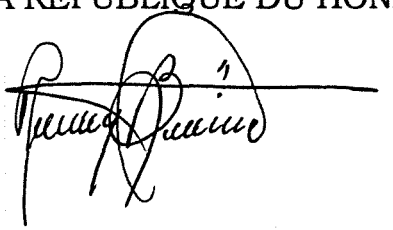


POUR
LA RÉPUBLIQUE DE GUINÉE-BISSAU:

POUR
LA RÉPUBLIQUE D'HAÏTI:



POUR
LA RÉPUBLIQUE DU HONDURAS:



POUR
LA RÉPUBLIQUE D'INDONÉSIE:

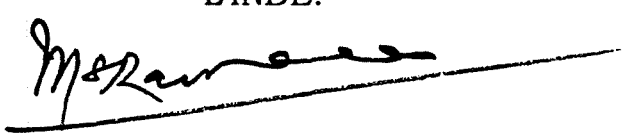


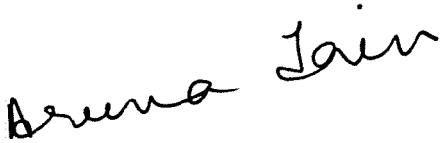
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POUR
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POUR
L'INDE:

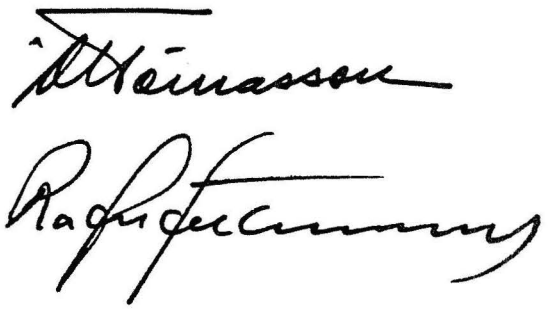




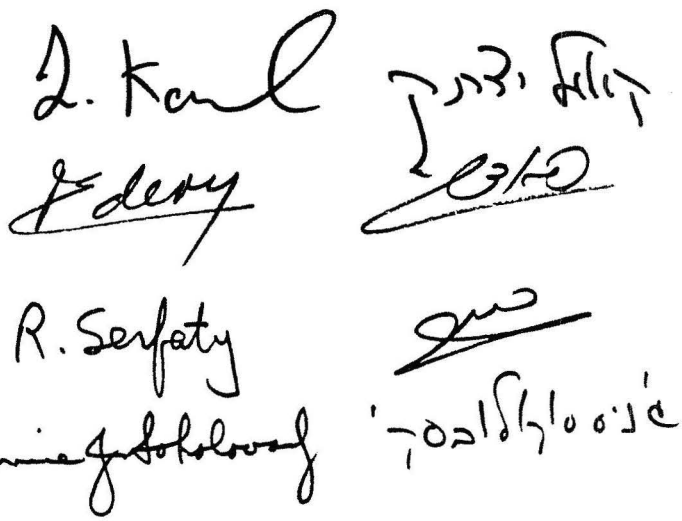
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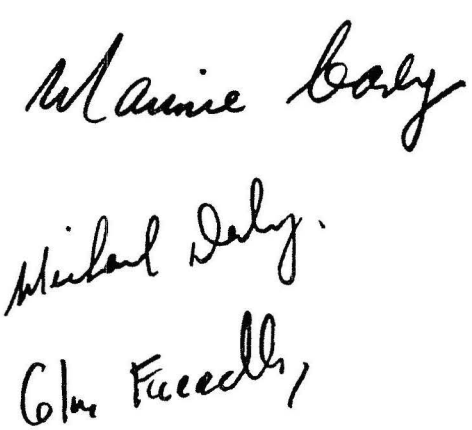
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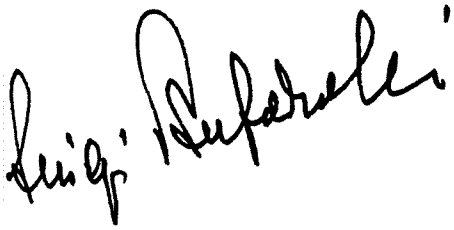
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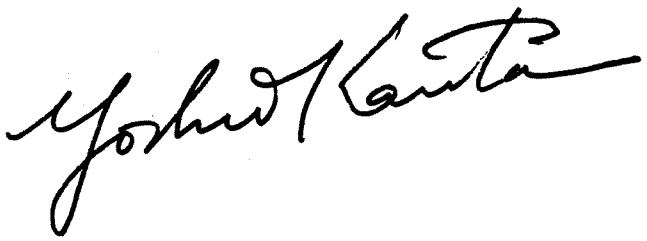
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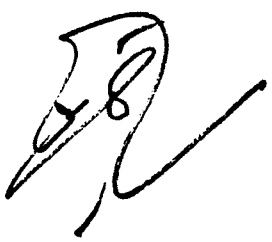
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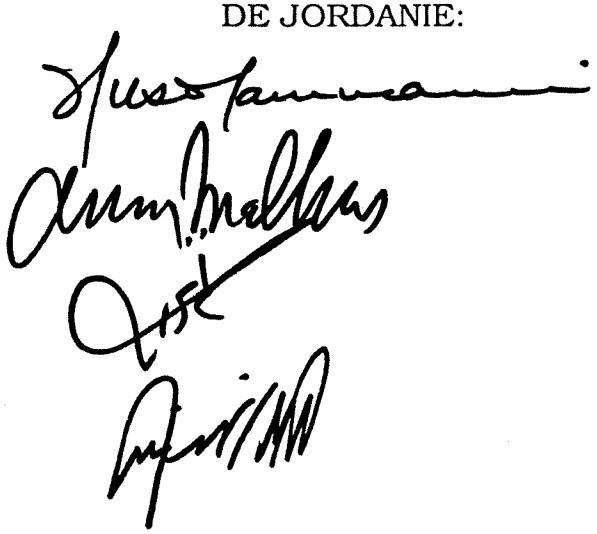
POUR
LE JAPON:



POUR
(AL) JAMAHIRIYA ARABE LIBYENNE
POPULAIRE SOCIALISTE:



POUR
LE ROYAUME HACHÉMITE
DE JORDANIE:

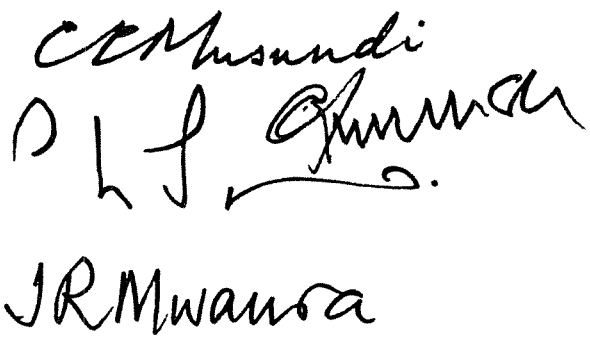


POUR
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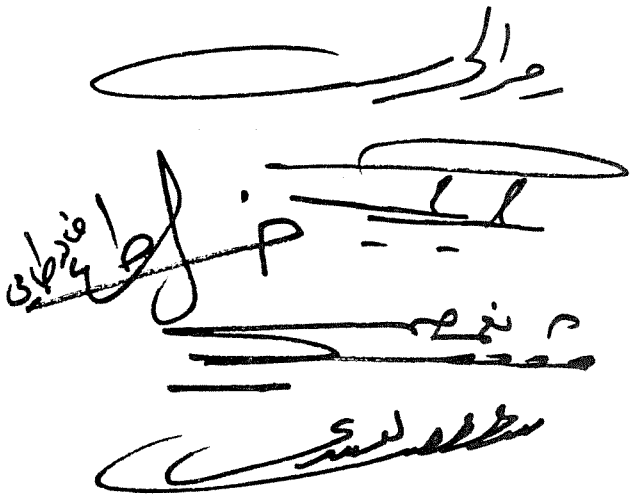


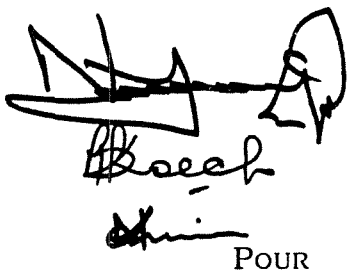
POUR
KAMPUCHEA DÉMOCRATIQUE:

POUR
LA RÉPUBLIQUE DE KENYA:

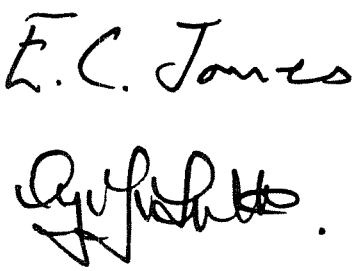


POUR
KUWAIT:





POUR
LA RÉPUBLIQUE DE KIRIBATI:



POUR
LA RÉPUBLIQUE DÉMOCRATIQUE
POPULAIRE LAO:



POUR
LE ROYAUME DU LESOTHO:

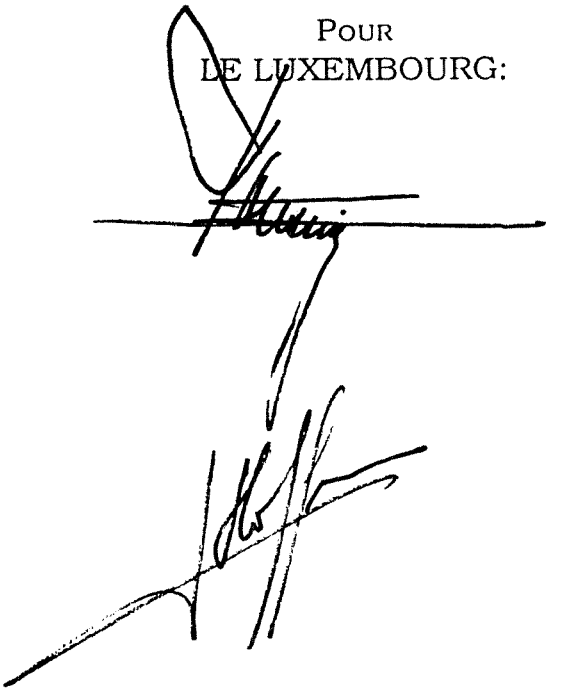
POUR
LA RÉPUBLIQUE LIBANAISE:

POUR
LA RÉPUBLIQUE DE LIBÉRIA:

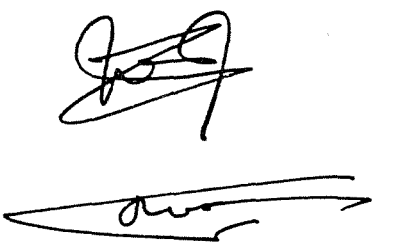
POUR
LA PRINCIPAUTÉ DE LIECHTENSTEIN:



POUR
LE LUXEMBOURG:



POUR
LA RÉPUBLIQUE DÉMOCRATIQUE
DE MADAGASCAR:

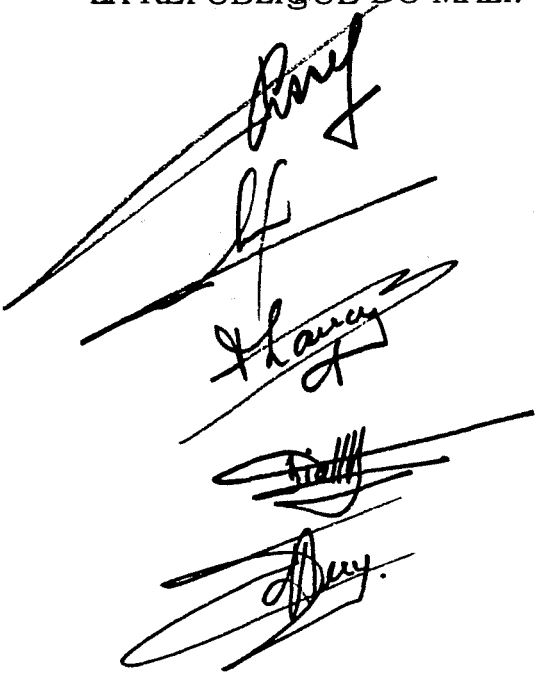


POUR
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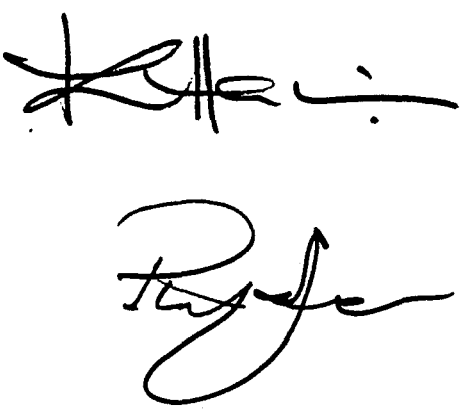
POUR
MALAWI:

POUR
LA RÉPUBLIQUE DES MALDIVES:

POUR
LA RÉPUBLIQUE DU MALI:



POUR
MALTE:



POUR
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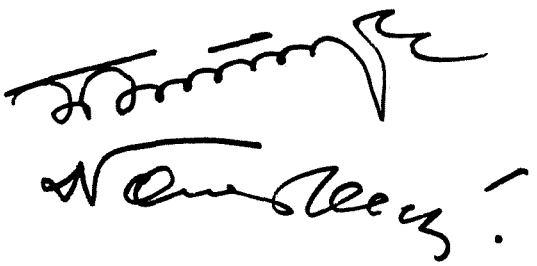
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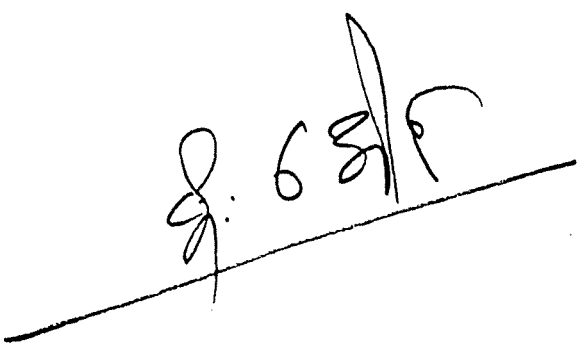
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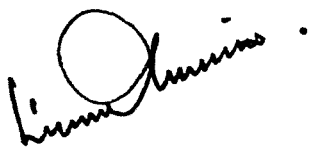


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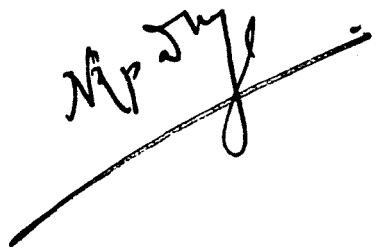
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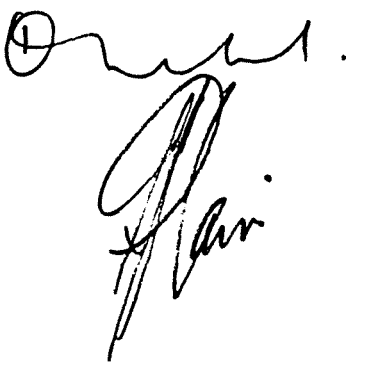


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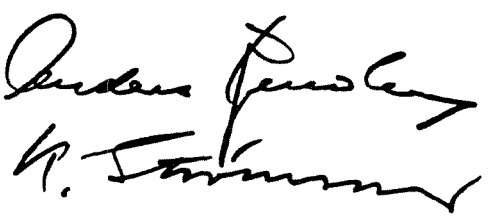
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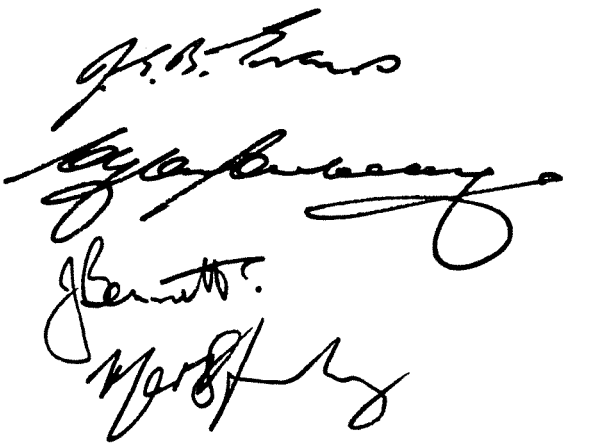
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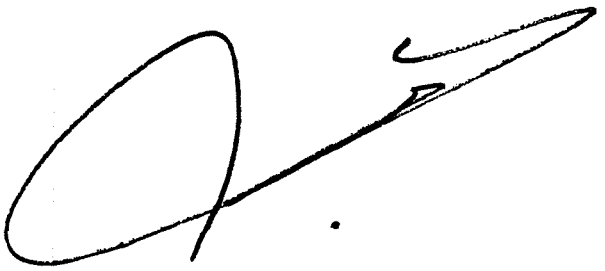
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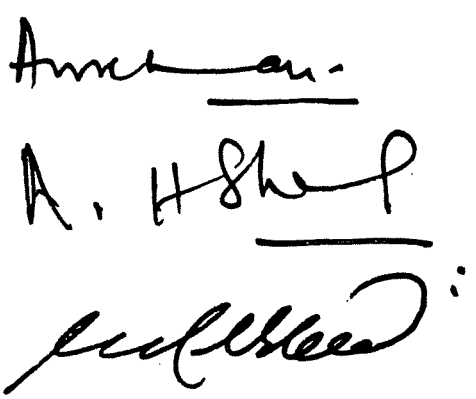
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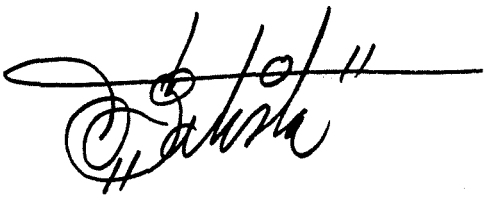
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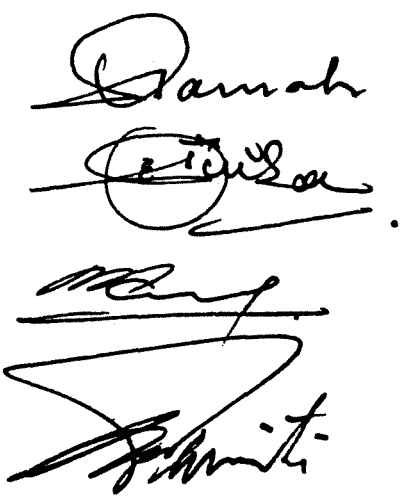
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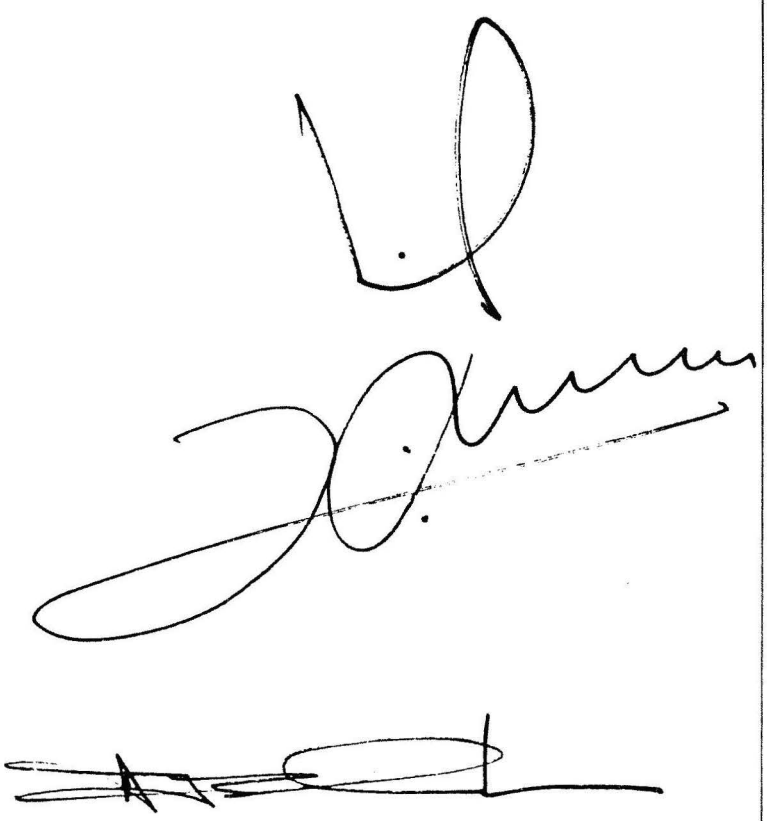
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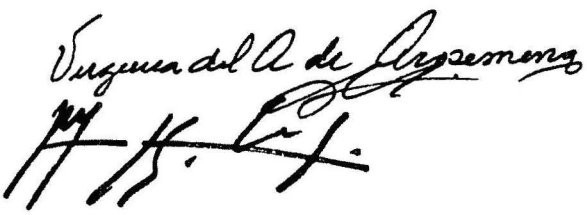
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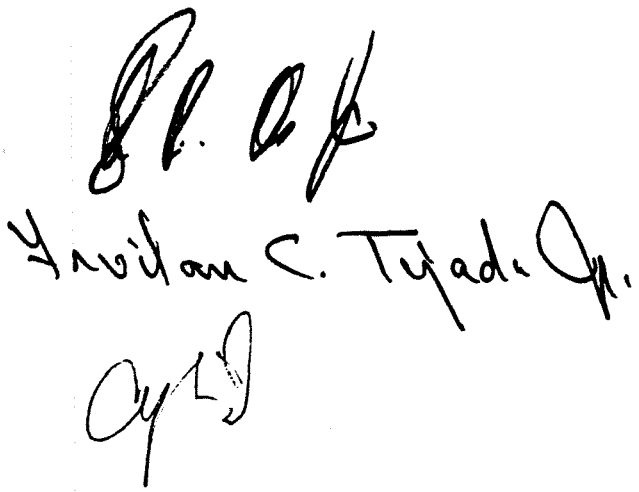
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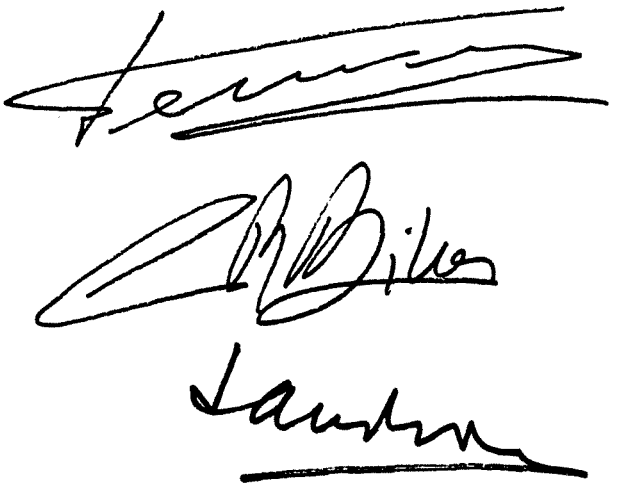
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POUR
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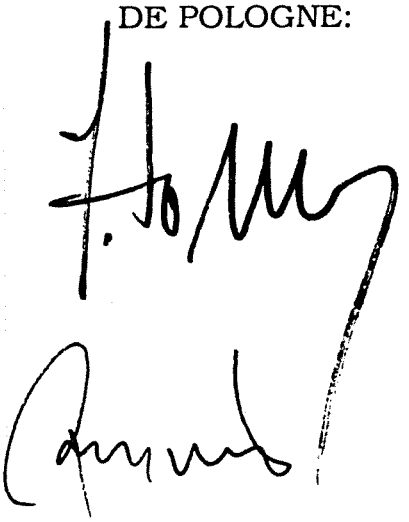
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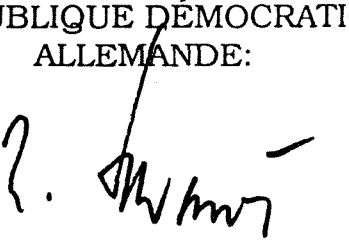
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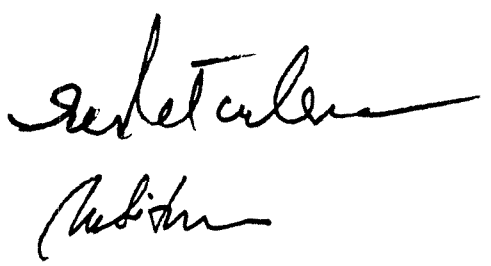


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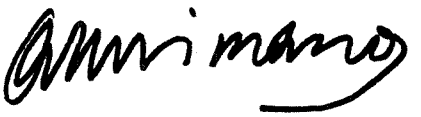


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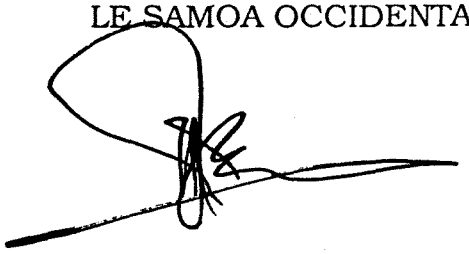
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POUR
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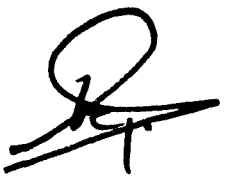
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POUR
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POUR
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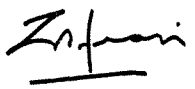
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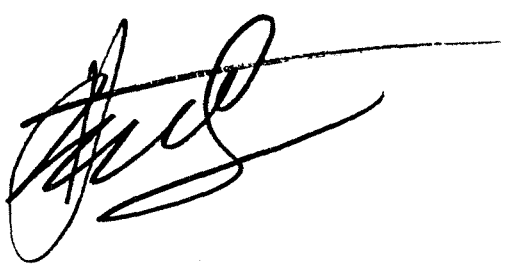






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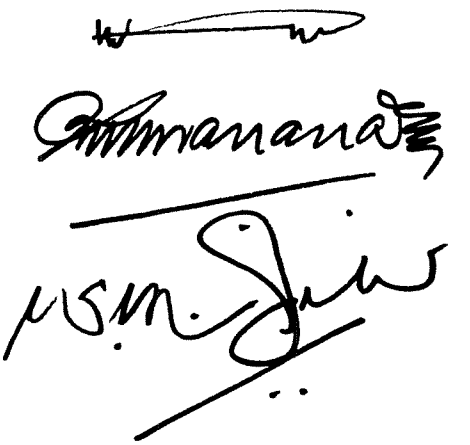
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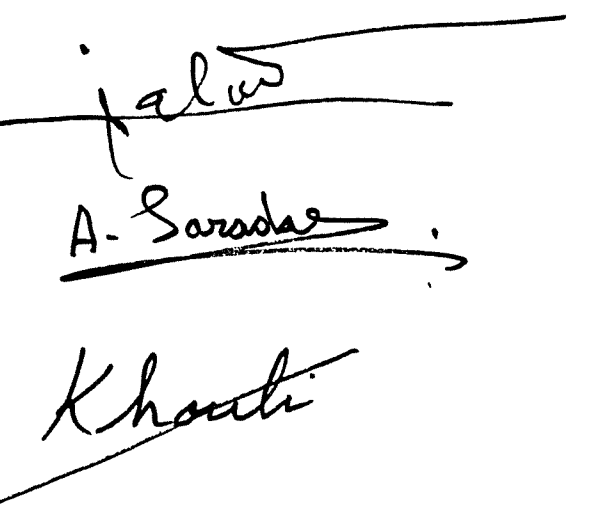
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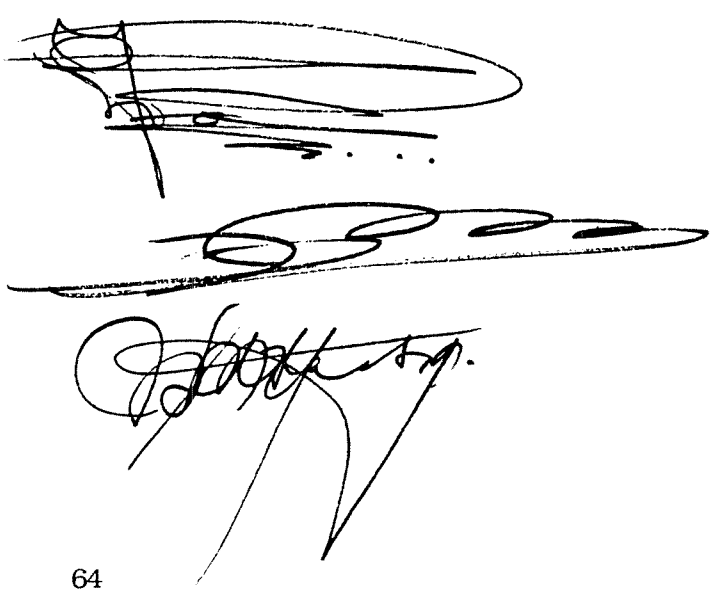
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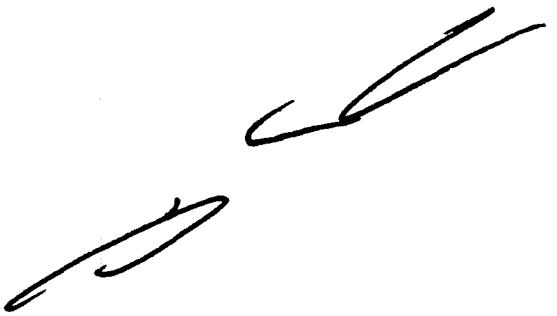
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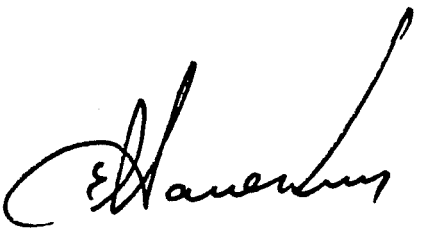
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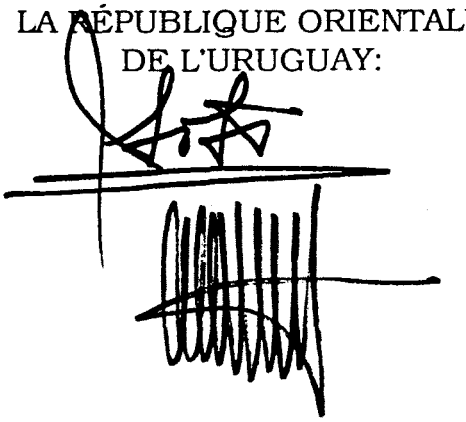


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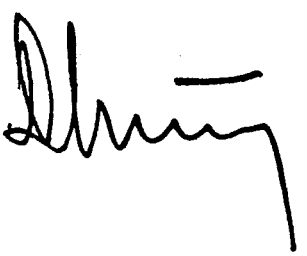


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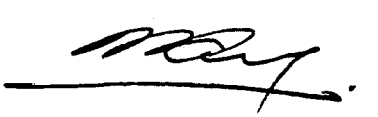


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Declarations made on signature of the Acts

Declarations made on signature of the Acts

I

On behalf of the Argentine Republic:

"Argentina reiterates the reservation made on ratification of the Constitution of the Universal Postal Union signed in Vienna, Austria, on 10 July 1964, by which the Argentine Government expressly stated that article 23 of the Constitution neither referred to nor included the Islas Malvinas, South Georgia, the South Sandwich Islands or Argentine Antarctica. The Argentine Republic therefore reaffirms its sovereignty over those territories which form an integral part of its national territory. It also recalls that the United Nations General Assembly adopted resolutions 2065 (XX), 3160 (XXVIII), 31/49, 37/9, 38/12, 39/6, 40/21, 41/40, 42/19 and 43/25, in which the existence of a dispute about sovereignty is recognized and in which the Governments of Argentina and the United Kingdom of Great Britain and Northern Ireland are requested to enter into negotiations with a view to settling the dispute and finding a peaceful and final solution to the problems outstanding between the two countries, including all questions concerning the future of the Islas Malvinas, in accordance with the Charter of the United Nations.
"Similarly, the Argentine Republic points out that the provision contained in article 30, paragraph 1, of the Universal Postal Convention on the circulation of postage stamps valid in the country of origin will not be considered obligatory for the Republic where any such postage stamps distort Argentina's geographic and legal reality, without prejudice to the application of paragraph 15 of the joint Argentine-British Declaration of 1 July 1971 on communications and movement between Argentina's continental territory and the Islas Malvinas, approved by exchange of letters between the two Governments on 5 August 1971."

(Congress – Doc 87)

II

On behalf of the United Kingdom of Great Britain and Northern Ireland, the Channel Islands and the Isle of Man:

"The Government of the United Kingdom of Great Britain and Northern Ireland has no doubt as to United Kingdom sovereignty over the Falkland Islands, South Georgia and the South Sandwich Islands and the British Antarctic Territory. In this context attention is drawn to article IV of the Antarctic Treaty to which both the United Kingdom and Argentina are parties.

"The United Kingdom Government therefore does not accept the declaration of the Argentine Republic claiming to contest United Kingdom sovereignty over the above-mentioned territories, nor does it accept the declaration of the Argentine Republic concerning article 30, paragraph 1, of the Universal Postal Convention.
"As regards other matters mentioned in the declaration of the Argentine Republic, the position of the United Kingdom Government is reserved."

(Congress – Doc 90)

III

On behalf of the Republic of Afghanistan, the People's Democratic Republic of Algeria, the State of Bahrain, Brunei Darussalam, the Republic of Djibouti, the Republic of Indonesia, the Republic of Iraq, the Hashemite Kingdom of Jordan, Kuwait, the Lebanese Republic, the Socialist People's Libyan Arab Jamahiriya, Malaysia, the Islamic Republic of Mauritania, the Kingdom of Morocco, the Sultanate of Oman, the Islamic Republic of Pakistan, the State of Qatar, the Kingdom of Saudi Arabia, the Syrian Arab Republic, the Republic of Tunisia, the United Arab Emirates, the Yemen Arab Republic and the People's Democratic Republic of Yemen:

"The above-mentioned delegations,

"Considering
the fourth Geneva Convention (1949) relative to the Protection of Civilian Persons in Time of War, on the one hand, and United Nations decision No 3379 D.30 of 10 November 1975 qualifying Zionism as a form of racism and racial discrimination, on the other,

"Recalling
that Zionism exhibits all the characteristics of imperialism owing to the fact that it is a constant source of conflict and of war with the (adjacent) countries of the Middle East,

"Noting
that, by its basic philosophy, Zionism practises an avowed expansionism because it is occupying territories recognized de facto and de jure as belonging to free and independent countries which are members of the international community,

"Aware
that the Palestinian people are suffering the horrors of a war which is imposed on them and that, as a consequence, their defence is a just cause as it is designed to end their martyrdom, to restore their human and social rights and their right to self-determination and to construct their own independent State on the territory of Palestine,

"Considering
that the entity known as Israel is the spearhead of this philosophy of imperialism, expansionism and racism,

"Confirm

their declaration to No IX made at the 1964 Vienna Congress, their declaration No III made at the 1969 Tokyo Congress, their declaration No III made at the 1974 Lausanne Congress, their declaration No V made at the 1979 Rio de Janeiro Congress and their declaration No XXVII made at the 1984 Hamburg Congress

"And reaffirm

that their signature to all the Acts of the Universal Postal Union (1989 Washington Congress) as well as any subsequent ratification of those Acts by their respective Governments are not valid vis-à-vis the member inscribed under the name of Israel and in no way imply its recognition."

(Congress – Doc 90/Add 1/Rev 1)

IV

On behalf of Israel:

A

"The delegation of Israel to the 20th Congress of the Universal Postal Union rejects unreservedly and in their entirety, all declarations or reservations made by certain member countries of the Union at the Union's 15th Congress (Vienna 1964), 16th Congress (Tokyo 1969), 17th Congress (Lausanne 1974), 18th Congress (Rio de Janeiro 1979), 19th Congress (Hamburg 1984) and 20th Congress (Washington 1989), purporting to disregard Israel's rights of membership in the UPU, as incompatible with the status of the State of Israel as a member of the UN and the UPU. Further, these declarations were made with the intention of not applying the provisions of the Acts of the UPU, and therefore contravene the letter and spirit of the Constitution, Convention and Agreements.
"The delegation of Israel accordingly considers these declarations and reservations as illegal and null and void."

(Congress – Doc 90/Add 2)

B

"The delegation of Israel deplores the attempt by a certain delegation to the 20th Congress to introduce proposals and issues of a purely extraneous political nature designed to undermine the objectives of the UPU in attaining international collaboration in the cultural, social and economic fields. Such politicization is contrary to the essentially technical and specialized purpose of the UPU and detracts from the Union's valuable role in the international community.
"The delegation of Israel declares that it is opposed to any proposal or resolution contravening the principle of universality of membership in the UPU or any other of the United Nations bodies or specialized agencies."

(Congress – Doc 90/Add 3)

V

On behalf of Chile:

"All post offices of Chile are established on its own territory of which the Chilean Antarctic sector is an integral part."

(Congress – Doc 90/Add 4)

VI

On behalf of the United Kingdom of Great Britain and Northern Ireland, the Channel Islands and the Isle of Man:

"With regard to the declaration made by the delegation of Chile, the United Kingdom wishes to state that Her Majesty's Government has no doubt as to its sovereignty over the British Antarctic Territory and wishes to draw attention to article 4 of the Antarctic Treaty 1959 to which both the Chilean Government and Her Majesty's Government are parties."

(Congress – Doc 90/Add 5)

VII

On behalf of the United States of America:

"With regard to the declaration made concerning post offices in Antarctica, the United States of America declares that it reserves its position and takes note of article 4 of the Antarctic Treaty of 1959."

(Congress – Doc 90/Add 6)

VIII

On behalf of Australia:

"With regard to the declaration made by the delegation of Chile, Australia draws attention to article 4 of the Antarctic Treaty and states that it regards its post offices in the Australian Antarctic Territory as being on Australian territory."

(Congress – Doc 90/Add 7)

IX

On behalf of Israel:

"The delegation of Israel strongly objects to the change of designation of the PLO on the nameplate to that of 'Palestine' at the 20th Congress. The delegation of Israel maintains its objection to the granting of observer status to the PLO under any designation, for reasons which are well known. The delegation of Israel considers the action taken to be one which aggravates the situation even further."

(Congress – Doc 90/Add 8)

General Regulations of the Universal Postal Union

General Regulations
Annex: Rules of Procedure of Congresses

General Regulations of the Universal Postal Union

General Regulations
Annex: Rules of Procedure of Congresses

General Regulations of the Universal Postal Union

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General Regulations of the Universal Postal Union

The undersigned plenipotentiaries of the Governments of member countries of the Union, having regard to article 22, paragraph 2, of the Constitution of the Universal Postal Union, concluded at Vienna on 10 July 1964, have, by common consent, and subject to article 25, paragraph 3, of the Constitution, drawn up in these General Regulations the following provisions securing the application of the Constitution and the functioning of the Union.

Chapter I

Functioning of the Union's bodies

Article 101
Organization and convening of Congresses and Extraordinary Congresses

1 The representatives of member countries shall meet in Congress not later than five years after the date on which the Acts of the preceding Congress come into operation.

2 Each member country shall arrange for its representation at Congress by one or more plenipotentiaries furnished by their Government with the necessary powers. It may, if need be, arrange to be represented by the delegation of another member country. Nevertheless it shall be understood that a delegation may represent only one member country other than its own.

3 In debates, each country shall be entitled to one vote.

4 In principle, each Congress shall designate the country in which the next Congress will be held. If that designation proves inapplicable, the Executive Council shall be authorized to designate the country where Congress is to meet, after consultation with the latter country.

5 After consultation with the International Bureau, the host Government shall fix the definitive date and the precise locality of Congress. In principle one year before that date the host Government shall send an invitation to the Government of each member country of the Union. This invitation may be sent direct or through the intermediary of another Government or through the Director-General of the International Bureau. The host Government shall also be responsible for notifying the decisions taken by Congress to all the Governments of member countries.

6 When a Congress has to be convened without a host Government, the International Bureau, with the agreement of the Executive Council and after consultation with the Government of the Swiss Confederation, shall take the necessary steps to convene and organize the Congress in the country in which the seat of the Union is situated. In this event the International Bureau shall perform the functions of the host Government.

7 The meeting place of an Extraordinary Congress shall be fixed, after consultation with the International Bureau, by the member countries which have initiated that Congress.

8 Paragraphs 2 to 6 shall be applicable by analogy to Extraordinary Congresses.

Article 102
Composition, functioning and meetings of the Executive Council

1 The Executive Council shall consist of a Chairman and thirty-nine members who shall exercise their functions during the period between two successive Congresses.

2 The chairmanship shall devolve by right on the host country of Congress. If that country waives this right, it shall become a de jure member and, as a result, the geographical group to which it belongs shall have at its disposal an additional seat, to which the restrictive provisions of paragraph 3 shall not apply. In that case, the Executive Council shall elect to the chairmanship one of the member countries belonging to the geographical group of the host country.

3 The thirty-nine members of the Executive Council shall be elected by Congress on the basis of an equitable geographical distribution. At least a half of the membership shall be renewed at each Congress; no member may be chosen by three successive Congresses.

4 The representative of each of the members of the Executive Council shall be appointed by the postal administration of his country. This representative shall be a qualified official of the postal administration.

5 The office of member of the Executive Council shall be unpaid. The operational expenses of this Council shall be borne by the Union.

6 The Executive Council shall have the following functions:
6.1 to coordinate and supervise all the activities of the Union between Congresses;
6.2 **to revise the Detailed Regulations of the Union within six months following the end of Congress, unless the latter decides otherwise. In case of urgent necessity, the Executive Council may also amend the said Regulations at other sessions;**
6.3 **to take any action considered necessary to safeguard and enhance the quality of and to modernize the international postal service;**
6.4 to promote, coordinate and supervise all forms of postal technical assistance within the framework of international technical cooperation;
6.5 to consider and approve the annual budget and accounts of the Union;
6.6 to authorize the ceiling of expenditure to be exceeded, if circumstances so require, in accordance with article 124, paragraphs 3, 4 and 5;
6.7 to lay down the Financial Regulations of the UPU;
6.8 to lay down the rules governing the Reserve Fund;
6.9 **to lay down the rules governing the Special Activities Fund;**
6.10 to provide control over the activities of the International Bureau;
6.11 to authorize election of a lower contribution class, if it is so requested, in accordance with the conditions set out in article 125, paragraph 6;
6.12 to lay down the Staff Regulations and the conditions of service of the elected officials;
6.13 to appoint or promote officials to the grade of Assistant Director-General (D 2);
6.14 to lay down the Regulations of the Social Fund;

6.15 to approve the annual report on the work of the Union prepared by the International Bureau and where appropriate to furnish observations on it;
6.16 to decide on the contacts to be established with postal administrations in order to carry out its functions;
6.17 to decide on the contacts to be established with the organizations which are not de jure observers, to consider and approve the reports by the International Bureau on UPU relations with other international bodies and to take the decisions which it considers appropriate on the conduct of such relations and the action to be taken on them; to designate in due course the intergovernmental and non-governmental international organizations which should be invited to be represented at a Congress and to instruct the Director-General to issue the necessary invitations;
6.18 to study, at the request of Congress, the CCPS or postal administrations, administrative, legislative and legal problems concerning the Union or the international postal service and to communicate the results of such studies to the body concerned or to postal administrations, as the case may be. It shall be for the Executive Council to decide whether it is expedient to undertake the studies requested by postal administrations between Congresses;
6.19 to revise and amend, between two Congresses and in accordance with the procedure laid down in the Universal Postal Convention, the postage charges for letter-post items;
6.20 to formulate proposals which shall be submitted for the approval either of Congress or of postal administrations in accordance with article 121;
6.21 to examine, at the request of the postal administration of a member country, any proposal which that administration forwards to the International Bureau under article 120, to prepare observations on it and to instruct the International Bureau to annex these observations to the proposal before submitting it for approval to the postal administrations of member countries;
6.22 to recommend, if **necessary**, and where appropriate after consultation of all the postal administrations, **the adoption of regulations or of** a new procedure **until such time as** Congress **takes a decision in the matter**;
6.23 to consider the annual report prepared by the Consultative Council for Postal Studies and any proposals submitted by the Council;
6.24 to submit subjects for study to the Consultative Council for Postal Studies for examination in accordance with article 104, paragraph **9.6**;
6.25 to designate the country where the next Congress is to be held in the case provided for in article 101, paragraph 4;
6.26 to determine in due course, the number of Committees required to carry out the work of Congress and to specify their functions;
6.27 to designate in due course, subject to the approval of Congress, the member countries prepared:
- to assume the vice-chairmanships of Congress and the chairmanships and vice-chairmanships of the Committees, taking as much account as possible of the equitable geographical distribution of the member countries; and
- to sit on the restricted Committees of Congress;

6.28 to decide whether minutes of meetings of a Committee of Congress should be replaced by reports.

7 In appointing officials to grade D 2, the Executive Council shall consider the professional qualifications of the candidates recommended by the postal administrations of the member countries of which the candidates are nationals, ensuring that the posts of Assistant Director-General are as far as possible filled by candidates from different regions and from regions other than those from which the Director-General and Deputy Director-General originate, bearing in mind the paramount consideration of the efficiency of the International Bureau, while giving due weight to the Bureau's internal promotion arrangements.

8 At its first meeting, which shall be convened by the Chairman of Congress, the Executive Council shall elect four Vice-Chairmen from among its members and draw up its Rules of Procedure.

9 On convocation by its Chairman, the Executive Council shall meet in principle once a year, at Union headquarters.

10 The representative of each of the members of the Executive Council participating in its meetings, except for meetings which take place during Congress, shall be entitled to reimbursement of the cost of either an economy class return air ticket or first class return rail ticket, or expenses incurred for travel by any other means subject to the condition that the amount does not exceed the price of the economy class return air ticket.

11 The Chairman of the Consultative Council for Postal Studies shall represent that body at meetings of the Executive Council on the agenda of which there are questions of interest to the body which he directs.

12 To ensure effective liaison between the work of the two bodies, the Chairman, the Vice-Chairman and the Committee Chairmen of the Consultative Council for Postal Studies may, if they express the desire so to do, attend Executive Council meetings as observers.

13 The postal administration of the country in which the Executive Council meets shall be invited to take part in the meetings in the capacity of observer, if that country is not a member of the Executive Council.

14 The Executive Council may invite any international body or any qualified person whom it wishes to associate with its work to its meetings, without the right to vote. It may also invite, under the same conditions, one or more postal administrations of member countries concerned with questions on its agenda.

Article 103
Documentation on the activities of the Executive Council

1 The Executive Council shall send postal administrations of member countries of the Union and Restricted Unions, for information, after each session:
a a summary record;
b the "Documents of the Executive Council" containing the reports, discussions, summary record and resolutions and decisions.

2 The Executive Council shall make to Congress a comprehensive report on its work and send it to postal administrations at least two months before the opening of Congress.

Article 104
Composition, functioning and meetings of the Consultative Council for Postal Studies

1 The Consultative Council for Postal Studies shall consist of thirty-five members who shall exercise their functions during the period between two successive Congresses.

2 The members of the Consultative Council shall be elected by Congress, in principle on the basis of as wide a geographical distribution as possible.

3 The representative of each of the members of the Consultative Council shall be appointed by the postal administration of his country. This representative shall be a qualified official of the postal administration.

4 The operational expenses of the Consultative Council shall be borne by the Union. Its members shall not receive any payment. Travelling and living expenses incurred by representatives of administrations participating in the Consultative Council shall be borne by those administrations. However, the representative of each of the countries considered to be disadvantaged according to the lists established by the United Nations shall be entitled to reimbursement of the price of an economy class return air ticket or first class return rail ticket, or expenses incurred for travel by any other means, subject to the condition that the amount does not exceed the price of the economy class return air ticket.

5 At its first meeting, which shall be convened and opened by the Chairman of Congress, the Consultative Council shall choose from among its members a Chairman, a Vice-Chairman and the Committee Chairmen.

6 The Consultative Council shall draw up its Rules of Procedure.

7 In principle, the Consultative Council shall meet every year at Union headquarters. The date and place of the meeting shall be fixed by its Chairman, in agreement with the Chairman of the Executive Council and the Director-General of the International Bureau.

8 The Chairman, the Vice-Chairman and the Committee Chairmen of the Consultative Council shall form the Steering Committee. This Committee shall prepare and direct the work of each meeting of the Consultative Council and take on all the tasks which the latter decides to assign to it.

9 The functions of the Consultative Council shall be the following:

9.1 to organize the study of the most important technical, operational, economic and technical cooperation problems which are of interest to postal administrations of all member countries of the Union and to prepare information and opinions on them;

9.2 to study teaching and vocational training problems of interest to the new and developing countries;

9.3 to take the necessary steps to study and publicize the experiments and progress made by certain countries in the technical, operational, economic and vocational training fields of interest to the postal services;

9.4 to study the present position and needs of the postal services in the new and developing countries and to prepare appropriate recommendations on ways and means of improving the postal services in those countries;

9.5 to take, in consultation with the Executive Council, appropriate steps in the sphere of technical cooperation with all member countries of the Union and in particular with the new and developing countries;

9.6 to examine any other questions submitted to it by a member of the Consultative Council, by the Executive Council or by any administration of a member country;

9.7 **to prepare and issue, in the form of recommendations to postal administrations, standards for technological, operational and other processes within its competence where uniformity of practice is essential. It shall similarly issue, as required, amendments to standards it has already set.**

10 The members of the Consultative Council shall take an active part in its work. Member countries not belonging to the Consultative Council may, at their request, cooperate in the studies undertaken.

11 If need be, the Consultative Council shall draw up proposals for Congress arising directly from its activities as defined in this article. These proposals shall be submitted by the Consultative Council itself, after consultation with the Executive Council when questions within the latter's competence are concerned.

12 The Consultative Council shall, at its last session before Congress, prepare for submission to Congress the draft **basic** work programme of the next Council, taking into account the requests of member countries of the Union and of the Executive Council **and the International Bureau. This basic programme, which shall include a limited number of studies on topical subjects of common interest, shall be subject to review annually in the light of new realities and priorities.**

13 In order to ensure effective liaison between the work of the two bodies, the **Chairman, the** Vice-Chairmen **and the Committee Chairmen** of the Executive Council may, if they express the desire so to do, attend Consultative Council meetings as observers.

14 The Consultative Council may invite the following to take part in its meetings without the right to vote:
a any international body or any qualified person whom it wishes to associate with its work;
b postal administrations of member countries not belonging to the Consultative Council.

Article 105
Documentation on the activities of the Consultative Council for Postal Studies

1 The Consultative Council for Postal Studies shall send postal administrations of member countries and Restricted Unions, for information, after each session:
a a summary record;
b the "Documents of the Consultative Council for Postal Studies" containing the reports, discussions and summary record.

2 The Consultative Council shall prepare for the Executive Council an annual report on its work.

3 The Consultative Council shall prepare for Congress a comprehensive report on its work and send it to postal administrations of member countries at least two months before the opening of Congress.

Article 106
Rules of Procedure of Congresses

1 For the organization of its work and the conduct of its debates, Congress shall apply the Rules of Procedure of Congresses which are annexed to these General Regulations.

2 Each Congress may amend these rules under the conditions laid down in the Rules of Procedure themselves.

Article 107
Languages used for **documentation**, for debates and for official correspondence

1 For the **documentation** of the Union, the French, English, Arabic and Spanish languages shall be used. The Chinese, German, Portuguese and Russian languages shall also be used provided that only the most important basic **documentation is** produced in these languages. Other languages may also be used on condition that the costs to be borne by the Union under paragraph 6 are not thereby increased.

2 The member country or countries which have requested a language other than the official language constitute a language group. The member countries which have not made any express request shall be regarded as having asked for the official language.

3 **Documentation** shall be published by the International Bureau in the official language and in the languages of the duly constituted language groups, either directly or through the intermediary of the regional offices of those groups in conformity with the procedures agreed with the International Bureau. Publication in the different languages shall be effected in accordance with a common standard.

4 **Documentation** published directly by the International Bureau shall as a rule be distributed simultaneously in the different languages requested.

5 Correspondence between the postal administrations and the International Bureau and between the latter and outside entities may be exchanged in any language for which the International Bureau has available a translation service.

6 The cost of translation into any language other than the official language, including those resulting from the application of paragraph 5, shall be borne by the language group which has asked for that language. The Union shall bear the cost of translation into the official language of documents and correspondence received in Arabic, English and Spanish, as well as all other costs involved in the supply of documents. The ceiling of the costs to be borne by the Union for the production of documents in Chinese, German, Portuguese and Russian shall be fixed by a Congress resolution.

7 The costs to be borne by a language group shall be divided among the members of that group in proportion to their contributions to the expenses of the Union. These costs may be divided among the members of the language group according to another system, provided that the countries concerned agree to it and inform the International Bureau of their decision through the intermediary of the spokesman of the group.

8 The International Bureau shall give effect to any change in the choice of language requested by a member country after a period which shall not exceed two years.

9 For the discussions at meetings of the Union's bodies, the French, English, Spanish and Russian languages shall be admissible, by means of a system of interpretation – with or without electronic equipment – the choice being left to the judgment of the organizers of the meeting after consultation with the Director-General of the International Bureau and the member countries concerned.

10 Other languages shall likewise be admissible for the discussions and meetings mentioned in paragraph 9.

11 Delegations using other languages shall arrange for simultaneous interpretation into one of the languages mentioned in paragraph 9, either by the system indicated in the same paragraph, when the necessary technical modifications can be made, or by individual interpreters.

12 The costs of the interpretation services shall be shared among the member countries using the same language in proportion to their contributions to the expenses of the Union. However, the costs of installing and maintaining the technical equipment shall be borne by the Union.

13 Postal administrations may come to an understanding about the language to be used for official correspondence in their relations with one another. In the absence of such an understanding the language to be used shall be French.

Chapter II

International Bureau

Article 108
Election of the Director-General and Deputy Director-General of the International Bureau

1 The Director-General and the Deputy Director-General of the International Bureau shall be elected by Congress for the period between two successive Congresses, the minimum duration of their term of office being five years. Their term of office shall be renewable once only. Unless Congress decides otherwise, the date on which they take up their duties shall be fixed at 1 January of the year following that in which Congress is held.

2 **At** least seven months before the opening of Congress, **the Director-General of the International Bureau** shall send a memorandum to the Governments of member countries inviting them to **submit** their applications, if any, **for the posts of Director-General and Deputy Director-General and indicating at the same time** whether the Director-General and Deputy Director-General in office **are interested** in a renewal of their initial term of office. **The applications, accompanied by a curriculum vitae, must reach the International Bureau at least two months before the opening of Congress.** The candidates must be nationals of the member countries which put them forward. **The International Bureau shall prepare** the election documents **for Congress**. The election of the Director-General and that of the Deputy Director-General shall take place by secret ballot, the first election being for the post of Director-General.

3 If the post of Director-General falls vacant, the Deputy Director-General shall take over the functions of Director-General until the expiry of the latter's term of office; he shall be eligible for election to that Post and shall automatically be accepted as a candidate, provided that his initial term of office as Deputy Director-General has not already been renewed once by the preceding Congress and that he declares his interest in being considered as a candidate for the post of Director-General.

4 If the posts of Director-General and Deputy Director-General fall vacant at the same time, the Executive Council shall elect, on the basis of the applications received following notification of the vacancies, a Deputy Director-General for the period extending up to the next Congress. With regard to the submission of applications, paragraph 2 shall apply by analogy.

5 If the post of Deputy Director-General falls vacant, the Executive Council shall, on the proposal of the Director-General, instruct one of the Assistant Directors-General at the International Bureau to take over the functions of Deputy Director-General until the following Congress.

Article 109
Duties of the Director-General

1 The Director-General shall organize, administer and direct the International Bureau, of which he is the legal representative. He shall be empowered to classify posts in grades G 1 to D 1 and to appoint and promote officials in those grades. For appointments in grades P 1 to D 1, he shall consider the professional qualifications of the candidates recommended by the postal administrations of the member countries of which the candidates are nationals, taking into account equitable geographical distribution with respect to continents and languages together with all other relevant considerations, while giving due weight to the Bureau's internal promotion arrangements. He shall also consider that, in principle, persons occupying grade D 2, D 1 and

P 5 posts must be nationals of different member countries of the Union. He shall inform the Executive Council once a year, in the Report on the work of the Union, of appointments and promotions in grades P 4 to D 1.

2 The Director-General shall have the following duties:

2.1 to act as depositary of the Acts of the Union and as intermediary in the procedure of accession and admission to and withdrawal from the Union;

2.2 to notify all administrations of the Detailed Regulations drawn up or revised by the Executive Council;

2.3 to prepare the draft annual budget of the Union at the lowest possible level consistent with the requirements of the Union and to submit it in due course to the Executive Council for consideration; to communicate the budget to the member countries of the Union after approval by the Executive Council;

2.4 to act as an intermediary in relations between:
- the UPU and the Restricted Unions;
- the UPU and the United Nations;
- the UPU and the international organizations whose activities are of interest to the Union;

2.5 to assume the duties of Secretary-General of the bodies of the Union and supervise in this capacity and taking into account the special provisions of these General Regulations, in particular:
- the preparation and organization of the work of the Union's bodies;
- the preparation, production and distribution of documents, reports and minutes;
- the functioning of the secretariat at meetings of the Union's bodies;

2.6 to attend the meetings of the bodies of the Union and take part in the discussions without the right to vote, with the possibility of being represented.

Article 110
Duties of the Deputy Director-General

1 The Deputy Director-General shall assist the Director-General and shall be responsible to him.

2 If the Director-General is absent or prevented from discharging his duties, the Deputy Director-General shall exercise his functions. The same shall apply in the case of a vacancy in the post of Director-General as mentioned in article 108, paragraph 3.

Article 111
Secretariat of the Union's bodies

The secretariat of the Union's bodies shall be provided by the International Bureau under the responsibility of the Director-General. It shall send all the documents published on the occasion of each session to the postal administrations of the members of the body, to the postal administrations of countries which, while not members of the body, cooperate in the studies undertaken, to the Restricted Unions and to postal administrations of other member countries which ask for them.

Article 112
List of member countries

The International Bureau shall prepare and keep up to date the list of member countries of the Union showing therein their contribution class, their geographical group and their position with respect to the Acts of the Union.

Article 113
Information. Opinions. Requests for interpretation and amendment of the Acts. Inquiries. Role in the settlement of accounts

1 The International Bureau shall be at all times at the disposal of the Executive Council, the Consultative Council for Postal Studies and postal administrations for the purpose of supplying them with any necessary information on questions relating to the service.

2 In particular it shall collect, collate, publish and distribute all kinds of information of interest to the international postal service, give an opinion, at the request of the parties involved, on questions in dispute, act on requests for interpretation and amendment of the Acts of the Union and, in general, carry out such studies and editorial or documentary work as are assigned to it by those Acts or as may be referred to it in the interest of the Union.

3 It shall also conduct inquiries requested by postal administrations to obtain the views of other administrations on a particular question. The result of an inquiry shall not have the status of a vote and shall not be formally binding.

4 It shall bring to the notice of the Chairman of the Consultative Council for Postal Studies, for any necessary action, questions which are within the competence of that organ.

5 It shall act as a clearing house in the settlement of accounts of all kinds relating to the international postal service between postal administrations requesting this facility.

Article 114
Technical cooperation

The International Bureau shall develop postal technical assistance in all its forms within the framework of international technical cooperation.

Article 115
Forms supplied by the International Bureau

The International Bureau shall be responsible for arranging the manufacture of postal identity cards **and** international reply **coupons and** for supplying them, at cost, to postal administrations ordering them.

Article 116
Acts of Restricted Unions and Special Agreements

1 Two copies of the Acts of Restricted Unions and of Special Agreements concluded under article 8 of the Constitution shall be sent to the International Bureau by the offices of such Unions, or failing that, by one of the contracting parties.

2 The International Bureau shall see that the Acts of Restricted Unions and Special Agreements do not include conditions less favourable to the public than those which are provided for in the Acts of the Union and shall inform postal administrations of the existence of such Unions and Agreements. The International Bureau shall notify the Executive Council of any irregularity discovered through applying this provision.

Article 117
Union periodical

The International Bureau shall publish, with the aid of the documents made available to it, a periodical in Arabic, Chinese, English, French, German, Russian and Spanish.

Article 118
Annual report on the work of the Union

The International Bureau shall make an annual report on the work of the Union, which shall be sent, after approval by the Executive Council, to postal administrations, the Restricted Unions and the United Nations.

Chapter III

Procedure for the submission and consideration of proposals

Article 119
Procedure for submitting proposals to Congress

1 Subject to the exceptions provided for in paragraphs 2 and 5, the following procedure shall govern the submission of proposals of all kinds to Congress by postal administrations of member countries:

a proposals which reach the International Bureau at least six months before the date fixed for Congress shall be accepted;

b no drafting proposal shall be accepted during the period of six months preceding the date fixed for Congress;

c proposals of substance which reach the International Bureau in the interval between six and four months before the date fixed for Congress shall not be accepted unless they are supported by at least two administrations;

d proposals of substance which reach the International Bureau in the interval between four and two months preceding the date fixed for Congress shall not be accepted unless they are supported by at least eight administrations. Proposals which arrive after that time shall no longer be accepted;

e declarations of support shall reach the International Bureau within the same period as the proposals to which they refer.

2 Proposals concerning the Constitution or the General Regulations shall reach the International Bureau not later than six months before the opening of Congress; any received after that date but before the opening of Congress shall not be considered unless Congress so decides by a majority of two thirds of the countries represented at Congress and unless the conditions laid down in paragraph 1 are fulfilled.

3 Every proposal must, as a rule, have only one aim and contain only the changes justified by that aim.

4 Drafting proposals shall be headed "Drafting proposal" by the administrations which submit them and shall be published by the International Bureau under a number followed by the letter R. Proposals which do not bear this indication but which, in the opinion of the International Bureau, deal only with drafting points shall be published with an appropriate annotation; the International Bureau shall draw up a list of these proposals for Congress.

5 The procedure prescribed in paragraphs 1 and 4 shall not apply either to proposals concerning the Rules of Procedure of Congresses or to amendments to proposals already made.

Article 120
Procedure for submitting proposals between Congresses

1 To be eligible for consideration every proposal concerning the Convention or the Agreements submitted by a postal administration between Congresses shall be supported by at least two other administrations. Such proposals shall lapse if the International Bureau does not receive, at the same time, the necessary number of declarations of support.

2 These proposals shall be sent to other postal administrations through the intermediary of the International Bureau.

3 Proposals concerning the Detailed Regulations shall not require support but shall not be considered by the Executive Council unless the latter agrees to the urgent necessity.

Article 121
Consideration of proposals between Congresses

1 Every proposal **concerning the Convention, the Agreements and their Final Protocols** shall be subject to the following procedure: a period of two months shall be allowed to postal administrations of member countries for consideration of the proposal notified by an International Bureau circular and for forwarding their observations, if any, to the Bureau. Amendments shall not be admissible. The replies shall be collected by the International Bureau and communicated to postal administrations with an invitation to vote for or against the proposal. Those which have not sent in their vote within a period of two months shall be considered as abstaining. The aforementioned periods shall be reckoned from the dates of the International Bureau circulars.

2 Proposals for amending the Detailed Regulations shall be dealt with by the Executive Council.

3 If the proposal relates to an **Agreement or its** Final **Protocol**, only the postal administrations of member countries which are parties to that Agreement may take part in the procedure described in paragraph 1.

Article 122
Notification of decisions adopted between Congresses

1 Amendments made to the Convention, the Agreements and the Final Protocols to those Acts shall be sanctioned by **notification thereof to** the Governments of member countries **by the Director-General of the International Bureau**.

2 Amendments made to the Detailed Regulations and their Final Protocols **by the Executive Council** shall **be communicated** to postal administrations by the International Bureau. The same shall apply to the interpretations referred to in article **93**, paragraph **3**, c, ii, of the Convention and in the corresponding provisions of the Agreements.

Article 123
Entry into force of **the Detailed Regulations and of the other** decisions adopted between Congresses

1 The Detailed Regulations shall come into force on the same date and shall have the same duration as the Acts laid down by Congress.

2 Subject to paragraph 1, decisions on amending the Acts of the Union which are adopted between Congresses shall not take effect until at least three months after **their** notification.

Chapter IV

Finance

Article 124
Fixing and regulation of the expenditure of the Union

1 Subject to the provisions of paragraphs 2 to 6, the annual expenditure relating to the activities of bodies of the Union may not exceed the following sums for **1991** and subsequent years:
26 070 100 Swiss francs for **1991**;
26 586 900 Swiss francs for **1992**;
26 800 100 Swiss francs for **1993**;
26 773 200 Swiss francs for **1994**;
26 935 600 Swiss francs for **1995**.
The basic limit for **1995** shall also apply to the following years in case the Congress scheduled for **1994** is postponed.

2 The expenditure relating to the convening of the next Congress (travelling expenses of the secretariat, transport charges, cost of installing simultaneous interpretation equipment, cost of reproducing documents during the Congress, etc) shall not exceed the limit of **3 676 000** Swiss francs.

3 The Executive Council shall be authorized to exceed the limits laid down in paragraphs 1 and 2 to take account of increases in salary scales, pension contributions or allowances, including post adjustments, approved by the United Nations for application to its staff working in Geneva.

4 The Executive Council shall also be authorized to adjust, each year, the amount of expenditure other than that relating to staff on the basis of the Swiss consumer price index.

5 Notwithstanding paragraph 1, the Executive Council, or in case of extreme urgency, the Director-General, may authorize the prescribed limits to be exceeded to meet the cost of major and unforeseen repairs to the International Bureau building, provided however that the amount of the increase does not exceed 65 000 Swiss francs per annum.

6 If the credits authorized in paragraphs 1 and 2 prove inadequate to ensure the smooth running of the Union, these limits may only be exceeded with the approval of the majority of the member countries of the Union. Any consultation shall include a complete description of the facts justifying such a request.

7 Countries which accede to the Union or are admitted to the status of members of the Union as well as those which leave the Union shall pay their contributions for the whole of the year during which their admission or withdrawal becomes effective.

8 Member countries shall pay their contributions to the Union's annual expenditure in advance on the basis of the budget laid down by the Executive Council. These contributions shall be paid not later than the first day of the financial year to which the budget refers. After that date, the sums due shall be chargeable with interest in favour of the Union at the rate of 3 percent per annum for the first six months and of 6 percent per annum from the seventh month.

9 To cover shortfalls in Union financing, a Reserve Fund shall be established the amount of which shall be fixed by the Executive Council. This Fund shall be maintained primarily from budget surpluses. It may also be used to balance the budget or to reduce the amount of member countries' contributions.

10 As regards temporary financing shortfalls, the Government of the Swiss Confederation shall make the necessary short-term advances, on conditions which are to be fixed by mutual agreement. That Government shall supervise, without charge, book-keeping and accounting of the International Bureau within the limits of the credits fixed by Congress.

Article 125
Contribution classes

1 Member countries shall contribute to defraying Union expenses according to the contribution class to which they belong. These classes shall be the following:
class of 50 units;
class of 40 units;
class of 35 units;
class of 25 units;
class of 20 units;
class of 15 units;
class of 10 units;
class of 5 units;
class of 3 units;
class of 1 unit;
class of 0.5 unit, reserved for the least advanced countries as listed by the United Nations and for other countries designated by the Executive Council.

2 Notwithstanding the contribution classes listed in paragraph 1, any member country may elect to contribute more than 50 units.

3 Member countries shall be included in one of the above-mentioned contribution classes upon their admission or accession to the Union in accordance with the procedure laid down in article 21, paragraph 4, of the Constitution.

4 Member countries may subsequently change contribution class on condition that this change is communicated to the International Bureau before the opening of Congress. This notification, which shall be brought to the attention of Congress, shall take effect on the date of the entry into force of the financial provisions drawn up by Congress.

5 Member countries may not insist on being lowered more than one class at a time. Member countries which have not made known their wish to change contribution class by the opening of Congress shall remain in the class to which they belonged up to that time.

6 Nevertheless, in exceptional circumstances such as natural disasters necessitating international aid programmes, the Executive Council may authorize a reduction in contribution class when so requested by a member country if the said member establishes that it can no longer maintain its contribution at the class originally chosen.

7 Notwithstanding paragraphs 4 and 5, changes to a higher class shall not be subject to any restriction.

Article 126
Payment for supplies from the International Bureau

Supplies provided by the International Bureau to postal administrations against payment shall be paid for in the shortest possible time and at the latest within six months from the first day of the month following that in which the account is sent by the Bureau. After that period the sums due shall be chargeable with interest in favour of the Union at the rate of 5 percent per annum reckoned from the date of expiry of that period.

Chapter V

Arbitration

Article 127
Arbitration procedure

1 If a dispute has to be settled by arbitration, each of the postal administrations party to the case shall select a postal administration of a member country not directly involved in the dispute. When several administrations make common cause, they shall count only as a single administration for the purposes of this provision.

2 If one of the administrations party to the case does not act on a proposal for arbitration within a period of six months, the International Bureau, if so requested, shall itself call upon the defaulting administration to appoint an arbitrator or shall itself appoint one ex officio.

3 The parties to the case may agree to appoint a single arbitrator which may be the International Bureau.

4 The decision of the arbitrators shall be taken by a majority of votes.

5 In the event of a tie the arbitrators shall select another postal administration, not involved in the dispute either, to settle the matter. Should they fail to agree on the choice, this administration shall be appointed by the International Bureau from among administrations not proposed by the arbitrators.

6 If the dispute concerns one of the Agreements, the arbitrators may be appointed only from among the administrations that are parties to that Agreement.

Chapter VI

Final provisions

Article 128
Conditions for approval of proposals concerning the General Regulations

To become effective, proposals submitted to Congress relating to these General Regulations shall be approved by a majority of the member countries represented at Congress. At least two thirds of the member countries of the Union shall be present at the time of voting.

Article 129
Proposals concerning the Agreements with the United Nations

The conditions of approval referred to in article 128 shall apply equally to proposals designed to amend the Agreements concluded between the Universal Postal Union and the United Nations, in so far as those Agreements do not lay down conditions for the amendment of the provisions they contain.

Article 130
Entry into force and duration of the General Regulations

These General Regulations shall come into force on **1 January 1991** and shall remain in operation until the entry into force of the Acts of the next Congress.

In witness whereof the plenipotentiaries of the Governments of the member countries have signed these General Regulations in a single original which shall be deposited **with the Director-General of the International Bureau**. A copy thereof shall be delivered to each party by the Government of the country in which Congress is held.

Done at **Washington, 14 December 1989**

Signatures: same as on pages 33 to 69.

General Regulations of the Universal Postal Union – Annex

Rules of Procedure of Congresses

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Rules of Procedure of Congresses

Article 1
General provisions

The present Rules of Procedure (hereinafter referred to as "the Rules") have been drawn up pursuant to the Acts of the Union and are subordinate to them. In the event of a discrepancy between one of their provisions and a provision of the Acts, the latter shall prevail.

Article 2
Delegations

1 The term "delegation" shall denote the person or body of persons designated by a member country to take part in a Congress. The delegation shall consist of a Head of delegation and, if appropriate, his deputy, one or more delegates and, possibly, one or more attached officials (including experts, secretaries, etc).

2 Heads of delegation, their deputies, and delegates shall be representatives of member countries within the meaning of article 14, paragraph 2, of the Constitution if in possession of credentials which comply with the conditions laid down in article 3 of these Rules.

3 Attached officials shall be admitted to meetings, and shall have the right to participate in the proceedings, but they shall not normally have the right to vote. However, they may be authorized by the Head of their delegation to vote on behalf of their country at Committee meetings. Such authorizations shall be handed, in writing, to the Chairman of the Committee concerned, before the beginning of the meeting.

Article 3
Delegates' credentials

1 Delegates' credentials shall be signed by the Head of State, the Head of Government or the Minister for Foreign Affairs of the country concerned. They shall be drawn up in due and proper form. The credentials of delegates entitled to sign the Acts (plenipotentiaries) shall specify the scope of such signature (signature subject to ratification or approval, signature ad referendum, definitive signature). In the absence of such specific information, the signature shall be regarded as being subject to ratification or approval. Credentials authorizing the holder to sign the Acts shall implicitly include the right to speak and to vote. Delegates on whom the relevant authorities have conferred full powers without specifying their scope shall be authorized to speak, to vote and to sign the Acts unless the wording of the credentials is explicitly to the contrary.

2 Credentials shall be deposited at the opening of Congress with the authority designated for that purpose.

3 Delegates who are not in possession of credentials or who have not deposited their credentials may, provided their names have been communicated by their Government to the Government of the host country, take part in the debates and vote from the moment they participate in the work of Congress. The same shall apply to those whose credentials are found to be not in order. Such delegates shall cease to be empowered to vote from the time Congress approves the **last** report of the Credentials Committee establishing that their credentials have not been received or are not in order until such time as the position is regularized. **The last report shall be approved by Congress before any elections other than that of the Chairman of Congress and before approval of the draft Acts.**

4 The credentials of a member country which arranges for the delegation of another member country to represent it at Congress (proxy) shall be in the same form as those mentioned in paragraph 1.

5 Credentials and proxies sent by telegram shall not be admissible. However, telegrams sent in reply to requests for information relating to credentials shall be accepted.

6 A delegation which, after it has deposited its credentials, is prevented from attending one or more meetings, may arrange to be represented by the delegation of another country, provided that notice in writing is given to the Chairman of the meeting concerned. However, a delegation may represent only a single country other than its own.

7 The delegates of member countries which are not parties to an Agreement may take part in the debates of Congress concerning that Agreement, without the right to vote.

Article 4
Order of seating

1 At Congress and Committee meetings, delegations shall be seated in the French alphabetical order of the member countries represented.

2 The Chairman of the Executive Council shall draw lots, in due course, for the name of the country to be placed foremost before the rostrum at Congress and Committee meetings.

Article 5
Observers

1 Representatives of the United Nations may take part in the debates of Congress.

2 Observers from intergovernmental international organizations shall be admitted to meetings of Congress or of its Committees when questions of interest to these organizations are being discussed. In the same cases, observers from non-governmental international organizations **may** be admitted to meetings of Committees **at the discretion of the Committee concerned**.

3 Qualified representatives of the Restricted Unions established in accordance with article 8, paragraph 1, of the Constitution shall also be admitted as observers when the Unions concerned express a wish to that effect.

4 The observers referred to in paragraphs 1 to 3 shall take part in the debates without the right to vote.

Article 6
Doyen of Congress

1 The postal administration of the host country of Congress shall suggest the person to be appointed as Doyen of Congress in agreement with the International Bureau. The Executive Council shall approve this appointment in due course.

2 At the opening of the first plenary meeting of each Congress, the Doyen shall act as Chairman until Congress has elected one. He shall also exercise the functions assigned to him under the present Rules.

Article 7
Chairmanships and vice-chairmanships of Congress and Committees

1 At its first plenary meeting, Congress shall elect, on the proposal of the Doyen, the Chairman of Congress and then approve, on the proposal of the Executive Council, the appointment of the member countries which are to assume the vice-chairmanships of Congress and the chairmanships and vice-chairmanships of the Committees. These posts will be assigned taking as much account as possible of the equitable geographical distribution of the member countries.

2 The Chairmen shall open and close the meetings over which they preside, direct the debates, give speakers the floor, put proposals to the vote and announce what majority is required for their adoption, announce decisions and, subject to the approval of Congress, interpret such decisions if necessary.

3 The Chairmen shall see that the present Rules are observed and that order is maintained at meetings.

4 Any delegation may appeal to Congress or the Committee against a decision taken by the Chairman on the basis of a provision or interpretation of the Rules. The Chairman's decision shall nevertheless hold good unless rescinded by a majority of the members present and voting.

5 Should the member country appointed to the chairmanship be no longer able to exercise this function, one of the Vice-Chairmen shall be appointed by Congress or the Committee to replace it.

Article 8
Bureau of Congress

1 The Bureau shall be the central body responsible for directing the work of Congress. It shall consist of the Chairman and Vice-Chairmen of Congress and the Chairmen of the Committees. It shall meet periodically to review the progress of the work of Congress and its Committees and to make recommendations designed to facilitate such progress. It shall assist the Chairman in drawing up the agenda of each plenary meeting and in coordinating the work of the Committees. It shall make recommendations relating to the closing of Congress.

2 The Secretary-General of Congress and the Assistant Secretary-General, mentioned in article 11, paragraph 1, shall attend the meetings of the Bureau.

Article 9
Membership of Committees

1 The member countries represented in Congress shall, as of right, be members of the Committees responsible for studying proposals relating to the Constitution, the General Regulations, the Convention and its Detailed Regulations.

2 Member countries represented in Congress which are parties to one or more of the optional Agreements shall, as of right, be members of the Committee and/or Committees responsible for the revision of these Agreements. The right to vote of members of the Committee or Committees shall be confined to the Agreement or Agreements to which they are parties.

3 Delegations which are not members of Committees dealing with the Agreements and their Detailed Regulations may attend meetings of those Committees and take part in the debates without the right to vote.

Article 10
Working Parties

Each Committee may set up working parties to study special questions.

Article 11
Secretariat of Congress and of Committees

1 The Director-General and the Deputy Director-General of the International Bureau shall act as Secretary-General and Assistant Secretary-General of Congress, respectively.

2 The Secretary-General and the Assistant Secretary-General shall attend the meetings of Congress and of the Bureau of Congress and take part in the debates without the right to vote. They may also attend, under the same conditions, Committee meetings or be represented thereat by a senior official of the International Bureau.

3 The work of the Secretariat of Congress, the Bureau of Congress and the Committees shall be performed by the staff of the International Bureau in conjunction with the administration of the host country.

4 Senior officials of the International Bureau shall act as Secretaries of Congress, of the Bureau of Congress and of the Committees. They shall assist the Chairman during meetings and shall be responsible for writing the minutes or reports.

5 The Secretaries of Congress and of the Committees shall be assisted by Assistant Secretaries.

6 Rapporteurs proficient in French shall take the minutes of Congress and of the Committees.

Article 12
Languages of debates

1 Subject to paragraph 2, French, English, Spanish and Russian may be used for debates, by means of a system of simultaneous or consecutive interpretation.

2 The debates of the Drafting Committee shall be held in French.

3 Other languages may also be used for the debates mentioned in paragraph 1. The language of the host country shall have priority in this connection. Delegations using other languages shall arrange for simultaneous interpretation into one of the languages mentioned in paragraph 1, either by means of the simultaneous interpretation system, when the necessary technical alterations can be made, or by special interpreters.

4 The cost of installing and maintaining the technical equipment shall be borne by the Union.

5 The cost of the interpretation services shall be divided among the member countries using the same language in proportion to their contributions to the expenses of the Union.

Article 13
Languages used for drafting Congress documents

1 Documents prepared during Congress including draft decisions submitted to Congress for approval shall be published in French by the Secretariat of Congress.

2 To this end, documents produced by delegations of member countries shall be submitted in French, either direct or through the intermediary of the translation services attached to the Congress Secretariat.

3 The above services, organized at their own expense by the language groups set up in accordance with the relevant provisions of the General Regulations, may also translate Congress documents into their respective languages.

Article 14
Proposals

1 All questions brought before Congress shall be the subject of proposals.

2 All proposals published by the International Bureau before Congress shall be regarded as being submitted to Congress.

3 Two months before Congress opens, no proposal shall be considered except those amending earlier proposals.

4 The following shall be regarded as amendments: any proposal which, without altering the substance of the original proposal, involves a deletion from, addition to or revision of a part of the original proposal. No proposed change shall be regarded as an amendment if it is inconsistent with the meaning or intent of the original proposal. In case of doubt, Congress or the Committee shall decide the matter.

5 Amendments submitted at Congress to proposals already made shall be handed in to the Secretariat in writing, in French, before noon on the day but one before the day on which they will be discussed, so that they can be distributed to delegates the same day. This time limit shall not apply to amendments arising directly from the debates in Congress or in a Committee. In the latter case, if so requested, the author of the amendment shall submit a written version in French, or in case of difficulty, in any other language used for debates. The Chairman concerned shall read it out or have it read out.

6 The procedure laid down in paragraph 5 shall also apply to the submission of proposals that are not designed to amend the text of the Acts (draft resolutions, draft recommendations, draft formal opinions, etc).

7 Any proposal or amendment shall give the final form of the text which is to be inserted in the Acts of the Union, subject, of course to revision by the Drafting Committee.

Article 15
Consideration of proposals in Congress and in Committees

1 Drafting proposals (the number of which shall be followed by the letter R) shall be assigned to the Drafting Committee either direct, if the International Bureau has no doubt as to their nature (a list of such proposals shall be drawn up for the Drafting Committee by the International Bureau), or, if the International Bureau is in doubt as to their nature, after the other Committees have confirmed that they are purely of a drafting nature (a list of such proposals shall likewise be drawn up for the Committees concerned). If, however, such proposals are linked with other proposals of substance to be considered by Congress or by other Committees, the Drafting Committee shall postpone consideration of them until after Congress or the other Committees have taken a decision on the corresponding proposals of substance. Proposals whose numbers are not followed by the letter R but which, in the opinion of the International Bureau, are of a drafting nature, shall be referred direct to the Committees concerned with the corresponding proposals of substance. When these Committees begin work, they shall decide which of the proposals shall be assigned direct to the Drafting Committee. A list of these proposals shall be drawn up by the International Bureau for the Committees concerned.

2 In principle, proposals for amending the Detailed Regulations which are the consequence of proposals for amending the Convention and the Agreements shall be dealt with by the Committee concerned, unless the latter decides to refer them to the Executive Council on the proposal of its Chairman or of a delegation. If there is an objection to such referral, the Chairman shall immediately put the matter to a procedural vote.

3 On the other hand, proposals for amending the Detailed Regulations which are not the consequence of proposals for amending the Convention and the Agreements shall be referred to the Executive Council, unless the Committee decides, on the proposal of its Chairman or of a delegation, that they shall be dealt with in Congress. If there is an objection to such referral, the Chairman shall immediately put the matter to a procedural vote.

4 If the same question is the subject of several proposals, the Chairman shall decide the order in which they are to be discussed, starting as a rule with the proposal which departs most from the basic text and entails the most significant change in relation to the status quo.

5 If a proposal can be subdivided into several parts, each part may, if the originator of the proposal or the assembly so agrees, be considered and voted upon separately.

6 Any proposal withdrawn in Congress or in Committee by its originator may be resubmitted by the delegation of another member country. Similarly, if an amendment to a proposal is accepted by the originator of the proposal, another delegation may resubmit the original, unamended proposal.

7 Any amendment to a proposal which is accepted by the delegation submitting the proposal shall be immediately included in the text thereof. If the originator of the original proposal does not accept an amendment, the Chairman shall decide whether the amendment or the proposal shall be voted upon first, starting with whichever departs furthest from the meaning or intent of the basic text and entails the most significant change in relation to the status quo.

8 The procedure described in paragraph **7** shall also apply where more than one amendment to a proposal is submitted.

9 The Chairman of Congress and the Chairmen of Committees shall arrange for the text of the proposals, amendments or decisions adopted to be passed to the Drafting Committee, in writing, after each meeting.

10 At the end of their work, the Committees shall prepare, in respect of the Detailed Regulations concerning them, a two-part resolution consisting of:
i the numbers of the proposals referred to the Executive Council for consideration;
ii the numbers of the proposals referred to the Executive Council for consideration together with guidelines from Congress.
Proposals for amending the Detailed Regulations adopted by a Committee and then referred to the Drafting Committee shall be the subject of a resolution to which the definitive text of the said proposals shall be attached.

Article 16
Debates

1 Delegates may not take the floor until they have been given permission to do so by the Chairman of the meeting. They shall be urged to speak slowly and distinctly. The Chairman shall afford delegates the possibility of freely and fully expressing their views on the subject discussed, so long as that is compatible with the normal course of the debate.

2 Unless a majority of the members present and voting decides otherwise, speeches shall not exceed five minutes. The Chairman shall be authorized to interrupt any speaker who exceeds the said authorized time. He may also ask the delegate not to depart from the subject.

3 During a debate, the Chairman may, with the agreement of the majority of the members present and voting, declare the list of speakers closed after reading it out. When the list is exhausted, he shall declare the debate closed, although even after the closing of the list he may grant the originator of the proposal under discussion the right to reply to any of the speeches delivered.

4 The Chairman may also, with the agreement of the majority of the members present and voting, limit the number of speeches by any one delegation on a proposal or a certain group of proposals; but the originator of the proposal shall be given the opportunity of introducing it and speaking subsequently if he asks to do so in order to make new points in reply to the speeches of other delegations, so that he may, if he wishes, be the last speaker.

5 With the agreement of the majority of the members present and voting, the Chairman may limit the number of speeches on a proposal or a certain group of proposals; but this limit may not be less than five for and five against the proposal under discussion.

Article 17
Motions on points of order and procedural motions

1 During the discussion of any question and even, where appropriate, after the closure of the debate, a delegation may submit a motion on a point of order for the purpose of requesting:
- clarification on the conduct of the debates;
- observance of the Rules of Procedure;
- a change in the order of discussion of proposals suggested by the Chairman.

The motion on a point of order shall take precedence over all questions, including the procedural motions set forth in paragraph 3.

2 The Chairman shall immediately give the desired clarifications or take the decision which he considers advisable on the subject of the motion on a point of order. In the event of an objection, the Chairman's decision shall be put to the vote forthwith.

3 In addition, during discussion of a question, a delegation may introduce a procedural motion with a view to proposing:
a the suspension of the meeting;
b the closure of the meeting;
c the adjournment of the debate on the question under discussion;
d the closure of the debate on the question under discussion.
Procedural motions shall take precedence, in the order set out above, over all other proposals except the motions on points of order referred to in paragraph 1.

4 Motions for the suspension or closure of the meeting shall not be discussed, but shall be put to the vote immediately.

5 When a delegation proposes adjournment or closure of the debate on a question under discussion, only two speakers against the adjournment or the closure of the debate may speak, after which the motion shall be put to the vote.

6 The delegation which submits a motion on a point of order or a procedural motion may not, in its submission, deal with the substance of the question under discussion. The proposer of a procedural motion may withdraw it before it has been put to the vote, and any motion of this kind, whether amended or not, which is withdrawn may be reintroduced by another delegation.

Article 18
Quorum

1 **Subject to paragraphs 2 and 3, the quorum necessary for the opening of the meetings and for voting shall be** half the member countries represented in Congress and having the right to **vote.**

2 For votes on amending the Constitution and the General Regulations, the quorum required shall be two thirds of the Union member countries.

3 In the case of the Agreements and their Detailed Regulations, the quorum required for the opening of the meetings and for voting shall be half the member countries represented at Congress which are parties to the Agreement concerned and have the right to vote.

4 Delegations which are present but do not take part in a given vote, or which state that they do not wish to take part therein, shall not be considered absent for the purpose of establishing the quorums required under **paragraphs 1, 2 and 3.**

Article 19
Voting **principle and** procedure

1 Questions which cannot be settled by common consent shall be decided by vote.

2 Votes shall be taken by the traditional system or by the electronic voting system. They shall normally be taken by the electronic system when that system is available to the assembly. However, in the case of a secret ballot, the traditional system may be used if one delegation, supported by a majority of the delegations present and voting, so requests.

3 For the traditional system, the methods of voting shall be as follows:
a by show of hands. If there is doubt about the result of such a vote, the Chairman, if he so wishes or if a delegation so requests, may arrange for an immediate roll-call vote on the same question;
b by roll-call, at the request of a delegation or if so decided by the Chairman. The roll shall be called according to the French alphabetical order of the countries represented, beginning with the country whose name is drawn by lot by the Chairman. The result of the vote, together with a list of the countries grouped according to the way they voted, shall be included in the minutes of the meeting;
c by secret ballot, using ballot papers, if requested by two delegations. In this case, the Chairman of the meeting shall appoint three tellers and make the necessary arrangements for the holding of a secret ballot.

4 For the electronic system, the methods of voting shall be as follows:
a non-recorded vote: it replaces a vote by show of hands;
b recorded vote: it replaces a roll-call vote; however, the names of the countries shall not be called unless one delegation, supported by a majority of the delegations present and voting, so requests;
c secret ballot: it replaces the secret ballot by ballot papers.

5 Regardless of the system of voting used, the secret ballot shall take precedence over any other voting procedure.

6 Once the voting has begun, no delegation may interrupt it, except to raise a point of order relating to the way in which the vote is being taken.

7 After the vote, the Chairman may permit delegates to explain why they voted as they did.

Article 20
Conditions of approval of proposals

1 To be adopted, proposals involving amendments to the Acts must:
a in the case of the Constitution, be approved by at least two thirds of the member countries of the **Union;**
b in the case of the General Regulations, be approved by a majority of the member countries represented in **Congress;**
c in the case of the Convention and its Detailed Regulations, be approved by a majority of the member countries present and voting;
d in the case of the Agreements and their Detailed Regulations, be approved by a majority of the member countries present and voting which are parties to the Agreements.

2 Procedural matters which cannot be settled by common consent shall be decided by a majority of the member countries present and voting. The same shall apply to decisions not concerning changes in the Acts, unless Congress decides otherwise by a majority of the member countries present and voting.

3 Subject to **paragraph 5**, "member countries present and voting" means member countries voting "for" or "against", abstentions being disregarded in counting the votes required to constitute a majority, and similarly blank or null and void ballot papers in the case of a secret ballot.

4 In the event of a tie, a proposal shall be regarded as rejected.

5 When the number of abstentions and blank or null and void ballot papers exceeds half the number of votes cast (for, against and abstentions), consideration of the matter shall be deferred until a subsequent meeting, at which abstentions and blank or null and void ballot papers shall be disregarded.

Article 21
Election of the members of the Executive Council or the Consultative Council for Postal Studies

In order to decide between countries which have obtained the same number of votes in elections of members of the Executive Council or the Consultative Council for Postal Studies, the Chairman shall draw lots.

Article 22
Election of the Director-General and the Deputy Director-General of the International Bureau

1 The elections of the Director-General of the International Bureau and of the Deputy Director-General shall take place by secret ballot successively at one or more meetings held on the same day. The candidate who obtains a majority of the votes cast by the member countries present and voting shall be elected. As many ballots shall be held as are necessary for a candidate to obtain this majority.

2 "Member countries present and voting" shall mean member countries voting for one of the candidates whose applications have been announced in due and proper form, abstentions and blank or null and void ballot papers being ignored in counting the votes required to constitute a majority.

3 If the number of abstentions and blank or null and void ballot papers exceeds half the number of votes cast in accordance with paragraph 2, the election shall be deferred to a later meeting, at which abstentions and blank or null and void ballot papers shall no longer be taken into account.

4 The candidate who obtains the least number of votes in any one ballot shall be eliminated.

5 In the event of a tie, an additional ballot, and if necessary a second additional ballot, shall be held in an attempt to decide between the tying candidates, the vote relating only to these candidates. If the result is inconclusive, the election shall be decided by drawing lots. The lots shall be drawn by the Chairman.

Article 23
Minutes

1 The minutes of the meetings of Congress and Committees shall record the course of the meetings, briefly summarize speeches, and mention proposals and the outcome of the debates. Minutes shall be prepared of the plenary meetings and summarized minutes of the Committee meetings.

2 The minutes of Committee meetings may be replaced by reports to Congress if the Executive Council so decides. As a general rule, Working Parties shall prepare a report for the body that set them up.

3 Each delegate, however, shall be entitled to ask for any statement made by him to be included in the minutes or in the report either verbatim or in summary form, provided the French text is handed to the Secretariat not later than two hours after the end of the meeting.

4 Delegates shall be allowed a period of twenty-four hours, from the moment when the draft minutes or the draft report are distributed, in which to make their comments to the Secretariat, which, if necessary, shall act as an intermediary between the party concerned and the Chairman of the meeting in question.

5 As a general rule and subject to the provisions of paragraph 4, at the beginning of each meeting of Congress, the Chairman shall submit the minutes of a previous meeting for approval. The same shall apply in regard to those Committees whose proceedings are recorded in the form of minutes or a report. The minutes or reports of the last meetings which it has not been possible to approve in Congress or in a Committee shall be approved by the respective Chairmen of the meetings. The International Bureau shall also take account of any comments received from delegates of member countries within forty days of the dispatch of the minutes to them.

6 The International Bureau shall be authorized to correct in the minutes or reports of meetings of Congress and Committees any clerical errors which were not brought to light when the minutes were approved in accordance with paragraph 5.

Article 24
Approval by Congress of draft decisions (Acts, resolutions, etc)

1 As a general rule, each draft Act submitted by the Drafting Committee shall be studied article by article. It can only be regarded as adopted after an overall favourable vote. Article 20, paragraph 1, shall apply to such a vote.

2 During this study, any delegation may reopen a proposal which has been carried or rejected in Committee. An appeal relating to a rejected proposal shall be subject to the delegation's having notified the Chairman of Congress accordingly, in writing, at least one day before the meeting at which the relevant provisions of the draft Act is to be submitted to Congress for approval.

3 Nonetheless, it shall always be possible, if the Chairman considers it desirable for the progress of Congress work, to consider appeals before considering the draft Acts submitted by the Drafting Committee.

4 When a proposal has been adopted or rejected by Congress, it can only be reconsidered by the same Congress if the appeal has been supported by at least ten delegations and approved by a two-thirds majority of the members present and voting. This possibility is limited to proposals submitted direct to plenary meetings, it being understood that a single question cannot give rise to more than one appeal.

5 The International Bureau shall be authorized to correct in the final Acts any clerical errors which have not come to light during the study of the draft Acts, the numbering of articles and paragraphs and references.

6 Paragraphs 2 to 5 shall also apply to draft decisions other than draft Acts (resolutions, formal opinions, etc).

Article 25
Assignment of studies to the Executive Council and the Consultative Council for Postal Studies

On the recommendation of its Bureau, Congress shall assign studies to the Executive Council and the Consultative Council for Postal Studies, as follows, taking account of the respective compositions and responsibilities of these two bodies:

a as a rule, to the Executive Council when they concern the structure, organization and general administration of the Union. The same shall apply to questions with major financial repercussions (charges, transit charges, basic airmail conveyance rates, parcel-post rates, etc) and which may involve amendment of the Acts;

b to the Consultative Council for Postal Studies when such studies relate to technical, operational, economic and technical cooperation matters.

Article 26
Reservations to Acts

Reservations must be submitted in writing in French (proposals concerning the Final Protocol), in order that they may be considered by Congress before the signing of Acts.

Article 27
Signature of Acts

Acts finally approved by Congress shall be submitted to the plenipotentiaries for signature.

Article 28
Amendment of the Rules

1 Each Congress may amend the Rules of Procedure. In order to be accepted for discussion, proposals to amend the present Rules, unless submitted by a UPU body empowered to put forward proposals, shall be supported in Congress by at least ten delegations.

2 To be adopted, proposals for amendments to the present Rules must be approved by at least two thirds of the member countries represented in Congress.

Universal Postal Convention

Convention
Final Protocol

Universal Postal Convention

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Universal Postal Convention

The undersigned, plenipotentiaries of the Governments of the member countries of the Union, having regard to article 22, paragraph 3, of the Constitution of the Universal Postal Union concluded at Vienna on 10 July 1964, have by common consent and subject to article 25, paragraph 3, of the Constitution drawn up in this Convention the rules applicable in common throughout the international postal service and the provisions concerning the letter-post services.

Part I

Rules applicable in common throughout the international postal service

Chapter I

General provisions

Article 1
Freedom of transit

1 Freedom of transit, the principle of which is set forth in article 1 of the Constitution, shall carry with it the obligation for each postal administration to forward always by the quickest routes which it uses for its own items, closed mails and à découvert letter-post items which are passed to it by another administration. This obligation shall also apply to airmail correspondence, whether or not the intermediate postal administrations take part in reforwarding it.

2 Member countries which do not participate in the exchange of letters containing perishable biological substances or radioactive substances shall have the option of not admitting these items in transit à découvert through their territory. The same shall apply to the items referred to in article **41**, paragraph 9.

3 Member countries not providing the insured letters service or not accepting liability for insured letters carried by their sea or air services shall nonetheless be bound to forward, by the quickest route, closed mails passed to them by other administrations, but their liability shall be limited to that laid down for registered items.

4 Freedom of transit for postal parcels to be forwarded by land and sea routes shall be limited to the territory of the countries taking part in this service.

5 Freedom of transit for air parcels shall be guaranteed throughout the territory of the Union. Nevertheless, member countries which are not parties to the Postal Parcels Agreement shall not be required to forward air parcels by surface.

6 Member countries which are parties to the Postal Parcels Agreement but which do not provide an insured parcels service or which do not accept liability for insured items carried by their sea or air services, shall nonetheless be bound to forward, by the quickest route, closed mails passed to them by other administrations, but their liability shall be limited to that laid down for uninsured parcels of the same weight.

Article 2
Failure to give freedom of transit

When a member country fails to observe the provisions of article 1 of the Constitution and of article 1 of the Convention regarding freedom of transit, postal administrations of other member countries may discontinue their postal service with that country. They shall give prior notice of this step to the administrations concerned by telegram **or by any other appropriate means of telecommunication**, and inform the International Bureau of the fact.

Article 3
Land transit without the participation of the services of the country crossed

The conveyance of mail in transit through a country without the participation of the services of that country shall be subject to the prior authorization of the country crossed. This form of transit shall not involve the liability of the latter country.

Article 4
Temporary suspension and resumption of services

1 When, owing to exceptional circumstances, a postal administration is obliged temporarily to suspend its services wholly or in part, it shall announce the fact immediately, **by any appropriate means of telecommunication**, to the administration or administrations concerned, indicating, if possible, the probable duration of the suspension of services. It shall do likewise when the suspended services are resumed.

2 The International Bureau must be notified of the suspension or resumption of services if a general announcement is considered necessary. If necessary, the International Bureau shall notify administrations by telegram or telex.

3 The administration of origin shall have the option of refunding the postage charges (article **20**), special charges (article **26**) and air surcharges (article **21**) to the sender if, owing to the suspension of services, the benefit accruing from conveyance of the item in question was obtained only in part or not at all.

Article 5
Ownership of postal items

A postal item shall remain the property of the sender until it is delivered to the rightful owner, except when the item has been seized in pursuance of the legislation of the country of destination.

Article 6
Creation of new service

Administrations may by mutual consent create a new service not expressly provided for in the **Acts of the Union**. Charges for a new service shall be laid down by **each** administration concerned, having regard to the expenses of operating the service.

Article 7
Use of bar codes and unique identification system for items, receptacles and related documents

1 Administrations may use computer-generated bar codes and a unique identification system in the international postal services for purposes such as track/trace systems and other identification applications. The bar codes and the unique identification system may be used in order to identify, for example:
- **individual items;**
- **mail receptacles (mailbags, containers, letter trays, etc);**
- **related documents (forms, labels, etc).**

2 Administrations which choose to use bar codes in the international services should comply with the technical specifications laid down by the Consultative Council for Postal Studies. These specifications shall be notified to all administrations by the International Bureau.

3 Administrations which do not operate computerized bar-coding systems are not obliged to comply with the specifications laid down by the Consultative Council for Postal Studies.

4 Nonetheless, administrations not using a computerized bar-coding system may find it useful to adopt the system of unique identification for items, receptacles and related documents specified by the Consultative Council for Postal Studies. This system may be used by countries operating traditional manual systems for numbering items, receptacles and documents in the international postal services.

5 If countries using a manual system choose to use the unique system, they should comply with the specifications laid down by the Consultative Council for Postal Studies.

Article **8**
Charges

1 The charges for the various international postal services shall be laid down in the Convention and the Agreements.

2 No postal charge of any kind may be collected other than those provided for in the Convention and Agreements.

Article **9**
Monetary standard. Equivalents

1 The monetary **unit laid down in article 7 of the Constitution and used in the Convention and the Agreements as well as in their Detailed Regulations** shall **be the** Special Drawing Right (SDR).

2 Union member countries shall be entitled to choose, by mutual agreement, another monetary unit or one of their national currencies for preparing and settling accounts.

3 Union member countries whose currency exchange rates in relation to the SDR are not calculated by the IMF or which are not members of that specialized agency shall be requested to declare unilaterally an equivalence between their currencies and the SDR.

Article **10**
Postage stamps

1 Postage stamps for denoting payment of postage shall be issued by postal administrations only.

2 The subjects and designs of postage stamps shall be in keeping with the spirit of the Preamble to the UPU Constitution and of decisions taken by the Union's bodies.

Article **11**
Forms

1 The texts, colours and dimensions of forms shall be prescribed in the Detailed Regulations of the Convention and of the Agreements.

2 Forms for the use of administrations in their relations with one another shall be drawn up in French with or without interlinear translation, unless the administrations concerned arrange otherwise by direct agreement.

3 Forms for the use of postal administrations as well as any copies thereof shall be completed in such a way that the entries are fully legible. The original form shall be sent to the appropriate administration or to the party most concerned.

4 Forms for the use of the public shall bear an interlinear translation in French when they are not printed in that language.

Article **12**
Postal identity cards

1 Each postal administration may issue to persons who apply for them postal identity cards valid as proof of identity for postal transactions effected in member countries which have not announced their refusal to recognize them.

2 The administration which issues a card shall be authorized to collect, on this account, a charge which may not exceed 1.63 SDR.

3 Administrations shall be relieved of all liability when it is established that the delivery of a postal item or the payment of a monetary article was effected on presentation of a genuine card. Moreover, they shall not be liable for consequences arising from the loss, theft or fraudulent use of a genuine card.

4 A card shall be valid for a period of ten years from the date of issue. Nevertheless, it shall cease to be valid:

a when the appearance of the holder is altered to such an extent that it no longer corresponds to the photograph or to the description;
b when it is damaged in such a way that it is no longer possible to check a particular entry concerning the holder;
c when it shows signs of forgery.

Article **13**
Settlement of accounts

Settlements between postal administrations of international accounts arising from postal traffic may be regarded as current transactions and effected in accordance with the current international obligations of the member countries concerned, when there are agreements to this effect. In the absence of such agreements, accounts shall be settled in accordance with the provisions of the Detailed Regulations.

Article **14**
Undertakings regarding penal measures

The Governments of member countries shall undertake to adopt, or to propose to the legislatures of their countries, the necessary measures:

a for punishing the counterfeiting of postage stamps, even if withdrawn from circulation, of international reply coupons and of postal identity cards;

b for punishing the use or uttering:
   i of counterfeit postage stamps (even if withdrawn from circulation) or used postage stamps, as well as of counterfeit or used impressions of franking machines or printing presses;
   ii of counterfeit international reply coupons;
   iii of counterfeit postal identity cards;

c for punishing the fraudulent use of genuine postal identity cards;

d for prohibiting and suppressing all fraudulent operations of manufacturing and uttering adhesive stamps and stamped impressions in use in the postal service, counterfeited or imitated in such a manner that they could be mistaken for the adhesive stamps and stamped impressions issued by the postal administration of a member country;

e for preventing and, if necessary, for punishing the insertion in postal items of narcotics and psychotropic substances, as well as explosive, flammable or other dangerous substances, where their insertion has not been expressly authorized by the Convention and the Agreements.

Chapter II

Exemption from postal charges

Article **15**
Exemption from postal charges

Cases of exemption from postal charges shall be expressly laid down by the Convention and the Agreements.

Article **16**
Exemption from postal charges on letter-post items relating to the postal service

Subject to article **21**, paragraph **1**, letter-post items relating to the postal service shall be exempt from all postal charges if they are:

a sent by postal administrations or their offices;

b exchanged between bodies of the Universal Postal Union and bodies of the Restricted Unions, between the bodies of those Unions or sent by such bodies to postal administrations or their offices.

Article **17**
Exemption from postal charges of items which concern prisoners of war and civilian internees

1 Subject to article **21**, paragraph **1**, letter-post items, postal parcels and monetary articles addressed to or sent by prisoners of war, either direct or through the Information Bureaux and the Central Prisoner-of-War Information Agency provided for in articles 122 and 123 respectively of the Geneva Convention of 12 August 1949 relative to the treatment of prisoners of war, shall be exempt from all postal charges. Belligerents apprehended and interned in a neutral country shall be classed with prisoners of war proper so far as the application of the foregoing provisions is concerned.

2 Paragraph 1 shall apply to letter-post items, postal parcels and monetary articles originating in other countries and addressed to or sent by civilian internees as defined by the Geneva Convention of 12 August 1949 relative to the protection of civilian persons in time of war, either direct or through the Information Bureaux and the Central Information Agency prescribed in articles 136 and 140 respectively of that Convention.

3 The national Information Bureaux and the Central Information Agencies mentioned above shall also enjoy exemption from postal charges in respect of letter-post items, postal parcels and monetary articles which concern the persons referred to in paragraphs 1 and 2, which they send or receive, either direct or as intermediaries, under the conditions laid down in those paragraphs.

4 Parcels shall be admitted free of postage up to a weight of 5 kg. The weight limit shall be increased to 10 kg in the case of parcels the contents of which cannot be split up and of parcels addressed to a camp or the prisoners' representatives there *("hommes de confiance")* for distribution to the prisoners.

Article **18**
Exemption of literature for the blind from postal charges

Subject to article **21**, paragraph **1**, literature for the blind shall be exempt from postage, the special charges listed in article **26**, paragraph 1, and the cash-on-delivery charge.

Part II

Provisions concerning the letter post

Chapter I

General provisions

Article **19**
Letter-post items

1 Letter-post items shall consist **of:**
a letters **and** postcards **together called "LC";**
b printed papers, literature for the blind and small packets **together called "AO".**

2 Special bags containing newspapers, periodicals, books and other printed papers for the same addressee at the same address shall be called "M bags".

3 Letter-post items conveyed by air with priority shall be called "airmail correspondence".

4 Surface items conveyed by air with reduced priority shall be called "S.A.L.".

5 Based upon the speed of their treatment, letter-post items may be divided into:
a priority items, ie items conveyed by the quickest route (air or surface) with priority;
b non-priority items, ie items for which the sender has chosen a lower rate, implying a longer delivery time.

6 Administrations of transit and destination shall treat priority items as airmail correspondence; on the basis of bilateral rules, administrations may also give the same treatment to surface LC items when no better service is offered to the sender. Similarly, no distinction shall be made between non-priority items and surface AO items, or surface AO conveyed by air with reduced priority (S.A.L.).

Article **20**
Postage charges and limits of weight and size. General conditions

1 The postage charge for the conveyance of letter-post items throughout the entire extent of the **Union shall** be fixed **for guideline purposes** in accordance with columns 1, 2 **and 3 of** the table below. **The limits of weight and size shall be fixed in accordance with columns 4 and 5 of the table below.** Except in the case provided for in article **27**, paragraph 6, they shall cover delivery of the items to the place of address provided that this delivery service is operated in the country of destination for the items in question.

Category	Weight step	Basic charge	Limits of weight	Limits of size
1	2	3	**4**	**5**
		SDR		
Letters	up to 20 g	0.37	2 kg	Maxima: length, width and depth combined: 900 mm but the greatest dimension may not exceed 600 mm with a tolerance of 2 mm. In roll form: length plus twice the diameter, 1040 mm, but the greatest dimension may not exceed 900 mm with a tolerance of 2 mm. Minima: to have a surface measuring not less than 90 x 140 mm, with a tolerance of 2 mm. In roll form: length plus twice the diameter, 170 mm but the greatest dimension may not be less than 100 mm.
	above 20 g up to 100 g	0.88		
	above 100 g up to 250 g	1.76		
	above 250 g up to 500 g	3.38		
	above 500 g up to 1000 g	5.88		
	above 1000 g up to 2000 g	9.56		
Postcards		0.26		Maxima: 105 x 148 mm, with a tolerance of 2 mm. Minima: 90 x 140 mm, with a tolerance of 2 mm. Length at least equal to the width multiplied by $\sqrt{2}$ (aproximate value 1.4).
Printed papers	up to 20 g	0.18	2 kg (for books and pamphlets: 5 kg; this limit of weight may be raised to 10 kg after agreement between the administrations concerned)	Maxima: length, width and depth combined: 900 mm but the greatest dimension may not exceed 600 mm with a tolerance of 2 mm. In roll form: length plus twice the diameter, 1040 mm, but the greatest dimension may not exceed 900 mm with a tolerance of 2 mm. Minima: to have a surface measuring not less than 90 x 140 mm, with a tolerance of 2 mm. In roll form: length plus twice the diameter: 170 mm but the greatest dimension may not be less than 100 mm.
	above 20 g up to 100 g	0.40		
	above 100 g up to 250 g	0.74		
	above 250 g up to 500 g	1.32		
	above 500 g up to 1000 g	2.21		
	above 1000 g up to 2000 g	3.09		
	per additional step of 1000 g	1.54		
Literature for the blind	see article **18**		7 kg	
Small packets	up to 100 g	0.40	**2** kg	
	above 100 g up to 250 g	0.74		
	above 250 g up to 500 g	1.32		
	above 500 g up to 1000 g	2.21		
	above 1000 g up to 2000 g	3.09		

2 The Executive Council shall be authorized to revise and to amend the basic charges in column 3 once between two Congresses. The revised charges shall be based on the median value of the charges fixed by the members of the Union for international items from their countries. They shall come into force on a date fixed by the Executive Council.

3 Member countries may, exceptionally, modify the weight-step structure shown in paragraph 1, subject to the following conditions:

a for any category, the minimum weight step shall be that shown in paragraph 1;

b for any category, the last weight step shall not exceed the maximum weight shown in paragraph 1.

4 **Member** countries which have abolished postcards, **printed papers and/or small packets as separate categories** of letter-post item in their internal service may **do the same in respect of mail for abroad**.

5 **Each administration may admit aerogrammes, which are airmail letters consisting of a sheet of paper suitably folded and gummed on all sides. However, notwithstanding paragraph 1, the dimensions in that form shall not exceed 110 x 220 mm and the length shall be at least equal to the width multiplied by $\sqrt{2}$ (approximate value: 1.4).**

6 Notwithstanding paragraphs 1 and **3**, a, postal administrations may apply a first weight step of 50 g to printed papers.

7 **The** charges adopted within the limits laid down in paragraph 1 shall as far as possible bear the same relation to one another as the basic charges. Exceptionally, and within the limits prescribed in paragraph 1, each postal administration shall be free to apply to the charges for postcards, printed papers or small packets a rate of increase or reduction different from that which it applies to the charges for letters.

8 Each postal administration may allow, for newspapers and periodicals published in its country, a reduction of not more than 50 percent of the tariff **applicable to the letter-post category used for the item**, while reserving the right to restrict this reduction to newspapers and periodicals which fulfil the conditions required by internal regulations for transmission at the tariff for newspapers. This reduction shall not extend to commercial printed papers such as catalogues, prospectuses, price lists, etc, no matter how regularly they are issued; the same shall apply to advertisements printed on sheets annexed to newspapers and periodicals, **unless they consist of detached advertising inserts to be considered as integral parts of the newspaper or periodical**.

9 Administrations may likewise concede the same reduction for books and pamphlets, for music scores and for maps, provided they contain no publicity matter or advertisement other than that appearing on the cover or the fly leaves.

10 **Newspapers, periodicals, books and other printed papers for the same addressee at the same address may be inserted in one or more special bags (M bags).** The charge applicable to **such bags** shall be calculated by weight steps of 1 kg up to the total weight of each bag. Administrations may allow a reduction **for such bags** of up to 20 percent **of the charge payable for the category of item used. This reduction** may be independent of the reduction provided for in paragraphs **8** and **9**. **M bags** shall not be subject to the limits of weight laid down in paragraph 1. However, they shall not exceed the maximum weight of 30 kg per bag.

11 The administration of origin may, **within the limits laid down in paragraph 1,** apply to non-standardized **items charges different from those applicable to standardized items**.

12 The combining in one item of articles on which different charges are payable shall be authorized on condition that the total weight does not exceed the maximum weight of the category **whose weight limit** is the highest. The charge **applicable on such an item shall, at the option of the originating administration,** be that of the category with the highest **rate or the sum of the separate charges applicable to each article in the item. Such items shall bear the endorsement "Envois mixtes" ("Combination mailing").**

13 The letter-post items sent on postal service as mentioned in article **16** shall not be subject to the limits of weight and size laid down in paragraph 1. However, they shall not exceed the maximum weight of 30 kg per bag.

14 Administrations may apply to letter-post items posted in their countries the maximum limit of weight laid down for articles of the same kind in their internal service provided that such items do not exceed the limit of weight mentioned in paragraph 1.

15 Postal administrations may allow reduced charges based on their internal legislation for letter-post items posted in their country. They may, for instance, give preferential rates to major users of the Post. Such preferential rates may not, however, be lower than those applied in the internal service to items presenting the same characteristics (category, quantity, handling time, etc).

Article 21
Rate-fixing based on method of conveyance and/or speed

1 Administrations shall be authorized to collect air surcharges for airmail items and may for that purpose use smaller weight steps than those laid down in article 20, paragraph 1. The surcharges shall be related to the air conveyance dues and shall be uniform for at least the whole of the territory of each country of destination whatever the route used. In calculating the air surcharge for an airmail item, administrations shall be authorized to take into account the weight of any forms used by the public which may be attached to the item. With the exception of those originating from the bodies of the Universal Postal Union and from the Restricted Unions, items on postal service mentioned in article 16 shall be exempt from air surcharge.

2 Administrations shall have the option of collecting lower air surcharges for S.A.L. mail than they collect for airmail correspondence.

3 Administrations which so prefer may fix combined charges for the prepayment of airmail correspondence and S.A.L. mail, taking into account:
a the cost of the postal services rendered by them;
b the cost of the air conveyance.

4 Administrations shall, within the limits of article 20, paragraph 1, be authorized to collect different charges for priority than for non-priority items. The air conveyance dues may be taken into account.

5 The reductions in charges pursuant to article 20, paragraphs 8, 9 and 10, shall also apply to items conveyed by air, but no reduction shall be granted on the portion of the charge intended to cover the costs of such conveyance.

Article **22**
Standardized items

1 In connection with the provisions of article **20**, paragraph 1, rectangular items shall be considered standardized if their length is not less than their width multiplied by $\sqrt{2}$ (approximate value 1.4) and if they satisfy, according to their presentation, the following conditions:
a for items in envelopes:
i items in ordinary envelopes:
minimum dimensions: 90 x 140 mm, with a tolerance of 2 mm;
maximum dimensions: 120 x 235 mm, with a tolerance of 2 mm;
maximum weight: 20 g;
maximum thickness: 5 mm;
in addition, the address shall be written on the envelope on the plain side which is not provided with a closing flap and in a rectangular area situated at least:
40 mm from the top edge of the envelope (tolerance 2 mm);

15 mm from the right-hand edge;
15 mm from the bottom edge;
and not more than 140 mm from the right-hand edge;

ii items in envelopes with transparent panels: dimensions, weight and thickness of items in ordinary envelopes; in addition to the general conditions of admission set out in article **124** of the Detailed Regulations, such items shall satisfy the following conditions:
the transparent panel for the address of the addressee shall be at least:
40 mm from the top edge of the envelope (tolerance 2 mm);
15 mm from the right-hand edge;
15 mm from the left-hand edge;
15 mm from the bottom edge;
the panel may not be bordered by a coloured band or frame;

iii all items in envelopes:
the sender's address, when it appears on the front, shall be placed in the top left-hand corner; this position shall also be assigned to service indications or labels, if any, which may be located beneath the sender's address; **service indications may also be placed just above the addressee's address when window envelopes are used;** the items shall be closed by completely sticking down the sealing flap of the envelope;

b for items in card form:
items in card form up to 120 x 235 mm in size may be accepted as standardized items provided they are made of cardboard heavy enough to be sufficiently stiff to withstand processing without difficulty;

c for items mentioned in a and b:
on the address side on which the address shall be written in the direction of the length a rectangular area 40 mm (– 2 mm) in depth from the upper edge and 74 mm in width from the right-hand edge shall be reserved for affixing the postage stamp or stamps and the cancellation impression. Inside this area the postage stamps or franking impression shall be applied in the top right-hand corner.
No wording or extraneous matter whatsoever may appear:
- below the address;
- to the right of the address, from the franking and cancelling area to the bottom edge of the item;
- to the left of the address, in an area at least 15 mm wide and running from the first line of the address to the bottom edge of the item;
- in an area 15 mm high starting from the bottom edge of the item and 140 mm long starting from the right-hand edge of the item. This area may be partly identical with those defined above.

2 Administrations which admit items in envelopes whose width does not exceed 162 mm, with a tolerance of 2 mm, as standardized items in their domestic service may also admit such items as standardized items in the international service.

3 The following items shall not be considered standardized:
- folded cards;
- items closed by means of staples, metal eyelets or hook fastenings;
- punched cards sent unenclosed (without an envelope);
- items whose envelopes are made of material which has fundamentally different physical properties from paper (except from the material used for making the panel of window envelopes);
- items containing articles causing protrusions;
- folded letters sent unenclosed (without an envelope) which are not closed on all sides and which are not rigid enough for mechanical processing.

Article **23**
Perishable biological substances. Radioactive materials

1 Perishable biological substances and radioactive materials made up and packed in accordance with the respective provisions of the Detailed Regulations shall be subject to the tariff for letters and to registration. Their admission shall be restricted to those member countries whose postal administrations have declared their willingness to admit such items, whether reciprocally or in one direction only. Such substances shall be forwarded by the quickest route, normally by air, subject to payment of the corresponding air surcharges.

2 Furthermore, perishable biological substances may be exchanged only between officially recognized qualified laboratories, while radioactive materials may be posted only by duly authorized senders.

Article **24**
Items wrongly admitted

1 Except as otherwise provided in the Convention and its Detailed Regulations, items not fulfilling the conditions laid down in articles **20** and **23** and the Detailed Regulations shall not be admitted. Such items which have been wrongly admitted shall be returned to the administration of origin. Nevertheless, the administration of destination shall be authorized to deliver them to the addressees. In that event it shall collect on them, as necessary, the charges prescribed for the category of the letter post to which they belong by reason of their method of closure, contents, weight or size. If, in addition, the weight of the items exceeds the maximum limits laid down in article **20**, paragraph 1, the administration of destination may charge for them according to their actual weight by applying a supplementary charge equal to the charge for an item in the international service of the same category and of the weight corresponding to the excess noted.

2 Paragraph 1 shall apply by analogy to items coming within the provisions of article **41**, paragraphs 2 and 3.

3 Items containing the other articles prohibited by article **41** which have been wrongly admitted to the Post shall be dealt with according to the provisions of that article.

Article **25**
Posting abroad of letter-post items

1 A member country shall not be bound to forward or deliver to the addressee letter-post items which senders resident in its territory post or cause to be posted in a foreign country with the object of profiting by the lower charges in force there. The same shall apply to such items posted in large quantities, whether or not such postings are made with a view to benefiting from lower charges.

2 Paragraph 1 shall be applied without distinction both to correspondence made up in the country where the sender resides and then carried across the frontier and to correspondence made up in a foreign country.

3 The administration concerned may either return its items to origin or charge postage on the items at its internal rates. If the sender refuses to pay the postage, the items may be disposed of in accordance with the internal legislation of the administration concerned.

4 A member country shall not be bound to accept, forward or deliver to the addressees letter-post items which senders post or cause to be posted in large quantities in a country other than the

country where they reside. The administration concerned may send back such items to origin or return them to the senders without repaying the prepaid charge.

Article **26**
Special charges

1 The charges prescribed in the Convention which are collected in addition to the postage charges mentioned in article **20** shall be known as "special charges". Their amount shall be fixed in accordance with the indications in the table below:

Description of charge	Amount	Observations
1	2	3
a Charge on items posted after the latest time for posting (article **27**, paragraph 1)	Same charge as in internal service	
b Charge on items posted outside normal counter opening hours (article **27**, paragraph 2)	Same charge as in internal service	
c Charge for collection at the sender's address (article **27**, paragraph 3)	Same charge as in internal service	
d Charge for withdrawal outside normal counter opening hours (article **27**, paragraph 4)	Same charge as in internal service	
e Poste restante charge (article **27**, paragraph 5)	Same charge as in internal service	
f Charge for delivery to the addressee of a small packet exceeding 500 g (article **27**, paragraph 6)	0.20 SDR at most	This charge may be increased by 0.10 SDR at most when the item is delivered to the place of address
g Storage charge (article **28**)	Charge collected at the rate laid down by internal legislation for any letter-post item weighing more than 500 g except literature for the	
h Charge on unpaid or underpaid unregistered items (article **32**, paragraphs 1 and 2)	Charge adopted for letters in the first weight step by the country of delivery multiplied by the ratio between the amount of deficient postage and the same charge adopted by the country of origin; to this charge shall be added a handling charge of 0.33 SDR at most or the charge prescribed by internal legislation	The delivering administration may, if it so wishes, collect only the handling charge
i Express charge (article **35**, paragraphs 2, 5 and 8)	Charge which may not be less than the amount of postage prepayable on an unregistered single rate letter and not more than 1.63 SDR	For each bag containing the items mentioned in article **20**, paragraph **10**, administrations shall collect, instead of the charge per item, a bulk charge not exceeding five times the charge per item. When express delivery involves special demands an additional charge may be levied in accordance with the provisions governing items of the same kind in the internal service. If the addressee asks for express delivery, the charge of the internal service may be collected

Description of charge	Amount	Observations
1	2	3
j Charge for a request for withdrawal from the post or alteration **or correction** of address (article **38**, paragraph 2)	1.31 SDR at most	
k Charge for a request for redirection (article **39**, paragraph **7**)	Same charge as in internal service	
l Charge for redirection or return (article **39**, paragraph **8**, and article **40**, paragraph **11**)	Same charge as in internal service	
m Presentation-to-Customs charge (article **43**)	2.61 SDR at most	For each bag containing the items mentioned in article **20**, paragraph **10**, administrations shall collect, instead of the charge per item, a bulk charge not exceeding 3.27 SDR
n Charge collected for delivery of an item free of charges and fees (article **45**, paragraphs 3, 4 and 5)	i Charge not exceeding 0.98 SDR collected by the administration of origin ii Additional charge not exceeding 1.31 SDR per request made after posting, collected by the administration of origin iii Commission charge not exceeding 0.98 SDR collected for the benefit of the administration of destination	
o Inquiry charge (article **47**, paragraph 4)	0.65 SDR at most	
p Registration charge (article **50**, paragraphs 1, b, and 2, and article **54**, paragraphs 1, b, and 2)	1.31 SDR at most	i For each bag containing the items mentioned in article **20**, paragraph **10**, administrations shall collect, instead of the charge per item, a bulk charge not exceeding five times the amount of the charge per item ii In addition to the charge per item or bulk charge, administrations may collect, from the sender or from the addressee, special charges in accordance with their internal legislation, to take account of any exceptional security measures taken with regard to registered items and insured letters
q Insurance charge (article **54**, paragraph 1, c)	At most 0.33 SDR for each 65.34 SDR of insured value or fraction thereof or 1/2 percent of the scale of the insured value, whatever the country of destination, even in countries which undertake to cover risks of force majeure	
r Charge for cover against risks due to force majeure (article **50**, paragraph 3)	0.13 SDR at most for each registered item	
s Advice of delivery charge (article **55**, paragraph 1)	0.98 SDR at most	
t Charge for delivery to the addressee in person (article **56**, paragraph 1)	0.16 SDR at most	

2 Member countries whose internal service charges are higher than those which are fixed in paragraph 1 shall be authorized to apply them also in the international service.

Article **27**
Charge on items posted after the latest time for posting. Charge on items posted outside normal counter opening hours. Charge for collection at the sender's address. Charge for withdrawal outside normal counter opening hours. Poste restante charge. Charge for delivery of small packets

1 Administrations shall be authorized to collect from the sender an additional charge, according to the provisions of their legislation, for items handed over for dispatch after the latest time for posting.

2 Administrations shall be authorized to collect from the sender an additional charge, according to their legislation, for items posted at the counter outside normal opening hours.

3 Administrations shall be authorized to collect from the sender an additional charge, according to their legislation, for items collected by them from the sender's address.

4 Administrations shall be authorized to collect from the addressee an additional charge, according to their legislation, for items withdrawn at the counter outside normal opening hours.

5 Administrations of countries of destination may collect on items addressed poste restante the special charge, if any, prescribed by their legislation for items of the same kind in their internal service.

6 Administrations of countries of destination shall be authorized to collect on each small packet exceeding the weight of 500 grammes delivered to the addressee, the special charge laid down in article **26**, paragraph 1, f.

Article **28**
Storage charge

The administration of destination shall be authorized to collect, according to its legislation, a storage charge for any letter-post item weighing more than 500 grammes of which the addressee has not taken delivery within the period during which the item is held at his disposal free of charge. This charge shall not apply to literature for the blind.

Article **29**
Payment of postage

1 As a general rule, the items mentioned in article **19**, with the exception of those which are dealt with in articles **16** to **18**, shall be fully prepaid by the sender.

2 The administration of the country of origin may return unpaid or underpaid letter-post items to the sender for the latter to make up the postage himself.

3 The administration of origin may also itself undertake to prepay unpaid letter-post items or make up the postage on underpaid items and collect the missing amount from the sender.

4 If the administration of origin does not apply any of the options provided for in paragraphs 2 and 3 or if the postage cannot be made up by the sender, unpaid or underpaid letters and postcards shall still be forwarded to the country of destination. Other unpaid or underpaid items may also be forwarded.

5 Surcharged airmail correspondence, surcharged S.A.L. mail and priority items which it is not possible to have regularized by the senders shall be sent by air, as S.A.L. or as priority mail respectively if the charges paid represent at least the amount of the surcharge or, as appropriate, the difference between the charge for an airmail or S.A.L. item and the charge for a surface item or the difference between the charge for a priority item and the charge for a non-priority item. Nevertheless, the administration of origin may send such items by air or by priority means when the charges paid represent at least 75 percent of the surcharge or 50 percent of the combined charge. Below these limits, the items shall be forwarded by means of transport normally used for unsurcharged correspondence or non-priority items.

6 Items properly paid for their first transmission and on which the supplementary charge has been paid before their redirection shall be considered as duly prepaid.

Article **30**
Methods of denoting prepayment

1 Prepayment shall be denoted by means of any one of the following methods:
a postage stamps printed on or affixed to the items and valid in the country of origin;
b postal prepayment impressions dispensed by automatic vending machines installed by postal administrations;
c impressions of officially approved franking machines operating under the direct supervision of the postal administration;
d impressions made by a printing press or other printing or stamping process when such a system is authorized by the regulations of the administration of origin;
e indication that full postage has been prepaid, for example, "Taxe perçue" ("Postage paid"). This indication shall appear in the top right-hand part of the address side and be authenticated by a date-stamp impression of the office of origin or, in the case of unpaid or underpaid items, of the office which prepaid the item or made up the postage on it.

2 Prepayment of printed papers for the same addressee at the same address which are inserted in a special bag shall be denoted by one of the methods referred to in paragraph 1 and the total amount shown on the address label on the bag.

Article **31**
Prepayment of letter-post items on board ship

1 Items posted on board ship at the two terminal points of the voyage or at any intermediate port of call shall be prepaid by means of postage stamps and according to the rates of the country in whose waters the ship is lying.

2 If the items are posted on board on the high seas, they may be prepaid, in the absence of special agreement between the administrations concerned, by means of the postage stamps and according to the rates of the country to which the ship appertains or is under contract. Items prepaid in this way must be handed over to the post office at the port of call as soon as possible after the arrival of the ship.

Article **32**
Charge on unpaid or underpaid correspondence

1 An administration of origin that itself undertakes to prepay unpaid letter-post items or make up the postage on underpaid items and collect the missing amount from the sender, shall also be authorized to collect from the sender the handling charge laid down in article **26**, paragraph 1, h.

2 Where paragraph 1 is not applied, unpaid or underpaid items shall be liable to the special charge, payable by the addressee or, in the case of returned items, by the sender, laid down in article **26**, paragraph 1, h.

3 Registered items and insured letters shall be regarded on arrival as duly prepaid.

Article 33
International business reply service

1 Administrations may agree with each other to participate in the international business reply service (IBRS), as an optional service.

2 Administrations which operate the service shall comply with the provisions laid down by the Executive Council.

3 Two administrations may, nevertheless, agree bilaterally on another system to be applied between themselves.

Article **34**
International reply coupons

1 Postal administrations shall be permitted to sell international reply coupons issued by the International Bureau and to limit their sale in accordance with their internal legislation.

2 The value of the reply coupon shall be **0.74 SDR**. The selling price fixed by the administrations concerned may not be less than this value.

3 Reply coupons shall be exchangeable in any member country for one or more postage stamps representing the minimum postage prepayable on **a priority item or** an unregistered letter sent abroad by **air. Except where precluded by the internal legislation of the country of exchange,** reply coupons shall also be exchangeable for postal stationery **or for other postal prepayment marks or impressions.**

4 The administration of a member country may, in addition, reserve the right to require the reply coupons and the items to be prepaid in exchange for those reply coupons to be presented at the same time.

Article **35**
Express items

1 In countries where the administration performs the service, letter-post items shall, at the sender's request, be delivered by special messenger as soon as possible after their arrival at the delivery office; however, **any administration shall have the right to confine this service to air-mail correspondence, to priority items and, when this is the only means used between two**

administrations, to surface LC items. As regards insured letters, the administration of destination may, where its regulations so provide, deliver by express an advice of arrival of the item and not the item itself.

2 These items, called "express", shall be subject, in addition to the postage, to the special charge laid down in article **26**, paragraph 1, i. This charge shall be fully paid in advance.

3 Express items may be dealt with in a manner different from that specified in paragraph 1, as long as the overall level of this service provided to the addressee is at least equal to that which would have been obtained through special messenger delivery.

4 In cases where express items have to be submitted to customs control, administrations should:
a present them to Customs as soon as possible after their arrival; and
b encourage the customs authorities in their country to carry out the control of these items speedily.

5 When express delivery involves special demands on the administration of destination as regards either the situation of the addressee's address or the day or time of arrival at the office of destination, the delivery of the item and the possible collection of an additional charge shall be governed by the provisions relating to items of the same kind in the internal service.

6 Express items on which the total amount of the charges payable in advance has not been completely paid shall be delivered as ordinary mail unless they have been treated as express by the office of origin. In the latter event a charge shall be collected on them in accordance with article **32**.

7 Administrations may confine themselves to making only one attempt at express delivery. If that attempt fails, the item may be treated as an ordinary item.

8 If the regulations of the administration of destination permit, addressees may ask the delivery office to deliver to them by express immediately on arrival items which are intended for them. In that case the administration of destination shall be authorized to collect, on delivery, the charge that applies in its internal service.

Article 36
Quality of service targets

1 Administrations of destination shall fix a service target for the handling of priority and airmail items addressed to their country. The target shall be no less favourable than those applied to comparable items in their domestic service.

2 Administrations of destination shall also, as far as possible, fix a service target for the handling of surface and non-priority items addressed to their country.

3 Administrations of origin shall fix service targets for priority and airmail items for abroad by reference to the targets fixed by the administrations of destination.

Article 37
Priority treatment of airmail correspondence and priority items

Administrations shall take all necessary steps to:
a ensure the best conditions for the receipt and onward transmission of mails containing airmail correspondence and priority items;

b ensure that agreements concluded with the carriers concerning the priority due to such mails are respected;
c speed up the operations relating to customs control of airmail correspondence and priority items addressed to their countries; and
d keep to a strict minimum the time required for forwarding airmail correspondence and priority items posted in their country to the countries of destination and for having airmail correspondence and priority items arriving from abroad delivered to the addressees.

Article **38**
Withdrawal from the post. Alteration or correction of address at the sender's request

1 The sender of a letter-post item may have it withdrawn from the post, or have its address altered **or corrected**, so long as the item:
a has not been delivered to the addressee;
b has not been confiscated or destroyed by the competent authorities because of infringement of article **41**;
c has not been seized by virtue of the legislation of the country of destination.

2 The request to be made to this effect shall be forwarded by **post, telegraph or any other appropriate means of telecommunication** at the expense of the sender who shall pay, for each request, the special charge laid down in article **26**, paragraph 1, j. If the request is to be forwarded by **telecommunications**, the sender shall pay in addition the **corresponding charge for that service**. If the item is still in the country of origin, the request for withdrawal from the post, or alteration or correction of address, shall be dealt with according to the legislation of that country.

3 If its legislation permits, each administration shall be bound to accept requests for withdrawal from the post or alteration **or correction** of the address in respect of any letter-post item posted in the service of other administrations.

4 If, in relations between two countries which admit this procedure, the sender wishes to be informed **by telecommunications** of the action taken by the office of destination on his request for withdrawal from the post or alteration **or correction** of the address, he shall pay for this purpose the **relevant charge**. If telegrams are used, the telegraph charge shall be that for a reply-paid telegram, calculated on a fifteen-word basis. When telex is used, the telegraph charge to the sender shall normally be the same amount as that charged for forwarding the request by telex.

5 The charges prescribed in paragraph 2 shall be levied only once for each request for withdrawal from the post or alteration **or correction** of address involving several items posted at the same time, at the same office, by the same sender to the same addressee.

6 A request for simple correction of address (without alteration of the name or status of the addressee) may be made direct to the office of destination by the sender, that is to say, without compliance with the formalities and without payment of the special charge prescribed in paragraph 2.

7 An item shall be returned to origin by air following a request for withdrawal from the post when the sender undertakes to pay the corresponding air surcharge. When an item is redirected by air following a request for alteration **or correction** of address, the corresponding air surcharge shall be collected from the addressee and shall remain the property of the delivering administration.

Article **39**
Redirection

1 If an addressee changes his address, letter-post items shall be reforwarded to him forthwith, under the conditions prescribed in the internal service, unless the sender has forbidden redirection by means of a note on the address side in a language known in the country of destination **or unless the item is addressed in accordance with article 113, paragraph 1, k, of the Detailed Regulations**. Nevertheless, reforwarding from one country to another shall be effected only if the items satisfy the conditions for the onward **conveyance.**

2 Airmail correspondence and priority items shall be redirected to their new destination by the quickest route (air or surface).

3 Other items may be reforwarded by air at the express request of the addressee if the latter undertakes to pay the air surcharges or combined charges for the new air route or for the new priority transmission; in this case, the surcharge or the combined charge shall be collected, in principle, at the time of delivery of the item and retained by the delivering administration. All items may also be reforwarded by the quickest route if the surcharges or combined charges are paid at the redirecting office by a third person. Redirection of such items by the quickest route within the country of destination shall be governed by the internal regulations of that country.

4 Administrations 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 in paragraph 3.

5 The special C 6 envelopes and bags used for collective redirection of correspondence shall be forwarded to the new destination by the route prescribed for individual items in paragraphs 2 and 3.

6 Each administration may lay down a redirection period in accordance with that in force in its internal service.

7 Administrations which collect a charge for requests for redirection in their internal services shall be authorized to collect this same charge in the international service.

8 Apart from the exceptions provided for in the Detailed Regulations, no additional charge may be collected for the redirection of letter-post items from country to country. However, administrations which collect a charge for redirection of items in their internal service shall be authorized to collect this same charge on the international mail redirected within their own countries.

9 Letter-post items which are redirected shall be delivered to the addressees on payment of the charges incurred on departure, on arrival, or in course of transmission due to redirection after the first transmission, without prejudice to the payment of customs duty or other special charges which the country of destination does not cancel.

10 In the event of redirection to another country, the poste restante charge, the presentation-to-customs charge, the storage charge, the commission charge, the additional express charge and the charge for delivery of small packets to the addressees shall be cancelled.

Article **40**
Undeliverable items. Return to country of origin or to sender

1 Items which it has not proved possible to deliver to the addressees for whatever reason shall be considered as undeliverable items.

2 Undeliverable items shall be returned forthwith to the country of origin.

3 The period of retention for items held at the disposal of the addressees or addressed poste restante shall be fixed by the regulations of the administration of destination. As a general rule, however, this period may not exceed one month, except in particular cases where the administration of destination considers it necessary to extend it to a maximum of two months. Return to the country of origin shall be effected within a shorter period if the sender has requested it by a note on the address side in a language known in the country of destination.

4 Undeliverable items of the internal service shall be redirected abroad for return to the sender only if they satisfy the conditions for the onward conveyance.

5 Postcards which do not bear the address of the sender shall not be returned. However, registered postcards shall always be returned.

6 The return to origin of undeliverable printed papers shall not be compulsory, unless the sender has asked for their return by means of a note on the item in a language known in the country of destination. **However, administrations shall endeavour to make such return to sender, or inform him appropriately, when repeated attempts at delivery or bulk items are involved.** Registered printed papers and books shall always be returned.

7 When the country returning the item no longer uses surface conveyance, it shall return undeliverable items by the most appropriate means in use.

8 Airmail letters, airmail postcards and priority items to be returned to origin shall be returned by the quickest route (air or surface).

9 Undeliverable airmail correspondence other than airmail letters and airmail postcards shall be returned to origin by the means of transport normally used for unsurcharged correspondence (including surface and S.A.L.), except:
a in the event of interruption of those means of transport; or
b if the administration of destination has systematically chosen the air route for returning such correspondence.

10 For the return of correspondence to origin by air or priority means at the request of the sender, article 39, paragraphs 3 and 4, shall apply by analogy.

11 Undeliverable letter-post items returned to the country of origin shall be delivered to senders according to the conditions laid down in article **39**, paragraph **9**. Such items shall not give rise to the collection of any additional charge, except for the exceptions provided for in the Detailed Regulations. However, administrations which collect a charge for return of items in their internal service shall be authorized to collect this same charge on the international mail returned to them.

Article **41**
Prohibitions

1 Letter-post items which, by their packing, may expose officials to danger or may soil or damage other items or postal equipment shall not be admitted. Metal fasteners used for closing items shall not have sharp edges, nor shall they hamper the execution of the postal service.

2 Items other than registered letters in a closed envelope and insured letters may not contain coin, bank notes, currency notes or securities of any kind payable to bearer, travellers' cheques, platinum, gold or silver, whether manufactured or not, precious stones, jewels or other valuable articles.

3 Except as otherwise provided in the Detailed Regulations, printed papers **and** literature for the **blind:**

a shall not bear any inscription or contain any document having the character of current and personal correspondence;

b shall not contain any postage stamp or form of prepayment, whether cancelled or not, or any paper representing a monetary value.

4 The insertion in letter-post items of the following articles shall be prohibited:

a articles which, by their nature, may cause the dangers or damage mentioned in paragraph 1;

b narcotics and psychotropic substances;

c live animals, except:

i bees, leeches and silk-worms;

ii parasites and destroyers of noxious insects intended for the control of those insects and exchanged between officially recognized institutions;

however, the exceptions mentioned in i and ii shall not apply to insured letters;

d explosive, flammable or other dangerous substances; nevertheless, the perishable biological substances and radioactive substances mentioned in article **23** shall not come within this prohibition;

e obscene or immoral articles;

f articles of which the importation and circulation are prohibited in the country of destination.

5 Every administration shall ensure to the fullest extent possible that the information concerning the prohibitions of its country referred to in paragraph 4, f, and communicated to the International Bureau in accordance with the Detailed Regulations is stated in a clear, specific and detailed manner and is kept up to date.

6 Items containing articles mentioned in paragraph 4 which have been wrongly admitted to the post shall be dealt with according to the legislation of the country of the administration establishing their presence. Letters may not contain documents having the character of current and personal correspondence exchanged between persons other than the sender and the addressee or persons living with them. If the administration of the country of origin or destination discovers the presence of such documents, it shall deal with them according to its legislation.

7 Nevertheless, items containing articles mentioned in paragraph 4, b, d and e, shall in no circumstances be forwarded to their destination, delivered to the addressees or returned to origin. The administration of destination may deliver to the addressee the part of the contents which is not subject to a prohibition.

8 When an item wrongly admitted to the post is neither returned to origin nor delivered to the addressee, the administration of origin shall be notified without delay how it has been dealt with. This notification shall clearly indicate the prohibition under which the item falls and the articles which gave rise to seizure. **A wrongly admitted item which is returned to origin shall be accompanied by a similar notification.**

9 Moreover, the right of every member country shall be reserved to deny conveyance in transit à découvert over its territory to letter-post items, other than **letters, postcards and literature for the blind**, which do not satisfy the legal requirements governing the conditions of their publication or circulation in that country. Such items shall be returned to the administration of origin.

Article **42**
Customs control

The postal administrations of the countries of origin and destination shall be authorized to submit letter-post items to customs control, according to the legislation of those countries.

Article **43**
Presentation-to-customs charge

Items submitted to customs control in the country of origin or of destination, as the case may be, may be subjected either for submission to Customs and customs clearance or for submission to Customs only, as a postal charge, to the special charge laid down in article **26**, paragraph 1, m.

Article **44**
Customs duty and other fees

Postal administrations shall be authorized to collect from the senders or addressees of items, as the case may be, the customs duty and all other fees which may be due.

Article **45**
Items for delivery free of charges and fees

1 In the service between those member countries whose postal administrations have notified their agreement to that effect senders may, by means of a previous declaration at the office of origin, undertake to pay the whole of the charges and fees to which the items are subject on delivery. So long as an item has not been delivered to the addressee, the sender may ask after posting that the item be delivered free of charges and fees.

2 In the cases provided for in paragraph 1, senders shall undertake to pay the amounts which may be claimed by the office of destination and, if necessary, pay a sufficient deposit.

3 The administration of origin shall collect from the sender the charge provided for in article **26**, paragraph 1, n, i, which it shall retain as payment for services rendered in the country of origin.

4 In the case of a request made after posting, the administration of origin shall also collect the additional charge laid down in article **26**, paragraph 1, n, ii. If the request is to be forwarded by telegraph **or any other means of telecommunication**, the sender shall pay in addition the **corresponding** charge.

5 The administration of destination shall be authorized to collect on each item the commission charge laid down in article **26**, paragraph 1, n, iii. This charge shall be independent of that prescribed in article **43**. It shall be collected from the sender on behalf of the administration of destination.

6 Every administration may restrict to registered items and insured letters the service of delivery free of charges and fees.

Article **46**
Cancellation of customs duty and other fees

Postal administrations shall undertake to seek from the appropriate services in their country cancellation of customs duty and other fees on items returned to origin, destroyed because of total damage to the contents or redirected to a third country.

Article **47**
Inquiries

1 Inquiries from users shall be entertained within a period of a year from the day after that on which the item was posted.

2 Each administration shall be bound to deal with inquiries within the shortest possible time.

3 Each administration shall be bound to accept inquiries relating to any item posted in the service of another administration.

4 Unless the sender has already paid the charge for an advice of delivery, the special charge laid down in article **26**, paragraph 1, o, may be collected on each inquiry. If a request is made for transmission by telegraph, the telegraph charge for transmitting the inquiry and, where applicable, in relations between two countries which admit this procedure, that for transmitting the reply shall be collected in addition to the inquiry charge. If telegrams are used for the reply, the telegraph charge shall be that for a reply-paid telegram, calculated on a fifteen-word basis. When telex is used, the telegraph charge to the sender shall normally be the same amount as that charged for forwarding the inquiry by telex. **If a request is made for transmission by other means of telecommunication or by EMS, the charges normally collected for these services may be collected from the inquirer. The cost of a reply sent by other means of telecommunication or by EMS shall be waived on the basis of reciprocity.**

5 If the inquiry relates to several items posted at the same time at the same office by the same sender and addressed to the same addressee, only one charge shall be collected. However, in the case of registered items or insured letters which had, at the sender's request, to be forwarded by different routes, a separate charge shall be collected for each of the routes used.

6 If the inquiry has been occasioned by a service error, the special charge referred to in paragraph 4 shall be refunded by the administration which collected it; however, in no case may this charge be demanded from the administration which is responsible for paying the indemnity.

Chapter II

Registered items, **recorded delivery items** and insured letters

Article **48**
Admission of registered items

1 The letter-post items specified in article **19** may be sent as registered items.

2 A receipt shall be issued free of charge to the sender of a registered item at the time of posting.

3 If the internal legislation of the countries of origin and of destination allows, registered letters in closed envelopes may contain coin, bank notes, currency notes or securities of any kind payable to bearer, travellers' cheques, platinum, gold or silver, whether manufactured or not, precious stones, jewels and other valuable articles.

Article 49
Admission of recorded delivery items

1 The letter-post items specified in article 19 may be sent by the recorded delivery items service to and from administrations which agree to admit such items.

2 A receipt shall be issued free of charge to the sender of a recorded delivery item at the time of posting.

Article **50**
Charges on registered items

1 The charge on registered items shall be paid in advance. It shall be made up of:
a the postage charge, according to the category of item;
b the fixed registration charge laid down in article **26**, paragraph 1, p.

2 In cases where exceptional security measures are required, administrations may collect the special charges provided for in article **26**, paragraph 1, p, column 3, ii.

3 Postal administrations prepared to cover risks of force majeure shall be authorized to collect the special charge laid down in article **26**, paragraph 1, r.

Article 51
Charges on recorded delivery items

The charge shall be paid in advance. It shall be made up of:
a the postage charge, according to the category of item; and
b the recorded delivery charge fixed by the administration of origin, which shall be less than its registration charge.

Article **52**
Admission of insured letters

1 Letters containing securities, valuable documents or articles and called "insured letters" may be exchanged with insurance of the contents for the value declared by the sender. This exchange shall be restricted to those member countries whose postal administrations have declared their willingness to admit such items, whether reciprocally or in one direction only.

2 A receipt shall be handed over free of charge to the sender of an insured letter at the time of posting.

3 Administrations shall take the necessary measures to provide, as far as possible, the insured letter service at every office in their countries.

Article **53**
Insured letters. Insured value

1 In principle, the amount of the insured value shall be unlimited.

2 Nevertheless, every administration may limit the insured value, so far as it is concerned, to an amount which may not be less than **3266.91 SDR**, or to **an amount at least equal to that** adopted in its internal service if that amount is less than **3266.91 SDR**.

3 In the service between countries which have adopted different maxima, the lower limit shall be observed by both.

4 The insured value may not exceed the actual value of the contents of the item, but it shall be permissible to insure only part of that value; the amount of the insurance for papers whose value resides in the cost of their preparation may not exceed the cost of replacing the documents in case of loss.

5 Fraudulent insurance for a value greater than the actual value of the contents of an item shall be liable to the legal proceedings prescribed by the legislation of the country of origin.

Article **54**
Charges on insured letters

1 The charge on insured letters shall be paid in advance. It shall be made up of:
a the ordinary postage charge;
b the fixed registration charge laid down in article **26**, paragraph 1, p;
c the insurance charge laid down in article **26**, paragraph 1, q.

2 In cases where exceptional security measures are required, administrations may collect the special charge provided for in article **26**, paragraph 1, p, column 3, ii.

Article **55**
Advice of delivery

1 The sender of a registered item, **a recorded delivery item** or **an** insured letter may apply for an advice of delivery on payment at the time of posting of the charge laid down in article **26**, paragraph 1, s. This advice of delivery shall be returned to him by the quickest route (air or surface).

2 When the sender inquires about an advice of delivery which he has not received within a normal period, neither a second charge nor the charge prescribed in article **47** for inquiries shall be collected.

Article **56**
Delivery to the addressee in person

1 In the service between those administrations which have given their consent, registered items, **recorded delivery items** and insured letters shall, at the sender's request, be delivered to the addressee in person. Administrations may agree to allow this option only for registered items, **recorded delivery items** and insured letters accompanied by an advice of delivery. In **all three** cases, the sender shall pay the special charge laid down in article **26**, paragraph 1, t.

2 Administrations shall make a second attempt to deliver such items only if there is a presumption that it will be successful and if the internal regulations so permit.

Chapter III

Liability

Article **57**
Principle and extent of liability of postal administrations. Registered items

1 Postal administrations shall be **liable for** the loss of, **theft from or damage to** registered items. Their liability shall be as binding for items conveyed à découvert as for those forwarded in closed mails.

2 Administrations may undertake to cover also risks which may arise from a case of force majeure. They shall then be liable towards senders of items posted in their country for any loss due to a case of force majeure occurring at any time during transmission of the items, including redirection or return to origin.

3 If a registered letter is lost, the sender shall be entitled to an indemnity the amount of which shall be fixed at **24.50 SDR** per item. This amount may be raised to **122.51 SDR** for each special bag of printed papers such as are mentioned in article **20**, paragraph **10**, sent registered.

4 In the event of theft from or damage to a registered item and provided that the packing was recognized as sufficient to guarantee the contents effectively against accidental risks of theft or damage, the sender shall be entitled to an indemnity corresponding, in principle, to the actual value of the theft or damage; consequential losses or loss of profits shall not be taken into consideration. However, this indemnity may in no case exceed the amount fixed in paragraph 3.

5 The sender may waive this right in favour of the addressee. The sender or the addressee may authorize a third person to receive the indemnity if internal legislation allows this.

6 Notwithstanding paragraph **4**, the addressee shall be entitled to the indemnity after taking delivery of **a rifled or damaged** item. He may waive his rights in favour of the sender.

7 The administration of origin shall have the option of paying senders in its country the indemnities prescribed by its internal legislation for registered items, provided that they are not lower than those laid down in paragraph **3**. **The same shall apply to the administration of destination when the indemnity is paid to the addressee under the terms of paragraph 6.** However, the amounts laid down in paragraph **3** shall remain applicable:
i in the event of recourse against the administration liable; or
ii if the sender waives his rights in favour of the addressee **or vice versa**.

Article 58
Principle and extent of liability of postal administrations. Recorded delivery items

1 Postal administrations shall be liable only for the loss of recorded delivery items. Their liability shall be as binding for items conveyed à découvert as for those forwarded in closed mails.

2 Total theft of or total damage to the contents of recorded delivery items shall be equated with the loss thereof, provided that the packing was recognized as sufficient to guarantee the contents effectively against accidental risks of theft or damage.

3 If a recorded delivery item is lost, the sender shall be entitled to a refund of the charges paid.

Article **59**
Principle and extent of liability of postal administrations. Insured letters

1 Postal administrations shall be liable for the loss of, theft from or damage to insured letters, except as provided for in article **61**. Their liability shall be as binding for letters conveyed à découvert as for those forwarded in closed mails.

2 Administrations may undertake to cover also risks which may arise from a case of force majeure. They shall then be liable towards senders of letters posted in their country for any loss, theft or damage due to a case of force majeure occurring at any time during transmission of the items, including redirection or return to origin.

3 The sender shall be entitled to an indemnity corresponding, in principle, to the actual amount of the loss, theft or damage; consequential losses or loss of profits shall not be taken into consideration. However, this indemnity may in no case exceed the amount of the insured value in SDRs. In case of redirection or return to origin by surface of an insured air letter, liability shall be limited, for the second journey, to that applicable to items sent by that route.

4 Notwithstanding paragraph 3, the addressee shall be entitled to the indemnity after delivery of a rifled or damaged insured letter.

5 The indemnity shall be calculated according to the current price, converted into SDRs, of articles of value of the same kind at the place and time at which they were accepted for conveyance; failing a current price, the indemnity shall be calculated according to the ordinary value of articles whose value is assessed on the same bases.

6 When an indemnity is due for the loss of, total theft from or total damage to an insured letter, the sender, or, by application of paragraph 4, the addressee shall also be entitled to repayment of the charges and fees paid, with the exception of the insurance charge which shall be retained in every case by the administration of origin.

7 The sender may waive his rights as prescribed in paragraph 3 in favour of the addressee. Conversely, the addressee may waive his rights as prescribed in paragraph 4 in favour of the sender. The sender or the addressee may authorize a third party to receive the indemnity if internal legislation allows this.

Article **60**
Non-liability of postal administrations. Registered items **and recorded delivery items**

1 Postal administrations shall cease to be liable for registered items **and recorded delivery items** which they have delivered, according either to the conditions laid down in their regulations for items of the same kind or to those set out in article **12**, paragraph 3. Liability shall, however, be maintained **when theft or damage** is discovered either prior to or at the time of delivery of the registered item **or the recorded delivery item** or when, internal regulations permitting, the addressee, or the sender if it is returned to origin, makes reservations on taking delivery of **a rifled or damaged** item.

2 Postal administrations shall not be liable:
i for the loss of registered items **or recorded delivery items**:
  a in cases of force majeure; the administration in whose service the loss occurred shall decide according to the laws of its country whether the loss is due to circumstances amounting to a case of force majeure; these circumstances shall be communicated to the administration of the country of origin if the latter administration so requests. Nevertheless, the administration of the dispatching country shall still be liable **for the loss of a registered item** if it has undertaken to cover risks of force majeure (article **57**, paragraph **2**);
  b when they cannot account for items owing to the destruction of official records by force majeure, provided that proof of their liability has not been otherwise produced;
  c when the sender has made no inquiry within the period prescribed in article **47**, paragraph 1;
ii for registered items **or recorded delivery items** which, as notified by the administration of the country of destination, have been detained or seized under the legislation of that country;
iii for registered items **or recorded delivery items** confiscated or destroyed by the competent authority in the case of items whose contents fall within the prohibitions specified in article **41**, paragraphs 2, 3, b, and 4;
iv for registered items **or recorded delivery items** which have suffered damage arising from the nature of the contents of the item.

3 Postal administrations shall accept no liability for customs declarations in whatever form these are made, or for decisions taken by the Customs in accordance with article **41**, paragraph 4, f, on examination of letter-post items submitted to customs control.

Article **61**
Non-liability of postal administrations. Insured letters

1 Postal administrations shall cease to be liable for insured letters which they have delivered, according either to the conditions laid down in their internal regulations for items of the same kind or to those set out in article **12**, paragraph 3; liability shall, however, be maintained:
a when theft or damage is discovered either prior to or at the time of delivery of the item or when, internal regulations permitting, the addressee, or the sender if it is returned to origin, makes reservations on taking delivery of a rifled or damaged item;
b when the addressee or, in the case of return to origin, the sender, although having given a proper discharge, notifies the delivery administration without delay that he has found theft or damage and furnishes proof that such theft or damage did not occur after delivery.

2 Postal administrations shall not be liable:
i for the loss of, theft from or damage to insured letters:
  a in case of force majeure. The administration in whose service the loss, theft or damage occurred shall decide according to the laws of its country whether the loss, theft or damage was due to circumstances amounting to force majeure; these circumstances shall be communicated to the administration of the country of origin if the latter administration so requests. Nevertheless, the administration of the dispatching country shall still be liable if it has undertaken to cover risks of force majeure (article **59**, paragraph 2);
  b when they cannot account for items owing to the destruction of official records by force majeure, provided that proof of their liability has not been otherwise produced;
  c when such loss, theft or damage has been caused by the fault or negligence of the sender or arises from the nature of the contents of the item;
  d in the case of items whose contents fall within the prohibitions specified in article **41**, paragraph 4, in so far as these items have been confiscated or destroyed by the competent authority because of their contents;

e in the case of items which have been fraudulently insured for a sum greater than the actual value of the contents;
f when the sender has made no inquiry within one year from the day after that on which the item was posted;

ii for insured letters seized under the legislation of the country of destination;

iii in the case of sea or air conveyance when they have made it known that they are unable to accept liability for insured letters on board the ships or aircraft used by them; they shall nevertheless assume in respect of the transit of insured letters in closed mails the liability which is laid down for registered items.

3 Postal administrations shall accept no liability for customs declarations in whatever form these are made or for decisions taken by the Customs on examination of items submitted to customs control.

Article **62**
Sender's liability

1 The sender of a letter-post item shall be liable within the same limits as administrations themselves for any damage caused to other postal items as a result of the dispatch of articles not acceptable for conveyance or by the non-observance of the conditions of acceptance, provided there has been no fault or negligence on the part of administrations or carriers.

2 The acceptance by the office of posting of such an item shall not relieve the sender of his liability.

3 An administration which finds damage that is due to the fault of the sender shall inform the administration of origin, whose responsibility it is to take action against the sender where appropriate.

Article **63**
Determination of liability between postal administrations. Registered items

1 Until the contrary is proved, liability for the loss of a registered item shall rest with the postal administration which, having received it without comment and being furnished with all the prescribed means of inquiry, cannot prove either delivery to the addressee or, where appropriate, correct transfer to another administration.

2 Until the contrary is proved and subject to paragraph 4, an intermediate administration or administration of destination shall be relieved of all liability:

a when it has observed article 4 and the provisions for inspection of mails and establishment of irregularities;
b when it can prove that it was not informed of the inquiry until after the destruction of the official records relating to the item in question, the period of retention prescribed in article 107 of the Detailed Regulations having expired; this reservation shall not prejudice the rights of the claimant;
c when, in the case of individual entry of registered items, correct delivery of the lost item cannot be proved because the administration of origin did not observe article **161**, paragraph 1, of the Detailed Regulations concerning the detailed entry of registered items on the C 12 letter bill or on the C 13 special lists.

3 When the loss occurs in the service of an air carrier, the administration of the country which collects the conveyance dues in accordance with article **88**, paragraph 1, shall reimburse the administration of origin for the indemnity paid to the sender. It shall be for the former administration to recover this amount from the air carrier in question. Where the administration of origin settles the conveyance dues direct with the air carrier in accordance

with article **88**, paragraph 2, it shall itself seek reimbursement of the indemnity from the air carrier.

4 If, however, the loss occurs in 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.

5 When a registered item has been lost owing to force majeure, the administration in whose territory or service the loss occurred shall not be liable to the dispatching administration unless the two countries undertake to cover risks of force majeure.

6 Customs duty and other fees of which it has not been possible to secure cancellation shall be borne by the administrations liable for the loss.

7 An administration which has paid the indemnity shall take over the rights, up to the amount of the indemnity, of the person who has received it in any action which may be taken against the addressee, the sender or third parties.

Article **64**
Determination of liability between postal administrations. Insured letters

1 Until the contrary is proved, liability shall rest with the postal administration which, having received the item without comment and being furnished with all the prescribed means of inquiry, cannot prove either delivery to the addressee or, where appropriate, correct transfer to another administration.

2 Until the contrary is proved, and subject to paragraphs 4, 7 and 8, an intermediate administration or administration of destination shall be relieved of all liability:
a when it has observed the provisions of article **170** of the Detailed Regulations, on individual inspection of insured letters;
b when it can prove that it was not informed of the inquiry until after the destruction of the official records relating to the item in question, the period of retention prescribed in article 107 of the Detailed Regulations having expired; this reservation shall not prejudice the rights of the claimant.

3 Until the contrary is proved, an administration which has forwarded an insured letter to another administration shall be relieved of all liability if the office of exchange to which the item has been consigned has not sent to the dispatching administration, by the first available mail after inspection, a report stating either that the whole packet of insured articles or the particular item is missing or has been tampered with.

4 If the loss, theft, or damage occurs in 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; if, however, the theft or damage has been established in the country of destination or, in the case of return to sender, in the country of origin, it shall be for the administration of that country to prove:
a that neither the packet, envelope or bag and its fastening, nor the wrapping and fastening of the item bore any apparent trace of theft or damage;
b that the weight established at the time of posting has not varied.
When such proof has been furnished by the administration of destination or of origin, as the case may be, none of the other administrations concerned may repudiate its share of liability on grounds that it handed over the item without the next administration having made any objection.

5 The liability of an administration towards other administrations shall in no case exceed the maximum insured value that it has adopted.

6 When an insured letter has been lost, rifled or damaged as the result of force majeure, the administration in whose territorial jurisdiction or services the loss, theft or damage occurred shall not be liable to the administration of origin unless the two administrations undertake to cover risks of force majeure.

7 If the loss, theft or damage occurs in the territory or service of an intermediate administration which does not provide the insured letters service or which has adopted a maximum lower than the amount of the loss, the administration of origin shall bear the loss not covered by the intermediate administration under article 1, paragraph 3, and paragraph 5 of this article.

8 The rule laid down in paragraph 7 shall also apply in case of sea or air conveyance if the loss, theft or damage occurs in the service of an administration which does not accept liability (article **61**, paragraph 2, iii).

9 Customs duty and other fees of which it has not been possible to secure cancellation shall be borne by the administrations liable for the loss, theft or damage.

10 An administration which has paid the indemnity shall take over the rights, up to the amount of the indemnity, of the person who has received it in any action which may be taken against the addressee, the sender or third parties.

Article **65**
Determination of liability between postal administrations and air carriers. Insured letters

When the loss, theft or damage occurs in the service of an air carrier, the administration of the country which collects the conveyance dues in accordance with article **88**, paragraph 1, shall reimburse the administration of origin for the indemnity paid to the sender, subject to article 1, paragraph 3, and article **64**, paragraph 5. It shall be for the former administration to recover this amount from the air carrier in question. Where the administration of origin settles the conveyance dues direct with the air carrier in accordance with article **88**, paragraph 2, it shall itself seek reimbursement of the indemnity from the air carrier.

Article **66**
Payment of indemnity. **Registered items and insured letters**

1 Subject to the right of recourse against the administration which is liable, the obligation to pay the indemnity shall rest either with the administration of origin or, in the cases mentioned in article **57**, paragraph 5, and in article **59**, paragraph 7, with the administration of destination.

2 This payment shall be made as soon as possible and, at the latest, within a period of **four** months from the day following the day of inquiry.

3 When the administration responsible for the payment does not undertake to cover risks of force majeure and when, at the end of the period prescribed in paragraph 2, the question of whether the loss is due to such causes has not been decided, it may, exceptionally, postpone payment of the indemnity for another **three** months.

4 The administration of origin or destination, as the case may be, shall be authorized to indemnify the rightful claimant on behalf of the administration which, having participated in the conveyance and having been duly informed, has allowed **three** months to pass:
- without finally settling the matter, or
- without informing the administration of origin or destination, as the case may be, that the loss appeared to be due to a case of force majeure, or that the item had been detained,

confiscated or destroyed by the competent authority because of the nature of its contents or seized under the legislation of the country of destination.

5 Postal administrations which state in the Final Protocol to the Universal Postal Convention that they are not bound to comply with article 66, paragraph 4, of the Convention as regards final settlement of inquiries within three months shall notify a period within which they will finally settle the matter.

6 The return of a C 9 form which has not been completed in accordance with the provisions of article 151, paragraphs 9 and 12, of the Detailed Regulations shall not be considered as final settlement.

Article 67
Refund of charges. Recorded delivery items

1 The obligation to refund the charges shall rest with the administration of origin.

2 This payment shall be made as soon as possible and at the latest within a period of four months from the day following the day of inquiry.

Article **68**
Reimbursing the administration which paid the indemnity

1 The administration which is liable or on behalf of which payment is made in accordance with article **66** shall be bound to reimburse the administration which paid the indemnity, and which is called the "paying administration", the amount of indemnity paid to the rightful claimant within the limits of article **57**, paragraph **3**; this payment shall be made within four months of the date of dispatch of the notice of payment.

2 If the indemnity is due to be borne by several administrations in accordance with articles **63** and **64**, the whole of the indemnity shall be paid to the paying administration, within the period mentioned in paragraph 1, by the first administration which, having duly received the item claimed for, is unable to prove its correct transfer to the next service. It shall rest with this administration to recover from the other administrations which are liable each one's share of the indemnity paid to the rightful claimant.

3 The administrations of origin and destination may agree that the whole of the loss shall be borne by the administration which has to make the payment to the rightful claimant.

4 The creditor administration shall be reimbursed in accordance with the rules for payment laid down in article **13**.

5 When liability has been admitted, as well as in the case provided for in article **66**, paragraph 4, the amount of the indemnity may also be automatically recovered from the administration which is liable through a liquidation account, either direct or through the intermediary of an administration which regularly draws up liquidation accounts with the administration which is liable.

6 Immediately after paying the indemnity, the paying administration shall communicate to the administration which is liable the date and the amount of payment made. If, one year after the date of dispatch of authorization to pay the indemnity, the paying administration has not communicated the date and amount of payment or debited the account of the administration which is liable, the authorization shall be considered null and void and the administration which received it shall no longer be entitled to claim reimbursement of any indemnity paid.

7 The administration whose liability is duly established and which has at first declined to pay the indemnity shall assume all additional costs resulting from the unwarranted delay in payment.

8 Administrations may agree to settle periodically for the indemnities which they have paid to the rightful claimants and which they have accepted as justified.

Article **69**
Possible recovery of the indemnity from the sender or the addressee

1 If, after payment of the indemnity, a registered item or an insured letter or part of that item or letter previously considered as lost is found, the sender or, where article **57**, paragraphs 5 and 6, and article **59**, paragraph 7, apply, the addressee shall be advised that the item is being held at his disposal for a period of three months on repayment of the amount of the indemnity paid. At the same time he shall be asked to whom the item is to be delivered. In the event of refusal or failure to reply within the prescribed period, the same approach shall be made to the addressee or the sender as the case may be.

2 If the sender or the addressee takes delivery of the item against repayment of the amount of the indemnity, that sum shall be refunded to the administration or, where appropriate, administrations which bore the loss, within one year of the date of such repayment.

3 If the sender and the addressee refuse to take delivery of the item, it shall become the property of the administration or, where appropriate, administrations which bore the loss.

4 When proof of delivery is supplied after the period of five months laid down in article **66**, paragraph 4, the indemnity paid shall continue to be borne by the intermediate administration or administration of destination if the sum paid cannot, for any reason, be recovered from the sender.

5 In the case of subsequent discovery of an insured letter the contents of which are found to be of less value than the amount of the indemnity paid, the sender shall repay the amount of this indemnity against return of the item, without prejudice to the consequences of fraudulent insurance as mentioned in article **53**, paragraph 5.

Chapter IV

Allocation of charges. Transit charges and terminal dues

Article **70**
Allocation of charges

Except where otherwise provided by the Convention and the Agreements, each postal administration shall retain the charges which it has collected.

Article **71**
Transit charges

1 Subject to article **75**, closed mails exchanged between two administrations or between two offices of the same country by means of the services of one or more other administrations (third

party services) shall be subject to the payment of transit charges as remuneration for the services rendered in respect of land transit and sea transit.

2 When a country gives permission for its territory to be crossed by a foreign transport service without the participation of its services in accordance with article 3, mails thus forwarded shall not be subject to the payment of land transit charges.

3 In the absence of special agreement direct sea conveyance between two countries by the ships of one of them shall be regarded as a third party service.

4 Sea transit shall begin when the **mails cease to be under the control of a postal administration** and shall end **when the administration of destination is informed by the shipping line that the mails are available for collection**.

Article **72**
Transit charge scales

1 The transit charges provided for in article **71**, paragraph 1, shall be calculated in accordance with the scales set out in the following table:

Distances traversed				Charge per kg gross
1				2
				SDR
i Distances traversed by land expressed in kilometres				
Up to **100** km				0.14
Above	100	up to	200	0.17
	200		300	0.20
	300		400	0.22
	400		500	0.24
	500		600	0.26
	600		700	0.27
	700		800	0.29
	800		900	0.31
	900		1000	0.32
	1000		1100	0.34
	1100		1200	0.35
	1200		1300	0.37
	1300		1500	0.39
	1500		2000	0.43
	2000		2500	0.49
	2500		2750	0.53
	2750		3000	0.56
	3000		4000	0.62
	4000		5000	0.72
	5000		6000	0.81
	6000		7000	0.89
	7000		8000	0.97
	8000		9000	1.05
	9000		10000	1.12
	10000		11000	1.19
	11000		12000	1.26
	12000		13000	1.32
	13000		14000	1.39
	14000			1.45

Distances traversed						Charge per kg gross
1						2
						SDR
ii Distances traversed by sea a expressed in nautical miles				b expressed in kilometres after conversion on the basis of 1 nautical mile = 1.852 km		
Up to **100** nautical miles				Up to **185** km		0.17
Above	100	up to	200	Above 185	up to 370	0.19
	200		300	370	556	0.21
	300		400	556	741	0.22
	400		500	741	926	0.23
	500		600	926	1 111	0.24
	600		700	1 111	1 296	0.24
	700		800	1 296	1 482	0.25
	800		900	1 482	1 667	0.25
	900		1 000	1 667	1 852	0.26
	1 000		1 100	1 852	2 037	0.26
	1 100		1 200	2 037	2 222	0.27
	1 200		1 300	2 222	2 408	0.27
	1 300		1 500	2 408	2 778	0.28
	1 500		2 000	2 778	3 704	0.29
	2 000		2 500	3 704	4 630	0.31
	2 500		2 750	4 630	5 093	0.32
	2 750		3 000	5 093	5 556	0.32
	3 000		4 000	5 556	7 408	0.34
	4 000		5 000	7 408	9 260	0.36
	5 000		6 000	9 260	11 112	0.38
	6 000		7 000	11 112	12 964	0.40
	7 000		8 000	12 964	14 816	0.41
	8 000		9 000	14 816	16 668	0.42
	9 000		10 000	16 668	18 520	0.43
	10 000		11 000	18 520	20 372	0.45
	11 000		12 000	20 372	22 224	0.46
	12 000		13 000	22 224	24 076	0.47
	13 000		14 000	24 076	25 928	0.48
	14 000			25 928		0.49

2 The distances used to determine the transit charges according to the table in paragraph 1 shall be taken from the "List of Kilometric Distances relating to land sectors of mails in transit" provided for in article 111, paragraph 2, c, **i**, of the Detailed Regulations, as regards distances traversed by **land.**

Article **73**
Terminal dues

1 Subject to article **75**, each administration which, in its exchanges by air and surface means with another administration, receives a larger quantity of letter-mail items than it sends shall have the right to collect from the dispatching administration, as compensation, a payment for the costs it incurs for the excess international mail received.

2 The payment provided for in paragraph **1 shall be fixed as follows:**

a **when two administrations exchange with each other, by air and surface (S.A.L. included), a total weight of LC/AO mail less than or equal to 150 tonnes a year in each direction, the rate applied per kg shall be 2.940 SDR** for **LC/AO items (uniform rate),** excluding the printed papers sent by special bags **(M bags)** referred to in article **20**, paragraph **10**;

b **when two administrations exchange with each other, by air and surface, (S.A.L. included), a total weight of LC/AO mail greater than 150 tonnes a year in each direction, the rate applied per kg shall be 8.115 SDR for LC items and 2.058 SDR for AO items (separate rate for each**

category), excluding the printed papers sent by special bags (M bags) referred to in article **20**, paragraph **10**;

c **when the threshold of 150 tonnes a year is exceeded in a single direction, the administration receiving this traffic in excess of 150 tonnes may choose, for the accounting of the terminal dues relating to the mail received, one of the two payment systems described in subparagraphs a and b, above. In the absence of bilateral agreement, the mail sent by the administration dispatching less than 150 tonnes a year shall in all cases be brought to account in accordance with the single rate laid down in subparagraph a;**

d **for printed papers sent in M bags, the rate to be applied shall be 0.653 SDR per kg, irrespective of the annual weight of mail exchanged between two administrations.**

3 When, in a given relation, an administration which is paid in accordance with the differentiated LC and AO rates of terminal dues indicated in paragraph 2 establishes that the average number of items (LC and/or AO) contained in one kilogramme of mail received is higher than the world average which is 48 LC items and 5.6 AO items, it may have the corresponding rates revised if, compared with this world average:

- **the number of LC items is more than 15 percent higher (ie more than 55 items) and/or**
- **the number of AO items is more than 25 percent higher (ie more than 7 items).**

In this case the terminal dues amount payable by the debtor administration shall be equal to the difference between the sums owed by each administration for its total mail flow after application of the appropriate rates. The revision shall be carried out on the terms specified in article 187 of the Detailed Regulations.

4 Any administration may waive wholly or in part the payment provided for in paragraph 1.

5 The administrations concerned may, by bilateral or multilateral agreement, apply other payment systems for the settlement of terminal dues accounts.

Article 74
Terminal dues for priority items, non-priority items and combined items

1 When a uniform rate for LC/AO items is used under the provisions of article 73, paragraph 2, a and c, that rate shall also apply to priority items, non-priority items and combined items.

2 When separate rates for LC items and AO items are used under the provisions of article 73, paragraph 2, b and c, the country of origin and the country of destination may, by bilateral agreement, decide that the rates applicable to priority items and non-priority items shall be fixed on the basis of the actual structure of the traffic. In the absence of an agreement, the provisions laid down in article 73, paragraphs 2, b and c, and 3, shall apply. In this case, priority items shall be assimilated to LC and non-priority items to AO.

3 For combined items exchanged under the provisions of article 20, paragraph 12, terminal dues shall be settled by bilateral agreement between the countries concerned.

4 When an administration decides to discontinue separation of the mail into LC and AO in favour of a system based on priority, and the latter produces an effect on terminal dues according to paragraph 2, the new system shall be introduced on 1 January or 1 July only, providing the International Bureau has been so informed at least three months in advance.

Article **75**
Exemption from transit charges and terminal dues

The letter-post items relating to the postal service referred to in article 16, b, undelivered postal items returned to origin **in closed dispatches** and dispatches of empty mailbags shall be exempted from land and sea transit charges and **from terminal dues.**

Article **76**
Extraordinary services. **Multimodal transport**

1 The transit charges specified in article **72** shall not be applicable to conveyance by extraordinary services specially established or maintained by a postal administration at the request of one or more other administrations. The conditions of this class of conveyance shall be regulated by mutual consent between the administrations concerned.

2 When surface mails from an administration are reforwarded by combined land and sea transport facilities, the conditions of such reforwarding shall be covered by a special agreement between the administrations concerned.

Article 77
Accounting for transit charges

1 Accounting for surface-mail transit charges shall be done annually by the administration of transit, for each administration of origin, according to the weight of the letter-post mails received in transit throughout the year, to which the scales laid down in article 72 shall apply.

2 The debtor administration shall be exempted from payment of transit charges when the annual balance does not exceed 163.35 SDR.

3 Every administration shall be authorized to submit for the consideration of a committee of arbitrators any annual results which in its opinion differ too much from reality. The arbitration shall be arranged as laid down in article 127 of the General Regulations.

4 The arbitrators shall be empowered to fix in a fair and reasonable manner the transit charges to be paid.

Article 78
Accounting for terminal dues

1 Accounting for terminal dues shall be done annually by the creditor administration, according to the actual weight of the surface mails (including S.A.L. mails) and airmails received throughout the year, to which the rates laid down in article 73 shall apply.

2 To enable the annual weight to be determined, the administrations of origin of the mails shall permanently indicate, for each mail, the total weight of bags containing LC/AO items and the total weight of M bags.

3 When it is necessary to determine separately the weights corresponding to LC items on the one hand and AO items on the other, these weights shall be calculated by applying the proportions determined during a statistical period, the modalities of which are indicated in the Detailed Regulations.

4 The administrations concerned may agree to account for terminal dues in their reciprocal relations by different statistical methods. They may also agree on a different periodicity from that laid down in the Detailed Regulations for the statistical period.

5 The debtor administration shall be exempted from payment of terminal dues when the annual balance does not exceed 326.70 SDR.

6 Every administration shall be authorized to submit for the consideration of a committee of arbitrators any annual results which in its opinion differ too much from reality. The arbitration shall be arranged as laid down in article 127 of the General Regulations.

7 The arbitrators shall be empowered to fix in a fair and reasonable manner the terminal dues to be paid.

Article **79**
Payment of transit charges

1 The transit charges shall be borne by the administration of origin of the mails and shall be payable, subject to paragraph 3, to the administrations of the countries which are crossed or whose services take part in the land or sea conveyance of the mails.

2 When the administration of the country which is crossed does not take part in the land or sea conveyance of the mails, the applicable transit charges shall be payable to the administration of destination if it bears the costs related to such transit.

3 The charges for the sea conveyance of mails in transit may be settled directly between the postal administrations of origin of the mails and the shipping companies or their agents, subject to the prior agreement of the postal administration of the port of embarkation concerned.

Article **80**
Transit charges for diverted or missent mails

For the payment of transit charges, diverted or missent mails shall be considered to have followed their normal route; consequently, administrations concerned in the conveyance of such mails shall not **normally** be entitled on that account to demand a payment from the dispatching administrations, but the latter shall remain liable for the appropriate transit charges to the postal administrations whose services they normally use. **However, transit charges in respect of diverted or missent mails may be claimed by the administrations reforwarding such mails, if they so wish, from the administration of origin, which may in its turn claim reimbursement from the administration whose services made the dispatching error.**

Article **81**
Exchange of closed mails with military units placed at the disposal of the United Nations and with warships or military aircraft

1 Closed mails may be exchanged between the post offices of any member country and the commanding officers of military units placed at the disposal of the United Nations, and between the commanding officer of one of those military units and the commanding officer of another military unit placed at the disposal of the United Nations, through the intermediary of the land, sea or air services of other countries.

2 Closed mails may also be exchanged between the post offices of any member country and the commanding officers of naval or air units or warships or military aircraft of the same country stationed abroad, or between the commanding officer of one of those naval or air units or of any of those warships or military aircraft and the commanding officer of another unit or of another warship or military aircraft of the same country, through the intermediary of the land, sea or air services of other countries.

3 Letter-post items enclosed in the mails referred to in paragraphs 1 and 2 shall be confined to items addressed to or sent by members of military units or the officers and crews of the ships or aircraft to or from which the mails are forwarded. The rates and conditions of dispatch applicable to them shall be fixed, according to its regulations, by the postal administration of the country which has made the military unit available or to which the ships or aircraft belong.

4 In the absence of special agreement, the administration of the country which has made the military unit available or to which the warships or military aircraft belong shall be liable to the administrations concerned for the transit charges for the mails, calculated in accordance with article **72**, for the terminal dues, calculated in accordance with article **73**, and for air conveyance dues, calculated in accordance with article **85**.

Part III

Air conveyance of letter-post items

Section I

Airmail correspondence

Chapter I

General provisions

Article 82
Airmails

Mails conveyed by air with priority shall be called "airmails". Airmails may contain airmail correspondence and priority letter-post items. The provisions relating to air conveyance for airmail correspondence shall be applicable to priority items by analogy.

Article **83**
Routeing of airmail correspondence and airmails in transit

1 Administrations shall be bound to forward by the air communications they use for the conveyance of their own airmail correspondence the items of this type which reach them from other administrations.

2 Administrations of countries without an air service shall forward airmail correspondence by the most rapid means used for mails; the same shall apply if for any reason routeing by surface means is more advantageous than the use of airlines.

3 Closed airmails shall be forwarded by the flight requested by the administration of the country of origin, provided that it is used by the administration of the country of transit for the transmission of its own mails. If that is not the case or if there is insufficient time for the transhipment, the administration of the country of origin shall be so informed.

4 If the administration of the country of origin so wishes, its mails shall be transhipped directly, at the transit airport, between two different airlines, provided that the airlines concerned agree to make the transhipment and that the administration of the transit country is informed of it beforehand.

Chapter II

Air conveyance dues

Article **84**
General principles

1 The air conveyance dues for the whole distance flown shall be borne:
a in the case of closed mails, by the administration of the country of origin of the mails;
b in the case of airmail correspondence in transit à découvert, including missent items, by the administration which forwards this correspondence to another administration.

2 These same regulations shall be applicable to airmails and airmail correspondence in transit à découvert exempt from transit charges.

3 Conveyance dues shall, for a particular sector, be uniform for all administrations which use the sector.

4 **Each administration of destination which provides air conveyance of international mail within its country shall be entitled to reimbursement of the additional costs incurred for such conveyance provided that the weighted average distance of the sectors flown exceeds 300 km.** Unless agreement has been reached that no charge should be made, **the dues** shall be uniform for all airmails **and priority mails** originating abroad whether or not this mail is reforwarded by air.

5 In the absence of special agreement between the administrations concerned, article **72** shall apply to airmail correspondence for any transit by land or by sea; nevertheless, no transit charges shall be payable for:
a the transhipment of airmails between two airports serving the same town;
b the conveyance of such mails from an airport serving a town to a depot situated in the same town and the return of the same mails for reforwarding.

Article **85**
Basic rates and calculation of air conveyance dues relating to closed mails

1 The basic rate applicable to the settlement of accounts between administrations in respect of air conveyance shall be fixed at 0.568 thousandth of an SDR at most per kilogramme of gross weight and per kilometre; this rate shall apply proportionally to fractions of a kilogramme.

2 Air conveyance dues shall be calculated according to the actual basic rate (less than and at most equal to the basic rate fixed in paragraph 1) and the kilometric distances given in the "List of Airmail Distances" and to the gross weight of the mails; no account shall be taken of the weight of *sacs collecteurs*.

3 When dues are payable for air conveyance within the country of destination, they shall be fixed in the form of a single price. This single price shall include all the dues for air conveyance within the country, regardless of the airport of arrival of the mails, **less the corresponding surface conveyance costs**. It shall be calculated on the basis of the **rates** actually paid **for conveyance** of the mail within the country of destination, but not exceeding the maximum rate specified in paragraph 1, and according to the weighted average distances of the sectors flown by international mail on the internal network. The weighted average distance shall be **calculated by the International Bureau** in terms of the gross weight of all the airmails arriving at the country of destination, including the mail which is not reforwarded by air within that country.

4 Dues payable for air conveyance, between two airports in the same country, of airmails in transit may also be fixed in the form of a single price. This price shall be calculated on the basis of the rate actually paid for air conveyance of mail within the country of transit, but not exceeding the maximum rate specified in paragraph 1, and according to the weighted average distances of the sectors flown by international mail on the internal air network of the country of transit. The weighted average distances shall be determined in terms of the gross weight of all the airmails transiting through the intermediate country.

5 The sum of the dues referred to in paragraphs 3 and 4 may not exceed in total the amounts which actually have to be paid for conveyance.

6 The prices for international and internal air conveyance, obtained by multiplying the effective basic rate by the distance, which are used in calculating the dues mentioned in paragraphs 2, 3 and 4, shall be rounded up to the nearest **tenth of an SDR** when the number made up by the figure of hundredths and that of thousandths is equal to or greater than 50; they shall be rounded down to the nearest **tenth of an SDR** in other cases.

Article **86**
Calculation of and accounting for air conveyance dues for airmail correspondence in transit à découvert

1 Air conveyance dues for airmail correspondence in transit à découvert shall be calculated, in principle, as indicated in article **85**, paragraph 2, but according to the net weight of such correspondence. They shall be fixed on the basis of not more than ten average rates, each relating to a group of countries of destination and fixed according to the weight of mail offloaded at different destinations within the group. The sum of these dues, which may not exceed the amounts which have to be paid for conveyance, shall be increased by 5 percent.

2 Accounting for air conveyance dues for airmail correspondence in transit à découvert shall take place, in principle, on the basis of the data of statistical returns compiled **annually, in accordance with the provisions of article 214, paragraph 1.**

3 Accounting shall take place on the basis of actual weight in the case of misrouted correspondence or correspondence posted on board ship or sent at irregular intervals or in too varying amounts. However, this accounting shall be done only if the intermediate administration asks to be paid for the conveyance of this correspondence.

Article **87**
Amendments to dues for air conveyance in the interior of the country of destination and for airmail correspondence in transit à découvert

The amendments made to the air conveyance dues mentioned in article **85**, paragraph 3, and article **86** shall:
a come into effect exclusively on 1 January;

b be notified at least three months beforehand to the International Bureau, which shall communicate them to all administrations at least two months before the date laid down in subparagraph a.

Article **88**
Payment of air conveyance dues

1 Air conveyance dues shall be payable, apart from the exceptions provided for in paragraphs 2 and 4, to the administration of the country which the air service used comes under.

2 Notwithstanding paragraph 1:
a the conveyance dues may be paid to the administration of the country in which the airport is situated at which the airmails were taken over by the air carrier, subject to an agreement between this administration and that of the country which the air service concerned comes under;
b the administration which hands over airmails to an air carrier may settle direct with that carrier for the conveyance dues for all or part of the distance **flown.**

3 Conveyance dues for airmail correspondence in transit à découvert shall be paid to the administration which reforwards it.

4 Unless other arrangements have been made, conveyance dues for airmail correspondence directly transhipped between two different airlines in accordance with article **83**, paragraph 4, shall be settled by the administration of origin either directly with the first carrier, which shall then be responsible for paying the subsequent carrier, or directly with each carrier involved in the transhipment.

Article **89**
Air conveyance dues for diverted or missent mails or bags

1 The administration of origin of a mail which has gone off its route in course of conveyance shall pay the conveyance dues for the mail relating to the sectors actually covered.

2 It shall settle the conveyance dues as far as the airport of offloading initially provided for on the delivery bill when:
- the actual forwarding route is not known;
- the dues for the sectors actually covered have not yet been claimed; or
- the diversion is attributable to the airline which effected the conveyance.

3 The supplementary dues relating to the sectors actually covered by the diverted mail shall be reimbursed as follows:
a by the administration whose services have committed the error in the case of misrouteing;
b by the administration which has collected the conveyance dues paid to the airline when the latter has offloaded in a place other than that shown on the AV 7 delivery bill.

4 Paragraphs 1 to 3 shall be applicable by analogy when part only of a mail is offloaded at an airport other than that indicated on the AV 7 delivery bill.

5 The administration of origin of a mail or bag missent owing to a labelling error shall pay the conveyance dues relating to the whole distance flown in accordance with article **84**, paragraph 1, a.

Article **90**
Air conveyance dues for mail lost or destroyed

In case of loss or destruction of mail as the result of an accident occurring to the aircraft or through any other cause involving the liability of the air carrier, the administration of origin shall be exempt from any payment in respect of the air conveyance of the mail lost or destroyed, for any part of the flight of the route used.

Section II

Surface airlifted (S.A.L.) mail

Article **91**
Exchange of surface airlifted (S.A.L.) mail

1 Administrations may send surface mails by air, with reduced priority, subject to the agreement of the administrations which receive such mails at the airports of their country.

2 When surface mails from an administration are reforwarded by air by another administration, the conditions of such reforwarding shall be covered by a special agreement between the administrations concerned.

3 Surface airlifted mails may be transhipped directly between two different airlines on the conditions provided for in article **83**, paragraph 4.

Part IV

EMS

Article 92
EMS

1 EMS shall be the quickest postal service by physical means. It shall consist of the collection, dispatch and delivery in a very short space of time of correspondence, documents or goods.

2 This service shall wherever possible be identified by a logo as shown in the specimen below and comprising the following elements:
- **an orange wing;**
- **the letters EMS in blue;**
- **three horizontal orange stripes.**

The logo may be supplemented by adding the name of the national service.



3 Charges for the service shall be set by the administration of origin in consideration of costs and market requirements.

Part **V**

Final provisions

Article **93**
Conditions for approval of proposals concerning the Convention and its Detailed Regulations

1 To become effective, proposals submitted to Congress relating to this Convention and its Detailed Regulations must be approved by a majority of the member countries present and voting. At least half of the member countries represented at Congress shall be present at the time of voting.

2 To become effective, proposals relating to the Detailed Regulations of the Convention which have been referred by Congress to the Executive Council for a decision or which have been introduced between Congresses must be approved by a majority of the members of the Executive Council.

3 To become effective, proposals introduced between Congresses relating to this **Convention must** obtain:

a unanimity of votes if they involve amendments to articles 1 to **18** (part I), **19** to **25**, **26**, paragraph 1, h, p, q, r and s, **29**, **32**, **41**, paragraphs 2, 3, 5 and 6, **48** to **55**, **57** to **81** (part II), **93** and **94** (part **V**) of the Convention or to any of the articles of its Final **Protocol;**

b two thirds of the votes if they involve amendments of substance to provisions other than those mentioned under a;

c a majority of the votes if they involve:

i drafting amendments to the provisions of the **Convention other** than those mentioned under a;

ii interpretation of the provisions of the Convention **and** its Final **Protocol.**

Article **94**
Entry into force and duration of the Convention

This Convention shall come into force on **1 January 1991** and shall remain in operation until the entry into force of the Acts of the next Congress.

In witness whereof the plenipotentiaries of the Governments of the member countries have signed this Convention in a single original which shall be deposited **with the Director-General of the International Bureau**. A copy thereof shall be delivered to each party by the Government of the country in which Congress is held.

Done at **Washington, 14 December 1989.**

Signatures: same as on pages 33 to 69.

Final Protocol to the Universal Postal Convention

At the moment of proceeding to signature of the Universal Postal Convention concluded this day, the undersigned plenipotentiaries have agreed the following:

Article I
Ownership of postal items

1 Article 5 shall not apply to Australia, Bahrain, Barbados, Belize, Botswana, **Brunei Darussalam**, Canada, Dominica, Egypt, Fiji, Gambia, Ghana, the United Kingdom of Great Britain and Northern Ireland, the Overseas Dependent Territories of the United Kingdom, Grenada, Guyana, Ireland, Jamaica, Kenya, **Kiribati**, Kuwait, Lesotho, Malawi, **Malaysia**, **Mauritius**, Nauru, New Zealand, Nigeria, Papua New Guinea, **Saint Christopher and Nevis**, Saint Lucia, Saint Vincent and the Grenadines, Seychelles, Sierra Leone, Singapore, the Solomon Islands, Swaziland, Tanzania (United Rep), Trinidad and Tobago, Tuvalu, Uganda, Vanuatu, **Western Samoa**, Yemen Arab Rep, Zambia and Zimbabwe.

2 Nor shall that article apply to Denmark, whose internal legislation does not allow withdrawal from the post or alteration of the address of correspondence, at the request of the sender, from the time when the addressee has been informed of the arrival of an item addressed to him.

Article II
Exception to the exemption of literature for the blind from postal charges

1 Notwithstanding article **18**, the postal administrations of Saint Vincent and the Grenadines, and Turkey, which do not concede exemption from postal charges to literature for the blind in their internal service, may collect the postage and special charges mentioned in article **18** which may not, however, exceed those in their internal service.

2 Notwithstanding article **18**, the administrations of Canada, Germany, Fed Rep of, the United Kingdom of Great Britain and Northern Ireland, Japan and the United States of America may collect the special charges listed in article **26**, paragraph 1, and the charge for cash-on-delivery which are applied to literature for the blind in their internal service.

3 Notwithstanding articles **18** and **20** of the Convention and article **131**, paragraph 2, of the Detailed Regulations, the postal administrations of Byelorussia, India, Indonesia, Lebanon, Nepal, Ukraine, Union of Soviet Socialist Republics, Yemen Arab Rep and Zimbabwe shall admit

sound recordings as literature for the blind only if these are sent by, or addressed to, an officially recognized institute for the blind.

Article III
Equivalents and special charges. Maximum limits

Exceptionally, member countries shall be authorized to exceed the upper limits of the special charges shown in article **26**, paragraph 1, whether applied in the internal service or not, if this is necessary to bring the charges into relation with the costs of operating their services. Member countries wishing to apply this provision must notify the International Bureau of their intention as soon as possible.

Article **IV**
Ounce and pound avoirdupois

Notwithstanding the table in article **20**, paragraph 1, member countries which by reason of their internal system are unable to adopt the metric-decimal system of weight may substitute for the weight steps specified in article **20**, paragraph 1, the following equivalents:

up to	20 g	1 oz;
up to	50 g	2 oz;
up to	100 g	4 oz;
up to	250 g	8 oz;
up to	500 g	1 lb;
up to	1000 g	2 lb;
per additional	1000 g	2 lb.

Article **V**
Exception concerning the dimensions of items in envelopes

1 The administrations of Canada, Kenya, Tanzania (United Rep), Uganda and the United States of America shall not be obliged to discourage the use of envelopes whose format exceeds the recommended dimensions when those envelopes are widely used in their countries.

2 The administration of India shall not be obliged to discourage the use of envelopes whose format is larger or smaller than the recommended dimensions when those envelopes are widely used in its country.

Article **VI**
Small packets

1 The obligation to participate in the exchange of small packets exceeding 500 g in weight shall not apply to the administrations of **Australia, Cuba, Myanmar** and Papua New Guinea which find it impossible to operate such an exchange.

2 The obligation to participate in the exchange of small packets exceeding 1 kilogramme in weight shall not apply to the administration of Italy which finds it impossible to operate such an exchange.

Article VII
Items wrongly admitted

Notwithstanding article 24, paragraph 1, the Brazilian postal administration shall be authorized to handle in accordance with the provisions of its internal legislation items received not complying with articles 19 and 20.

Article VIII
Posting abroad of letter-post items

The postal administration of the United Kingdom of Great Britain and Northern Ireland reserves the right to impose a charge, equivalent to the cost of the work it incurs, on any administration which, under the provisions of article **25**, paragraph 4, sends to it items for disposal which were not originally dispatched as postal items by the postal administration of the United Kingdom.

Article IX
International reply coupons issued before 1 January 1975

From 1 January 1979, international reply coupons issued before 1 January 1975 shall not, in the absence of a special agreement, give rise to a settlement between administrations.

Article X
Withdrawal from the post. Alteration or correction of address

1 Article **38** shall not apply to the Bahamas, Bahrain, Barbados, Belize, Botswana, **Brunei Darussalam, Canada**, Czechoslovakia, Dem People's Rep of Korea, Dominica, Fiji, Gambia, the United Kingdom of Great Britain and Northern Ireland, the Overseas Dependent Territories of the United Kingdom, Grenada, Guyana, **Iraq**, Ireland, Jamaica, Kenya, **Kiribati**, Kuwait, Lesotho, Malawi, Malaysia, **Myanmar**, Nauru, New Zealand, Nigeria, Papua New Guinea, **Saint Christopher and Nevis**, Saint Lucia, Saint Vincent and the Grenadines, Seychelles, Sierra Leone, Singapore, the Solomon Islands, Swaziland, Tanzania (United Rep), Trinidad and Tobago, Tuvalu, Uganda, Vanuatu, **Western Samoa** and Zambia, whose legislation does not permit withdrawal from the post or alteration of address of letter-post items at the sender's request.

2 Article **38** shall apply to Australia only in so far as that article is consistent with its domestic legislation.

Article XI
Special charges

In place of the registration charge laid down in article **54**, paragraph 1, b, member countries may apply, for insured letters, the corresponding charge of their internal service or, exceptionally, a charge of 3.27 SDR at most.

Article XII
Prohibitions

1 The postal administrations of Afghanistan, **Angola**, Cuba, **Djibouti**, Mexico and Pakistan shall not be obliged to comply with the provisions laid down in the last sentence of article **41**, paragraph 8, according to which "This notification shall clearly indicate the prohibition under which the item falls and the articles which gave rise to its seizure.".

2 The delegations of Afghanistan, **Angola,** Bulgaria (People's Rep), Byelorussia, Cuba, **Djibouti,** Dem People's Rep of Korea, Polish People's Rep, Sudan, Ukraine, Union of Soviet Socialist Republics and Yemen (People's Dem Rep) reserve the right for the postal administrations of their countries to provide the information about the reasons for the seizure of a postal item only within the limits of the information provided by the customs authorities and in accordance with internal legislation.

3 Exceptionally, the postal administration of Lebanon shall not accept registered letters containing coins, bank notes, securities of any kind payable to bearer, travellers' cheques, platinum, gold or silver whether manufactured or not, precious stones, jewels or other valuable articles. It shall not be strictly bound by the provisions of article 60, paragraph 1, of the Convention with regard to its liability in cases of theft or damage, or where items containing articles made of glass or fragile articles are concerned.

4 Exceptionally, the postal administrations of Bolivia, the People's Republic of China, Iraq and Nepal shall not accept registered letters containing coins, bank notes, currency notes or securities of any kind payable to bearer, travellers' cheques, platinum, gold or silver whether manufactured or not, precious stones, jewels or other valuable articles.

Article XIII
Articles subject to customs duty

1 With reference to article **41**, the postal administrations of Bangladesh and El Salvador do not accept insured letters containing articles subject to customs duty.

2 With reference to article **41**, the postal administrations of Afghanistan, Albania, Brazil, Bulgaria (People's Rep), Byelorussia, Central African Rep, Chile, Colombia, Dem Kampuchea, Dem People's Rep of Korea, El Salvador, Ethiopia, German Dem Rep, Italy, Nepal, Panama (Rep), **Peru, San Marino**, Saudi Arabia, Ukraine, Union of Soviet Socialist Republics and Venezuela do not accept ordinary and registered letters containing articles subject to customs duty.

3 With reference to article **41**, the postal administrations of Benin, **Burkina Faso,** Côte d'Ivoire, (Rep), **Djibouti,** Mali, Mauritania, Niger, Oman, Senegal and Yemen Arab Rep do not accept ordinary letters containing articles subject to customs duty.

4 Notwithstanding paragraphs 1 to 3, the sending of serums, vaccines and urgently required medicaments which are difficult to procure shall be permitted in all cases.

5 With reference to article **41**, the postal administration of Nepal does not accept registered or insured letters containing currency notes or coins except by special agreement to this effect.

Article XIV
Extent of liability of postal administrations

1 The postal administrations of Bangladesh, Belgium, Benin, **Burkina Faso, Chile, Colombia,** Côte d'Ivoire (Rep), **Djibouti,** India, Lebanon, Madagascar, Mali, Mauritania, Mexico, Nepal, Niger, Senegal, Togo, and Turkey shall be authorized not to apply article **57 with respect to liability in cases of partial theft or partial damage**.

2 The postal administration of Brazil shall be authorized not to apply articles **57 and 60** with respect to liability in cases of damage. **In addition, articles 57 and 60 will not be applied in cases of rifling of items posted at variance with what is stated in article XIII, paragraph 2, of this Final Protocol.**

3 Notwithstanding article 57, paragraph 1, the postal administration of the People's Republic of China shall be liable only for the loss of, total theft of or total damage to the contents of registered items.

Article XV
Non-liability of postal administrations. Registered items

The postal administrations of **Bolivia,** Indonesia and Mexico shall not be required to observe article **60**, paragraph 1, of the Convention as regards maintenance of their liability in case of total theft or total damage.

Article XVI
Payment of indemnity

1 The postal administrations of Bangladesh, **Bolivia,** Gabon, **Guinea, Iraq,** Mexico, Nepal and Nigeria shall not be obliged to comply with article **66**, paragraph 4, of the Convention in so far as concerns finally settling the matter within a period of five months or informing the administration of origin or destination, as the case may be, when a postal item has been detained, confiscated or destroyed by the competent authorities because of the contents, or has been seized by virtue of its domestic legislation.

2 The postal administrations of **Djibouti,** Gabon, **Guinea, Iraq,** Lebanon, Madagascar **and Mauritania** shall not be obliged to comply with article **66**, paragraph 4, of the Convention in so far as concerns finally settling a claim within a period of five months. Nor do they agree to the rightful claimant's being indemnified, on their behalf, by another administration upon expiry of the above-mentioned period.

Article XVII
Special transit charges for conveyance in transit by the Trans-Siberian and via Lake Nasser

1 The postal administration of the Union of Soviet Socialist Republics shall be authorized to collect a supplement of 0.65 SDR in addition to the transit charges indicated in article **72**, paragraph 1, i, (distances traversed by land) for each kilogramme of letter-post items conveyed in transit over the Trans-Siberian route.

2 The postal administrations of the Arab Republic of Egypt and the Democratic Republic of the Sudan shall be authorized to collect a supplement of 0.16 SDR in addition to the transit charges indicated in article **72**, paragraph 1, for each bag of letter post in transit via Lake Nasser between Shallal, Egypt, and Wadi Halfa, Sudan.

Article XVIII
Special transit conditions for Panama (Rep)

The postal administration of Panama (Rep) shall be authorized to collect a supplement of **0.98 SDR** to the transit charges mentioned in article **72**, paragraph 1, for each bag of letter post in transit through the Isthmus of Panama between the ports of Balboa on the Pacific Ocean and Cristobal on the Atlantic Ocean.

Article XIX
Special transit conditions for Afghanistan

Notwithstanding article **72**, paragraph 1, the postal administration of Afghanistan shall be authorized provisionally, because of its special difficulties as regards means of conveyance and communication, to effect the transit of closed mails and à découvert correspondence across its territory on terms specially agreed with the postal administrations concerned.

Article XX
Special storage charges at Panama

Exceptionally, the postal administration of Panama (Rep) shall be authorized to collect a charge of **0.65 SDR** per bag for all mails stored or transhipped in the port of Balboa or Cristobal, provided that that administration does not receive any payment in respect of land or sea transit for those mails.

Article **XXI**
Extraordinary services

The only services considered as extraordinary services giving rise to the collection of special transit charges shall be the Syria-Iraq motor services.

Article **XXII**
Compulsory routeing indicated by the country of origin

The postal administrations of **Bolivia**, Byelorussia, **the** Ukraine and the Union of Soviet Socialist Republics will recognize only the costs of the conveyance effected in accordance with the provision concerning the line shown on the bag labels (AV 8) of airmail dispatches and on the AV 7 delivery bills.

Article **XXIII**
Routeing of closed airmails

Having regard to article **XXII**, the postal administrations of France, Greece, Italy, Senegal and Thailand will forward closed airmails only on the conditions laid down in article **83**, paragraph 3.

Article XXIV
Printed papers. Authorized annotations and enclosures

Notwithstanding article 129, paragraph 5, of the Detailed Regulations of the Convention, in the absence of bilateral agreement, the postal administrations of Canada and the United States of America will not accept as enclosures in dispatches of printed papers any cards, envelopes or wrappings bearing the address of the sender or of his agent in the country of destination of the original item.

Article XXV
Printed papers. Authorized enclosures

Notwithstanding article 129, paragraph 5, of the Detailed Regulations of the Convention, in the absence of bilateral agreement, the postal administrations of France and Iraq will not accept as enclosures in printed papers posted in bulk any cards, envelopes or wrappings bearing a sender's address that is not located in the country of origin of the item.

Article XXVI
Transmission of printed papers for a single addressee

Notwithstanding article **166** of the Detailed Regulations of the Convention, the postal administrations of Canada and the United States of America shall be authorized not to accept registered special bags of printed papers for a single addressee and not to provide registered handling for such bags received from other countries.

Article XXVII
Special bags of printed papers for a single addressee. Minimum weight

Notwithstanding article 20, paragraphs 1 and 10, of the Convention, in the absence of bilateral agreement, the postal administrations of Australia, Brazil, France and the United States of America will not accept special bags of printed papers for a single addressee weighing less than 5 kg.

Article XXVIII
Payment of air conveyance dues

Notwithstanding article 88, paragraph 2, b, the postal administrations of Brazil, Czechoslovakia and the German Dem Rep reserve the right to give their agreement to the payment of air conveyance dues payable to the air services of their countries.

Article XXIX
Internal air conveyance dues

Notwithstanding article 84, paragraph 4, the postal administrations of the Dominican Republic, El Salvador, Guatemala, Papua New Guinea and Vanuatu reserve the right to collect the dues for the air conveyance of international mails within their countries.

In witness whereof, the plenipotentiaries below have drawn up this Protocol, which shall have the same force and the same validity as if its provisions were inserted in the text of the Convention itself, and they have signed it in a single original which shall be deposited **with the Director-General of the International Bureau**. A copy thereof shall be delivered to each party by the Government of the country in which Congress is held.

Done at **Washington, 14 December 1989**.

Signatures: same as on pages 33 to 69.

Postal Parcels Agreement

Agreement
Final Protocol

Postal Parcels Agreement

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Postal Parcels Agreement

The undersigned, plenipotentiaries of the Governments of the member countries of the Union, having regard to article 22, paragraph 4, of the Constitution of the Universal Postal Union concluded at Vienna on 10 July 1964, have, by common consent and subject to article 25, paragraph 3, of the Constitution, drawn up the following Agreement:

Preliminary provisions

Article 1
Purpose of the Agreement

This Agreement shall govern the exchange of postal parcels between contracting countries.

Article 2
Postal parcels

1 Items called "postal parcels" of which the individual weight shall not exceed 20 kilogrammes may be exchanged either direct or via one or more countries. **On the basis of bilateral agreements, administrations may exchange postal parcels which exceed 20 kilogrammes.**

2 The exchange of parcels exceeding 10 kilogrammes shall be optional. Countries which fix a weight of less than 20 kilogrammes shall, however, admit parcels in transit in bags or other closed receptacles up to a weight of 20 kilogrammes. **For parcels weighing more than 20 kilogrammes, the agreement of the country of transit shall be obligatory.**

3 Notwithstanding paragraphs 1 and 2, parcels relating to the postal service as provided for in article **17** may weigh up to 30 kilogrammes.

4 In this Agreement, its Final Protocol and its Detailed Regulations, the abbreviation "parcels" shall apply to all postal parcels.

Article 3
Operation of the service by transport companies

1 Any country whose postal administration does not undertake the conveyance of parcels and which is a party to the Agreement may arrange for its provisions to be implemented by transport companies. It may, at the same time, limit this service to parcels originating in or addressed to places served by these companies.

2 The postal administration of such a country shall make arrangements with the transport companies to ensure full implementation by them of all the provisions of the Agreement, with special reference to the arrangements for the exchange of parcels. The postal administration shall serve as intermediary for them in all their relations with administrations of the other contracting countries and with the International Bureau.

Article 4
Categories of parcels

1 An "ordinary parcel" shall be one which is not subject to any of the special requirements prescribed for the categories defined in paragraphs 2 and 3.

2 Other categories shall be:
a "insured parcel", any parcel which is insured for a declared value;
b "parcel for delivery free of charges and fees", any parcel in respect of which the sender asks to be charged with the whole of the postal charges and fees to which the parcel may be subject on delivery; this request may be made at the time of posting; it may also be made after posting up to the time of delivery to the addressee, except in those countries which cannot accept this procedure;
c "cash-on-delivery parcel", any parcel subject to a COD charge and covered by the Cash-on-Delivery Agreement;
d "fragile parcel", any parcel containing articles which are liable to break easily and which are to be handled with special care;
e "cumbersome parcel":
  i any parcel whose dimensions exceed the limits fixed by article **21**, paragraph 1, or those which administrations may fix between themselves;
  ii any parcel which by reason of its shape or construction does not lend itself readily to loading with other parcels or which requires special precautions;
  iii optionally, any parcel conforming to the conditions laid down in article **21**, paragraph 4;
f "service parcel", any parcel relating to the postal service and exchanged under the conditions laid down in article **17**;
g "prisoner-of-war or civilian internee parcel", any parcel intended for or sent by prisoners or organizations referred to in article **17** of the Convention.

3 Other categories, according to the method of dispatch or delivery:
a "air parcel", any parcel accepted for air conveyance with priority between two countries;
b "express parcel", any parcel which, on arrival at the office of destination, shall be delivered to the place of address by special messenger or which, in those countries whose administrations do not undertake delivery to the place of address, gives rise to the delivery, by special messenger, of an advice of arrival **or to the transmission of an advice by telephone, telex or any other appropriate means of telecommunication**; nevertheless, if the address of the addressee is situated outside the local delivery area of the office of destination, delivery by special messenger shall not be obligatory.

4 The exchange of "free of charges and fees" and "cash-on-delivery" parcels shall require prior agreement between administrations of origin and destination. With respect to "insured", "fragile", "cumbersome", "air" and "express" parcels, the exchange may be established on the basis of the information given in the Compendium of Information (Postal Parcels) published by the International Bureau.

Article 5
Weight steps

1 The parcels defined in article 4 shall be classed in the following weight steps:

	up to	1 kg		
above	1	up to	3 kg	
above	3	up to	5 kg	
above	5	up to	10 kg	
above	10	up to	15 kg	
above	15	up to	20 kg	
above	**20 kg.**			

2 Countries which by reason of their internal regulations are unable to adopt the metric-decimal system of weight may substitute for the weight steps provided for in paragraph 1 the following equivalents (in pounds avoirdupois):

	up to	1 kg	up to	2 lb
above 1	and up to	3 kg		2 to 7 lb
above 3	and up to	5 kg		7 to 11 lb
above 5	and up to	10 kg		11 to 22 lb
above 10	and up to	15 kg		22 to 33 lb
above 15	and up to	20 kg		33 to 44 lb
above 20 kg				**44 lb and above.**

Article 6
Quality-of-service targets

1 Administrations of destination shall fix a service target for the handling of air parcels addressed to their countries. The target, increased by the time normally required for customs clearance, shall be no less favourable than the target for comparable items in their domestic service.

2 Administrations of destination shall also, as far as possible, fix a service target for the handling of surface parcels addressed to their countries.

3 Administrations of origin shall fix service targets for air and surface parcels for abroad by reference to the targets fixed by the administrations of destination.

Part I

Charges and fees

Article **7**
Composition of the charges and fees

1 The charges and fees which administrations are authorized to collect from the senders and addressees of postal parcels shall be made up of the principal charges as defined in article **8** and, where appropriate, by:
a the air surcharges mentioned in article **9**;
b the supplementary charges mentioned in articles **10** to **15**;
c the charges and fees mentioned in articles **30**, paragraph 3, and **32**, paragraph 6;
d the fees mentioned in article **16**.

2 Apart from any exceptions prescribed by this Agreement, charges shall be retained by the administration collecting them.

Chapter I

Principal charges and air surcharges

Article **8**
Principal charges

1 Administrations shall fix the principal charges to be collected from senders.

2 The principal charges shall be linked with the rates, and as a general rule, the sum thereof shall not in total exceed the rates that administrations shall be authorized to claim under articles **47** to **51**.

Article **9**
Air surcharges

1 Administrations shall fix the air surcharges to be collected for forwarding parcels by air. They may adopt, for fixing surcharges, smaller weight steps than the first weight step.

2 The surcharges shall be related to the air conveyance dues and, as a general rule, the sum thereof shall not in total exceed the costs of such conveyance.

3 Surcharges shall be uniform for the whole of the territory of a country of destination whatever the routeing used.

Chapter II

Supplementary charges and fees

Section I

Charges relating to certain categories of parcels

Article **10**
Express parcels

1 Express parcels shall be subject to a supplementary charge called the "express charge" the amount of which shall be fixed at not more than 1.63 SDR or at the amount of the charge applicable in the internal service if this is higher. This charge must be fully paid in advance at the time of posting, even if the parcel cannot be delivered by special messenger but only the advice of arrival.

2 When express delivery places special demands on the administration of destination with regard to the location of the address of the addressee or to the day or time of arrival at the office of destination, the delivery of the parcel and collection of any additional charge shall be governed by the provisions concerning parcels of the same type in the internal system. The supplementary charge shall be paid even if the parcel is returned to sender or redirected; however, in such cases, the amount passed on may not exceed 1.63 SDR.

3 If the regulations of the administration of destination permit, addressees may ask the delivery office, subject to what is laid down in paragraph 1, to deliver to them by express immediately on arrival any parcels which are intended for them. In that case the administration of destination shall be authorized to collect, on delivery, a charge of not more than 1.63 SDR or the internal service charge if this is higher.

Article **11**
Parcels for delivery free of charges and fees

1 Parcels for delivery free of charges and fees shall be subject to a charge called "fee for delivery free of charge" fixed at 0.98 SDR as a maximum for each parcel. This charge shall be collected by the administration of origin which shall retain it as payment for services rendered in the country of origin.

2 When delivery free of charge is requested after the parcel has been posted, an additional charge for a request for delivery free of charge shall be collected from the sender at the time the request is made. This charge, fixed at 1.31 SDR as a maximum, shall be collected by the administration of origin. If the request is to be sent by telegraph **or any other appropriate means of telecommunication**, the sender shall also pay the **corresponding** charge.

3 The administration of destination shall be authorized to collect a commission charge of 0.98 SDR as a maximum for each parcel. This charge shall be independent of the presentation-to-Customs charge referred to in article **15**, c. It shall be collected from the sender on behalf of the administration of destination.

Article **12**
Insured parcels

1 The following charges on insured parcels shall be collected from the sender in advance:
a charges authorized in this part of the Agreement;
b an optional dispatch charge not exceeding the registration charge laid down in article **26**, paragraph 1, p, of the Convention or the corresponding charge of the internal service if this is higher, or, exceptionally, a charge of 3.27 SDR at most;
c an ordinary insurance charge of not more than 0.33 SDR for each 65.34 SDR or fraction of 65.34 SDR insured value, or 1/2 percent of the insured value step or the internal service charge if this is higher.

2 In addition, administrations undertaking to cover risks of force majeure shall be authorized to collect a "charge for cover against risks of force majeure" to be fixed so that the sum of this charge and the ordinary insurance charge shall not exceed the maximum prescribed in paragraph 1, c.

3 Administrations may also collect from the sender or from the addressee special charges in accordance with their internal legislation to take account of any exceptional security measures taken with regard to insured parcels.

Article **13**
Fragile parcels. Cumbersome parcels

Fragile parcels and cumbersome parcels shall be subject to a supplementary charge equal to not more than 50 percent of the principal charge or to the internal service charge if this is higher. If the parcel is both fragile and cumbersome the supplementary charge mentioned above shall be collected once only. Nevertheless, the air surcharges in respect of these parcels shall not be increased.

Section II

Charges and fees relating to all categories of parcels

Article **14**
Supplementary charges

Administrations shall be authorized to collect the following supplementary charges:
a charge for items posted outside normal counter opening hours;
b presentation-to-Customs charge collected by the administration of origin; as a general rule the charge shall be collected at the time of posting of the parcel;
c presentation-to-Customs charge collected by the administration of destination either for submission to Customs and customs clearance or for submission to Customs only; in the absence of other arrangements, the charge shall be collected at the time of delivery of the parcel to the addressee; however, in the case of parcels for delivery free of charges and fees, the presentation-to-Customs charge shall be collected by the administration of origin on behalf of the administration of destination;
d charge for collection from the sender's address; this charge may be collected by the administration of origin for parcels collected by its services from the sender's address;
e delivery charge; this charge may be collected by the administration of destination for each attempted delivery of the parcel at the address; nevertheless, in the case of express parcels, it may be collected only in respect of each attempted delivery after the first;

f advice of non-delivery reply charge, collected under the conditions laid down in article **29**, paragraph 2;
g advice of arrival charge, collected by the administration of destination, when its legislation obliges it to do so and when that administration does not undertake delivery to the place of address, in respect of any advice (the first as well as subsequent advices) delivered to the address of the addressee, except for the first advice of express parcels;
h repacking charge, due to the administration of the first of the countries in whose territory a parcel has to be repacked in order to protect its contents; it shall be recovered from the addressee or, where appropriate, the sender;
i poste restante charge, collected by the administration of destination at the time of delivery, on every parcel addressed "poste restante";
j storage charge on every parcel which has not been taken possession of within the prescribed periods, whether the parcel is addressed "poste restante" or to a place of address. This charge shall be collected by the administration which effects the delivery, on behalf of the administration in whose service the parcel has been kept beyond the prescribed periods;
k advice of delivery charge, when the sender asks for an advice of delivery in accordance with article **28**;
l advice of embarkation charge, collected, in relations between countries whose administrations agree to provide this service, when the sender requests that an advice of embarkation be sent to him;
m inquiry charge, mentioned in article **39**, paragraph 3;
n charge for a request for withdrawal from the post or alteration **or correction** of address;
o charge for cover against risks of force majeure, collected by administrations prepared to cover risks of force majeure.

Article **15**
Scale

1 The scale of supplementary charges defined in article **14** shall be fixed in accordance with the following table:

Description of charge		Amount	Observations
1		2	3
a	Charge on items posted outside normal counter opening hours	Same charge as in internal service	
b	Presentation-to-Customs charge collected by the administration of origin	0.65 SDR at most per parcel	
c	Presentation-to-Customs charge collected by the administration of destination	3.27 SDR at most per parcel	
d	Charge for collection from the sender's address	Same charge as in internal service	
e	Delivery charge	Same charge as in internal service	In the event of return to sender (article **30**, paragraph 3, b) or redirection (article **32**, paragraph 6, c), the amount passed on may not exceed 0.98 SDR

Description of charge	Amount	Observations
1	2	3
f Advice of non-delivery reply charge	0.65 SDR at most	If, following delivery of the advice of non-delivery, new instructions have to be transmitted by telegraph, the sender or the third party shall pay, in addition, the telegraph charge
g Advice of arrival charge	At most, a charge equal to that for an ordinary letter of the first weight step in the internal service	
h Repacking charge	0.33 SDR at most per parcel	This charge may be collected once only in the course of transmission from beginning to end
i Poste restante charge	Same charge as in the internal service	In the event of return to sender (article **30**, paragraph 3, b) or redirection (article **32**, paragraph 6, c), the amount passed on may not exceed 0.49 SDR
j Storage charge	Same charge as in the internal service	In the event of return to sender (article **30**, paragraph 3, b) or redirection (article **32**, paragraph 6, c), the amount passed on may not exceed 6.53 SDR
k Advice of delivery charge	0.98 SDR at most	
l Advice of embarkation charge	0.36 SDR at most per parcel	
m Inquiry charge	0.65 SDR at most	If the sender has asked for his request to be sent by telegraph **or by any other means of telecommunication**, the telegraph charge **or the charge for the other means of telecommunication** shall be added to this charge
n Charge for a request for withdrawal from the post or alteration **or correction** of address	1.31 SDR at most	The following shall be added to this charge: the **appropriate charge** if the request is to be sent by **telecommunication**
o Charge for cover against risks of force majeure	a amount laid down in article **12**, paragraph 2, in respect of insured parcels b maximum of 0.20 SDR per parcel in respect of uninsured parcels	

2 Administrations which, in their internal service, collect supplementary charges higher than those fixed in paragraph 1, may, when they retain the whole amount of such charges, apply the internal service rate in the international service.

Article **16**
Fees

1 Administrations of destination shall be authorized to collect from addressees all fees, especially customs duty, payable on the items in the country of destination.

2 Administrations shall undertake to seek from the competent authorities in their countries cancellation of the fees (including customs duty) in the case of a parcel:
a returned to sender;
b redirected to a third country;
c abandoned by the sender;
d lost in their service or destroyed because of total damage of the contents;
e rifled or damaged in their service.
In these cases, cancellation of fees shall be requested only to the value of the missing contents or the depreciation suffered by the contents.

Chapter III

Free postage

Article **17**
Service parcels

1 Parcels relating to the postal service shall be exempt from all postal charges if exchanged between the following:
a postal administrations;
b postal administrations and the International Bureau;
c post offices of member countries;
d post offices and postal administrations.

2 Air parcels, with the exception of those originating from the International Bureau, shall be exempt from air surcharges.

Article **18**
Parcels of prisoners of war and civilian internees

Prisoner-of-war and civilian internee parcels shall be exempted from all charges in accordance with article **17** of the Convention. However, air parcels shall be subject to air surcharges as laid down in article **9** of this Agreement.

Part II

Operation of the service

Chapter I

Conditions of admission

Section I

General conditions of admission

Article **19**
Conditions of acceptance

Provided that the contents do not come within the prohibitions listed in article **20** or within the prohibitions or restrictions applicable in the territory of one or more of the administrations called upon to take part in the transmission, every parcel, to be admitted to the post, shall:

a belong to one of the categories of parcels admitted under the terms of article 4;
b be packed in a manner adapted to the nature of the contents and the conditions of transport;
c bear the names and addresses of the addressee and the sender;
d satisfy the conditions of weight and size fixed by articles 2 and **21**;
e be prepaid in respect of all the charges required by the office of origin, either by means of postage stamps or by any other method authorized by the regulations of the administration of origin.

Article **20**
Prohibitions

The insertion of the following articles shall be prohibited:

a in all categories of parcels:
  i articles which, by their nature or their packing, may expose officials to danger, or soil or damage other parcels or postal equipment;
  ii narcotics and psychotropic substances; however, this prohibition shall not apply to consignments sent for a medical or scientific purpose to countries which admit them on this condition;
  iii documents having the character of current and personal correspondence as well as correspondence of any kind exchanged between persons other than the sender and the addressee or persons living with them, except:
    - one of the documents below, unclosed, reduced to its essential elements and relating solely to the goods being conveyed: invoice, dispatch note or advice, delivery bill;
    - gramophone records, tapes and wires, whether bearing a sound or video recording or not, ADP cards, magnetic tape or other similar media, and QSL cards, when the administration of origin considers that they do not have the character of current and personal correspondence and when they are exchanged between the sender and the addressee of the parcel or persons residing with them;
    - correspondence and documents of any kind having the character of current and personal correspondence, other than the foregoing, exchanged between the sender and the addressee of the parcel or persons residing with them, if the internal regulations of the administrations concerned so permit;

iv live animals, unless their conveyance by post is authorized by the postal regulations of the countries concerned;
v explosive, flammable or other dangerous substances;
vi radioactive materials. However, administrations may agree among themselves to accept parcels containing these materials either reciprocally or in one direction only. In this case, the radioactive materials shall be made up and packed in accordance with the provisions of the Detailed Regulations and shall be forwarded by the quickest route, normally by air, subject to payment of the corresponding air surcharges. They may be posted only by duly authorized senders;
vii obscene or immoral articles;
viii articles of which the importation or uttering is prohibited in the country of destination;

b in uninsured parcels exchanged between two countries which admit insured parcels: coins, bank notes, currency notes, securities of any kind payable to bearer, platinum, gold or silver, whether manufactured or not, precious stones, jewels and other valuable articles. This provision shall not apply when the exchange of parcels between two administrations admitting insured parcels can only be made in transit through the intermediary of an administration which does not admit them. Any administration may prohibit the enclosure of gold bullion in insured or uninsured items originating from or addressed to its territory or sent in transit à découvert across its territory, or limit the actual value of these items.

Article **21**
Limits of size

1 Except where parcels are considered as cumbersome by application of article 4, paragraph 2, e, parcels sent by surface or air shall not exceed 1.50 metres for any one dimension or 3 metres for the sum of the length and the greatest circumference measured in a direction other than that of the length.

2 Administrations which cannot accept, for any parcel or for air parcels only, the sizes prescribed in paragraph 1, may adopt instead the following dimensions: 1.05 metres for any one dimension, 2 metres for the sum of the length and the greatest circumference measured in a direction other than that of the length.

3 Whatever their mode of conveyance, parcels shall not be smaller than the minimum size prescribed for letters in article **20**, paragraph 1, of the Convention.

4 Administrations which accept the dimensions fixed in paragraph 1 may collect, for parcels whose dimensions exceed the limits specified in paragraph 2 but which weigh less than 10 kg, a supplementary charge equal to that provided for in article **13**.

Article **22**
Treatment of parcels wrongly accepted

1 When parcels containing articles mentioned in article **20**, a, have been wrongly admitted to the post, they shall be dealt with according to the legislation of the country of the administration establishing their presence; however, parcels containing articles listed in the same article under a, ii and v to vii shall in no circumstances be forwarded to their destination, delivered to the addressees or returned to sender.

2 In the case of the insertion of a single item of correspondence prohibited within the meaning of article **20**, a, iii, this correspondence shall be treated in the manner prescribed in article **32** of the Convention, and the parcel shall not be returned to sender on this account.

3 When an uninsured parcel exchanged between two countries which admit insurance and containing articles listed in article **20**, b, is received by the administration of destination, that administration shall be authorized to deliver the parcel to the addressee under the conditions prescribed by its regulations. If they do not permit delivery, the parcel shall be returned to sender by application of article **34**.

4 Paragraph 3 shall be applicable to parcels of which the weight or the dimensions appreciably exceed the permitted limits; however, these parcels may, where appropriate, be delivered to the addressee if he first pays any charges which may be due.

5 When a wrongly admitted parcel or part of its contents is neither delivered to the addressee nor returned to sender, the administration of origin shall be notified without delay how the parcel has been dealt with **by means of a form conforming to the attached specimen C 33/CP 10bis**. This notification shall clearly indicate the prohibition under which the parcel falls or the articles which gave rise to its seizure.

Article **23**
Sender's instructions at the time of posting

1 At the time of posting of a parcel, the sender shall be required to indicate the treatment to be given in case of non-delivery.

2 One of the following instructions only may be given:
a dispatch of an advice of non-delivery to the sender;
b dispatch of an advice of non-delivery to a third party residing in the country of destination;
c return forthwith to the sender by surface or air;
d return to the sender by surface or air at the end of a given period, which may not exceed the regulation period of retention in the country of destination;
e delivery to an alternative addressee, if necessary after redirection by surface or air (and subject to the special provisions set out in article **29**, paragraph 1, c, ii);
f redirection of the parcel by surface or air, for delivery to the original addressee;
g abandonment of the parcel by the sender.

3 Parcels may be returned without advice if the sender has given no or contradictory instructions.

4 Administrations shall have the option of not accepting the instructions referred to in paragraph 2, a and b, when their legislation or regulations do not so permit.

Section II

Special conditions of admission

Article **24**
Insured parcels

1 The following rules shall govern the insured value of insured parcels:
a postal administrations:
i each administration may limit the insured value, so far as it is concerned, to an amount which may not be less than **3266.91 SDR** or the amount adopted in its internal service if it is less than **3266.91 SDR**;
ii in the service between countries whose administrations have adopted different limits, all parties shall observe the lowest limit;

b senders:
i may not insure the parcel for a value exceeding the actual value of its contents;
ii may insure part only of the actual value of the contents of the parcel.

2 Fraudulent insurance for a value greater than the actual value of the parcel shall be liable to the legal proceedings prescribed by the legislation of the country of origin.

3 A receipt shall be handed over free of charge to every sender of an insured parcel at the time of posting.

Article **25**
Parcels for delivery free of charges and fees

1 A parcel for delivery free of charges and fees may be accepted only if the sender undertakes to pay the full amount which the office of destination would be entitled to claim from the addressee as well as the commission charge prescribed in article **11**.

2 The office of origin may require the payment of a sufficient deposit.

Chapter II

Conditions of delivery and redirection

Section I

Delivery

Article **26**
General rules for delivery. Periods of retention

1 As a general rule, parcels shall be delivered to the addressees as soon as possible and according to the provisions in force in the country of destination. When parcels are not delivered to the addressee's address, the addressee shall, unless this is impossible, be advised of their arrival without delay.

2 When an addressee has been notified of the arrival of a parcel, it shall be held at his disposal for a fortnight or, at most, for a month from the day after that on which the advice is sent; exceptionally, this period may be increased to two months if the regulations of the administration of destination permit. The retention period prescribed in this paragraph shall be renewed if the sender has, in accordance with article **29**, paragraph 1, a, c, ii, and d, requested that the addressee be advised again.

3 When it has not been possible to notify an addressee of the arrival of a parcel, the period of retention shall be that prescribed by the regulations of the country of destination; this period, applicable also to parcels addressed poste restante, shall start to run from the day after the day from which the parcel is held at the addressee's disposal and shall not, as a general rule, exceed two months; the parcel shall be returned to the sender within a shorter period if the sender has so requested in a language known in the country of destination.

4 The periods of retention prescribed in paragraphs 2 and 3 shall be applicable, in the case of redirection, to parcels to be delivered by the new office of destination.

Article **27**
Delivery of express parcels

1 The delivery by special messenger of an express parcel or of the advice of arrival shall be attempted once only.

2 If the attempt is unsuccessful the parcel shall cease to be considered as express.

Article **28**
Advice of delivery

The sender of a parcel may request an advice of delivery under the conditions laid down in article **55** of the Convention. However, administrations may restrict this service to insured parcels if such restriction is provided for in their internal service.

Article **29**
Non-delivery to the addressee

1 After receipt of the advice of non-delivery mentioned in article **23**, paragraph 2, a and b, the sender, or the third party concerned, shall give his instructions, which may only be those authorized by the said article, paragraph 2, c to g, and, in addition, one of the following:

a notify the addressee once more;
b correct or complete the address;
c where a cash-on-delivery parcel is concerned:
  i deliver it to a person other than the addressee against payment of the amount indicated;
  ii deliver it to the original addressee or to another addressee without collecting the COD charge or against payment of an amount less than the original amount;
d deliver the parcel free of charges and fees either to the original addressee or to another addressee.

2 The charge mentioned in article **14**, f, for sending the instructions referred to in paragraph 1 may be collected either from the sender or from the third party; when the advice relates to several parcels posted at the same time at the same office by the same sender and addressed to the same addressee the charge shall be collected once only. In case of transmission by telegraph **or any other appropriate means of telecommunication**, the **corresponding charge** shall also be collected.

3 Provided that no instructions have been received from the sender or third party, the administration of destination shall be authorized to deliver the parcel to the addressee originally indicated or, where appropriate, to another addressee indicated later, or to redirect the parcel to a new address. After receipt of fresh instructions these alone shall be valid and binding.

Article **30**
Return to sender of undelivered parcels

1 Every parcel which it has not been possible to deliver shall be returned to the sender's country of residence:

a immediately if:
  i the sender has requested it in application of article **23**, paragraph 2, c;
  ii the sender (or the third party referred to in article **23**, paragraph 2, b) has made an unauthorized request;
  iii the sender or the third party refuses to pay the charge authorized in article **29**, paragraph 2;

iv the instructions of the sender, or of the third party, have not achieved the desired result, whether these instructions were given at the time of posting or after receipt of the advice of non-delivery;

b immediately after the expiry:

i of the period, if any, fixed by the sender in application of article **23**, paragraph 2, d;

ii of the periods of retention laid down in article **26**, if the sender has not complied with article **23**. In this case, however, the sender may be asked for instructions;

iii of a period of two months from the dispatch of an advice of non-delivery, if the office which prepared that advice has not received adequate instructions from the sender or the third party, or if these instructions have not been received by that office.

2 **A** parcel shall be returned by **the route normally used for dispatching mails**. It may not be returned by air unless the sender has guaranteed the payment of the air surcharges.

3 Every parcel returned to sender under this article shall be subject to:

a the rates entailed in the further transmission;

b the uncancelled charges and fees which the administration of destination incurs at the time of return to the sender, subject to articles **10**, paragraph 2, last sentence, and **15**, paragraph 1, table, column 3, e, i and j.

4 These rates, charges and fees shall be collected from the sender.

5 Parcels returned to the sender and undeliverable to him shall be dealt with by the administration concerned in accordance with its own legislation.

Article **31**
Abandonment by the sender of an undelivered parcel

If the sender has abandoned a parcel which it has not been possible to deliver to the addressee, that parcel shall be treated by the administration of destination according to its own legislation.

Section II

Redirection

Article **32**
Redirection due to change of address by the addressee or to alteration **or correction** of an address

1 If an addressee changes his address or if an address is altered **or corrected** under article **38**, a parcel may be redirected either within the country of destination or out of that country.

2 A parcel may be redirected within the country of destination at the request of the sender, at the request of the addressee, or automatically if the regulations of that country permit.

3 A parcel may be redirected out of the country of destination only at the request of the sender or of the addressee; in this case the parcel shall comply with the conditions required for the onward transmission.

4 A parcel may also be redirected under the conditions set out above by air at the request of the sender or the addressee, provided that payment of the air surcharge in respect of the onward transmission is guaranteed.

5 The sender may forbid any redirection.

6 For the first and any subsequent redirection of each parcel, the following may be collected:
a the charges authorized by the internal regulations of the administration concerned for such redirection, in the case of redirection within the country of destination;
b the rates and air surcharges entailed in the onward transmission, in the case of redirection out of the country of destination;
c the charges and fees which the former administrations of destination do not agree to cancel, subject to articles **10**, paragraph 2, last sentence, and **15**, paragraph 1, table, column 3, e, i and j.

7 The rates, charges and fees mentioned in paragraph 6 shall be collected from the addressee.

Article **33**
Parcels arriving out of course and to be redirected

1 Any parcel arriving out of course as a result of an error on the part of the sender or the dispatching administration shall be reforwarded to its proper destination by the most direct route used by the administration which has received the parcel.

2 Any air parcel arriving out of course shall be reforwarded by air.

3 Any parcel reforwarded in application of this article shall be subject to the rates for forwarding to its proper destination and the charges and fees mentioned in article **32**, paragraph 6, c.

4 These rates, charges and fees shall be collected from the administration responsible for the office of exchange which misdirected the parcel. This administration shall collect them, where appropriate, from the sender.

Article **34**
Return to sender of wrongly accepted parcels

1 Any parcel wrongly accepted and returned to sender shall be subject to the rates, charges and fees prescribed in article **30**, paragraph 3.

2 These rates, charges and fees shall be payable by:
a the sender, if the parcel has been wrongly admitted in consequence of an error of the sender or if it falls within one of the prohibitions laid down in article **20**;
b the administration responsible for the error, if the parcel has been wrongly admitted in consequence of an error attributable to the postal service. In this case the sender shall be entitled to a refund of the charges paid.

3 If the rates which have been allocated to the administration returning the parcel are insufficient to cover the rates, charges and fees mentioned in paragraph 1, the outstanding charges shall be recovered from the administration of the sender's country of residence.

4 If there is a surplus, the administration which sends back the parcel shall return the balance of the rates to the administration of the sender's country of residence for refund to the sender.

Article **35**
Return to sender due to suspension of a service

The return of a parcel to the sender due to the suspension of a service shall be free of charge; the unallocated rates collected for the outward journey shall be credited to the administration of the sender's country of residence for refund to the sender.

Chapter III

Special provisions

Article **36**
Non-compliance by an administration with given instructions

1 When the administration of destination or an intermediate administration has not complied with the instructions given either at the time of posting or subsequently, it shall bear the conveyance charges (outward and return) and any other charges or fees which have not been cancelled; nevertheless, the charges paid for the outward journey shall remain the responsibility of the sender if he declared, either at the time of posting or subsequently, that in the event of non-delivery he would abandon the parcel.

2 The administration of the sender's country of residence shall be authorized automatically to bill the charges referred to in paragraph 1 to the administration which has not complied with the instructions given and which, although duly informed, has allowed **three** months to pass from the date on which it was informed without finally settling the matter or without informing the administration of the sender's country of residence that the non-compliance appeared to be due to force majeure or that the parcel had been detained, seized or confiscated in accordance with the internal regulations of the country of destination.

Article **37**
Parcels containing items whose early deterioration or decay is to be feared

Articles contained in a parcel of which the early deterioration or decay is to be feared, and those articles only, may be sold immediately, even in course of transmission on either the outward or the return journey, without prior notice or legal formality, on behalf of the rightful owner; if, for any reason whatsoever, sale is impossible, the spoilt or decayed articles shall be destroyed.

Article **38**
Withdrawal from the post. Alteration or correction of address

1 The sender of a parcel may, under the terms of article **38** of the Convention, ask for it to be returned or for its address to be altered, provided that he guarantees payment of the amounts due for any onward transmission under articles **30**, paragraph 3, and **32**, paragraph 6.

2 However, administrations shall have the option of not accepting the requests referred to in paragraph 1 when they do not accept them in their internal service.

Article **39**
Inquiries

1 Every administration shall accept inquiries relating to any parcel posted in the service of another administration.

2 Inquiries from users shall be entertained only within a period of one year from the day after that on which the parcel was posted.

3 Unless the sender has paid in full the advice of delivery charge prescribed in article **14**, k, each inquiry shall be subject to the collection of an "inquiry" charge at the rate laid down in article **15**, m.

4 Separate inquiries shall be made for uninsured and insured parcels. If the inquiry related to several parcels of the same category posted at the same time at the same office by the same sender and addressed to the same addressee and sent by the same route, the charge shall be collected once only.

5 The inquiry charge shall be refunded if the inquiry has been occasioned by a service error.

Part III

Liability

Article **40**
Principle and extent of liability of postal administrations

1 Postal administrations shall be liable for the loss of, theft from or damage to parcels, except as provided for in article **41**. Their liability shall be as binding for parcels conveyed à découvert as for those forwarded in closed mails.

2 Administrations may undertake to cover also risks which may arise from a case of force majeure. They shall then be liable towards senders of parcels posted in their country for loss, theft or damage due to a case of force majeure occurring at any time during transmission of the parcels, including redirection or return to sender.

3 The sender shall be entitled to an indemnity corresponding, in principle, to the actual amount of the loss, theft or damage; consequential losses or loss of profits shall not be taken into consideration. However, this indemnity may in no case exceed:

a for insured parcels, the amount of the insured value in gold francs or SDRs; in case of redirection or return to sender by surface of an insured air parcel, liability shall be limited, for the second journey, to that applicable to parcels sent by that route. However, administrations of origin may assume responsibility for any loss, theft or damage not covered during the second journey;

b for other parcels, the following amounts:
44.10 SDR per parcel up to 5 kg;
65.34 SDR per parcel above 5 up to 10 kg;
88.21 SDR per parcel above 10 up to 15 kg;
111.07 SDR per parcel above 15 up to 20 kg;
above 20 kilogrammes, 22.87 SDR per parcel and per step or fraction of 5 kilogrammes.

4 Notwithstanding paragraph 3, b, administrations may agree to apply, in their reciprocal relations, the maximum amount of **111.07 SDR** per parcel regardless of the weight.

5 The indemnity shall be calculated according to the current price, converted into gold francs or SDRs, of goods of the same kind at the place and time at which the parcel was accepted for conveyance; failing a current price, the indemnity shall be calculated according to the ordinary value of goods whose value is assessed on the same basis.

6 When an indemnity is due for the loss, total theft or total damage of a parcel, the sender or, by application of paragraph 8, the addressee shall also be entitled to repayment of the charges paid with the exception of the insurance charge; the same shall apply to items refused by the addressees because of their bad condition if that is attributable to the postal service and involves its liability.

7 When the loss, total theft or total damage is due to a case of force majeure for which indemnity is not payable, the sender shall be entitled to repayment **of the** charges paid, **with the exception of the insurance charge**.

8 Notwithstanding paragraph 3, the addressee shall be entitled to the indemnity after taking delivery of a rifled or damaged parcel in the cases provided for in article **41**, paragraph 1, a and b.

9 The sender may waive his rights as prescribed in paragraph 3 in favour of the addressee. Conversely, the addressee shall be entitled to waive his rights as prescribed in paragraph 8 in favour of the sender. The sender or the addressee may authorize a third party to receive the indemnity if internal legislation allows this.

10 The administration of origin shall have the option of paying senders in its country, for uninsured parcels, the indemnities prescribed by its internal legislation for items of the same kind, provided that such indemnities are not lower than those laid down in paragraph 3, b. **The same shall apply to the administration of destination when the indemnity is paid to the addressee under the terms of paragraph 8.** However, the amounts laid down in paragraph 3, b, shall remain applicable:

i in the event of recourse against the administration liable;

ii if the sender waives his rights in favour of the addressee **or vice versa**.

Article **41**
Non-liability of postal administrations

1 Postal administrations shall cease to be liable for parcels which they have delivered, according either to the conditions laid down in their internal regulations for items of the same kind or those set out in article **12**, paragraph 3, of the Convention; liability shall however be maintained:

a when theft or damage is discovered either prior to or at the time of delivery of a parcel or when, internal regulations permitting, the addressee or, in the case of return to sender, the latter makes reservations on taking delivery of a rifled or damaged parcel;

b when the addressee or, in the case of return to sender, the latter, although having given a proper discharge, notifies the delivery administration without delay that he has found theft or damage and furnishes proof that such theft or damage did not occur after delivery.

2 Postal administrations shall not be liable:

i for the loss of, theft from or damage to parcels:

a in cases of force majeure. The administration in whose service the loss, theft or damage occurred shall decide according to the laws of its country whether the loss, theft or damage was due to circumstances amounting to a case of force majeure; these circumstances shall be communicated to the administration of the country of origin if the

latter administration so requests. Nevertheless, the administration of the dispatching country shall still be liable if it has undertaken to cover risks of force majeure (article **40**, paragraph 2);

b when they cannot account for parcels owing to the destruction of official records by force majeure, provided that proof of their liability has not been otherwise produced;

c when such loss, theft or damage has been caused by the fault or negligence of the sender or arises from the nature of the contents of the parcel;

d in the case of parcels which have been fraudulently insured for a sum greater than the actual value of the contents;

e when the sender has made no inquiry within the period prescribed in article **39**, paragraph 2;

f in the case of prisoner-of-war or civilian internee parcels;

ii for parcels seized under the legislation of the country of destination;

iii for parcels confiscated or destroyed by the competent authority, in the case of parcels whose contents fall within the prohibitions specified in article **20**, a, ii, iv to viii, and b;

iv in the case of sea or air conveyance when they have made it known that they are unable to accept liability for insured parcels on board the ships or aircraft used by them; they shall nevertheless assume in respect of the transit of insured parcels in closed mails the liability which is laid down for uninsured parcels of the same weight.

3 Postal administrations shall accept no liability for customs declarations in whatever form these are made or for decisions taken by the Customs on examination of parcels submitted to customs control.

Article **42**
Sender's liability

1 The sender of a parcel shall be liable within the same limits as administrations themselves for any damage caused to other postal items as a result of the dispatch of articles not acceptable for conveyance or of the non-observance of the conditions of acceptance, provided that there has been no fault or negligence on the part of administrations or carriers.

2 The acceptance by the office of posting of such a parcel shall not relieve the sender of his liability.

3 An administration which finds damage that is due to the fault of the sender shall inform the administration of origin, whose responsibility it is to take action against the sender where appropriate.

Article **43**
Determination of liability between postal administrations

1 Until the contrary is proved, liability shall rest with the postal administration which, having received the parcel without comment and being furnished with all the prescribed means of inquiry, cannot prove either delivery to the addressee or, where appropriate, correct transfer to another administration.

2 Until the contrary is proved, and subject to paragraph 4, an intermediate administration or administration of destination shall be relieved of all liability:

a when it has observed the rules for inspection of mails and parcels and the establishment of irregularities;

b when it can prove that it was not informed of the inquiry until after the destruction of the official records relating to the parcel in question, the regulation period of retention having expired; this reservation shall not prejudice the rights of the claimant.

3 When the loss, theft or damage occurs in the service of an air carrier, the administration of the country which collects the conveyance dues in accordance with article **88**, paragraph 1, of the Convention shall reimburse the administration of origin for the indemnity as well as the charges and fees paid to the sender, subject to article 1, paragraph 6, of the Convention and paragraph 7 of this article. It shall be for the former administration to recover these amounts from the air carrier in question. Where the administration of origin settles the conveyance dues direct with the air carrier in accordance with article **88**, paragraph 2, of the Convention, it shall itself seek reimbursement of these amounts from the air carrier.

4 If the loss, theft or damage occurs in 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 an uninsured parcel, when the amount of indemnity does not exceed **the amount fixed in article 40, paragraph 3, b, for a parcel up to 5 kg**, this sum shall be borne equally by the administration of origin and the administration of destination, intermediate administrations being excluded. If the theft or damage has been established in the country of destination or, in the case of return to sender, in the country of his residence, it shall rest with the administration of that country to prove:

a that neither the wrapping nor the fastening of the parcel bore any apparent trace of theft or damage;

b that, in the case of an insured parcel, the weight established at the time of posting has not varied;

c that, in the case of parcels forwarded in closed receptacles, both the receptacles and their fastening were intact.

When such proof has been furnished by the administration of destination or of the sender's country of residence, as the case may be, none of the other administrations concerned may repudiate its share of liability on grounds that it handed over the parcel without the next administration having made any objection.

5 In the case of items sent in bulk, in application of article **54**, paragraphs 2 and 3, none of the administrations concerned may repudiate its share of liability by showing that the number of parcels found in the mail differs from that advised on the parcel bill.

6 In the case of bulk transmission, the administrations concerned may agree among themselves that liability be shared in the event of loss of, theft from or damage to certain categories of parcels, determined by mutual agreement.

7 As regards insured parcels, the liability of an administration towards other administrations shall in no case exceed the maximum insured value that it has adopted.

8 When a parcel has been lost, rifled or damaged as the result of force majeure, the administration in whose territorial jurisdiction or services the loss, theft or damage occurred shall not be liable towards the administration of origin unless the two administrations undertake to cover risks of force majeure.

9 If the loss, theft or damage of an insured parcel occurs in the territory or service of an intermediate administration which does not accept insured parcels or which has adopted a maximum insured value lower than the amount of the loss, the administration of origin shall bear the loss not covered by the intermediate administration under paragraph 7 of this article and article 1, paragraph 6, of the Convention.

10 The rule laid down in paragraph 9 shall also apply in case of sea or air conveyance if the loss, theft or damage occurs in the service of an administration belonging to a contracting country which does not accept the liability laid down for insured parcels (article **41**, paragraph 2, iv).

11 Customs duty and other fees of which it has not been possible to secure cancellation shall be borne by the administrations liable for the loss, theft or damage.

12 An administration which has paid the indemnity shall take over the rights, up to the amount of the indemnity, of the person who has received it in any action which may be taken against the addressee, the sender or third parties.

Article **44**
Payment of indemnity

1 Subject to the right of recourse against the administration which is liable, the obligation to pay the indemnity and to refund the charges and fees shall rest either with the administration of origin or, in the case mentioned in article **40**, paragraph 8, with the administration of destination.

2 This payment shall be made as soon as possible and, at the latest, within a period of **four** months from the day following the day of inquiry.

3 When the administration responsible for the payment does not undertake to cover risks of force majeure and when, at the end of the period prescribed in paragraph 2, the question of whether the loss, theft or damage is due to such causes has not been decided, it may exceptionally postpone settlement of the indemnity for another **three** months.

4 The administration of origin or destination, as the case may be, shall be authorized to indemnify the rightful claimant on behalf of the administration which, having participated in the conveyance and having been duly informed, has allowed **three** months to pass:

a without finally settling the matter; or

b without informing the administration of origin or destination, as the case may be, that the loss, theft or damage appeared to be due to a case of force majeure, or that the parcel had been detained, confiscated or destroyed by the competent authority because of the nature of its contents or seized under the legislation of the country of destination.

5 With reference to paragraph 4, a, the return of a C 9 form which has not been completed in accordance with the provisions of article 151, paragraphs 9 and 12, of the Detailed Regulations of the Convention shall not be regarded as final settlement.

6 Postal administrations which state in the Final Protocol to the Postal Parcels Agreement that they are not bound to comply with article 44, paragraph 4, of the Agreement as regards final settlement of inquiries within three months shall notify a period within which they will finally settle the matter.

Article **45**
Reimbursing the administration which paid the indemnity

1 The administration which is liable or on behalf of which payment is made in accordance with article **43** shall reimburse the administration which made the payment under article **44**, and which is called the "paying administration", the amount of indemnity paid to the rightful claimant subject to article **40**, paragraphs 3 and 6; this payment shall be made within four months of the date of dispatch of the notice of payment.

2 If the indemnity is to be borne by several administrations in accordance with article **43**, the whole of the indemnity shall be paid to the paying administration, within the period mentioned in paragraph 1, by the first administration which, having duly received the parcel claimed for, is unable to prove its correct transfer to the next service. It shall rest with this administration to recover from the other administrations which are liable each one's share of the indemnity, paid to the rightful claimant.

3 The creditor administration shall be reimbursed in accordance with the rules for payment laid down in article **13** of the Convention.

4 The administrations of origin and destination may agree that the whole of the loss sustained in respect of ordinary parcels shall be borne by the administration which has to make the payment to the rightful claimant.

5 When liability has been admitted, as well as in the case provided for in article **44**, paragraph 4, the amount of the indemnity may also be automatically recovered from the administration which is liable through a liquidation account, either direct or through the intermediary of the first transit administration, which claims credit in its turn from the next administration, the operation being repeated until the sum paid has been debited to the administration which is liable; where appropriate, the statutory provisions on the drawing up of accounts shall be observed.

6 Immediately after paying the indemnity, the paying administration shall communicate to the administration which is liable the date and the amount of payment made. It may only claim reimbursement of this indemnity within a period of one year either from the date of dispatch of the notice of payment or, where appropriate, from the date of expiry of the period prescribed in article **44**, paragraph 4.

7 The administration whose liability is duly established and which has at first declined to pay the indemnity shall assume all additional costs resulting from the unwarranted delay in payment.

Article **46**
Possible recovery of the indemnity from the sender or from the addressee

1 If, after payment of the indemnity, a parcel or part of a parcel previously considered lost, is found, the sender or the addressee, as the case may be, shall be advised that he may take delivery of it within a period of three months on repayment of the amount of the indemnity received. If the sender or the addressee, as the case may be, does not claim the parcel within this period, the same approach shall be made to the other party.

2 If the sender or the addressee takes delivery of the parcel or of part of the parcel recovered against repayment of the amount of the indemnity, that sum shall be refunded to the administration or, where appropriate, administrations which bore the loss, within one year of the date of the repayment.

3 If the sender and the addressee refuse to take delivery of the parcel, it shall become the property of the administration or, where appropriate, administrations which bore the loss.

4 When proof of delivery is supplied after the period of **three** months laid down in article **44**, paragraph 4, the indemnity paid shall continue to be borne by the intermediate administration or administration of destination if the sum paid cannot, for any reason, be recovered from the sender.

5 In the case of subsequent discovery of an insured parcel the contents of which are found to be of less value than the amount of indemnity paid, the sender or, where article **40**, paragraph 8, is applied, the addressee shall repay the amount of this indemnity against return of the insured parcel, without prejudice to the consequences of fraudulent insurance as mentioned in article **24**, paragraph 2.

Part IV

Rates due to administrations. Allocation of rates

Chapter I

Rates

Article **47**
Outward and inward land rate

1 Parcels exchanged between two administrations shall be subject to the **following guideline** outward and inward land **rates for** each country and each parcel:

Weight steps 1	Outward and inward land rate Guideline rates 2
	SDR
Up to 1 kg	2.61
Above 1 up to 3 kg	3.27
Above 3 up to 5 kg	3.92
Above 5 up to 10 kg	4.90
Above 10 up to 15 kg	5.88
Above 15 up to 20 kg	6.53
Above 20 kg, for each step or fraction of 5 kg	**0.65**

In case of allocation of rates in accordance with article 54, paragraph 3, the following guideline rates are recommended:
- **inward and outward land rate per parcel: 4 SDR;**
- **inward and outward land rate per kilogramme of gross weight of the mails: 0.40 SDR.**

Bearing in mind the above guideline rates, administrations shall fix their outward and inward land rates to bring these into relation with the costs of their service. However, their inward land rates may not be more than 30 percent higher than their outward rates.

2 Outward and inward land rates shall be published by the International Bureau in the Compendium of Information (Postal Parcels).

3 The rates mentioned in paragraph 1 shall be payable by the administration of the country of origin, unless this Agreement provides for exceptions to this principle.

4 The outward and inward land rates shall be uniform for the whole of the territory of each country.

5 Modifications of the inward land rates according to paragraph 1 may only come into force on 1 January. To be applicable, such modifications must be communicated at least four months prior to that date to the International Bureau, which shall notify them to the administrations concerned at least three months before the date of their coming into force. If these periods have not been observed, such modifications shall not come into force until 1 January of the following year.

Article **48**
Transit land rate

1 Parcels exchanged between two administrations or between two offices of the same country by means of the land services of one or more other administrations shall be subject to the following transit land rates, payable to the countries whose services take part in the routeing on land:

Distance steps	Transit land rates						
	up to 1 kg	above 1 up to 3 kg	above 3 up to 5 kg	above 5 up to 10 kg	above 10 up to 15 kg	above 15 up to 20 kg	**above 20 kg, for each step or fraction of 5 kg**
1	2	3	4	5	6	7	8
	SDR	SDR	SDR	SDR	SDR	SDR	**SDR**
Up to 600 km	0.20	**0.52**	**0.95**	**1.67**	**2.71**	**3.76**	**0.98**
Above 600 up to 1000 km	**0.29**	**0.75**	**1.34**	**2.38**	**3.89**	**5.39**	**1.37**
Above 1000 up to 2000 km	**0.39**	**1.01**	**1.80**	**3.20**	**5.19**	**7.22**	**1.83**
Above 2000 for each additional 1000 km	0.10	0.23	**0.46**	**0.78**	**1.27**	**1.76**	**0.26**

In case of allocation of rates in accordance with article 54, paragraph 3, the following guideline rates are recommended:

Distance steps	**Transit land rate**	
	per parcel	**per kg of gross weight of mails**
	SDR	**SDR**
Up to 600 km	**1.47**	**0.20**
Above 600 km up to 1000 km	**2.09**	**0.29**
Above 1000 up to 2000 km	**2.81**	**0.39**
Above 2000 for each additional 1000 km	**0.65**	**0.10**

2 Each of the countries mentioned in paragraph 1 shall be authorized to collect for each parcel the transit land rates applicable to the distance step corresponding to the weighted average distance over which it conveys parcels in transit. This distance shall be calculated by the International Bureau.

3 Reforwarding, where applicable after warehousing, by the services of an intermediate country of mails and à découvert parcels entering and leaving by the same port (transit not involving a land route) shall be subject to the provisions of paragraphs 1 and 2.

4 As regards air parcels, the land rate for intermediate countries shall be applicable only where the parcel is conveyed by an intermediate land service.

5 However, as regards air parcels in transit à découvert, intermediate administrations shall be authorized to claim a single rate of 0.33 SDR per item.

6 When a country agrees to its territory being crossed by a foreign transport service without participation of its services according to article 3 of the Convention, parcels thus conveyed shall not give rise to allocation of the transit land rate to the postal administration concerned.

7 The rates mentioned in paragraph 1 shall be payable by the administration of the country of origin unless this Agreement provides for exceptions to this principle.

Article **49**
Sea rate

1 Each of the countries whose services participate in the sea conveyance of parcels shall be authorized to claim the sea rates mentioned in the table shown in paragraph 2. These rates shall be payable by the administration of the country of origin, unless this Agreement provides for exceptions to this principle.

2 For each sea conveyance used, the sea rate shall be calculated according to the following table:

Distance steps		Weight steps						
a expressed in nautical miles	b expressed in km after conversion on the basis of 1 n.m. = 1.852 km	up to 1 kg	above 1 up to 3 kg	above 3 up to 5 kg	above 5 up to 10 kg	above 10 up to 15 kg	above 15 up to 20 kg	**above 20 kg, for each step or fraction of 5 kg**
1	2	3	4	5	6	7	8	9
		SDR	SDR	SDR	SDR	SDR	SDR	SDR
Up to 500 n.m.	Up to 926 km	**0.16**	**0.39**	**0.69**	**1.21**	**1.96**	**2.71**	**0.59**
Above 500 up to 1000	Above 926 up to 1852	**0.20**	**0.46**	**0.82**	**1.44**	**2.35**	**3.27**	**0.78**
Above 1000 up to 2000	Above 1852 up to 3704	0.20	**0.52**	**0.95**	**1.67**	**2.71**	**3.72**	**0.91**
Above 2000 up to 3000	Above 3704 up to 5556	**0.23**	**0.59**	**1.05**	**1.86**	**3.01**	**4.15**	**1.05**
Above 3000 up to 4000	Above 5556 up to 7408	**0.26**	**0.62**	**1.11**	**1.99**	**3.23**	**4.48**	**1.14**
Above 4000 up to 5000	Above 7408 up to 9260	0.26	**0.65**	**1.18**	**2.12**	**3.43**	**4.77**	**1.24**
Above 5000 up to 6000	Above 9260 up to 11 112	**0.29**	**0.69**	**1.24**	**2.22**	**3.63**	**5.00**	**1.31**
Above 6000 up to 7000	Above 11 112 up to 12 964	**0.29**	**0.72**	**1.31**	**2.32**	**3.76**	**5.23**	**1.37**
Above 7000 up to 8000	Above 12 964 up to 14 816	0.29	**0.75**	**1.34**	**2.42**	**3.92**	**5.42**	**1.44**
Above 8000 per additional 1000	Above 14 816 per additional 1852	**0.03**	0.03	0.03	**0.07**	0.13	0.16	**0.03**

In case of allocation of rates in accordance with article 54, paragraph 3, the following guideline rates are recommended:

Distance steps		Sea rate	
a expressed in nautical miles	b expressed in km after conversion on the basis of 1 n.m. = 1.852 km	per parcel	per kg of gross weight of mails
		SDR	SDR
Up to 500 n.m.	Up to 926 km	1.05	0.16
Above 500 up to 1000	Above 926 up to 1852	1.27	0.20
Above 1000 up to 2000	Above 1852 up to 3704	1.44	0.20
Above 2000 up to 3000	Above 3704 up to 5556	1.63	0.23
Above 3000 up to 4000	Above 5556 up to 7408	1.73	0.26
Above 4000 up to 5000	Above 7408 up to 9260	1.86	0.26
Above 5000 up to 6000	Above 9260 up to 11 112	1.96	0.29
Above 6000 up to 7000	Above 11 112 up to 12 964	2.03	0.29
Above 7000 up to 8000	Above 12 964 up to 14 816	2.09	0.29
Above 8000 per additional 1000	Above 14 816 per additional 1852	0.07	0.03

3 If necessary, the distance steps used to determine the amount of the sea rate applicable between two countries shall be calculated on the basis of a weighted average distance, determined in terms of the tonnage of the mails carried between the respective ports of the two countries.

4 Sea conveyance between two ports of the same country may not give rise to the collection of the rate referred to in paragraph 2 when the administration of that country already receives, for the same parcels, payment in respect of land conveyance.

5 As regards air parcels, the sea rate for intermediate administrations or services shall be applicable only where the parcel is conveyed by an intermediate sea service; for this purpose every sea service provided by the country of origin or destination shall be regarded as an intermediate service.

Article **50**
Reduction or increase of the sea rate

1 Administrations may increase by 50 percent at most the sea rate laid down in article **49**, paragraph 2. On the other hand, they may reduce it as they wish.

2 This option shall be subject to the conditions laid down in article **47**, paragraph **5**.

3 In the case of an increase, this shall also be applied to parcels originating in the country to which the services providing sea conveyance belong; nevertheless, this obligation shall not apply either in the relations between a country and the territories for whose international relations it is responsible, or in the relations between these territories.

Article **51**
Application of new rates following unforeseeable changes in routeing

When, for reasons of force majeure or any other unforeseeable occurrence, an administration is obliged to use for the conveyance of its own parcels a new dispatch route which causes additional sea or land conveyance costs, it shall be required to inform immediately by telegram **or any other appropriate means of telecommunication** all the administrations whose parcel mails or à découvert parcels are sent in transit by way of its country. From the fifth day following the day on which this information is sent, the intermediate administration shall be authorized to charge the administration of origin the land and sea rates which correspond to the new route.

Article **52**
Basic rates and calculation of air conveyance dues

1 The basic rate applicable to the settlement of accounts between administrations in respect of air conveyance shall be fixed at a maximum of 0.568 thousandth of an SDR per kilogramme of gross weight and per kilometre; this rate shall be applied proportionately to fractions of a kilogramme.

2 Air conveyance dues relating to air parcel mails shall be calculated according to, on the one hand, the actual basic rate specified in paragraph 1 and the kilometric distances given in the "List of Airmail Distances" referred to in article **225**, paragraph 1, b, of the Detailed Regulations of the Convention and, on the other, the gross weight of the mails.

3 The air conveyance dues payable to the intermediate administration for à découvert air parcels shall be fixed in principle as indicated in paragraph 1, but per half-kilogramme for each country of destination. Nevertheless, when the territory of the country of destination of these parcels is served by one or more lines with several stops in that territory, dues shall be calculated on the basis of a weighted average rate taking into account the weight of the parcels offloaded at each stop. The dues to be paid shall be calculated for each individual parcel, the weight of each being rounded upwards to the next half-kilogramme.

4 Each administration of destination which provides air conveyance of air parcels within its country shall be entitled to reimbursement of the **additional costs incurred for such conveyance provided that the weighted average distance of the sectors flown exceeds 300 km**. These dues shall be uniform for all mails from abroad, whether or not the air parcels are reforwarded by air.

5 The dues referred to in paragraph 4 shall be fixed in the form of a single price calculated for all air parcels addressed to the country, on the basis of the rate actually paid for air conveyance of parcels within the country of destination **less the corresponding surface conveyance costs**, but not exceeding the maximum rate provided for in paragraph 1, and according to the weighted average of the sector distances covered by air parcels of the international service on the internal air network. The weighted average distance shall be **calculated by the International Bureau** in terms of the gross weight of all the air parcel mails arriving at the country of destination, including the air parcels which are not reforwarded by air within that country.

6 Entitlement to reimbursement of the dues referred to in paragraph 4 shall be subject to the conditions laid down in article **47**, paragraph **5**.

7 Transhipment at the same airport, in the course of transmission, of air parcels conveyed successively by several separate air services shall be performed without remuneration.

8 No transit land rate shall be payable for:
a the transfer of airmails between two airports serving the same town;
b the transport of such mails between an airport serving a town and a warehouse situated in the same town and the return of the same mails for reforwarding.

Article **53**
Air conveyance dues for lost or destroyed air parcels

In case of loss or destruction of air parcels as a result of an accident occurring to the aircraft or through any other cause involving the liability of the air carrier, the administration of origin shall be exempt from any payment in respect of the air conveyance of the air parcels lost or destroyed, for any part of the flight of the line used.

Chapter II

Allocation of rates

Article **54**
General principles

1 Allocation of rates to the administrations concerned shall be made, in principle, in respect of each parcel.

2 However, in the case of transmission by closed mails, the administration of origin may agree with the administration of destination to allocate rates in bulk for each weight step.

3 Also in the case of transmission by closed mails, the administration of origin may agree with the administration of destination and, as appropriate, with the intermediate administrations to credit them with sums calculated per parcel or per kilogramme of gross weight of the mails on the basis of the land and sea rates.

Article **55**
Service parcels. Parcels of prisoners of war and civilian internees

Rates shall not be allocated for service parcels and for prisoner-of-war and civilian internee parcels, apart from the air conveyance dues applicable to air parcels.

Part V

Miscellaneous provisions

Article **56**
Application of the Convention

The Convention shall be applicable, where appropriate, by analogy, in all cases not expressly governed by this Agreement.

Article **57**
Conditions for approval of proposals concerning this Agreement and its Detailed Regulations

1 To become effective, proposals submitted to Congress relating to this Agreement and its Detailed Regulations must be approved by a majority of the member countries present and voting which are parties to the Agreement. At least half of these member countries represented at Congress must be present at the time of voting.

2 To become effective, proposals relating to the Detailed Regulations of this Agreement which have been referred by Congress to the Executive Council for a decision or which have been introduced between Congresses must be approved by a majority of the members of the Executive Council which are parties to this Agreement.

3 To become effective, proposals introduced between Congresses relating to this **Agreement must** obtain:

a unanimity of votes if they involve either the addition of new provisions or amendments of substance to the articles of this Agreement **and** of its Final **Protocol;**

b a majority of the votes if they involve:

i interpretation of the provisions of this Agreement **and** its Final **Protocol;**

ii drafting amendments to be made to the Acts specified in subparagraph i.

Article **58**
Parcels addressed to or originating in countries not participating in the Agreement

1 The administrations of countries participating in this Agreement which maintain an exchange of parcels with the administrations of non-participating countries shall, in the absence of any objection on the part of the latter, allow the administrations of all the participating countries to avail themselves of these services.

2 For transit by the land, sea and air services of the countries participating in the Agreement, parcels addressed to or originating in a non-participating country shall be treated in the same way as parcels exchanged between participating countries in so far as the amount of the land and sea rates and of the air conveyance dues is concerned. The same shall apply, with respect to liability, whenever it is established that loss, theft or damage occurred in the service of one of the participating countries and when the indemnity has to be paid in a participating country either to the sender or, where article **40**, paragraph 8, is applied, to the addressee.

Part VI

Final provisions

Article **59**
Entry into force and duration of the Agreement

This Agreement shall come into force on **1 January 1991** and shall remain in operation until the entry into force of the Acts of the next Congress.

In witness whereof, the plenipotentiaries of the Governments of the contracting countries have signed this Agreement in a single original which shall be deposited **with the Director-General of the International Bureau**. A copy thereof shall be delivered to each party by the Government of the country in which Congress is held.

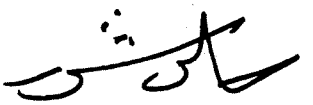
Done at **Washington, 14 December 1989.**

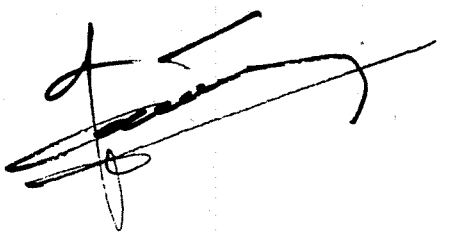
See signatures below.

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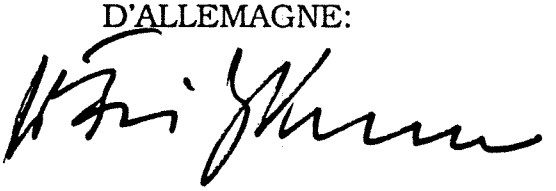
POUR
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DÉMOCRATIQUE ET POPULAIRE:





POUR
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D'ALBANIE:

POUR
LA RÉPUBLIQUE FÉDÉRALE
D'ALLEMAGNE:



POUR
LES ÉTATS-UNIS D'AMÉRIQUE:

POUR
LA RÉPUBLIQUE POPULAIRE D'ANGOLA:

POUR
LE ROYAUME DE L'ARABIE SAOUDITE:

POUR
LA RÉPUBLIQUE ARGENTINE:

POUR
L'AUSTRALIE:

POUR
L'ÉTAT DE BAHRAIN:

POUR
LA RÉPUBLIQUE D'AUTRICHE:

POUR
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BARBADE:

POUR
LA BELGIQUE:

POUR
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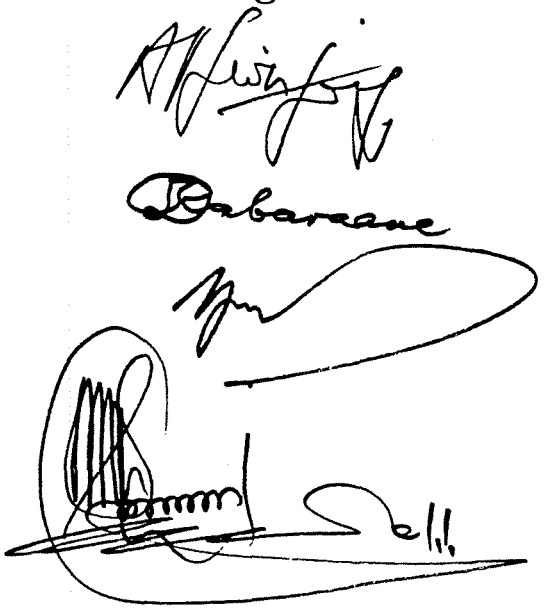
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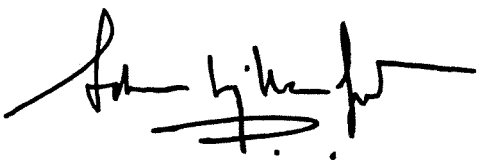
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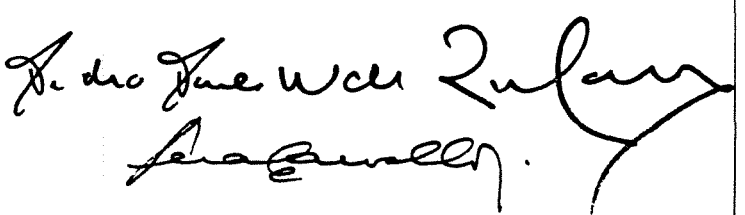
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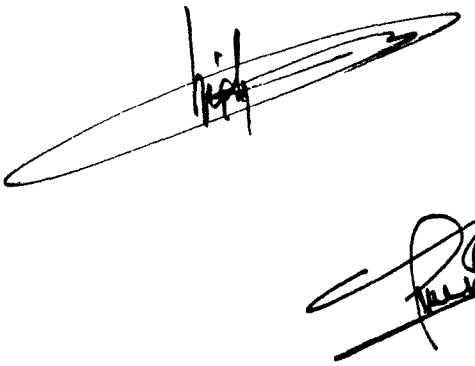
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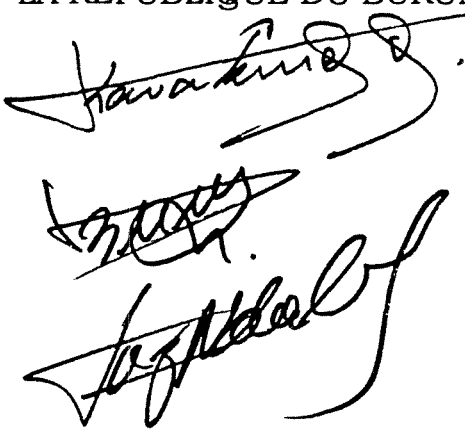
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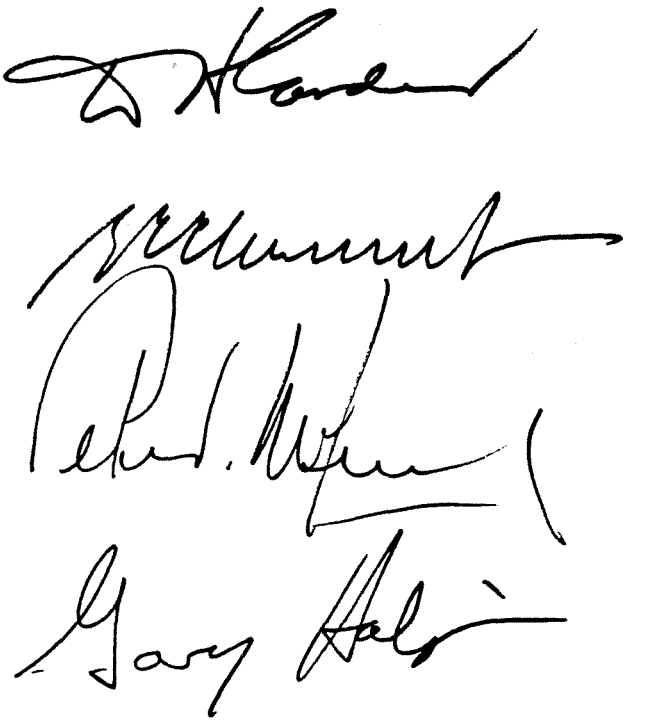
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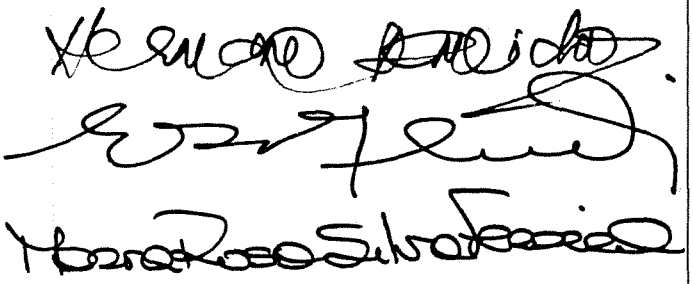
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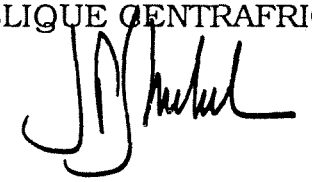
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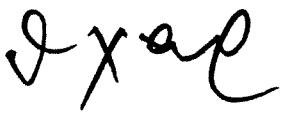
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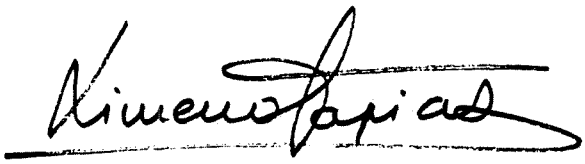
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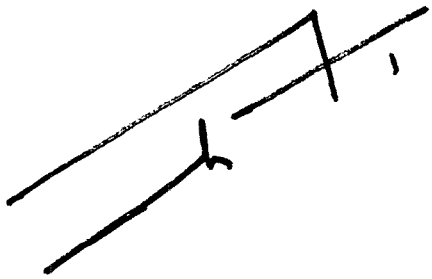
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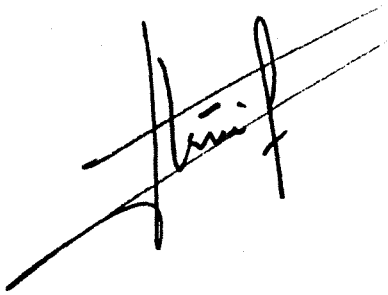


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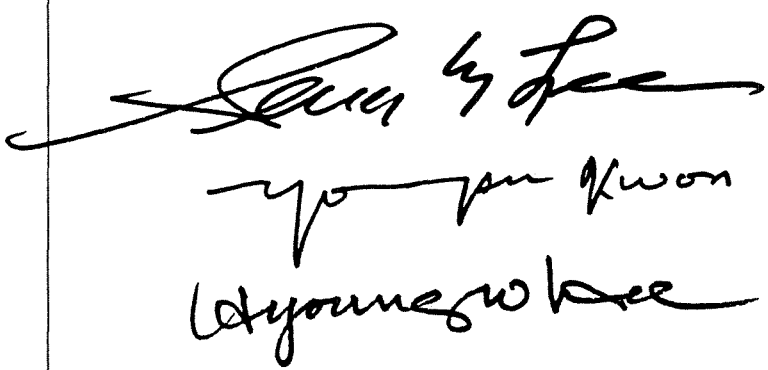


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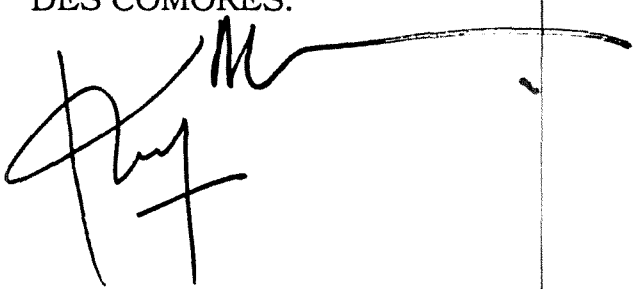




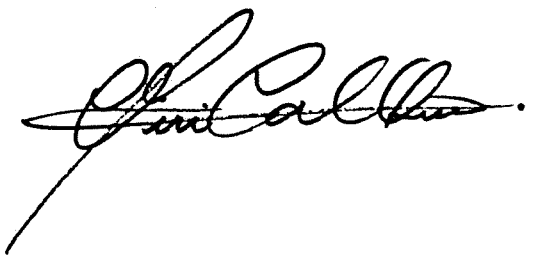
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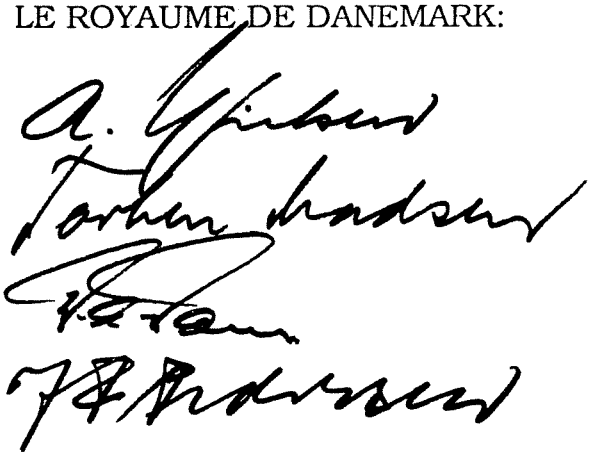
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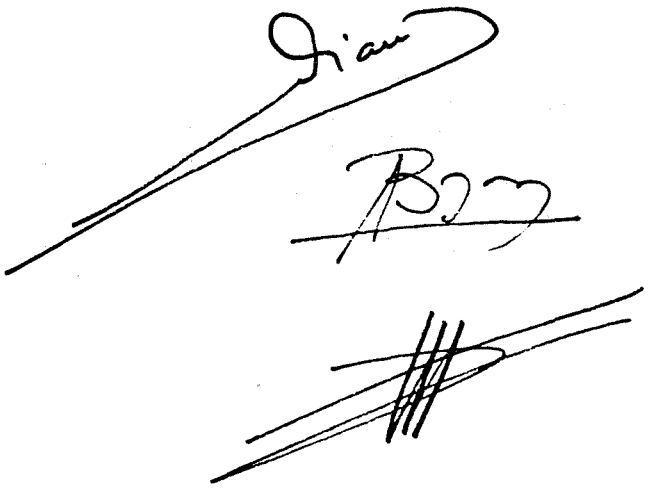
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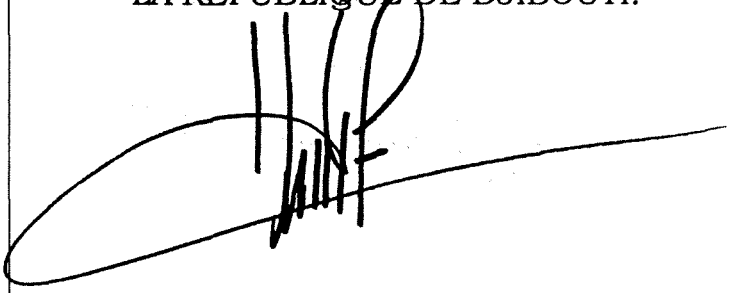
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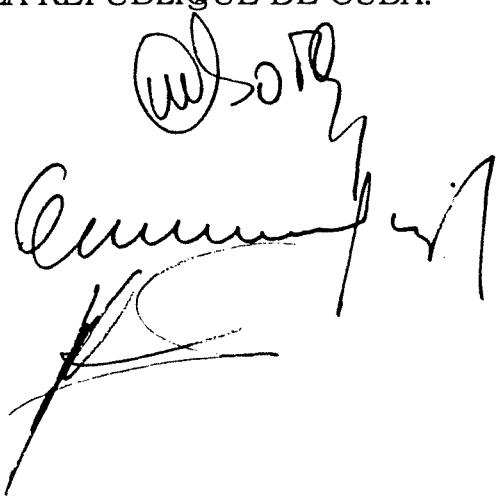
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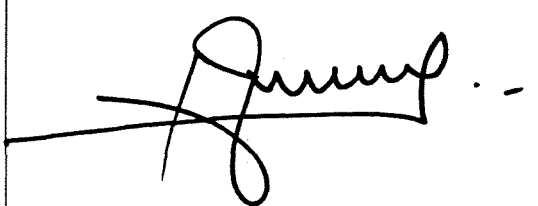
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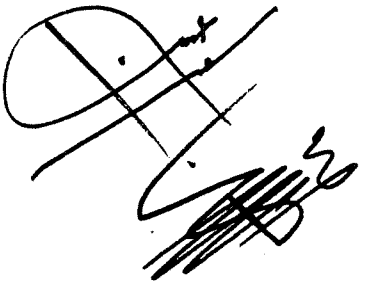


POUR
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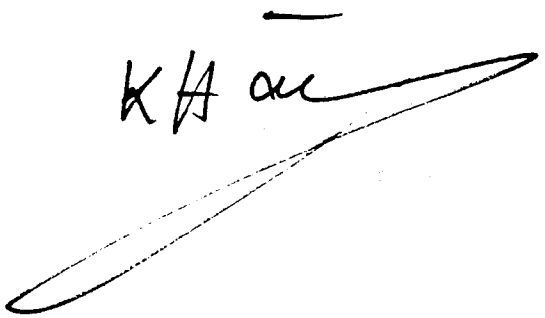
POUR
LE COMMONWEALTH
DE LA DOMINIQUE:

POUR
LES ÉMIRATS ARABES UNIS:

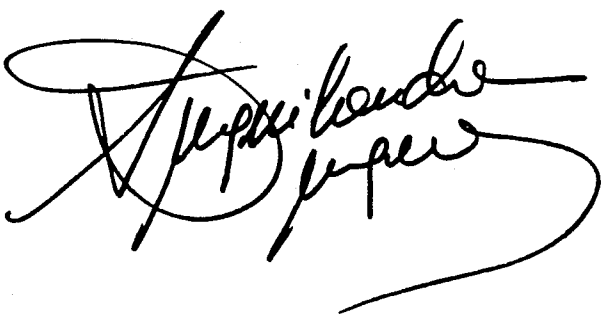




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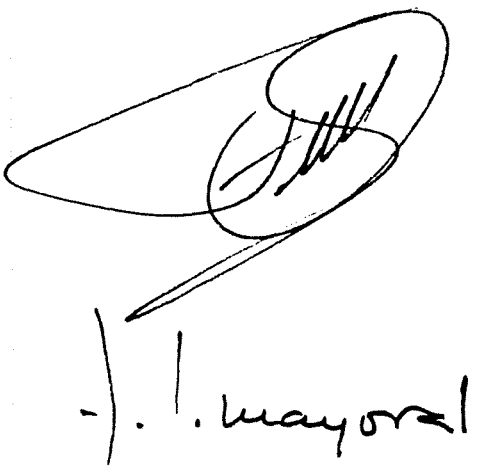
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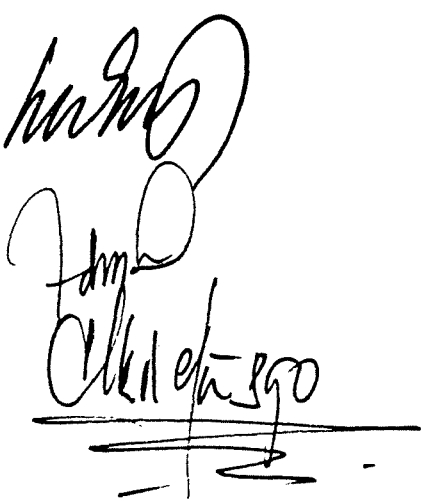
POUR
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POUR
L'ESPAGNE:



POUR
LA RÉPUBLIQUE DÉMOCRATIQUE
POPULAIRE DE L'ÉTHIOPIE:



POUR
FIDJI:

POUR
LA RÉPUBLIQUE DE FINLANDE:



POUR
LA RÉPUBLIQUE FRANÇAISE:

POUR
LA GAMBIE:

POUR
LA RÉPUBLIQUE GABONAISE:

J. MIHINDOU MI NGUIMBI

E. NSA EKO

POUR
LA RÉPUBLIQUE DU GHANA:

B. POBEE OTENG

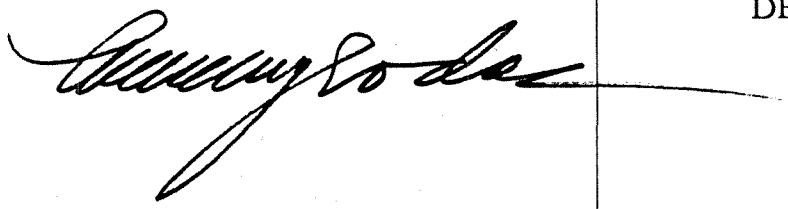
POUR
LE ROYAUME-UNI
DE GRANDE-BRETAGNE
ET D'IRLANDE DU NORD,
ÎLES DE LA MANCHE ET ÎLE DE MAN:

POUR
LA GRÈCE:

POUR
LES TERRITOIRES D'OUTRE-MER DONT
LES RELATIONS INTERNATIONALES
SONT ASSURÉES PAR
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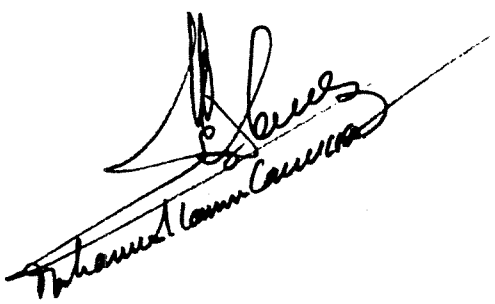
POUR
GRENADE:

POUR
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POUR
LA RÉPUBLIQUE
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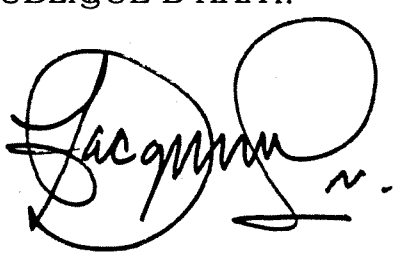


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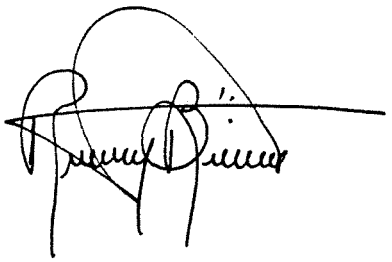


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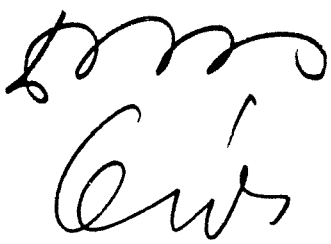
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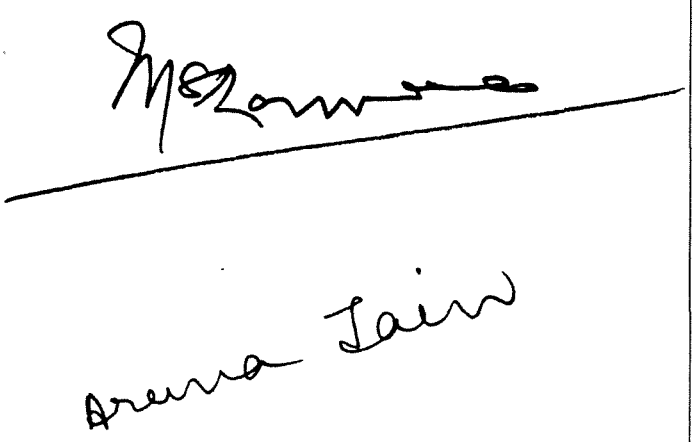


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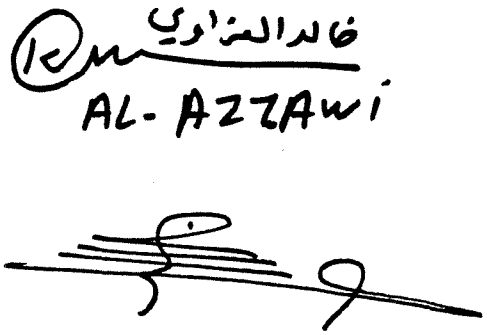


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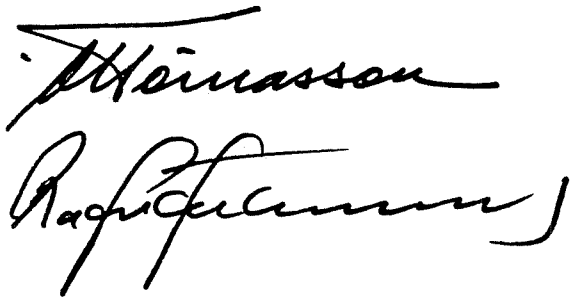
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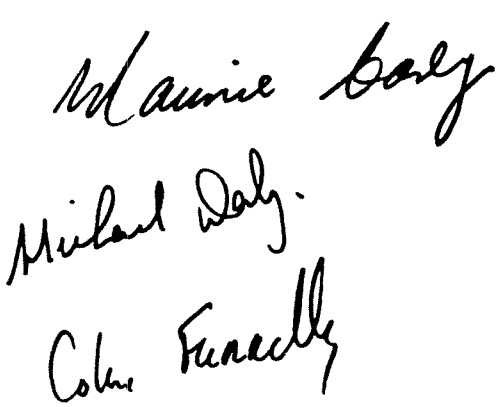
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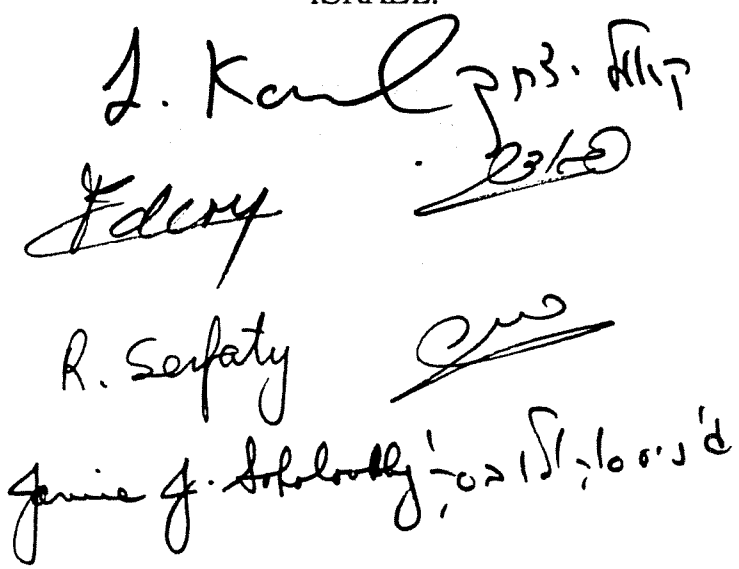
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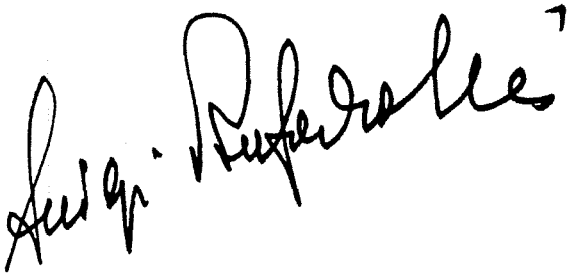
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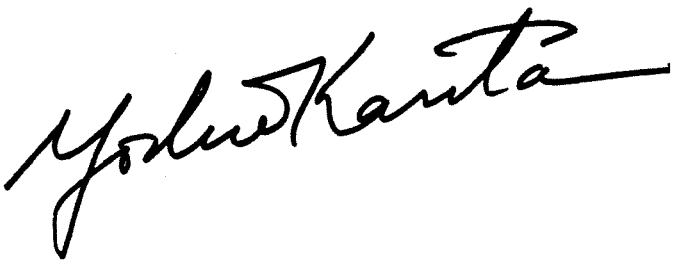
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POUR
L'ITALIE:



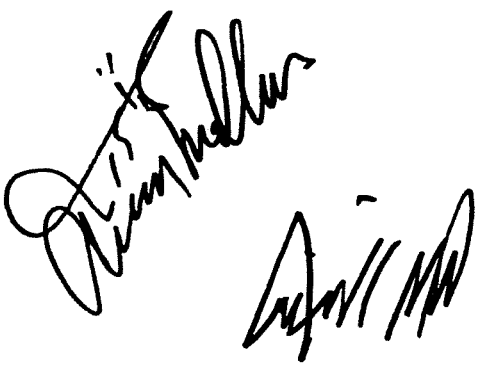
POUR
LE JAPON:



POUR
(AL) JAMAHIRIYA ARABE LIBYENNE
POPULAIRE SOCIALISTE:

POUR
LE ROYAUME HACHÉMITE
DE JORDANIE:



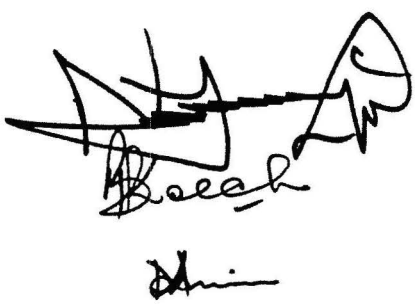


POUR
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POUR
KAMPUCHEA DÉMOCRATIQUE:

POUR
LA RÉPUBLIQUE DE KENYA:

POUR
KUWAIT:

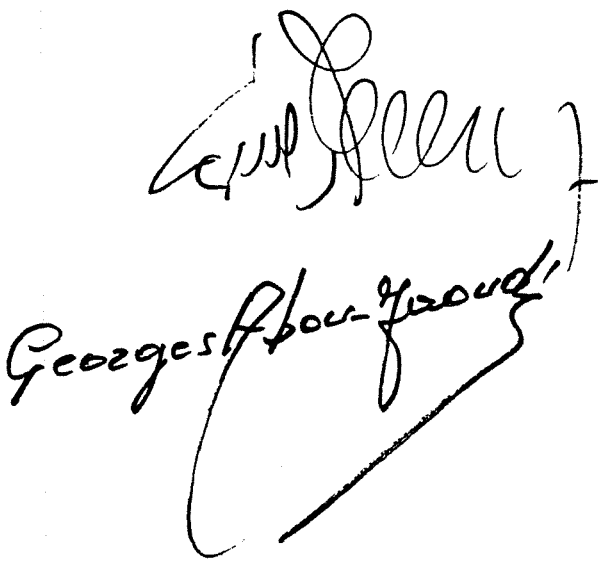


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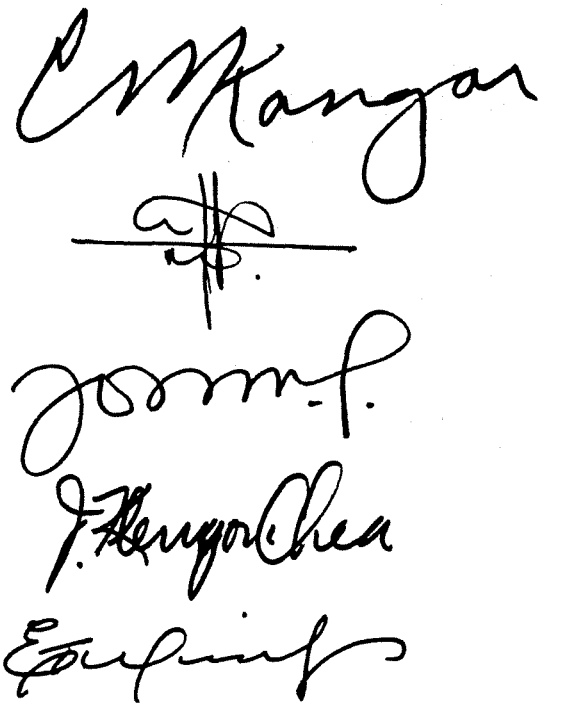
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POPULAIRE LAO:

POUR
LE ROYAUME DU LESOTHO:

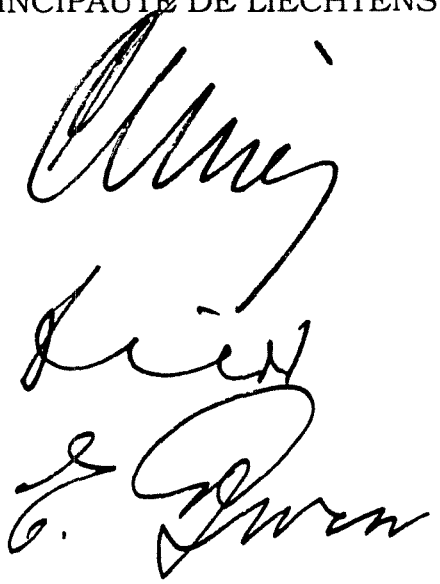
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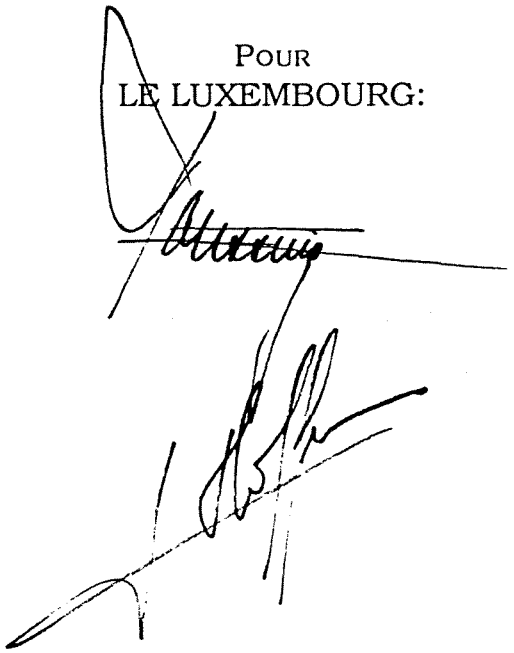
POUR
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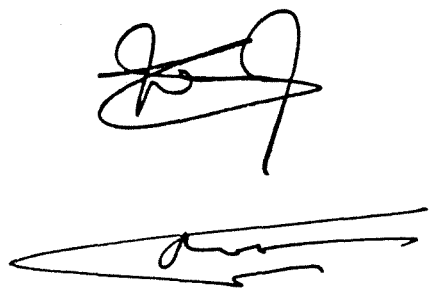
POUR
LA PRINCIPAUTÉ DE LIECHTENSTEIN:



POUR
LE LUXEMBOURG:



POUR
LA RÉPUBLIQUE DÉMOCRATIQUE
DE MADAGASCAR:

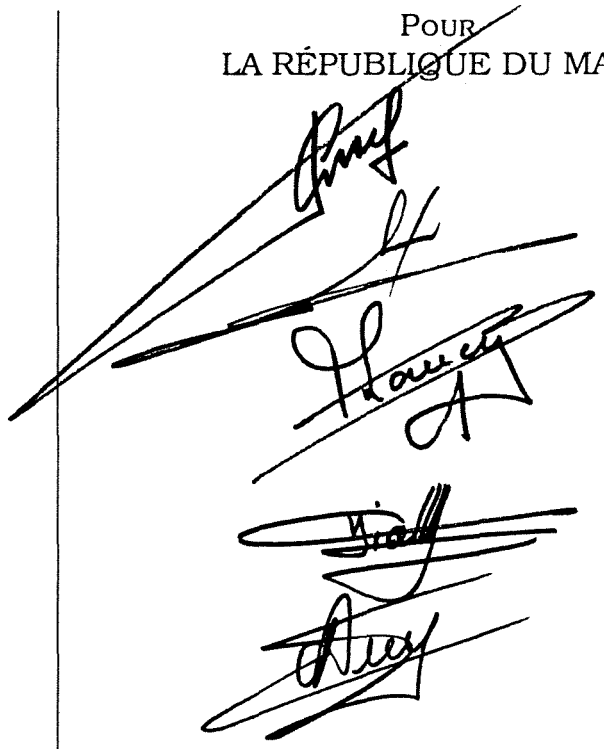


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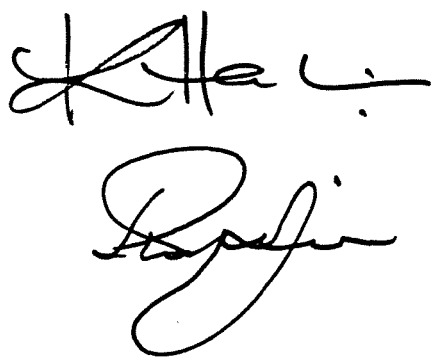
POUR
MALAWI:

POUR
LA RÉPUBLIQUE DES MALDIVES:

POUR
LA RÉPUBLIQUE DU MALI:



POUR
MALTE:



POUR
LE ROYAUME DU MAROC:

POUR
LA RÉPUBLIQUE ISLAMIQUE
DE MAURITANIE:

POUR
LES ÉTATS-UNIS DU MEXIQUE:

POUR
MAURICE:

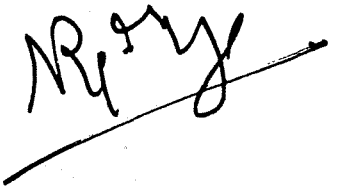
POUR
LA PRINCIPAUTÉ DE MONACO:

POUR
LA RÉPUBLIQUE POPULAIRE
DE MONGOLIE:

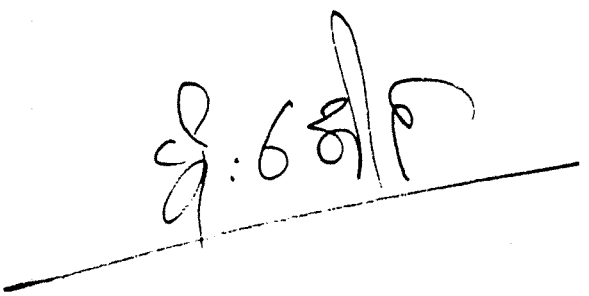
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LA RÉPUBLIQUE DE NAURU:

POUR
LA RÉPUBLIQUE POPULAIRE
DU MOZAMBIQUE:

POUR
LE NÉPAL:

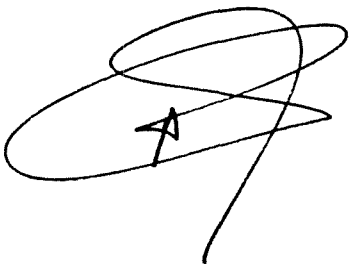


POUR
L'UNION DE MYANMAR:

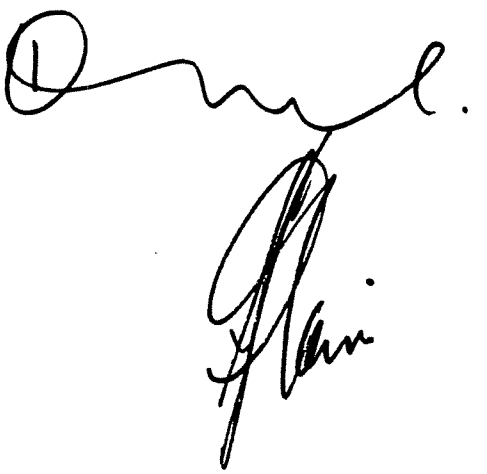


POUR
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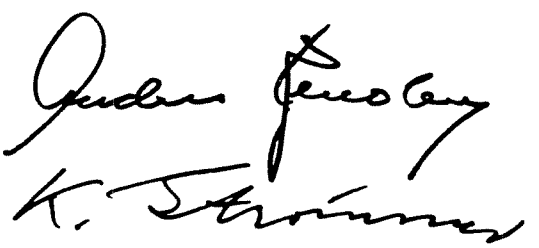
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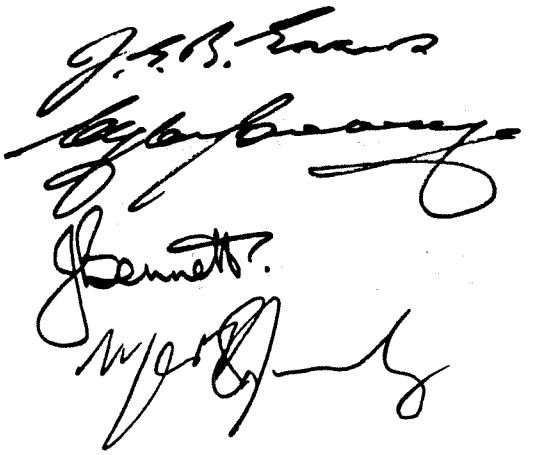
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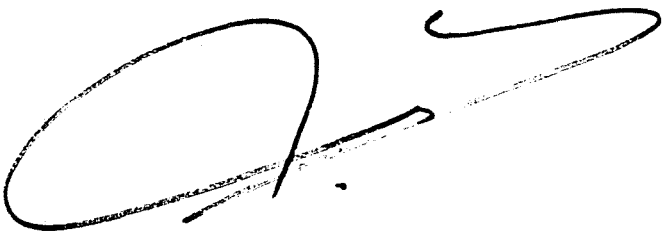
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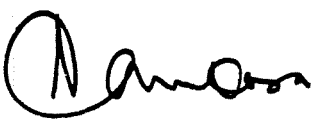
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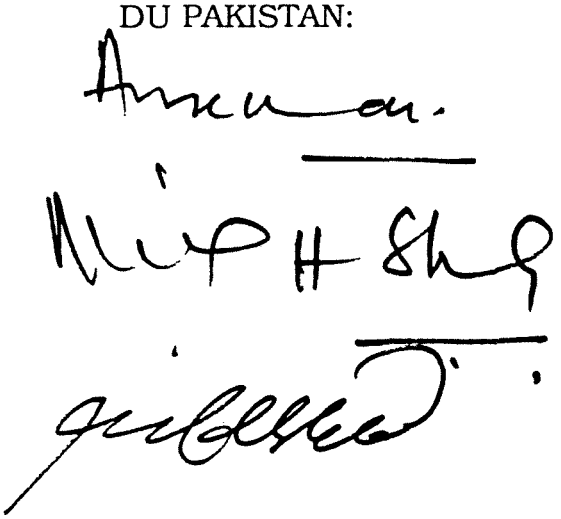
POUR
LE SULTANAT D'OMAN:



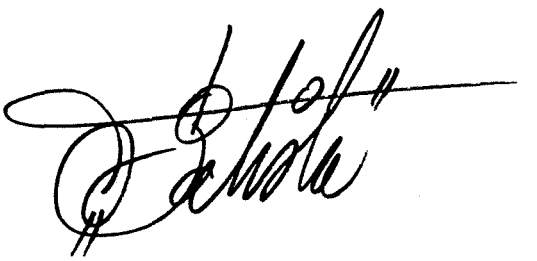
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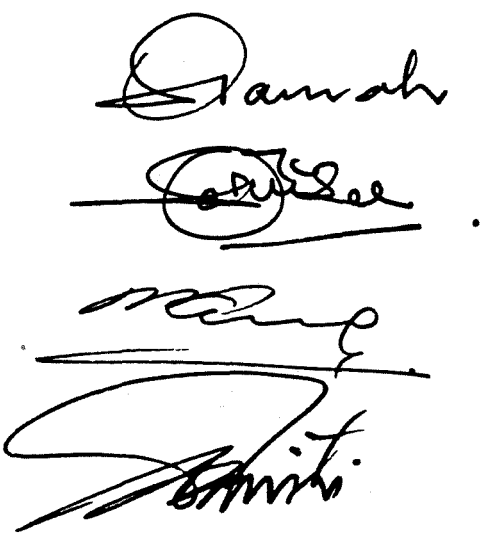
POUR
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DU PAKISTAN:



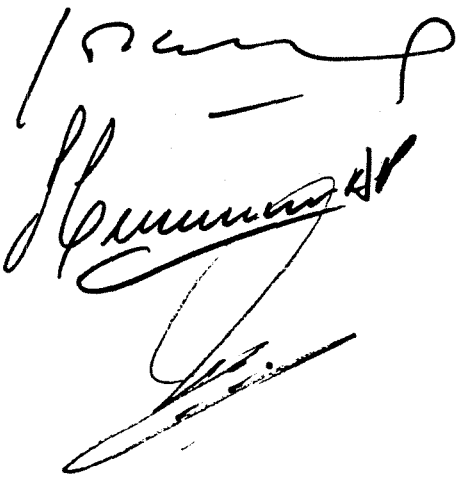
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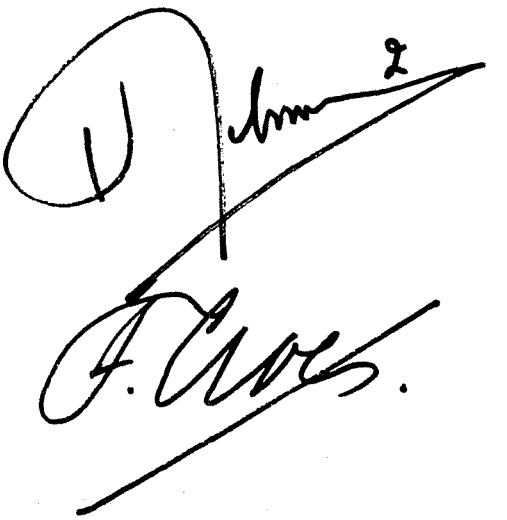
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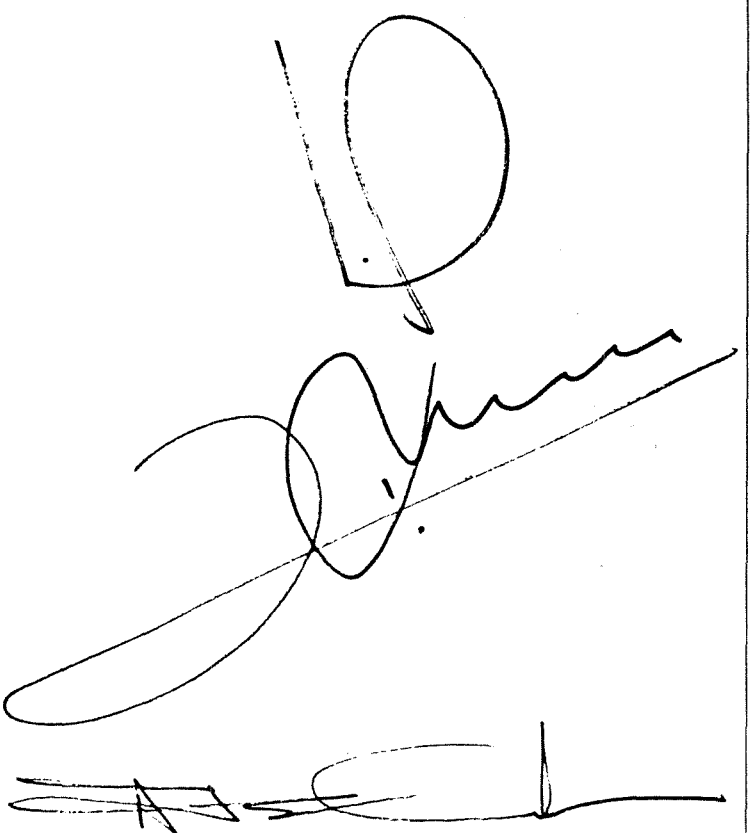
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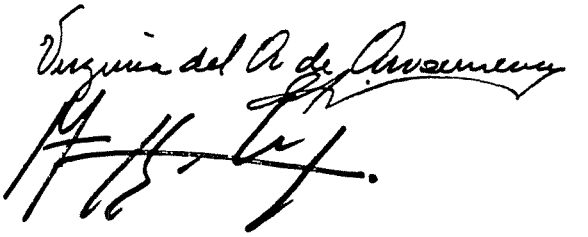
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ET ARUBA:



POUR
LES PAYS-BAS:

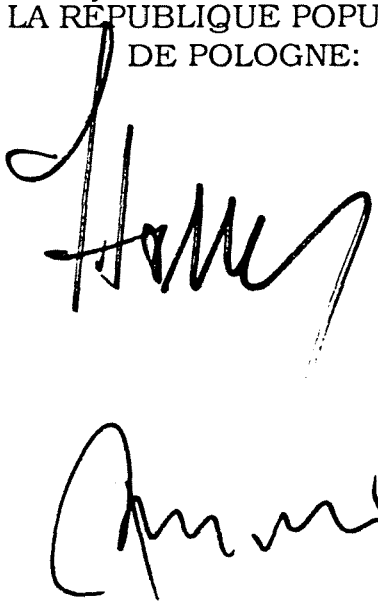


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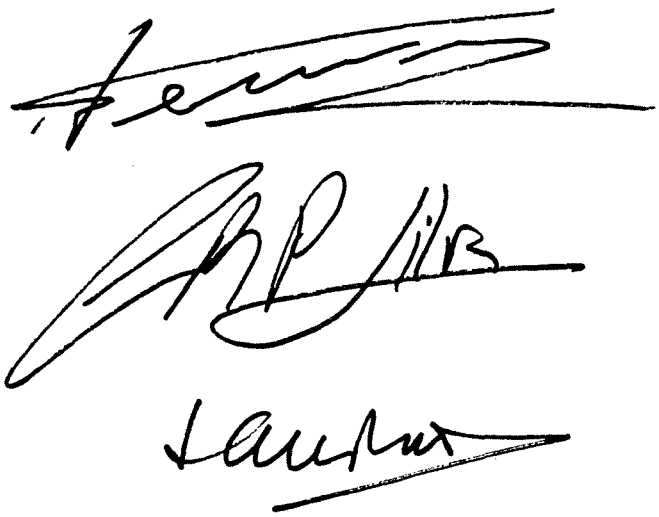


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POUR
LA RÉPUBLIQUE POPULAIRE
DE POLOGNE:



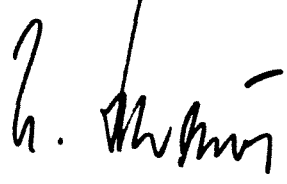
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LE PORTUGAL:



POUR
L'ÉTAT DE QATAR:

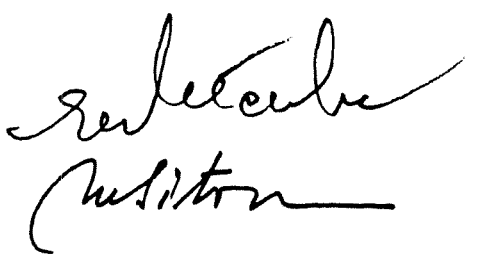


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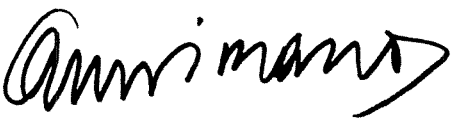


POUR
LA RÉPUBLIQUE POPULAIRE
DÉMOCRATIQUE DE CORÉE:

POUR
LA RÉPUBLIQUE SOCIALISTE
DE ROUMANIE:



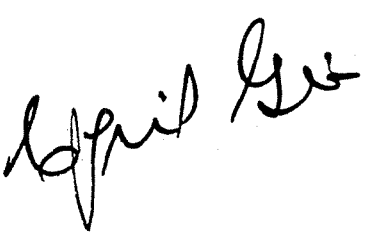
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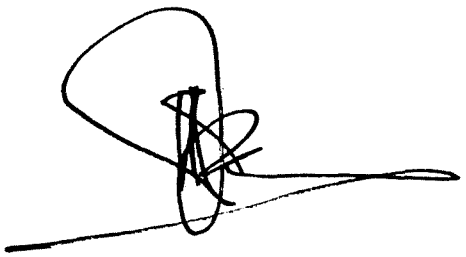
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SAINT-CHRISTOPHE-ET-NEVIS:

POUR
SAINTE-LUCIE:



POUR
LA RÉPUBLIQUE DE SAINT-MARIN:

POUR
LE SAMOA OCCIDENTAL:



POUR
SAINT-VINCENT-ET-GRENADINES:

POUR
LA RÉPUBLIQUE DÉMOCRATIQUE
DE SAO TOMÉ-ET-PRINCIPE:

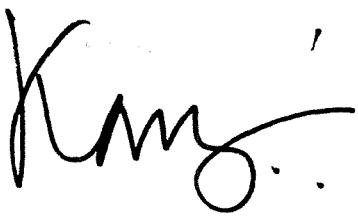
POUR
LES ÎLES SALOMON:



POUR
LA RÉPUBLIQUE DU SÉNÉGAL:



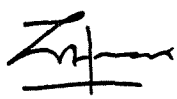
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POUR
LA RÉPUBLIQUE DE SINGAPOUR:

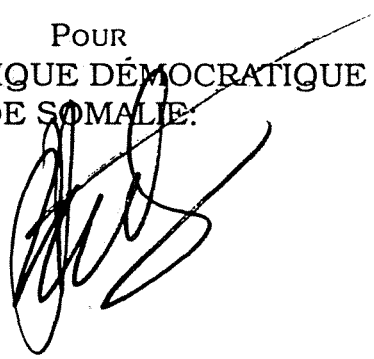






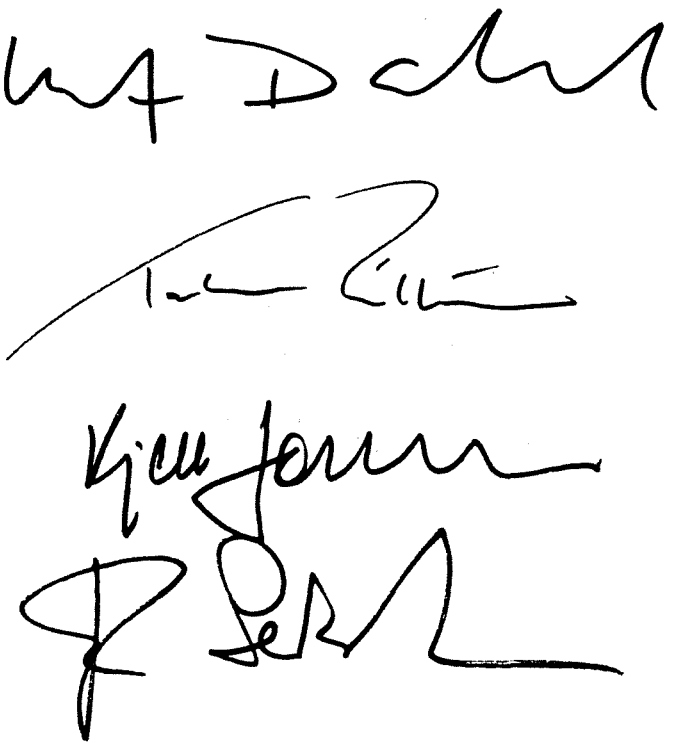
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POUR
LA RÉPUBLIQUE DÉMOCRATIQUE
DE SOMALIE:

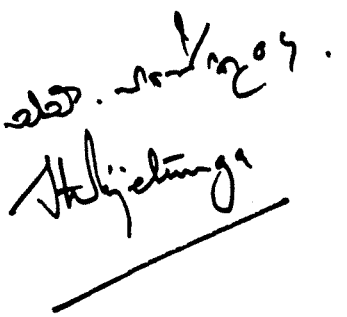


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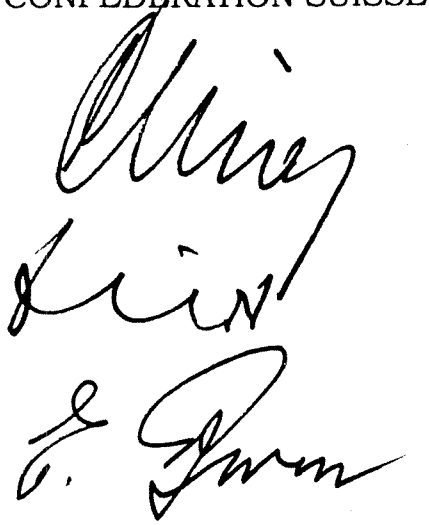
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LA SUÈDE:



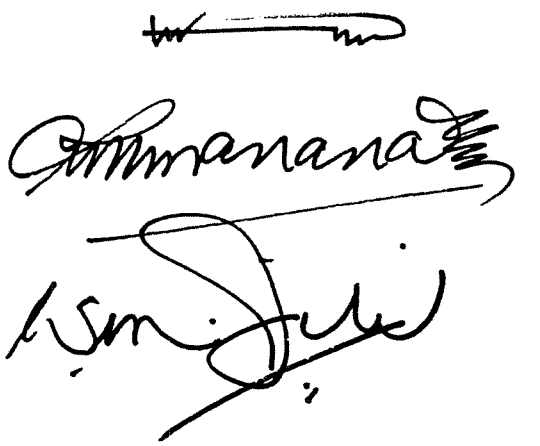
POUR
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DÉMOCRATIQUE DE SRI LANKA:



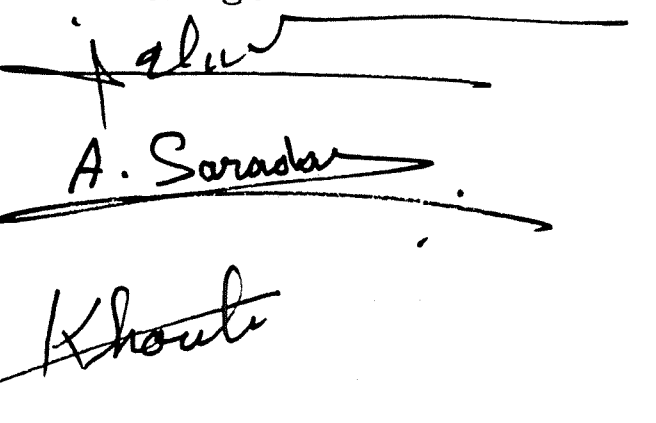
POUR
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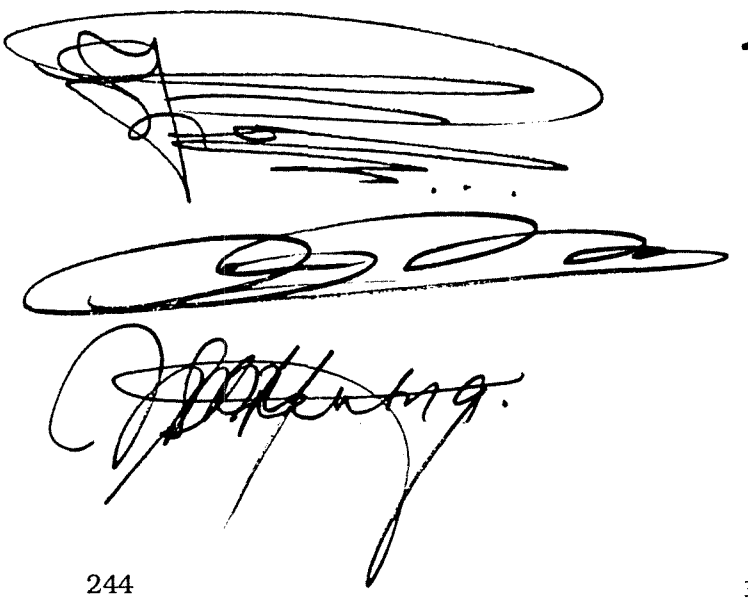
POUR
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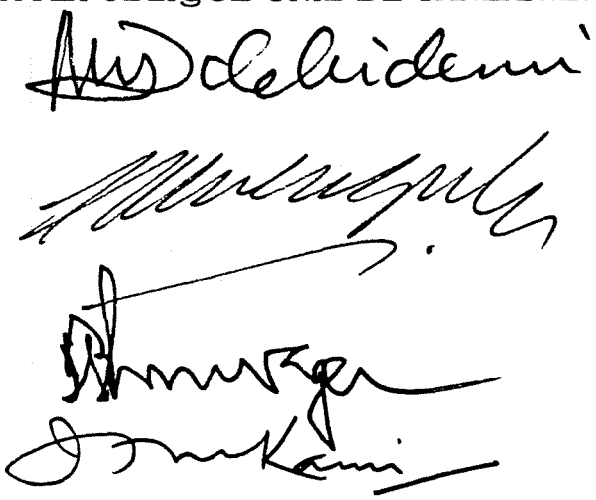
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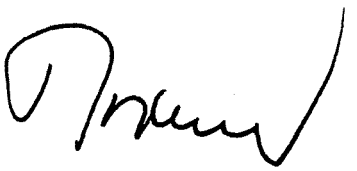
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LA RÉPUBLIQUE DU SURINAME:



POUR
LA RÉPUBLIQUE UNIE DE TANZANIE:



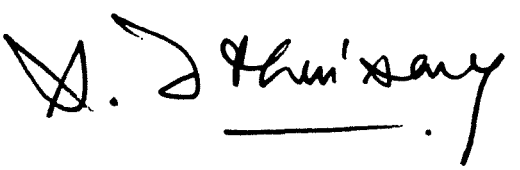
POUR
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TCHÉCOSLOVAQUE:



POUR
LA RÉPUBLIQUE DU TCHAD:



POUR
LA THAÏLANDE:



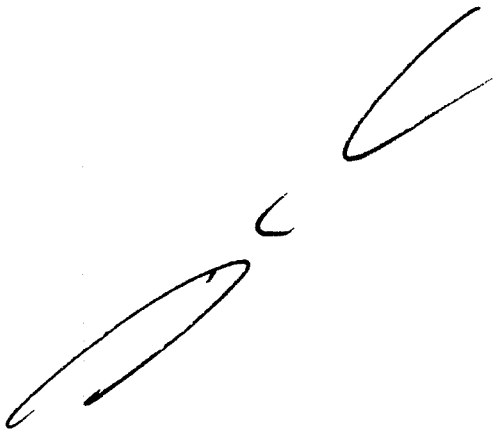
POUR
LA RÉPUBLIQUE TOGOLAISE:

POUR
LA RÉPUBLIQUE TUNISIENNE:

POUR
LE ROYAUME DES TONGA:

POUR
LA RÉPUBLIQUE
DE TRINITÉ-ET-TOBAGO:

POUR
LA RÉPUBLIQUE DE TURQUIE:

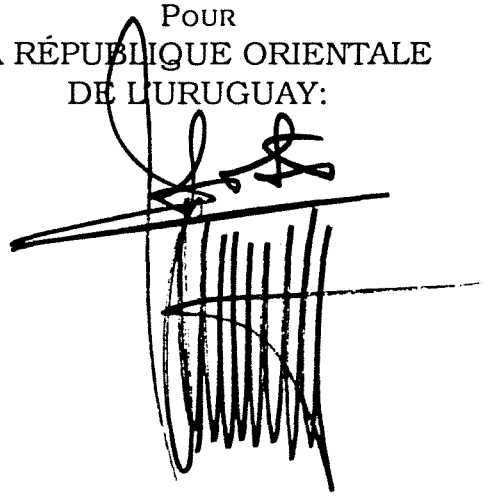


POUR
L'UNION DES RÉPUBLIQUES
SOCIALISTES SOVIÉTIQUES:



POUR
TUVALU:

POUR
LA RÉPUBLIQUE ORIENTALE
DE L'URUGUAY:



POUR
LA RÉPUBLIQUE SOCIALISTE
SOVIÉTIQUE D'UKRAINE:

POUR
LA RÉPUBLIQUE DE VANUATU:

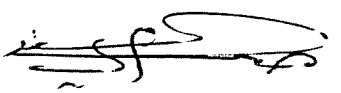




POUR
L'ÉTAT DE LA CITÉ DU VATICAN:

POUR
LA RÉPUBLIQUE ARABE DU YÉMEN:





POUR
LA RÉPUBLIQUE DE VÉNÉZUÉLA:



POUR
LA RÉPUBLIQUE SOCIALISTE
DU VIET NAM:



POUR
LA RÉPUBLIQUE DÉMOCRATIQUE
POPULAIRE DU YÉMEN:



POUR
LA RÉPUBLIQUE SOCIALISTE
FÉDÉRATIVE DE YOUGOSLAVIE:

POUR
LA RÉPUBLIQUE DU ZAÏRE:

POUR
LA RÉPUBLIQUE DE ZAMBIE:

POUR
LA RÉPUBLIQUE DE ZIMBABWE:

Final Protocol to the Postal Parcels Agreement

At the moment of proceeding to signature of the Postal Parcels Agreement concluded this day, the undersigned plenipotentiaries have agreed the following:

Article I
Exceptional inward land rates

1 Notwithstanding article **47**, the administrations listed below reserve the right to fix their inward land rates **over 30 percent** higher than their outward land rates:
Algeria, Angola, Bahrain, Benin, Brazil, Brunei Darussalam, Bulgaria (People's Rep), Congo (People's Rep), Czechoslovakia, El Salvador, Ethiopia, German Dem Rep, **Gabon, Gambia,** Ghana, **Greece, Iraq,** Israel, Jordan, **Kenya, Lebanon, Malaysia, Mongolian People's Rep, Nepal, Pakistan, Papua New Guinea, Sierra Leone, Singapore, Somalia, Sri Lanka, Syrian Arab Rep, Uganda, Venezuela,** Viet Nam, Yemen Arab Rep, Yemen (People's Dem Rep), Zambia, Zimbabwe.

2 Notwithstanding article 47, the postal administration of the Arab Republic of Egypt reserves the right to collect an exceptional inward land rate of 6.53 SDR per parcel, in addition to the rates mentioned in that article.

Article II
Exceptional transit land rates

For the time being, the administrations listed in the table below shall be authorized to collect the exceptional transit land rates indicated therein, in addition to the transit rates mentioned in article **48**, paragraph 1:

No	Authorized administrations	Amount of the exceptional transit land rate for parcels of the following weight steps:					
		up to 1 kg	over 1 and up to 3 kg	over 3 and up to 5 kg	over 5 and up to 10 kg	over 10 and up to 15 kg	over 15 and up to 20 kg
1	2	3	4	5	6	7	8
		SDR	SDR	SDR	SDR	SDR	SDR
1	Afghanistan	**1.54**	**1.96**	**2.45**	**2.94**	**4.57**	**5.88**
2	United States of America	0.65	0.98	1.31	1.96	2.61	3.27
3	Argentina	0.65	1.31	1.63	2.61	3.92	4.90
4	Australia	**0.70**	**0.70**	**0.95**	**1.45**	**2.10**	**2.75**
5	Bahamas	0.65	0.74	0.82	0.98		
6	Bahrain	0.83	0.88	0.98	1.31	**1.50**	**1.96**
7	Bangladesh	0.98	1.31	1.47	1.63		
8	Barbados	0.82	0.90	0.88	0.78		
9	Belgium	0.16	0.33	0.49	0.82	1.14	1.47
10	Belize	3.01	3.59	3.87	4.95	6.14	7.12
11	Benin	0.20	0.33	0.49	0.98	1.47	1.96
12	Bolivia	0.33	0.39	0.46	0.65	0.98	1.31
13	Botswana	1.31	1.63	1.96	2.45	2.94	3.27
14	Brazil	1.31	1.96	2.61	3.27	6.53	7.84
15	**Brunei Darussalam**	**0.29**	**0.49**	**0.88**	**1.57**		
16	Bulgaria (People's Rep)	0.33	0.65	0.98	1.31	1.96	2.61
17	Central African Rep	0.20	0.49	0.65	1.31	1.96	2.61
18	Chile	1.31	1.31	1.96	2.61	3.92	5.23
19	China (People's Rep)	1.31	2.35	3.01	3.43	3.92	4.90
20	Cyprus	1.31	1.63	2.12	2.45	3.27	4.25
21	Congo (People's Rep)	0.82	0.98	1.31	1.96	3.27	3.92
22	Côte d'Ivoire (Rep)	0.20	0.33	0.49	0.98	1.63	2.29
23	Dominica	1.80	1.96	2.07	2.56	3.74	4.51
24	Egypt	**0.98**	**0.98**	**0.98**	**1.96**	**1.96**	**1.96**
25	El Salvador	0.65	0.65	0.65	0.65	0.65	0.65
26	United Arab Emirates	1.11	1.24	1.31	1.11	0.72	0.65
27	Ecuador	0.98	0.98	1.31	1.96	2.61	3.27
28	France	0.33	0.65	0.98	1.31	1.96	2.61
29	Gambia	0.56	0.59	0.57	0.52		
30	United Kingdom of Great Britain and Northern Ireland and Overseas Dependent Territories of the United Kingdom	4.41	5.23	5.55	7.02	8.66	9.96
31	Grenada	1.80	1.96	2.07	2.56	3.74	4.51
32	Guyana	0.33	0.36	0.39	0.46		
33	India	**1.55**	**1.55**	**1.55**	**2.06**	**2.06**	**2.06**
34	Iran (Islamic Rep)	0.33	0.39	0.46	0.52	0.65	0.85
35	Iraq	0.33	0.39	0.49	0.65	1.31	1.63
36	Jamaica	0.65	0.82	0.98	1.31	1.96	2.61
37	Kenya	0.98	1.14	1.31	1.63		
38	Madagascar	0.65	0.98	1.31	1.96	2.61	3.27
39	Malaysia	0.33	0.36	0.39	0.65		
40	Malawi	0.33	0.36	0.39	0.46		
41	Malta	0.33	0.36	0.39	0.46		
42	Mauritius	0.56	0.59	0.57	0.52		
43	**Myanmar**	0.23	0.20	0.20	0.29		
44	Nepal	0.65	0.82	0.98	1.14	1.47	1.80
45	Nigeria	0.98	1.14	1.31	1.63		
46	Oman	1.14	1.21	1.31	1.47		
47	Uganda	0.98	1.14	1.31	1.63		
48	Pakistan	0.65	0.98	1.31	1.63		
49	Panama (Rep)	0.33	0.49	0.65	0.98	1.31	1.63
50	Papua New Guinea	0.15	0.25	0.31	0.54	0.65	0.78
51	Peru	0.33	0.39	0.46	0.65	0.98	1.31
52	Qatar	0.33	0.36	0.39	0.46		
53	Dem People's Rep of Korea	0.98	1.31	1.63	1.80	1.96	2.12
54	Romania	0.33	0.65	0.98	1.31	1.96	2.61
55	**Saint Christopher and Nevis**	**4.41**	**5.23**	**5.55**	**7.02**	**8.66**	**9.96**
56	Saint Lucia	1.80	1.96	2.07	2.56	3.74	4.51

No	Authorized administrations	Amount of the exceptional transit land rate for parcels of the following weight steps:					
		up to 1 kg	over 1 and up to 3 kg	over 3 and up to 5 kg	over 5 and up to 10 kg	over 10 and up to 15 kg	over 15 and up to 20 kg
1	2	3	4	5	6	7	8
		SDR	SDR	SDR	SDR	SDR	SDR
57	Saint Vincent and the Grenadines	3.01	3.59	3.87	4.95	6.14	7.12
58	Solomon Islands	3.01	3.59	3.87	4.95	6.14	7.12
59	Seychelles	1.80	1.96	2.07	2.56	3.74	4.51
60	Sierra Leone	0.46	0.65	0.82	0.91		
61	Singapore	0.33	0.36	0.39	0.65		
62	Sudan	1.31	1.96	2.61	3.27		
63	Sri Lanka	0.98	1.31	1.96	2.61	3.27	3.92
64	Syrian Arab Rep	0.65	0.98	1.31	1.63	1.96	2.29
65	Tanzania (United Rep)	0.98	1.14	1.31	1.63		
66	Thailand	1.14	1.31	1.80	2.12	2.61	3.43
67	Trinidad and Tobago	0.65	0.82	0.98	1.31		
68	Turkey	1.63	1.63	1.63	1.63	1.63	1.63
69	Tuvalu	1.80	1.96	2.07	2.56	3.74	4.51
70	Union of Soviet Socialist Republics						
	Via the European part of the USSR	0.59	1.40	2.55	4.51	7.38	10.13
	Via the Asian part of the USSR	1.67	3.99	7.32	12.90	21.27	29.17
	Via the European and Asian parts of the USSR	2.16	5.06	9.34	16.53	27.25	37.31
71	Venezuela	0.49	0.98	1.47	2.12	2.94	3.92
72	Yemen (People's Dem Rep)	1.31	1.31	1.96	2.61	3.92	5.23
73	Yugoslavia	0.29	0.39	0.65	0.72	1.18	1.03
74	Zaire	0.26	0.59	0.98	1.96	3.27	3.92
75	Zambia	1.37	1.83	2.74	3.66	**5.08**	**7.06**
76	**Zimbabwe**	**1.31**	**1.63**	**1.96**	**2.45**	**2.94**	**3.27**

Article III
Weighted average distance for conveyance of parcels in transit

Article **48**, paragraph 2, last sentence, shall not apply to the following countries unless they so request: Bulgaria (People's Rep), Byelorussia, Cuba, Czechoslovakia, Mongolian People's Rep, Polish People's Rep, Romania, Ukraine and Union of Soviet Socialist Republics.

Article IV
Sea rates

Argentina, Australia, the Bahamas, Bahrain, Bangladesh, Barbados, Belgium, Belize, **Brazil**, **Brunei Darussalam**, Canada, Chile, the Comoros, Congo (People's Rep), Cyprus, Djibouti, Dominica, Finland, France, Gabon, Gambia, Germany, Fed Rep of, the United Kingdom of Great Britain and Northern Ireland, the Overseas Dependent Territories of the United Kingdom, Greece, Grenada, Guyana, India, Italy, Jamaica, Japan, Kenya, **Kiribati**, Madagascar, Malaysia, Malta, Mauritius, the Netherlands, Nigeria, Norway, Oman, Pakistan, Papua New Guinea, **Portugal**, Qatar, **Saint Christopher and Nevis**, Saint Lucia, Saint Vincent and the Grenadines, Seychelles, Sierra Leone, Singapore, the Solomon Islands, Spain, Sweden, Tanzania (United Rep), Thailand, Trinidad and Tobago, Tuvalu, Uganda, the United Arab Emirates, the United States of America, Vanuatu, Yemen (People's Dem Rep) and Zambia **reserve the right** to increase by 50 percent at the most the sea rates provided for in articles **49** and **50**.

Article V
Determination of average rates

Notwithstanding article **54**, paragraph 3, of the Agreement and article **150**, paragraph 2, of the Detailed Regulations, the United States of America shall be authorized to establish average land and sea rates per kilogramme based on the weight distribution of parcels received from all administrations.

Article VI
Supplementary rates

1 Every parcel sent by surface or air addressed to Corsica, the French Overseas Departments, the French Overseas Territories and the **Communities of** Mayotte **and Saint Pierre and Miquelon** shall be subject to an inward land rate not exceeding the corresponding rate for France. When such a parcel transits metropolitan France it shall, in addition, give rise to the collection of the following supplementary rates and dues:

a "surface" parcels
   i the French transit land rate;
   ii the French sea rate corresponding to the distance step between metropolitan France and each of the Departments, Territories and **Communities** in question;

b air parcels
   i the French transit land rate for parcels in transit à découvert;
   ii the air conveyance dues corresponding to the airmail distance between metropolitan France and each of the Departments, Territories and **Communities** in question.

2 Every parcel conveyed by the Iraq-Syria trans-desert motor services shall give rise to the collection of a special supplementary rate fixed as follows:

Weight steps	Supplementary rates	Weight steps	Supplementary rates
1	2	1	2
kg	SDR	kg	SDR
Up to 1	**0.16**	over 5 and up to 10	**1.63**
over 1 and up to 3	**0.49**	over 10 and up to 15	**2.45**
over 3 and up to 5	**0.82**	over 15 and up to 20	**3.27**

3 The postal administrations of the Arab Republic of Egypt and **the Republic** of the Sudan shall be authorized to collect a supplementary rate of **0.65 SDR** over and above the transit land rates laid down in article **48**, paragraph 1, of the Agreement for each parcel in transit via Lake Nasser between El Shallal (Egypt) and Wadi Halfa (Sudan).

4 Every parcel sent in transit between Denmark and the Faröe Islands shall give rise to the collection of the following supplementary rates:

a surface parcels
   i the Danish transit land rate;
   ii the Danish sea rate corresponding to the distance step between Denmark and the Faröe Islands;

b air parcels
   – the air conveyance dues corresponding to the airmail distance between Denmark and the Faröe Islands.

5 The postal administration of Chile shall be authorized to collect a supplementary rate of **2.61** SDR per kilogramme at most for the conveyance of parcels to Easter Island.

6 Every parcel sent by surface or by air, in transit between continental Portugal and the autonomous regions of Madeira and the Azores, shall give rise to the collection of the following supplementary rates:

a surface parcels
- **i the Portuguese transit land rate;**
- **ii the Portuguese sea rate corresponding to the distance step between continental Portugal and each of the autonomous regions in question;**

b air parcels
- **i the Portuguese transit land rate;**
- **ii the air conveyance dues corresponding to the airmail distance between continental Portugal and each of the autonomous regions in question.**

7 Parcels addressed to the island provinces of Grand Canary and Tenerife and forwarded in transit via continental Spain shall give rise to the collection, in addition to the corresponding inward land rate, of the following supplementary rates:

a surface parcels
- **i the Spanish transit land rate;**
- **ii the Spanish sea rate corresponding to a distance of from 1000 to 2000 nautical miles;**

b air parcels
- **– the air conveyance costs corresponding to the airmail distance between continental Spain and each of the island provinces in question.**

Article VII
Special tariffs

1 The administrations of Belgium, France and Norway may collect higher land rates for air parcels than for surface parcels.

2 The administration of Lebanon shall be authorized to collect for parcels up to 1 kilogramme the charge applicable to parcels over 1 and up to 3 kg.

3 The administration of Panama (Rep) shall be authorized to collect 0.20 SDR per kilogramme for surface airlifted (S.A.L.) parcels in transit.

Article VIII
Supplementary charges

Exceptionally, administrations shall be authorized to exceed the upper limits of the supplementary charges shown in articles **10** to **13** and **15** if this is necessary to bring these charges into line with the costs of operating their services. However, in the case of return to sender (article **30**, paragraph 3, b) or redirection (article **32**, paragraph 6, c), the amount of the charges passed on may not exceed the rates laid down in the agreement. Administrations wishing to apply this provision must notify the International Bureau of their intention as soon as possible.

Article IX
Treatment of parcels wrongly accepted

Byelorussia, Bulgaria (People's Rep), Cuba, Dem People's Rep of Korea, Ukraine and the Union of Soviet Socialist Republics reserve the right to provide information about the seizure of a postal parcel or part of its contents only within the limits of the information provided by the customs authorities and in accordance with their internal legislation.

Article X
Withdrawal from the post. Alteration or correction of address

Notwithstanding article **38**, **Costa Rica,** Ecuador, El Salvador, Panama (Rep) and Venezuela shall be authorized not to return postal parcels after the addressee has requested their clearance by Customs, since this is incompatible with those countries' customs legislation.

Article XI
Prohibitions

The postal administration of Canada shall be authorized not to accept insured parcels containing the valuable articles covered in article **20**, b, since this is contrary to its internal regulations.

Article XII
Exceptions to the principle of liability

Notwithstanding article **40**, **Bolivia**, the Republic of Iraq, **the Republic of the** Sudan, the People's Democratic Republic of Yemen and the Republic of Zaire shall be authorized to pay no indemnity for damage to parcels coming from any country and addressed to **Bolivia,** Iraq, Sudan, Yemen (People's Dem Rep), or Zaire and containing liquids or substances which easily liquefy, glass articles or articles of a similar fragile **or perishable** nature.

Article XIII
Compensation

1 Notwithstanding article **40**, **Angola,** the Bahamas, Barbados, Belize, Bolivia, Botswana, **Brunei Darussalam,** Canada, Dominica, **the Dominican Republic**, **El Salvador**, Fiji, Gambia, those of the Overseas Dependent Territories of the United Kingdom of Great Britain and Northern Ireland whose internal regulations do not permit them to comply, Grenada, **Guatemala,** Guyana, **Kiribati,** Lesotho, Malawi, Malta, Mauritius, Nauru, Nigeria, Papua New Guinea, **Saint Christopher and Nevis**, Saint Lucia, Saint Vincent and the Grenadines, Seychelles, Sierra Leone, the Solomon Islands, Swaziland, Trinidad and Tobago, Uganda, the United States of America, Zambia **and Zimbabwe** shall have the right not to pay compensation for uninsured parcels lost, rifled or damaged in their service.

2 Notwithstanding article **40**, paragraph 8, the United States of America shall be authorized to maintain the sender's right to indemnity for insured parcels after the addressee has taken delivery thereof, unless the sender waives this right in favour of the addressee.

3 The postal administration of Brazil shall be authorized not to apply article **40** with respect to liability in cases of damage, including the cases referred to in **articles 41 and 43**.

4 The United States of America, when acting as an intermediate administration, shall be authorized not to indemnify other administrations in the event of loss of, theft from or damage to transit insured parcels conveyed à découvert or forwarded in closed mails.

Article XIV
Payment of the indemnity

The postal **administrations** of **Angola, Guinea,** Lebanon **and Mauritania (Islamic Rep)** shall not be obliged to comply with article **44**, paragraph 4, of the Agreement as regards finally settling a

claim within **three** months. Nor **do they** agree to the rightful claimant's being indemnified on its behalf by another administration upon expiry of the above-mentioned period.

Article XV
Non-liability of the postal administration

The postal administration of Nepal shall be authorized not to apply article **41**, paragraph 1, b.

Article XVI
Advice of delivery

The postal administration of Canada shall be authorized not to apply article **28**, given that it does not offer the advice of delivery service for parcels in its internal service.

In witness whereof, the plenipotentiaries below have drawn up this Protocol which shall have the same force and the same validity as if its provisions were inserted in the actual text of the Agreement to which it relates, and they have signed it in a single original which shall be deposited **with the Director-General of the International Bureau**. A copy thereof shall be delivered to each party by the Government of the country in which Congress is held.

Done at **Washington, 14 December 1989.**

Signatures: same as on pages 213 to 249.

Money Orders Agreement

Money Orders Agreement[1]

Contents

Art
1 Purpose of the Agreement
2 Categories of money order
3 Issue of money orders (currency, conversion, amount)
4 Charges
5 Conditions of exchange
6 Payment of money orders
7 Redirection
8 Inquiries
9 Liability
10 Remuneration of the paying administration
11 Preparation of accounts
12 Settlement of accounts
13 Final provisions

[1] As this Act has been extensively recast, it was considered preferable not to indicate amendments to the text of the 1984 Hamburg Congress in boldface type.

Money Orders Agreement

The undersigned, plenipotentiaries of the Governments of the member countries of the Union, having regard to article 22, paragraph 4, of the Constitution of the Universal Postal Union concluded at Vienna on 10 July 1964, have, by common consent and subject to article 25, paragraph 3, of the Constitution, drawn up the following Agreement and Detailed Regulations:

Article 1
Purpose of the Agreement

1 This Agreement shall govern the exchange of postal money orders which contracting countries agree to set up in their reciprocal relations.

2 Non-postal organizations may participate through the postal administration in the exchange governed by the provisions of this Agreement. Such organizations shall come to an agreement with the postal administration of their country to ensure full implementation of all clauses of the Agreement and under such agreement shall exercise rights and perform duties as postal organizations defined by this Agreement. The postal administration shall act as their intermediary in their relations with the postal administrations of the other contracting countries and with the International Bureau.

Article 2
Categories of money order

1 *Ordinary money order*

The sender hands over funds at a post office counter or orders his postal giro account to be debited and requests outpayment of the amount to the payee in cash. An ordinary money order is sent by post. An ordinary telegraph money order is sent by telecommunication.

2 *Inpayment money order*

The sender hands over funds at a post office counter and requests entry of the amount to the credit of the payee's account managed by the Post. An inpayment money order is sent by post. A telegraph inpayment money order is sent by telecommunication.

3 *Other services*

Postal administrations may agree in their bilateral or multilateral relations to establish other services the conditions of which shall be defined between the administrations concerned.

Article 3
Issue of money orders (currency, conversion, amount)

1 In the absence of special agreement, the amount of the money order shall be expressed in the currency of the paying country.

2 The issuing administration shall fix the conversion rate of its currency into that of the paying country.

3 The maximum amount of an ordinary money order shall be set by mutual agreement between the administrations concerned.

4 The amount of an inpayment money order shall be unlimited. However, each administration may limit the total amount of the inpayment money orders that any depositor may order either in one day or during a specified period.

5 Telegraph money orders shall be subject to the provisions of the Telegraph Regulations attached to the International Telecommunications Convention.

Article 4
Charges

1 The issuing administration shall freely decide, subject to paragraphs 2 and 3 below, the charge to be collected at the time of issue. To this principal charge, it shall add any charges pertaining to special services (request for advice of payment or of entry, for express delivery, etc).

2 The amount of the principal charge for an ordinary money order may not exceed 22.86 SDR.

3 The charge for an inpayment money order shall be lower than the charge for an ordinary money order of the same amount.

4 Money orders exchanged between a contracting country and a non-contracting country, through the intermediary of a country party to this Agreement, may be subjected by the intermediary administration to an additional proportional charge of 1/4 percent, but not less than 0.82 SDR and not more than 1.63 SDR, deducted from the amount of the order; however, this charge may be collected from the sender and allocated to the administration of the intermediary country if the administrations concerned have so agreed.

5 The following optional charges may be collected from the payee:
a a delivery charge, when payment is made at the place of address;
b a charge when the amount is entered to the credit of a giro account;
c if appropriate, the charge for authorization to extend the period of validity provided for in article 6, paragraph 4;
d the charge laid down in article 26, paragraph 1, e, of the Convention, when the money order is addressed poste restante;
e if appropriate, the additional express charge.

6 In cases where payment authorizations are required under the provisions of the Detailed Regulations of this Agreement, and if no service error was committed, a "payment authorization"

charge equal to that prescribed in article 26, paragraph 1, o, of the Convention may be collected from either the sender or the payee, except if the charge has already been collected for the inquiry form or the advice of payment.

7 Money orders may not be subjected either at the time of issue or at the time of payment to any charge or fee other than those provided for in this Agreement.

8 Money orders relating to the postal service exchanged under the terms of article 16 of the Convention shall be exempt from all charges.

Article 5
Conditions of exchange

1 Exchange by post shall be carried out, as administrations prefer, either by means of ordinary or inpayment money orders direct between the issuing office and the paying office or by means of lists through the intermediary of offices called "offices of exchange" designated by the administration of each of the contracting countries.

2 Exchanges by telegraph shall be carried out by money order telegram sent direct to the paying office. However, the administrations concerned may also agree to use a means of telecommunication other than the telegraph for the transmission of telegraph money orders.

3 Administrations may also reach agreement on a combined system of exchange if the internal organization of their respective services so requires. In this case, the exchange shall be effected by means of cards direct between post offices of one of the administrations and the office of exchange of the corresponding administration.

4 The money orders referred to in paragraphs 1 and 3 may be submitted to the country of destination on magnetic tape or any other medium agreed between the administrations. Administrations of destination may use their internal service forms to represent the money orders issued. The conditions of exchange shall then be fixed in special agreements adopted by the administrations concerned.

5 Administrations may agree to use methods of exchange other than those provided for in paragraphs 1 to 4.

Article 6
Payment of money orders

1 The validity of money orders shall extend:
a as a general rule, until expiry of the first month following that of issue;
b upon agreement between the administrations concerned, until expiry of the third month following that of issue.

2 After that period, money orders sent direct to the paying offices shall be paid only if they bear an authorization to extend the period of validity (*visa pour date*) given at the request of the paying office by the service designated by the issuing administration. Money orders sent to administrations of destination in accordance with article 5, paragraph 4, may not have their period of validity extended.

3 Authorization to extend the period of validity shall confer upon money orders a new validity running from the day it is granted for the same duration as that which a money order issued on the same day would have.

4 Unless non-payment before expiry of validity is due to a service error, an "authorization to extend the period of validity" charge, equal to that provided for in article 26, paragraph 1, o, of the Convention, may be collected.

5 When a single sender has had several money orders issued on the same day to the order of the same payee for a total amount exceeding the maximum adopted by the paying administration, the latter shall be authorized to space out the payment of the instruments so that the sum paid to the payee on a single day shall not exceed that maximum.

6 Money orders shall be paid according to the regulations of the paying country.

Article 7
Redirection

1 If a payee changes his address, any money order may be redirected by post or telegraph at the request of either the sender or the payee, within the limitations of the money order service which operates between the reforwarding country and the country of new destination. In this case, article 39, paragraphs 1, 6 and 7 of the Convention shall be applicable by analogy.

2 In the event of redirection, the poste restante charge and the additional express charge shall be cancelled (article 39, paragraph 10, of the Convention).

3 Reforwarding of an inpayment money order to another country of destination shall not be permitted.

Article 8
Inquiries

The provisions of article 47 of the Convention shall apply.

Article 9
Liability

1 *Principle*

Postal administrations shall be liable for the sums paid in until such time as the money orders have been duly paid.

2 *Exceptions*

Postal administrations shall be relieved of all liability:
a for delays in the transmission and payment of money orders;
b when, owing to the destruction of official records by force majeure, they cannot account for the payment of a money order, unless proof of their liability is otherwise produced;
c upon expiry of the prescription period referred to in article RE 612;
d in the case of a dispute as to the validity of a payment, upon expiry of the period prescribed in article 47, paragraph 1, of the Convention.

3 *Determination of liability*

3.1 Subject to paragraphs 3.2 to 3.5 below, liability shall rest with the issuing administration.

3.2 Liability shall rest with the paying administration if it cannot establish that payment was made under the terms prescribed in its regulations.

3.3 Liability shall rest with the postal administration of the country where the error occurred:
a if it is a service error, including an error of conversion;
b if it is an error in telegraphic transmission occurring within the issuing country or the paying country.

3.4 Liability shall rest with the issuing administration and the paying administration equally:
a if the error is attributable to both administrations or if it is not possible to establish in which country the error occurred;
b if an error in telegraphic transmission occurs in an intermediary country;
c if it is not possible to establish the country in which such error of transmission occurred.

3.5 Subject to paragraph 3.2, liability shall rest:
a in the case of payment of a spurious money order, with the administration of the country on whose territory the money order was introduced into the service;
b in the case of payment of a money order whose amount has been increased fraudulently, with the administration of the country in which the money order was falsified; however, the loss shall be borne equally by the issuing and paying administrations when it is not possible to establish the country in which the falsification occurred or when it is not possible to obtain compensation for a falsification committed in an intermediary country which does not participate in the money order service on the basis of this Agreement.

4 *Refund of amounts owing. Recourse*

4.1 The obligation to indemnify the claimant shall rest with the paying administration if the funds are to be delivered to the payee; it shall rest with the issuing administration if they are to be repaid to the sender.

4.2 Regardless of the reason for the refund, the amount refunded may not exceed that paid in.

4.3 The administration which indemnified the claimant shall have the right of recourse against the administration responsible for the incorrect payment.

4.4 The administration which ultimately bears the loss shall have the right of recourse, up to the amount paid, against the sender, against the payee or against third parties.

5 *Time allowed for payment*

5.1 Payment of amounts owing to a claimant shall be made as soon as possible and not later than six months from the day following the day of inquiry.

5.2 The administration which is required to indemnify the claimant under article 9, paragraph 4.1 may, exceptionally, postpone payment beyond that period if, despite every effort made in the investigation of the matter, the said period is not sufficient to establish liability.

5.3 The administration to which the claim has been made shall be authorized to indemnify the claimant on behalf of the administration which was liable when the latter, although duly informed, has allowed five months to pass without finally settling the claim.

6 *Reimbursement of the administration that paid the indemnity*

6.1 The administration on whose behalf the claimant was indemnified shall reimburse the administration which made the payment the amount of its disbursement within four months of the dispatch of the advice of payment.

6.2 This reimbursement shall be made without charge to the creditor administration:
a by one of the payment procedures outlined in article 103, paragraph 6, of the Detailed Regulations of the Convention;
b subject to agreement, by an entry to the credit of the administration of that country in the money order account. This entry shall be made automatically if no reply has been received to the request for agreement within the time limit specified in paragraph 6.1.

6.3 After the four-month period, the amount due to the creditor administration shall be chargeable with interest at the rate of 6 percent per annum, reckoned from the date of expiry of that period.

Article 10
Remuneration of the paying administration

1 The issuing administration shall allocate to the paying administration for each ordinary money order paid a remuneration the rate of which shall be fixed, on the basis of the average amount of the money orders included in one and the same monthly account, at:
- 0.65 SDR up to 65.34 SDR;
- 0.82 SDR over 65.34 SDR and up to 130.68 SDR;
- 0.98 SDR over 130.68 SDR and up to 196.01 SDR;
- 1.21 SDR over 196.01 SDR and up to 261.35 SDR;
- 1.47 SDR over 261.35 SDR and up to 326.69 SDR;
- 1.73 SDR over 326.69 SDR.

2 However, the administrations concerned may, at the request of the paying administration, agree on a higher remuneration than that which is fixed in paragraph 1 when the charge collected on issue is higher than 8.17 SDR.

3 Inpayment money orders and money orders issued free of charge shall give rise to no remuneration.

4 For money orders exchanged by means of lists, a supplementary remuneration of 0.16 SDR shall be allocated to the paying administration over and above the remuneration provided for in paragraph 1. Paragraph 2 shall apply by analogy to money orders exchanged by means of lists.

5 The issuing administration shall allocate to the paying administration a supplementary remuneration of 0.13 SDR for each money order paid to the addressee only.

Article 11
Preparation of accounts

1 Each paying administration shall prepare for each issuing administration a monthly account in the form of the annexed specimen MP 5 showing the sums paid for ordinary money orders or a monthly account in the form of the annexed specimen MP 15 showing the amount of the lists received during the month for money orders exchanged by means of lists; the monthly accounts shall be incorporated, periodically, in a general offset account giving rise to the determination of a balance.

2 Where the combined system of exchange provided for in article RE 503 applies, each paying administration shall prepare a monthly account of the sums paid if money orders are sent direct from the issuing administration to its paying offices or a monthly account of the amount of the money orders received during the month if money orders are sent from the post offices of the issuing administration to its office of exchange.

3 When money orders have been paid in various currencies, the lower credit shall be converted into the currency of the higher credit, using as a conversion basis the average official rate of exchange in the country of the debtor administration during the period to which the account pertains; this average rate shall be invariably calculated to four decimal places.

4 The settlement of accounts may also be made on the basis of monthly accounts, without offsetting.

Article 12
Settlement of accounts

1 In the absence of special agreement, payment of the balance of the general account or of the amount of monthly accounts shall be made in the currency that the creditor administration uses for payment of money orders.

2 Any administration may maintain with the administration of the corresponding country a credit from which the sums due shall be deducted.

3 Any administration which finds another administration overdrawn by a sum exceeding the limits fixed by the Regulations may ask for a payment on account.

4 In cases of non-payment within the periods fixed by the Regulations, sums due shall be chargeable with interest at the rate of 6 percent per annum, reckoned from the date of expiry of those periods to the day of payment.

5 No unilateral measure, such as a moratorium, prohibition of transfer, etc, may interfere with the implementation of the provisions of this Agreement and its Detailed Regulations respecting the preparation and settlement of accounts.

Article 13
Final provisions

1 The Convention shall be applicable, where appropriate, by analogy, in all cases not expressly governed by this Agreement.

2 Article 4 of the Constitution shall not apply to this Agreement.

3 *Conditions for approval of proposals concerning this Agreement.*

3.1 To become effective, proposals submitted to Congress relating to this Agreement and its Detailed Regulations must be approved by a majority of the member countries present and voting, which are parties to the Agreement. At least half of these member countries represented at Congress shall be present at the time of voting.

3.2 To become effective, proposals relating to the Detailed Regulations of this Agreement which have been referred by Congress to the Executive Council for a decision or which are introduced between two Congresses shall be approved by a majority of the members of the Executive Council which are parties to the Agreement.

3.3 To become effective, proposals introduced between two Congresses relating to this Agreement must obtain:

a unanimity of votes, if they involve the addition of new provisions;

b two thirds of the votes, if they involve amendments to provisions of this Agreement;

c a majority of the votes, if they involve interpretation of the provisions of this Agreement, except in the case of a dispute to be submitted to arbitration as provided for in article 32 of the Constitution.

4 This Agreement shall come into force on 1 January 1991 and shall remain in operation until the entry into force of the Acts of the next Congress.

In witness whereof, the plenipotentiaries of the governments of the contracting countries have signed this Agreement in a single original which shall be deposited with the Director-General of the International Bureau. A copy thereof shall be delivered to each party by the Government of the country in which Congress is held.

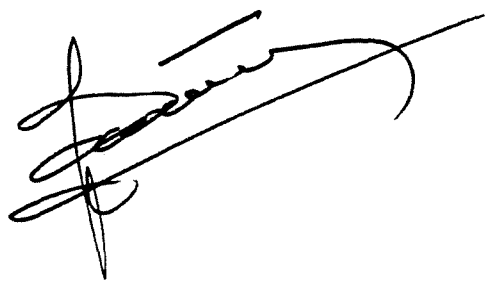
Done at Washington, 14 December 1989.

See signatures below.

POUR
LA RÉPUBLIQUE D'AFGHANISTAN:

POUR
LA RÉPUBLIQUE ALGÉRIENNE
DÉMOCRATIQUE ET POPULAIRE:





POUR
LA RÉPUBLIQUE POPULAIRE SOCIALISTE
D'ALBANIE:

POUR
LA RÉPUBLIQUE FÉDÉRALE
D'ALLEMAGNE:



POUR
LES ÉTATS-UNIS D'AMÉRIQUE:

POUR
LA RÉPUBLIQUE POPULAIRE D'ANGOLA:

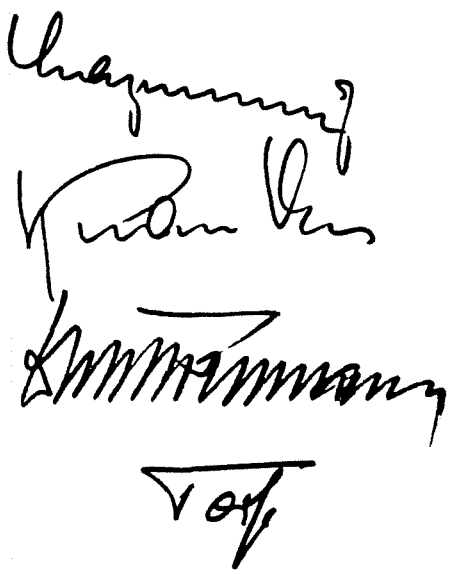
POUR
LE ROYAUME DE L'ARABIE SAOUDITE:

POUR
LA RÉPUBLIQUE ARGENTINE:

POUR
L'AUSTRALIE:

POUR
L'ÉTAT DE BAHRAIN:

POUR
LA RÉPUBLIQUE D'AUTRICHE:

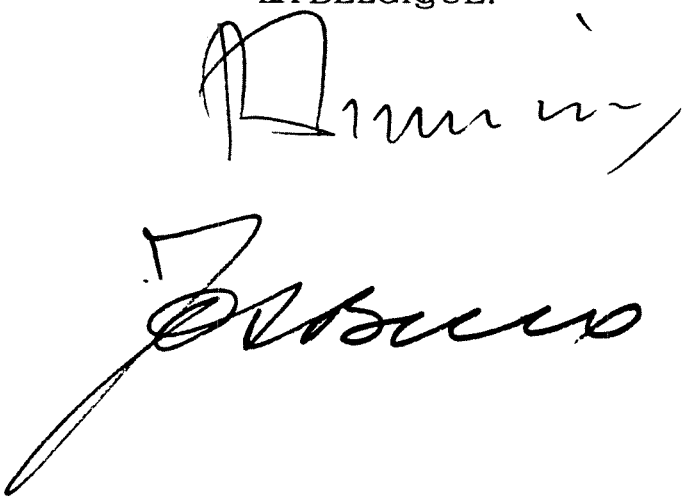


POUR
LE BANGLADESH:

POUR
LE COMMONWEALTH DES BAHAMAS:

POUR
BARBADE:

POUR
LA BELGIQUE:

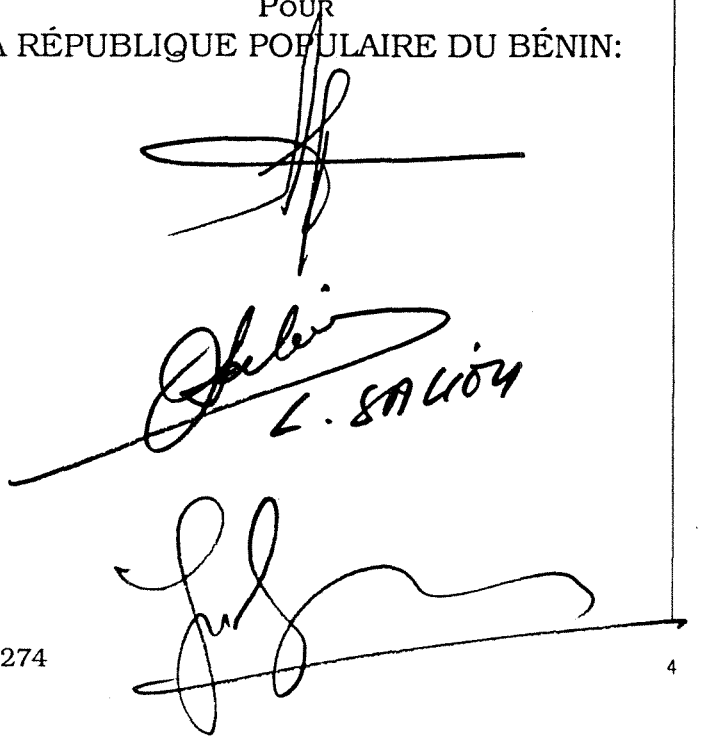


POUR
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POUR
BELIZE:

POUR
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SOVIÉTIQUE DE BIÉLORUSSIE:

POUR
LA RÉPUBLIQUE POPULAIRE DU BÉNIN:



POUR
LA RÉPUBLIQUE DE BOLIVIE:

POUR
LA RÉPUBLIQUE DU BOTSWANA:

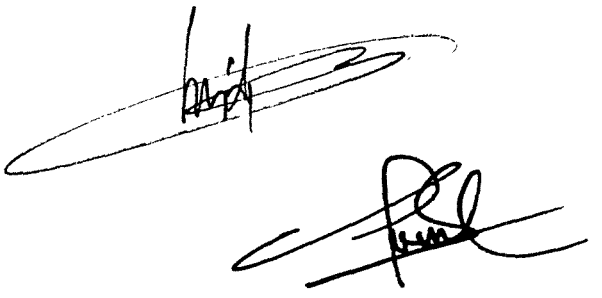
POUR
LE BRUNEI DARUSSALAM:

POUR
LA RÉPUBLIQUE FÉDÉRATIVE
DU BRÉSIL:

POUR
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DE BULGARIE:



POUR
LE BURKINA FASO:



POUR
LE CANADA:

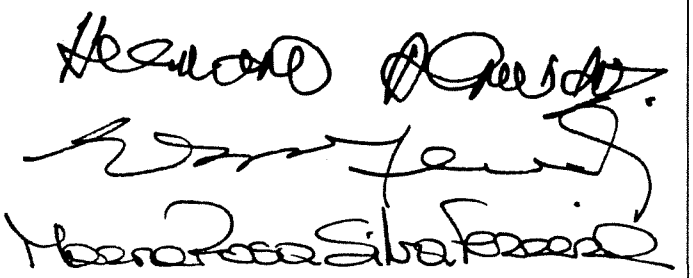
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POUR
LA RÉPUBLIQUE DU CAMEROUN:

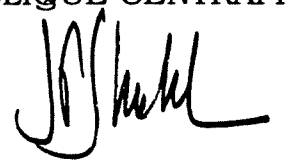


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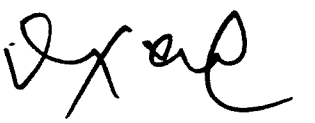


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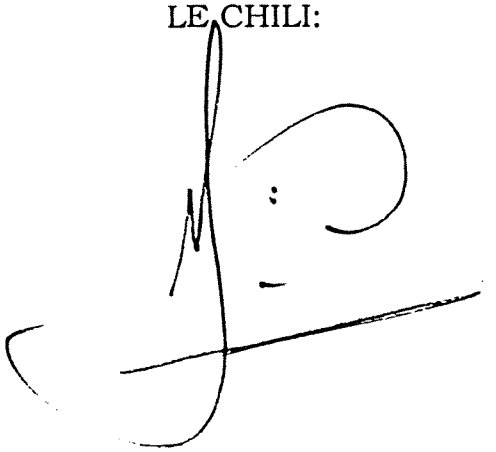
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POUR
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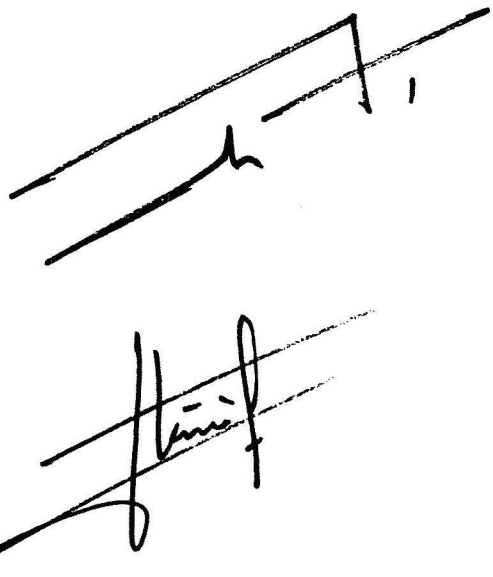


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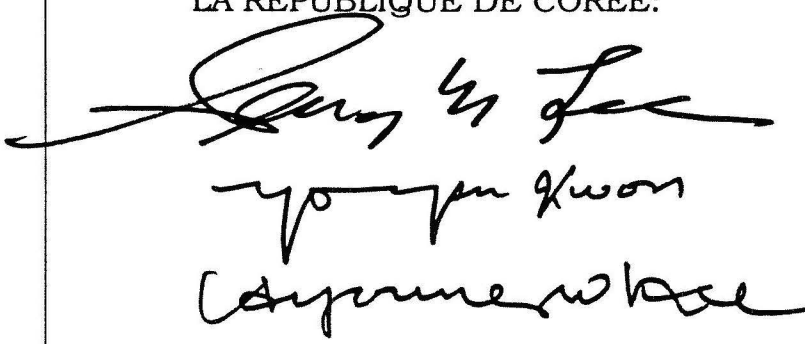


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POUR
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POUR
LA RÉPUBLIQUE DE CORÉE:

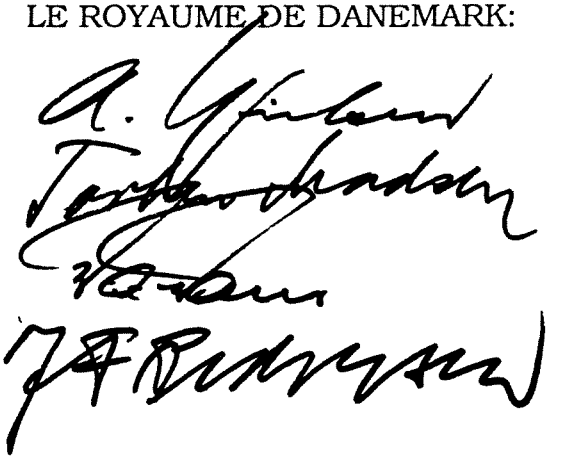


POUR
LA RÉPUBLIQUE FÉDÉRALE ISLAMIQUE
DES COMORES:



POUR
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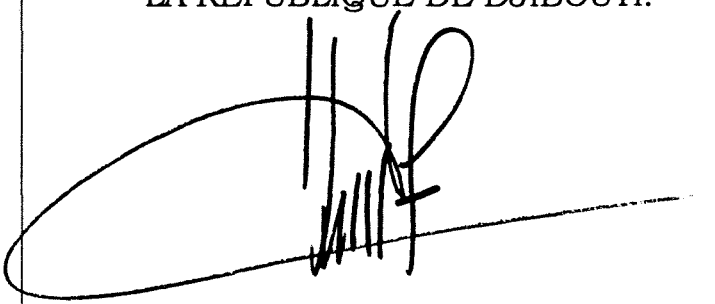
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POUR
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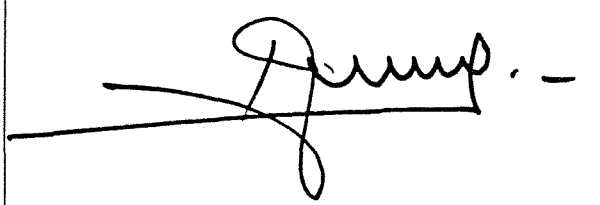


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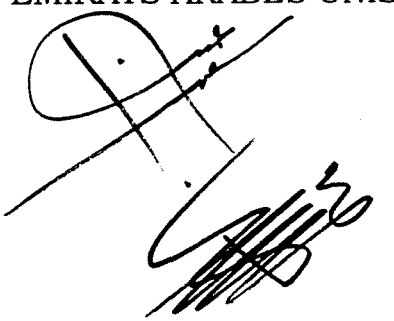
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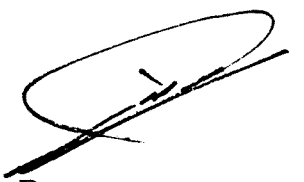
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POUR
LE COMMONWEALTH
DE LA DOMINIQUE:

POUR
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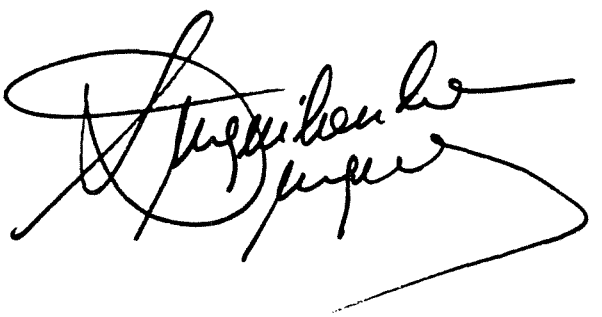




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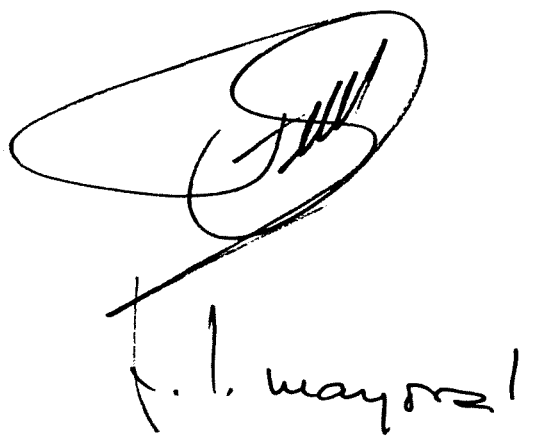
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POUR
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POUR
L'ESPAGNE:



POUR
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POPULAIRE DE L'ÉTHIOPIE:

POUR
FIDJI:

POUR
LA RÉPUBLIQUE DE FINLANDE:



POUR
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POUR
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POUR
LA RÉPUBLIQUE GABONAISE:

B. OYONÉ

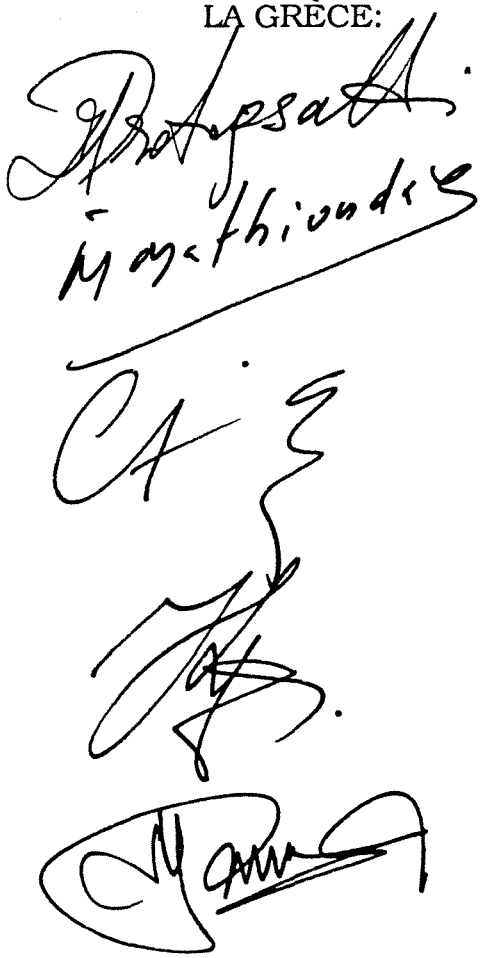
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POUR
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B. POATY BITEMBOM

POUR
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ÎLES DE LA MANCHE ET ÎLE DE MAN:

POUR
LA GRÈCE:



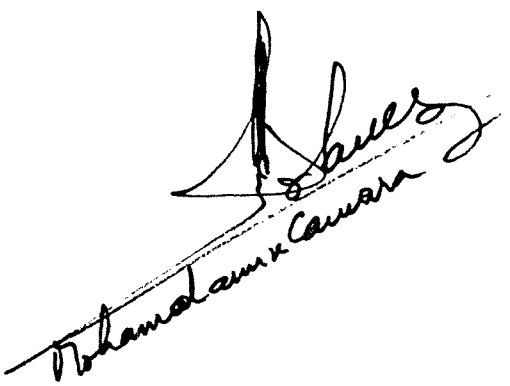
POUR
LES TERRITOIRES D'OUTRE-MER DONT
LES RELATIONS INTERNATIONALES
SONT ASSURÉES PAR
LE GOUVERNEMENT DU ROYAUME-UNI
DE GRANDE-BRETAGNE
ET D'IRLANDE DU NORD:

POUR
GRENADE:

POUR
LA RÉPUBLIQUE DU GUATÉMALA:

POUR
LA RÉPUBLIQUE
DE GUINÉE ÉQUATORIALE:

POUR
LA RÉPUBLIQUE DE GUINÉE:



POUR
LA GUYANE:

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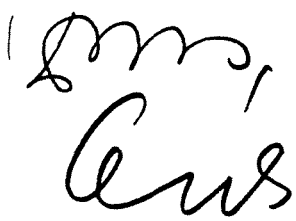


POUR
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POUR
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POUR
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POUR
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POUR
L'INDE:

POUR
LA RÉPUBLIQUE D'IRAQ:

POUR
L'IRLANDE:

POUR
LA RÉPUBLIQUE D'ISLANDE:

POUR
ISRAËL:

POUR
L'ITALIE:

POUR
LE JAPON:

POUR
(AL) JAMAHIRIYA ARABE LIBYENNE
POPULAIRE SOCIALISTE:

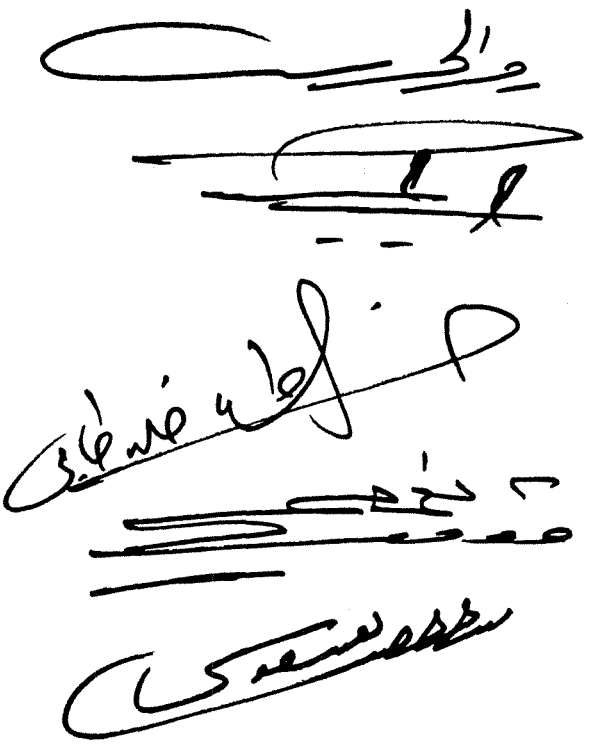
POUR
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DE JORDANIE:

POUR
LA JAMAÏQUE:

POUR
KAMPUCHEA DÉMOCRATIQUE:

POUR
LA RÉPUBLIQUE DE KENYA:

POUR
KUWAIT:



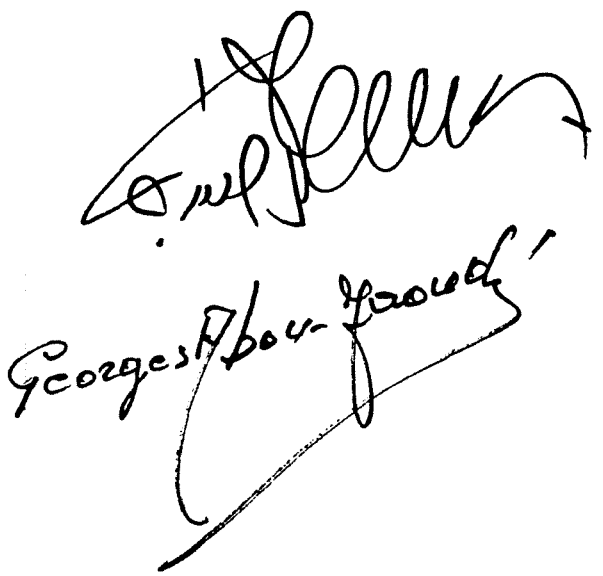
POUR
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POUR
LA RÉPUBLIQUE DÉMOCRATIQUE
POPULAIRE LAO:

POUR
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POUR
LA RÉPUBLIQUE DE LIBÉRIA:

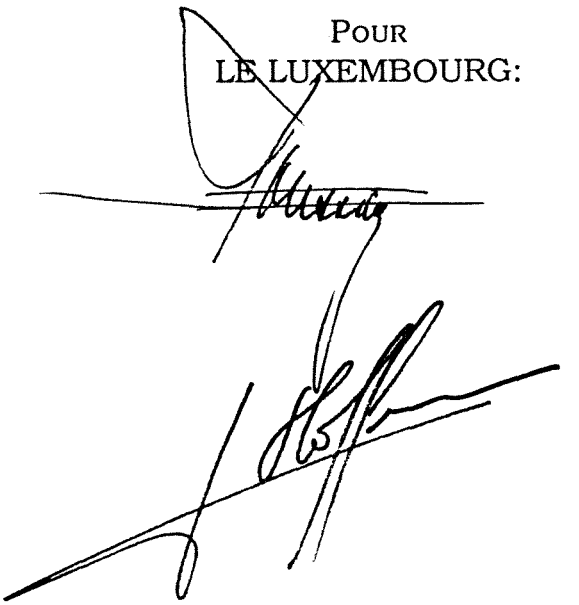
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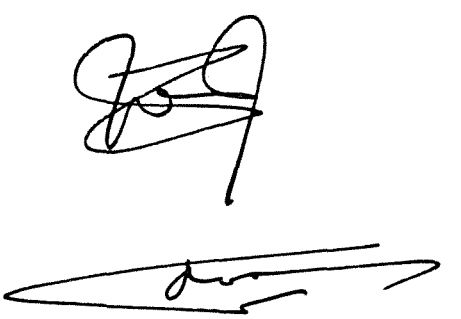
POUR
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POUR
LE LUXEMBOURG:

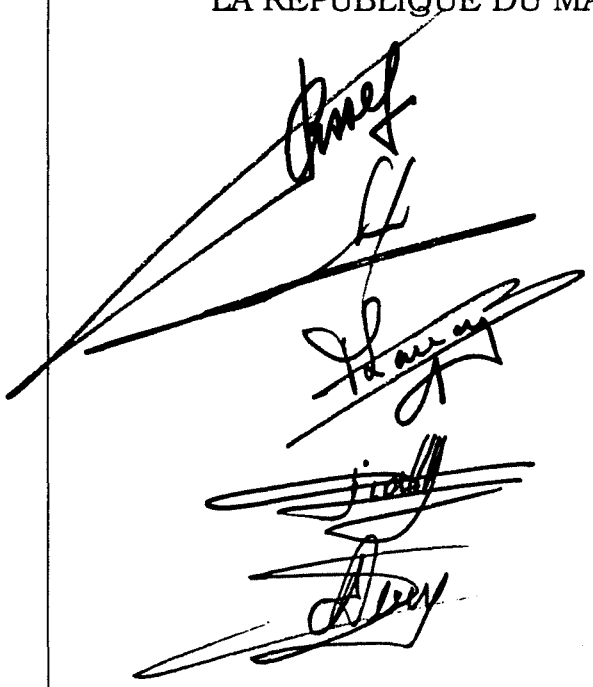


POUR
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DE MADAGASCAR:



POUR
LA MALAISIE:

POUR
LA RÉPUBLIQUE DU MALI:



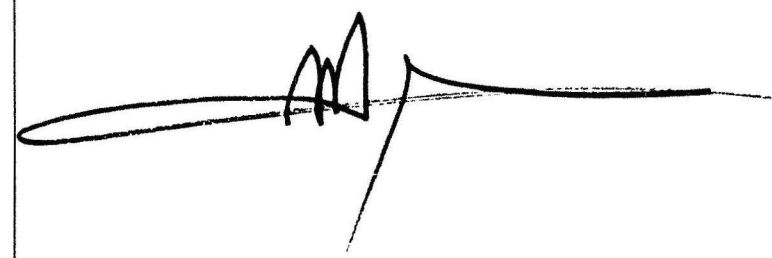
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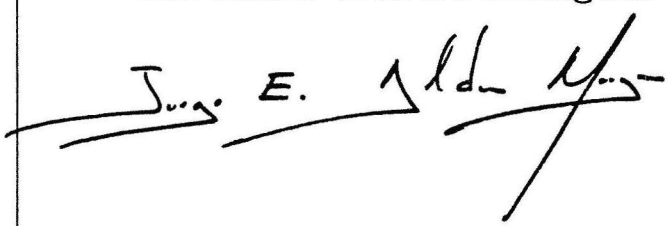
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POUR
LA RÉPUBLIQUE ISLAMIQUE
DE MAURITANIE:



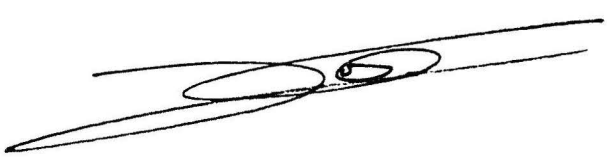
POUR
LES ÉTATS-UNIS DU MEXIQUE:





POUR
MAURICE:

POUR
LA PRINCIPAUTÉ DE MONACO:



POUR
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DE MONGOLIE:

POUR
LA RÉPUBLIQUE DE NAURU:

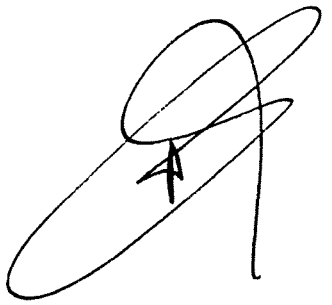
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POUR
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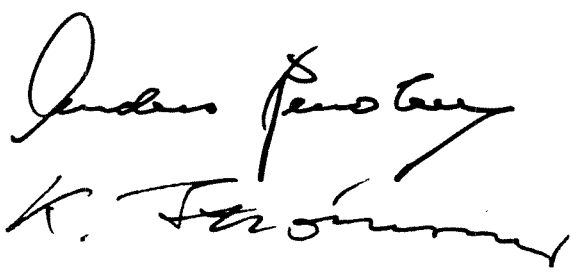
POUR
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POUR
LA RÉPUBLIQUE DU NIGER:



POUR
LA RÉPUBLIQUE FÉDÉRALE DU NIGÉRIA:

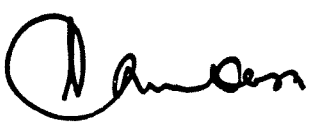
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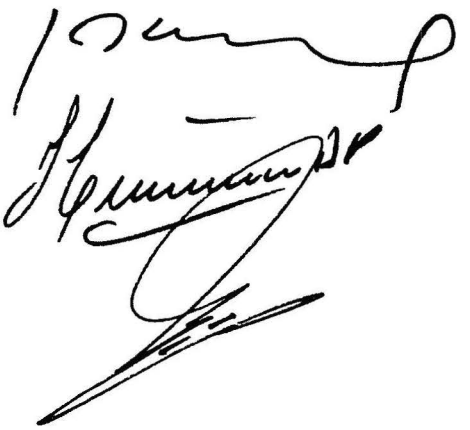


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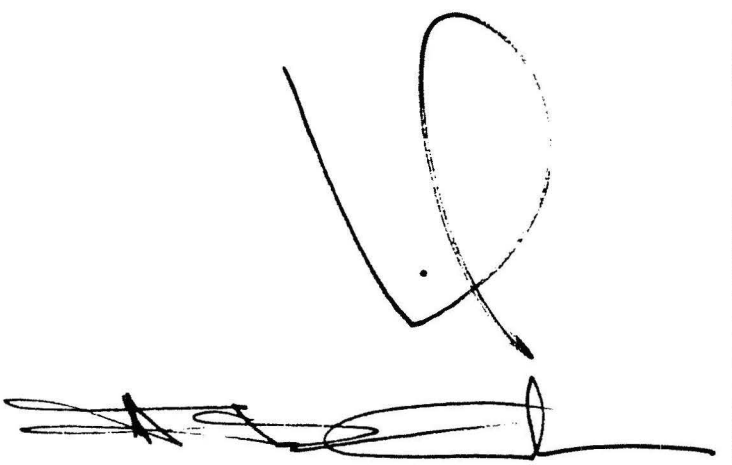
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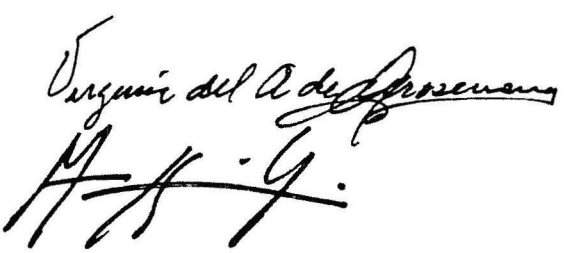


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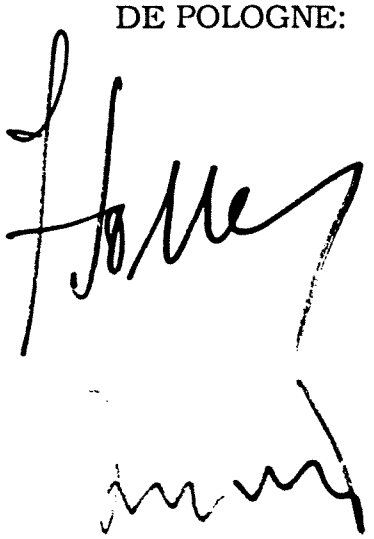


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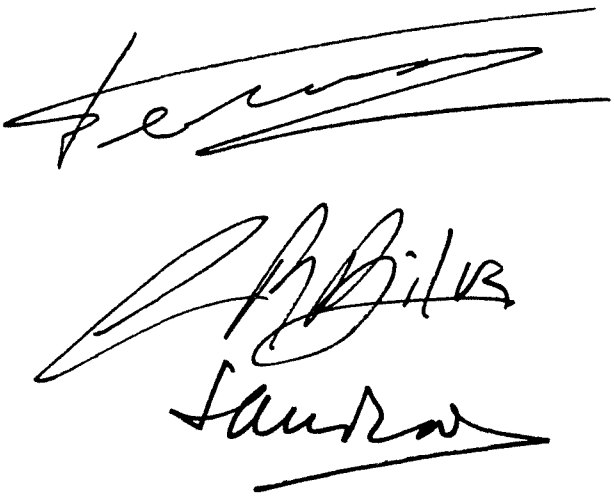


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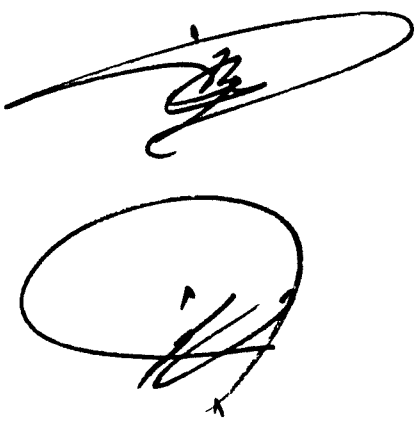
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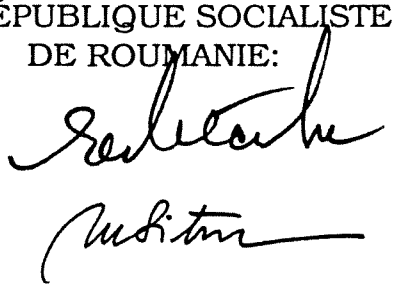
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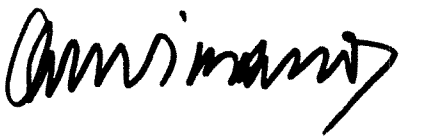
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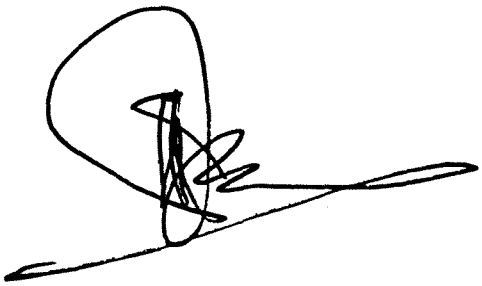


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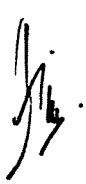
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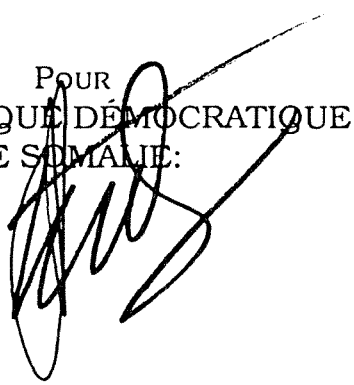


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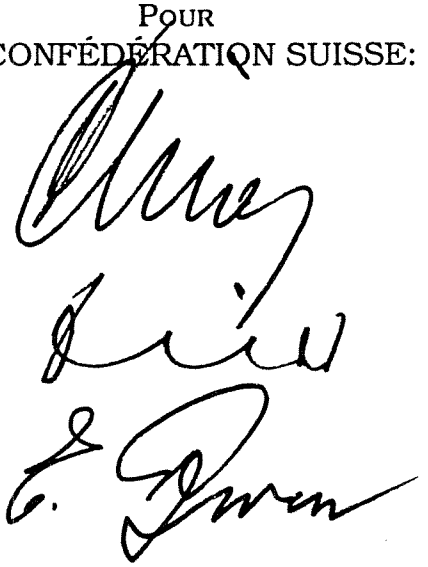


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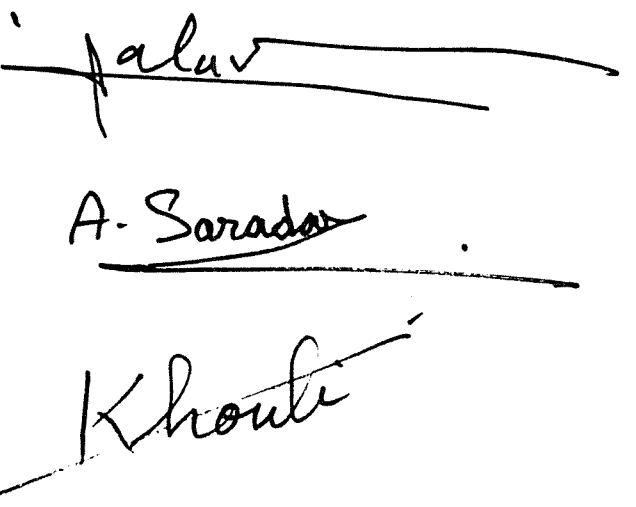
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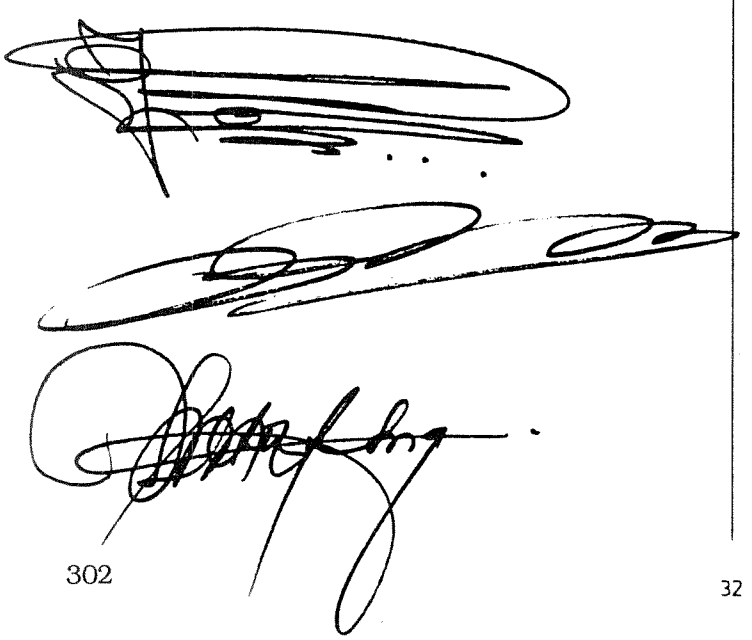


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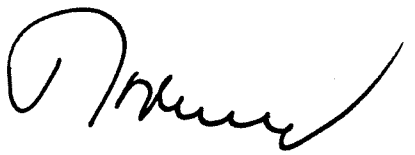


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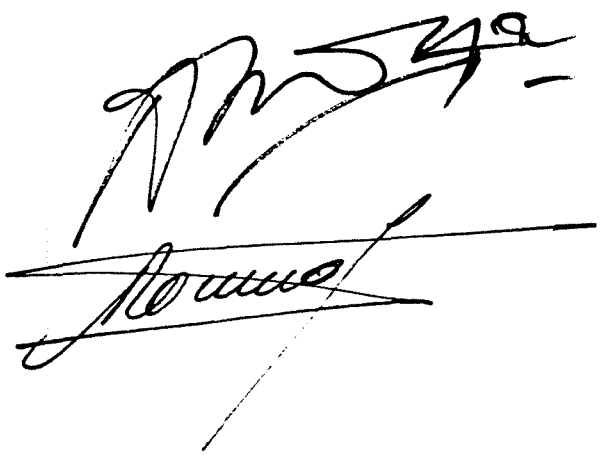


POUR
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POUR
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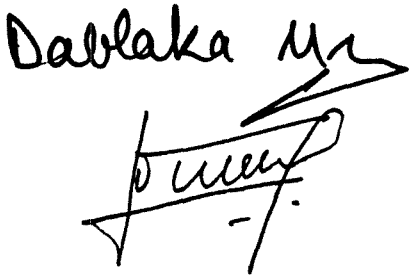
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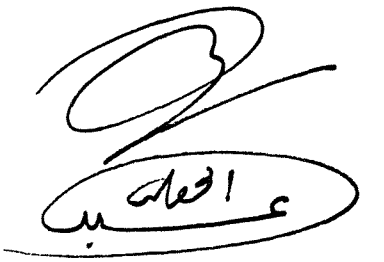
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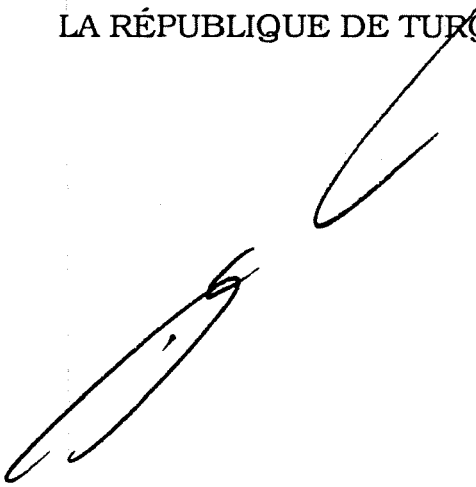
POUR
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POUR
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POUR
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POUR
LA RÉPUBLIQUE DE TURQUIE:



POUR
L'UNION DES RÉPUBLIQUES
SOCIALISTES SOVIÉTIQUES:

POUR
TUVALU:

POUR
LA RÉPUBLIQUE ORIENTALE
DE L'URUGUAY:



POUR
LA RÉPUBLIQUE SOCIALISTE
SOVIÉTIQUE D'UKRAINE:

POUR
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POUR
L'ÉTAT DE LA CITÉ DU VATICAN:

POUR
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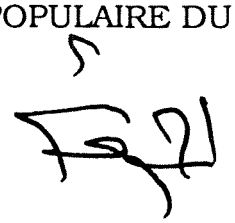


POUR
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POUR
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DU VIET NAM:

POUR
LA RÉPUBLIQUE DÉMOCRATIQUE
POPULAIRE DU YÉMEN:



POUR
LA RÉPUBLIQUE SOCIALISTE
FÉDÉRATIVE DE YOUGOSLAVIE:



POUR
LA RÉPUBLIQUE DU ZAÏRE:

POUR
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Giro Agreement

Giro Agreement[1]

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Chapter III

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5 Inpayments

[1] As this Act has been extensively recast, it was considered preferable not to indicate amendments to the text of the 1984 Hamburg Congress in boldface type.

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Giro Agreement

The undersigned, plenipotentiaries of the Governments of the member countries of the Union, having regard to article 22, paragraph 4, of the Constitution of the Universal Postal Union concluded at Vienna on 10 July 1964, have, by common consent and subject to article 25, paragraph 3, of the Constitution, drawn up the following Agreement:

Chapter I

Preliminary provisions

Article 1
Purpose of the Agreement

1 This Agreement shall govern all the services which the giro service is able to provide for users of giro accounts and which contracting countries agree to set up in their reciprocal relations.

2 Non-postal organizations may participate, through the giro service, in the exchange governed by the provisions of this Agreement. Such organizations shall come to an agreement with the postal administration of their country to ensure full implementation of all clauses of the Agreement and under such agreement shall exercise rights and perform duties as postal organizations defined by this Agreement. The postal administration shall act as their intermediary in their relations with the postal administrations of the other contracting countries and with the International Bureau.

Article 2
Categories of service offered by the giro service

1 *Transfer*

1.1 The holder of a giro account asks for an amount to be debited to his account and credited to the payee's giro account or, where there is an agreement to that effect between the administrations concerned, to other types of account.

1.2 An ordinary transfer is transmitted by post.

1.3 A telegraph transfer is transmitted by telecommunication.

2 *Inpayment into a giro account*

2.1 The sender hands the funds in at the counter of a post office and asks for the amount to be credited to the payee's giro account or, where there is an agreement to that effect between the administrations concerned, to other types of account.

2.2 An ordinary inpayment is transmitted by post.

2.3 A telegraph inpayment is transmitted by telecommunication.

3 *Payment by money order or by outpayment cheque.*

3.1 The holder of a giro account asks for an amount to be debited to his account and paid in cash to the payee.

3.2 An ordinary payment shall use the post.

3.3 A telegraph payment shall use telecommunications.

4 *Postcheque*

4.1 The postcheque is an international instrument issued to holders of giro accounts and payable on sight in the post offices of countries participating in the service.

4.2 A postcheque may also be given as payment to third parties where there is agreement to that effect between the contracting administrations.

5 *Other services*

Postal administrations may agree in their bilateral or multilateral relations to establish other services the conditions of which shall be defined amongst the administrations concerned.

Chapter II

Transfers

Article 3
Conditions for the acceptance and execution of transfer orders

1 In the absence of special agreement, the amount of the transfer shall be expressed in the currency of the country of destination.

2 The administration of origin shall fix the conversion rate of its currency into that of the country of destination.

3 The issuing administration shall decide what charge it shall collect from the payer of a giro transfer and shall retain that sum in its entirety.

4 The administration of destination may determine the charge which it collects for the entry of a postal transfer to the credit of a giro account.

5 Transfers relating to the postal service exchanged under the terms of article 16 of the Convention shall be exempt from all charges.

6 Advices of ordinary transfers shall be sent free of charge to the payee after the amounts transferred have been credited to their accounts. If they do not contain any personal message, they may be replaced by an annotation on the statement of account enabling the payee to identify the payer.

7 Telegraph transfers shall be subject to the provisions of the Telegraph Regulations attached to the International Telecommunication Convention. In addition to the charge provided for in paragraph 3 above, the payer of a telegraph transfer shall pay the charge stipulated for transmission by telecommunication, including any charge for a personal message to the payee. For each telegraph transfer the giro centre of destination shall prepare an advice of arrival or an advice of transfer of the internal or international service and forward it free of charge to the payee. If the telegram transfer does not contain any personal message, the advice of arrival or the advice of transfer may be replaced by an annotation on the statement of account enabling the payee to identify the payer.

Article 4
Liability

1 *Principle and extent of liability*

1.1 Administrations shall be liable for amounts debited against the payer's account until such time as the transfer has been duly effected.

1.2 Administrations shall be liable for erroneous information supplied by their service in ordinary transfer lists or telegraph transfers. Liability shall extend to errors of conversion and transmission errors.

1.3 Administrations shall assume no liability for delays which may occur in the transmission and execution of transfers.

1.4 Administrations may also agree among themselves to apply broader conditions of liability which are suited to the requirements of their internal services.

1.5 Administrations shall be relieved of all liability:
a when, owing to the destruction of official records by force majeure, they cannot account for the execution of a transfer, unless proof of their liability is otherwise produced; or
b when the payer has made no claim within the period prescribed in article 47, paragraph 1, of the Convention.

2 *Determination of liability*

Except where the terms of article 9, paragraphs 3.2 to 3.5, of the Money Orders Agreement apply, liability shall rest with the administration of the country where the error occurs.

3 *Refund of amounts owing. Recourse*

3.1 The obligation to indemnify the claimant shall rest with the administration to which the inquiry is addressed.

3.2 Regardless of the reason for the refund, the amount refunded to the payer of a transfer may not exceed that debited against his account.

3.3 The administration which indemnified the claimant shall have the right of recourse against the administration which is liable.

3.4 The administration which ultimately bears the loss shall have the right of recourse, up to the amount paid, against the person benefiting from the error.

4 *Time allowed for payment*

4.1 Payment of amounts owing to a claimant shall be made as soon as the liability of the service has been established and not later than six months from the day following the day of inquiry.

4.2 If the administration presumed to be liable, although duly informed, has allowed five months to pass without finally settling a claim, the administration to which the inquiry was made shall be authorized to indemnify the claimant on behalf of the other administration.

5 *Reimbursement of the administration that paid the indemnity*

5.1 The administration which was liable shall be bound to reimburse the administration which indemnified the claimant within four months of the dispatch of the advice of payment.

5.2 At the end of that period, the amount due to the administration which reimbursed the claimant shall be chargeable with interest on overdue payments at the rate of 6 percent per annum.

Chapter III

Inpayments

Article 5
Inpayments

1 Administrations shall agree to adopt for the exchange of postal inpayments the type of form and the regulations best suited to the organization of their service.

2 *Inpayment by inpayment money orders*

Subject to the special provisions of articles RE 501 and RE 502, inpayment by inpayment money orders shall be carried out in accordance with the provisions of the Money Orders Agreement.

3 *Inpayment by inpayment advice*

3.1 Subject to the special provisions below, all that is expressly provided for giro transfers shall apply equally to inpayments.

3.2 The issuing administration shall decide what charge it shall collect from the sender of an inpayment and shall retain that sum in its entirety. The charge for an inpayment shall not be higher than the charge collected for an ordinary money order.

3.3 A receipt shall be given free of charge to the inpayer at the time the money is paid in.

Chapter IV

Payment by money order

Article 6
Methods of making payments by money order

1 International payments made by debiting giro accounts may be made by means of ordinary money orders.

2 Ordinary money orders issued to represent sums debited from giro accounts shall be subject to the provisions of the Money Orders Agreement.

Chapter V

Payment by outpayment cheque

Article 7
Issue of outpayment cheques

1 International payments made by debiting giro accounts may be made by means of outpayment cheques.

2 Paragraphs 1 and 2 of article 3 shall apply to outpayment cheques.

3 The administration of origin shall decide what charge it shall collect from the payer of an outpayment cheque.

4 Outpayment cheques may be sent by telecommunication, either between the office of exchange of the administration of origin and the office of exchange of the paying administration, or between the office of exchange of the administration of origin and the post office designated for payment, when administrations agree to use this method of transmission.

5 Articles 3 of the Money Orders Agreement and RE 402 of its Detailed Regulations shall apply to telegraph outpayment cheques.

Article 8
Payment of outpayment cheques

1 Administrations shall agree to adopt for the payments service the regulations best suited to the organization of their service. They may use their internal service forms to represent outpayment cheques sent to them.

2 The paying administration shall not be obliged to make payment at the addressee's address of outpayment cheques whose amount exceeds that of postal money orders normally paid at the addressee's address.

3 As regards the duration of validity, authorization to extend the period of validity, general rules for payment, express delivery, charges which may be collected from the payee and special

provisions regarding payment of telegraph money orders, article 4, paragraphs 5 and 6, of the Money Orders Agreement and RE 604, paragraphs 2 to 4, and RE 606 of its Detailed Regulations shall apply to outpayment cheques except where precluded by the rules of the internal service.

Article 9
Liability

1 Administrations shall be liable for amounts debited against the payer's account until such time as the outpayment cheque has been duly paid.

2 Administrations shall be liable for erroneous information supplied by their service in lists of outpayment cheques or in telegraph outpayment cheques. Liability shall extend to errors of conversion and transmission errors.

3 Administrations shall assume no liability for delays which may occur in the transmission or payment of outpayment cheques.

4 Administrations may also agree among themselves to apply broader conditions of liability which are suited to the requirements of their internal services.

5 Article 9 of the Money Orders Agreement shall apply to outpayment cheques.

Article 10
Remuneration of the paying administration

1 The issuing administration shall allocate to the paying administration for each outpayment cheque a remuneration the rate of which shall be fixed, on the basis of the average amount of the outpayment cheques included in the summary lists sent in the course of each month, at:
- 0.59 SDR up to 65.34 SDR;
- 0.72 SDR above 65.34 SDR and up to 130.68 SDR;
- 0.88 SDR above 130.68 SDR and up to 196.01 SDR;
- 1.08 SDR above 196.01 SDR and up to 261.35 SDR;
- 1.31 SDR above 261.35 SDR and up to 326.69 SDR;
- 1.57 SDR above 326.69 SDR.

2 Instead of the rates set out at paragraph 1, administrations may agree to allocate a standard remuneration in SDRs or in the currency of the paying country irrespective of the amount of the outpayment cheques.

3 The remuneration due to the paying administration shall be determined each month as follows:
a the rate of remuneration in SDRs to be applied for each outpayment cheque shall be determined after conversion into SDRs of the average amount of the outpayment cheques on the basis of the average value of the SDR in the currency of the paying country as laid down in the Convention, Detailed Regulations, article 104;
b the total amount in SDRs obtained for the remuneration in respect of each account shall be converted into the currency of the paying country on the basis of the actual value of the SDR operative on the last day of the month to which the account relates;
c when the standard remuneration provided for in paragraph 2 is fixed in SDRs, it shall be converted into the currency of the paying country as described in subparagraph b.

Chapter VI

Other methods of exchanging payments

Article 11
Other methods of exchanging payments

1 International payments to be made by debiting giro accounts may also be made by magnetic tape or any other medium agreed on by administrations.

2 Administrations of destination may use their internal service forms to represent payment orders sent to them by these methods. The conditions of exchange shall then be settled in special agreements adopted by the administrations concerned.

Chapter VII

Postcheques

Article 12
Issue of postcheques

1 Each administration may issue postcheques to holders of giro accounts.

2 Holders of giro accounts to whom postcheques have been issued shall also be furnished with a postcheque guarantee card which must be produced at the time of payment.

3 The maximum amount guaranteed shall be printed on the back of each postcheque or in an annex in the currency agreed between the contracting countries.

4 In the absence of a specific agreement with the paying administration the issuing administration shall fix the conversion rate of its currency into that of the paying country.

5 The issuing administration may collect a charge from the payer of a postcheque.

6 If need be, the duration of validity of postcheques shall be fixed by the issuing administration. It shall be shown on the postcheque by printing the last date of validity. In the absence of such indication, the validity of postcheques shall be unlimited.

Article 13
Payment

1 The amount of postcheques shall be paid to the payee in legal currency of the paying country at post office counters.

2 The maximum amount which may be paid by means of a postcheque shall be fixed by common agreement among the contracting countries.

Article 14
Liability

1 The paying administration shall be relieved of all liability when it can prove that payment was made under the conditions prescribed in articles RE 1301 and RE 1302.

2 The issuing administration shall not be bound to honour fraudulent or counterfeit postcheques returned to it after the period provided for in article RE 1303, paragraph 4.

Article 15
Remuneration of the paying administration

The administrations which agree to participate in the postcheque service shall fix by common agreement the amount of the remuneration which shall be allocated to the paying administration.

Chapter VIII

Miscellaneous provisions

Article 16
Miscellaneous provisions

1 *Application to open a giro account abroad*

1.1 Where an application is made to open a giro account in a country with which the applicant's country of residence exchanges giro transfers, the administration of the country of residence shall be bound, in verifying the application, to cooperate fully with the administration responsible for keeping the account.

1.2 Administrations shall undertake to carry out this verification with all due care and diligence, without thereby, however, assuming any liability.

1.3 At the request of the administration which keeps the account, the administration of the country of residence shall also undertake, as far as possible, to verify information about any change in the legal capacity of the account holder.

2 *Free postage*

2.1 Envelopes containing account statements addressed by giro centres to account holders shall be sent by the quickest route (air or surface) and forwarded postage-free in every country of the Union.

2.2 The redirection of these envelopes in any country of the Union shall not, in any circumstances, deprive them of the benefit of this exemption.

Chapter IX

Final provisions

Article 17
Final provisions

1 The Convention, the Money Orders Agreement and its Detailed Regulations shall be applicable, where appropriate, by analogy, in all cases not expressly governed by this Agreement.

2 Article 4 of the Constitution shall not apply to this Agreement.

3 *Conditions for approval of proposals concerning this Agreement*

3.1 To become effective, proposals submitted to Congress relating to this Agreement and its Detailed Regulations must be approved by a majority of the member countries present and voting which are parties to the Agreement. At least half of these member countries represented at Congress shall be present at the time of voting.

3.2 To become effective, proposals relating to the Detailed Regulations of this Agreement which have been referred by Congress to the Executive Council for a decision or which are introduced between two Congresses shall be approved by a majority of the members of the Executive Council which are parties to the Agreement.

3.3 To become effective, proposals introduced between two Congresses relating to this Agreement shall obtain:
a unanimity of votes, if they involve the addition of new provisions;
b two thirds of the votes, if they involve amendments to the provisions of this Agreement;
c a majority of the votes, if they involve interpretation of the provisions of this Agreement, except in the case of a dispute to be submitted to arbitration as provided for in article 32 of the Constitution.

4 This Agreement shall come into force on 1 January 1991 and shall remain in operation until the entry into force of the Acts of the next Congress.

In witness whereof, the plenipotentiaries of the Governments of the contracting countries have signed this Agreement in a single original which shall be deposited with the Director-General of the International Bureau. A copy thereof shall be delivered to each party by the Government of the country in which Congress is held.

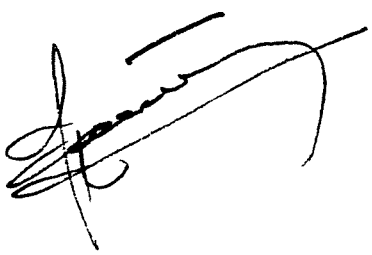
Done at Washington, 14 December 1989.

See signatures below.

POUR
LA RÉPUBLIQUE D'AFGHANISTAN:

POUR
LA RÉPUBLIQUE ALGÉRIENNE
DÉMOCRATIQUE ET POPULAIRE:





POUR
LA RÉPUBLIQUE POPULAIRE SOCIALISTE
D'ALBANIE:

POUR
LA RÉPUBLIQUE FÉDÉRALE
D'ALLEMAGNE:



POUR
LES ÉTATS-UNIS D'AMÉRIQUE:

POUR
LA RÉPUBLIQUE POPULAIRE D'ANGOLA:

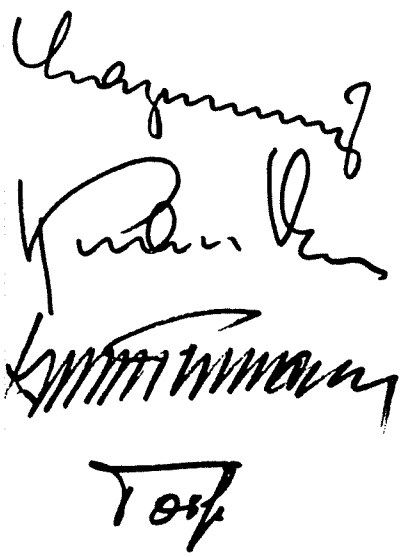
POUR
LE ROYAUME DE L'ARABIE SAOUDITE:

POUR
LA RÉPUBLIQUE ARGENTINE:

POUR
L'AUSTRALIE:

POUR
L'ÉTAT DE BAHRAIN:

POUR
LA RÉPUBLIQUE D'AUTRICHE:

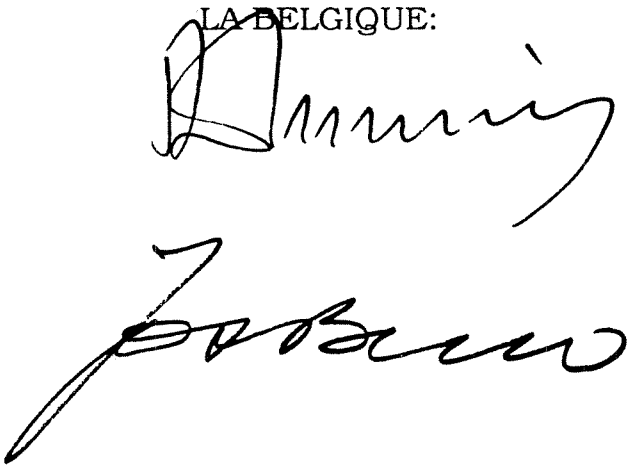


POUR
LE BANGLADESH:

POUR
LE COMMONWEALTH DES BAHAMAS:

POUR
BARBADE:

POUR
LA BELGIQUE:

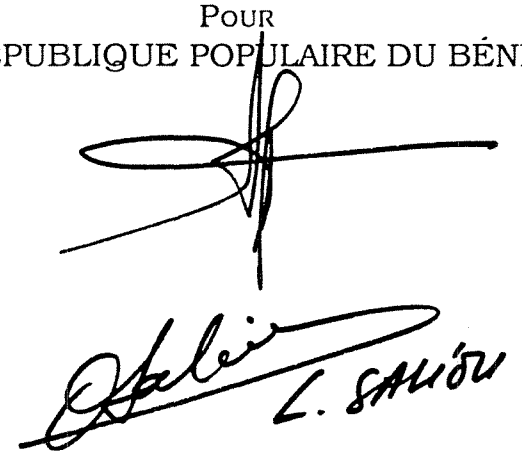


POUR
LE ROYAUME DE BHOUTAN:

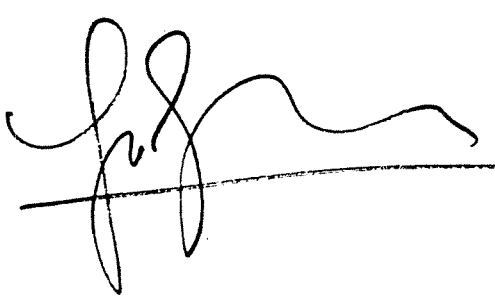
POUR
BELIZE:

POUR
LA RÉPUBLIQUE SOCIALISTE
SOVIÉTIQUE DE BIÉLORUSSIE:

POUR
LA RÉPUBLIQUE POPULAIRE DU BÉNIN:



POUR
LA RÉPUBLIQUE DE BOLIVIE:



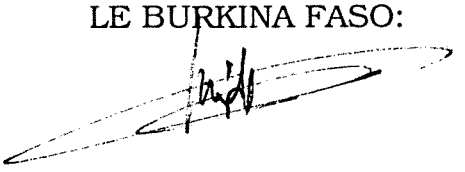
POUR
LA RÉPUBLIQUE DU BOTSWANA:

POUR
LE BRUNEI DARUSSALAM:

POUR
LA RÉPUBLIQUE FÉDÉRATIVE
DU BRÉSIL:

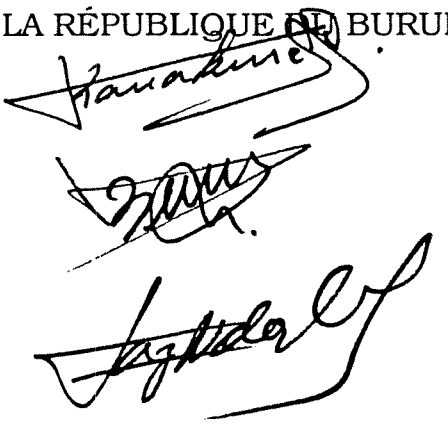
POUR
LA RÉPUBLIQUE POPULAIRE
DE BULGARIE:

POUR
LE BURKINA FASO:





POUR
LA RÉPUBLIQUE DU BURUNDI:



POUR
LA RÉPUBLIQUE DU CAMEROUN:

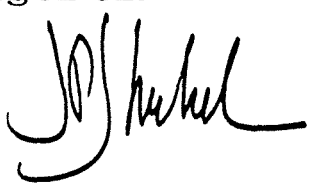


POUR
LE CANADA:

POUR
LA RÉPUBLIQUE DU CAP-VERT:

POUR
LA RÉPUBLIQUE POPULAIRE DE CHINE:

POUR
LA RÉPUBLIQUE CENTRAFRICAINE:



POUR
LA RÉPUBLIQUE DE CHYPRE:

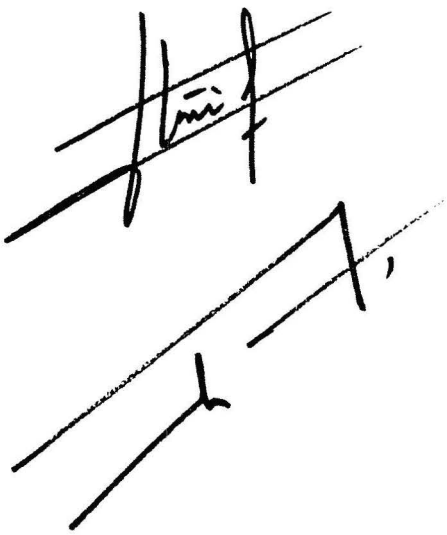


POUR
LE CHILI:

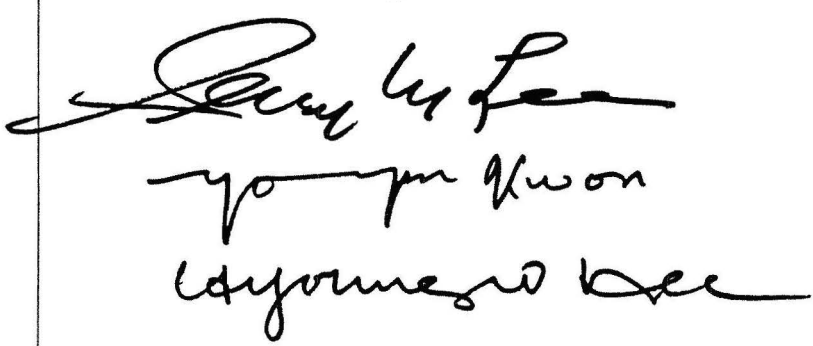


POUR
LA RÉPUBLIQUE DE COLOMBIE:

POUR
LA RÉPUBLIQUE POPULAIRE DU CONGO:



POUR
LA RÉPUBLIQUE DE CORÉE:

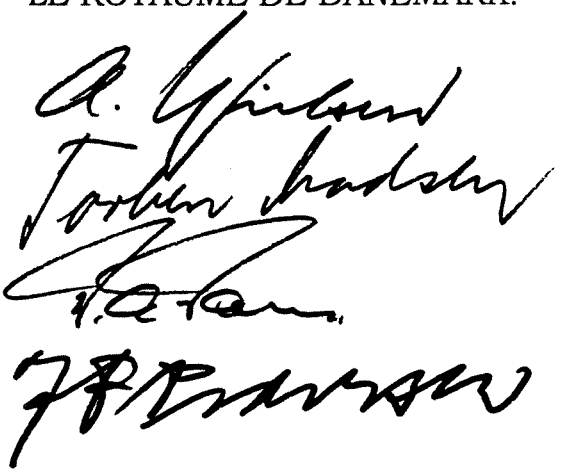


POUR
LA RÉPUBLIQUE FÉDÉRALE ISLAMIQUE
DES COMORES:

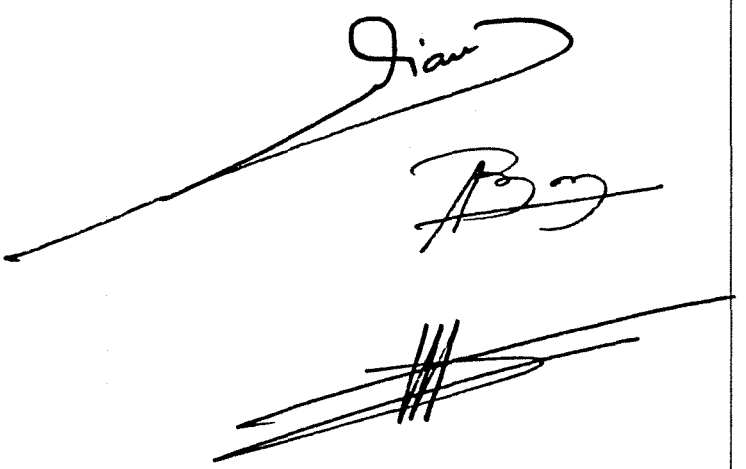


POUR
LA RÉPUBLIQUE DE COSTA-RICA:

POUR
LE ROYAUME DE DANEMARK:



POUR
LA RÉPUBLIQUE DE CÔTE D'IVOIRE:



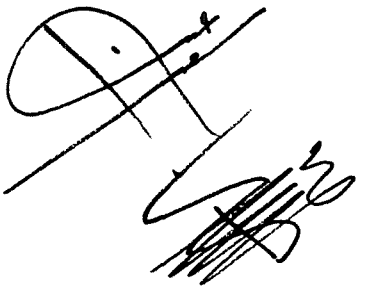
POUR
LA RÉPUBLIQUE DE DJIBOUTI:

POUR
LA RÉPUBLIQUE DE CUBA:

POUR
LA RÉPUBLIQUE DOMINICAINE:

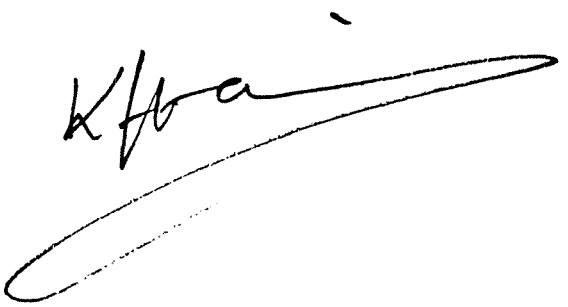
POUR
LE COMMONWEALTH
DE LA DOMINIQUE:

POUR
LES ÉMIRATS ARABES UNIS:

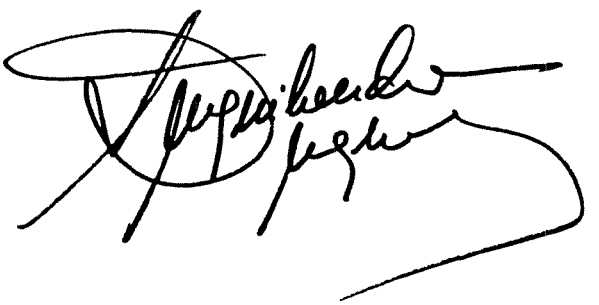




POUR
LA RÉPUBLIQUE ARABE D'ÉGYPTE:



POUR
LA RÉPUBLIQUE DE L'ÉQUATEUR:



POUR
LA RÉPUBLIQUE DE EL SALVADOR:

POUR
L'ESPAGNE:



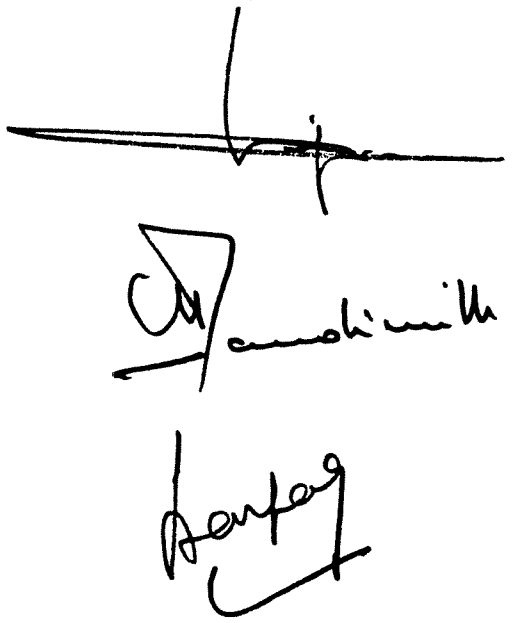
POUR
LA RÉPUBLIQUE DÉMOCRATIQUE
POPULAIRE DE L'ÉTHIOPIE:

POUR
FIDJI:

POUR
LA RÉPUBLIQUE DE FINLANDE:

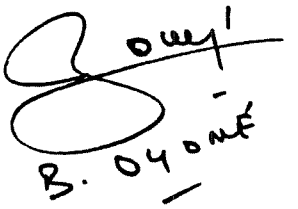


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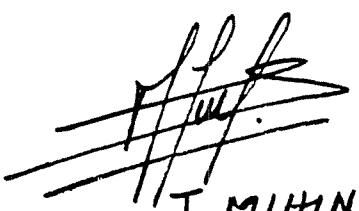


POUR
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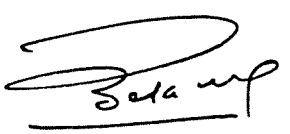
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LA RÉPUBLIQUE GABONAISE:



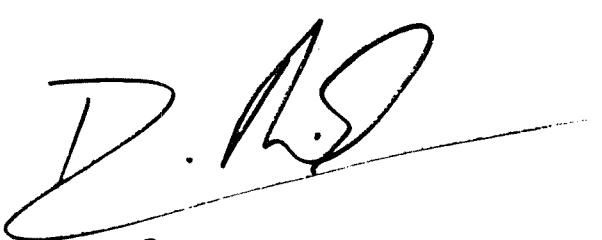
B. OYONÉ



J. MIHINDOU MI NGUIMBI



E NZA-EDO



B. PONTY AYENGUE

POUR
LA RÉPUBLIQUE DU GHANA:

POUR
LE ROYAUME-UNI
DE GRANDE-BRETAGNE
ET D'IRLANDE DU NORD,
ÎLES DE LA MANCHE ET ÎLE DE MAN:

POUR
LA GRÈCE:

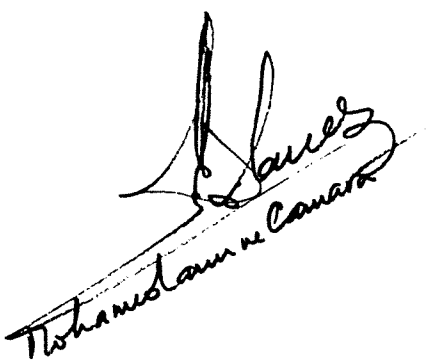
POUR
LES TERRITOIRES D'OUTRE-MER DONT
LES RELATIONS INTERNATIONALES
SONT ASSURÉES PAR
LE GOUVERNEMENT DU ROYAUME-UNI
DE GRANDE-BRETAGNE
ET D'IRLANDE DU NORD:

POUR
GRENADE:

POUR
LA RÉPUBLIQUE DU GUATÉMALA:

POUR
LA RÉPUBLIQUE
DE GUINÉE ÉQUATORIALE:

POUR
LA RÉPUBLIQUE DE GUINÉE:



POUR
LA GUYANE:

POUR
LA RÉPUBLIQUE DE GUINÉE-BISSAU:

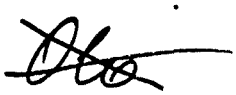
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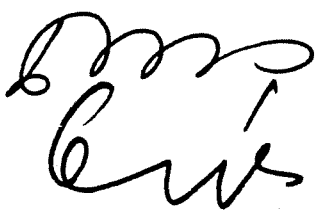
POUR
LA RÉPUBLIQUE DU HONDURAS:

POUR
LA RÉPUBLIQUE D'INDONÉSIE:



POUR
LA RÉPUBLIQUE DE HONGRIE:





POUR
LA RÉPUBLIQUE ISLAMIQUE D'IRAN:

POUR
L'INDE:

POUR
LA RÉPUBLIQUE D'IRAQ:

POUR
LA RÉPUBLIQUE D'ISLANDE:

POUR
ISRAËL:

POUR
L'IRLANDE:

POUR
L'ITALIE:

POUR
LE JAPON:

POUR
(AL) JAMAHIRIYA ARABE LIBYENNE
POPULAIRE SOCIALISTE:

POUR
LE ROYAUME HACHÉMITE
DE JORDANIE:

POUR
LA JAMAÏQUE:

POUR
KAMPUCHEA DÉMOCRATIQUE:

POUR
LA RÉPUBLIQUE DE KENYA:

POUR
LA RÉPUBLIQUE DE KIRIBATI:

POUR
KUWAIT:

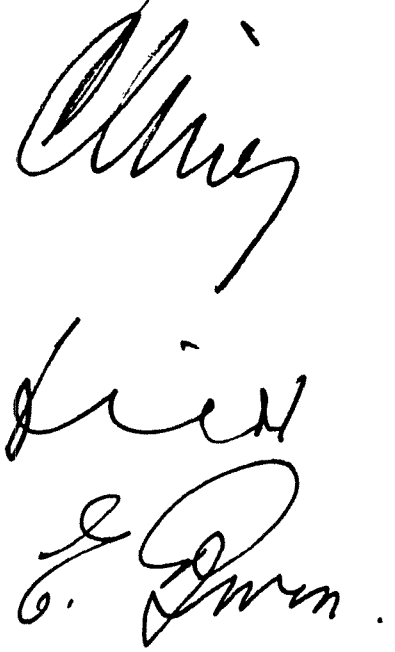
POUR
LA RÉPUBLIQUE DÉMOCRATIQUE
POPULAIRE LAO:

POUR
LE ROYAUME DU LESOTHO:

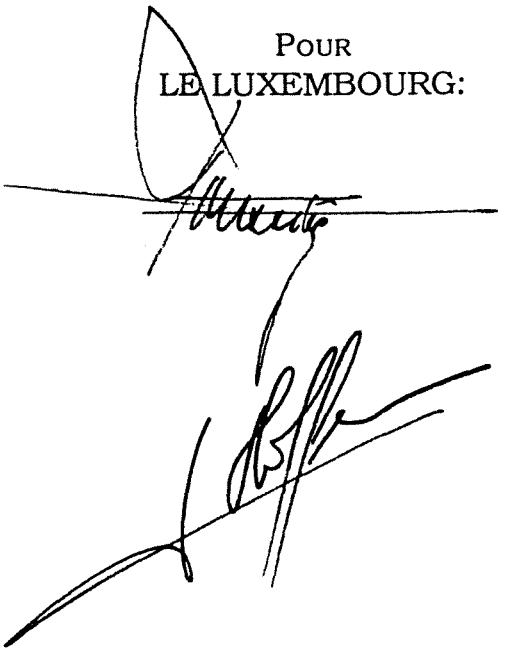
POUR
LA RÉPUBLIQUE LIBANAISE:

POUR
LA RÉPUBLIQUE DE LIBÉRIA:

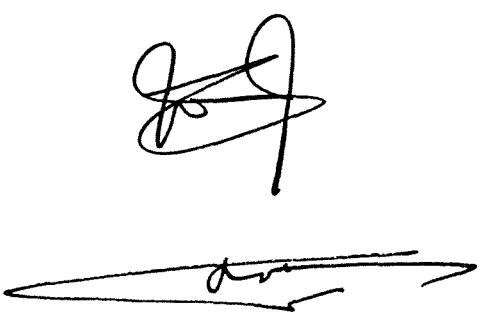
POUR
LA PRINCIPAUTÉ DE LIECHTENSTEIN:



POUR
LE LUXEMBOURG:



POUR
LA RÉPUBLIQUE DÉMOCRATIQUE
DE MADAGASCAR:

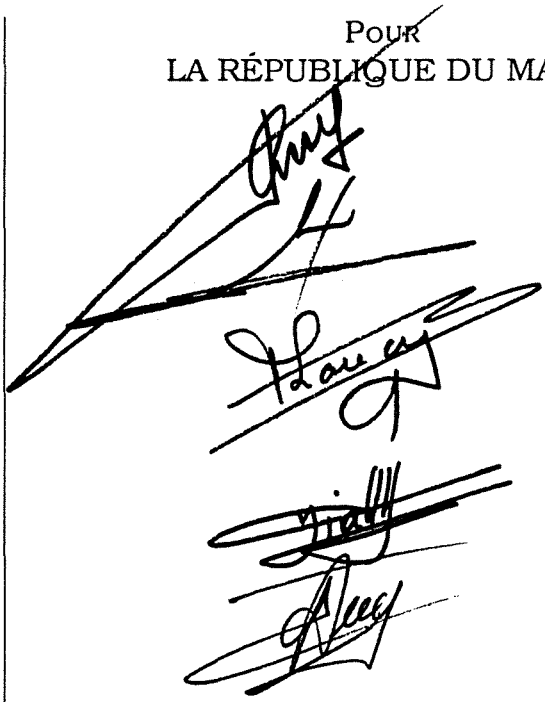


POUR
LA MALAISIE:

POUR
MALAWI:

POUR
LA RÉPUBLIQUE DES MALDIVES:

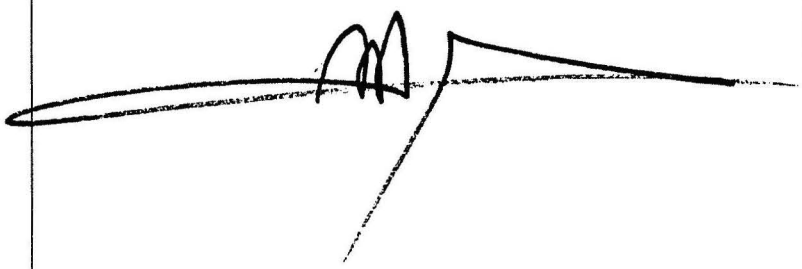
POUR
LA RÉPUBLIQUE DU MALI:



POUR
MALTE:

POUR
LE ROYAUME DU MAROC:

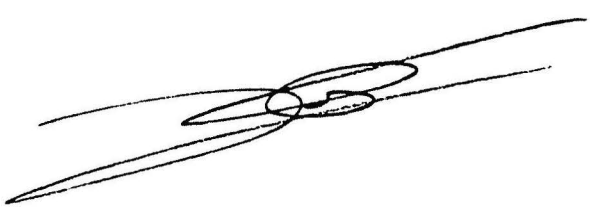
POUR
LA RÉPUBLIQUE ISLAMIQUE
DE MAURITANIE:



POUR
LES ÉTATS-UNIS DU MEXIQUE:

POUR
MAURICE:

POUR
LA PRINCIPAUTÉ DE MONACO:



POUR
LA RÉPUBLIQUE POPULAIRE
DE MONGOLIE:

POUR
LA RÉPUBLIQUE DE NAURU:

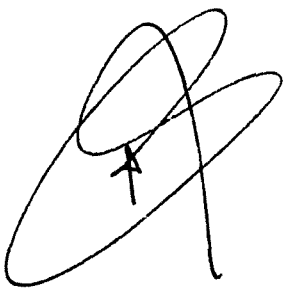
POUR
LA RÉPUBLIQUE POPULAIRE
DU MOZAMBIQUE:

POUR
LE NÉPAL:

POUR
L'UNION DE MYANMAR:

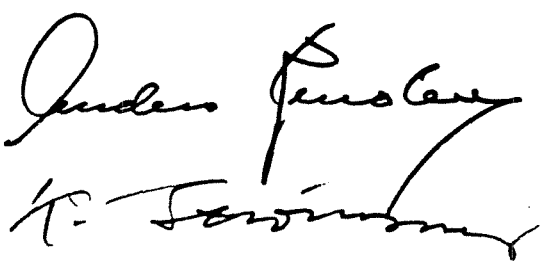
POUR
LA RÉPUBLIQUE DU NICARAGUA:

POUR
LA RÉPUBLIQUE DU NIGER:



POUR
LA RÉPUBLIQUE FÉDÉRALE DU NIGÉRIA:

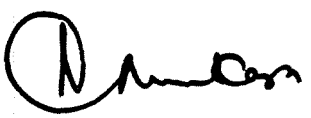
POUR
LA NORVÈGE:



POUR
LA NOUVELLE-ZÉLANDE:

POUR
LE SULTANAT D'OMAN:

POUR
LA RÉPUBLIQUE DE L'OUGANDA:

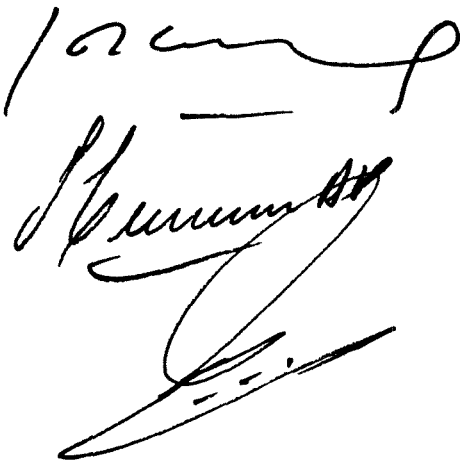


POUR
LA RÉPUBLIQUE ISLAMIQUE
DU PAKISTAN:

POUR
LA RÉPUBLIQUE DE PANAMA:

POUR
LA PAPOUASIE – NOUVELLE-GUINÉE:

POUR
LA RÉPUBLIQUE DE PARAGUAY:



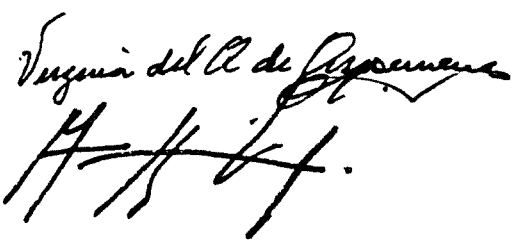
POUR
LES ANTILLES NÉERLANDAISES
ET ARUBA:



POUR
LES PAYS-BAS:



POUR
LA RÉPUBLIQUE DU PÉROU:



POUR
LA RÉPUBLIQUE DES PHILIPPINES:

POUR
LA RÉPUBLIQUE POPULAIRE
DE POLOGNE:

POUR
LE PORTUGAL:

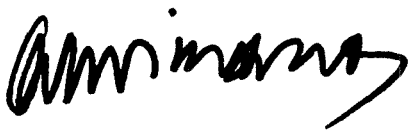
POUR
L'ÉTAT DE QATAR:

POUR
LA RÉPUBLIQUE DÉMOCRATIQUE
ALLEMANDE:

POUR
LA RÉPUBLIQUE POPULAIRE
DÉMOCRATIQUE DE CORÉE:

POUR
LA RÉPUBLIQUE SOCIALISTE
DE ROUMANIE:

POUR
LA RÉPUBLIQUE RWANDAISE:

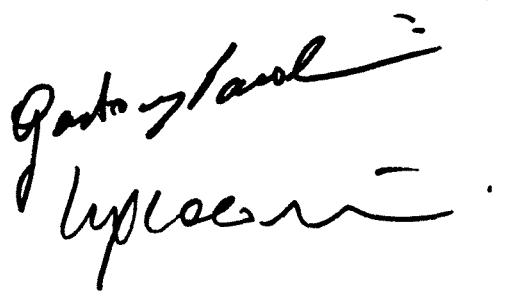




POUR
SAINT-CHRISTOPHE-ET-NEVIS:

POUR
SAINTE-LUCIE:

POUR
LA RÉPUBLIQUE DE SAINT-MARIN:



POUR
LE SAMOA OCCIDENTAL:

POUR
SAINT-VINCENT-ET-GRENADINES:

POUR
LA RÉPUBLIQUE DÉMOCRATIQUE
DE SAO TOMÉ-ET-PRINCIPE:

POUR
LES ÎLES SALOMON:

POUR
LA RÉPUBLIQUE DU SÉNÉGAL:



POUR
LA RÉPUBLIQUE DE SIERRA LEONE:

POUR
LA RÉPUBLIQUE DE SINGAPOUR:

POUR
LA RÉPUBLIQUE DES SEYCHELLES:

POUR
LA RÉPUBLIQUE DÉMOCRATIQUE
DE SOMALIE:



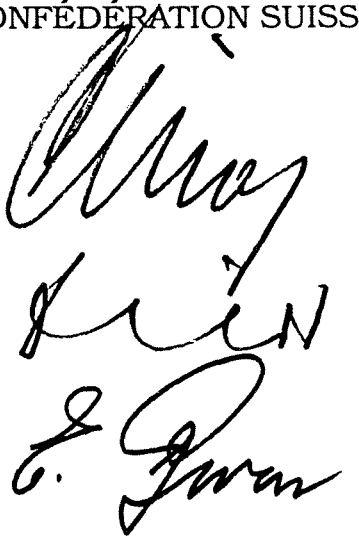
POUR
LA RÉPUBLIQUE DU SOUDAN:

POUR
LA SUÈDE:



POUR
LA RÉPUBLIQUE SOCIALISTE
DÉMOCRATIQUE DE SRI LANKA:

POUR
LA CONFÉDÉRATION SUISSE:



POUR
LE ROYAUME DU SWAZILAND:

POUR
LA RÉPUBLIQUE ARABE SYRIENNE:

POUR
LA RÉPUBLIQUE DU SURINAME:

POUR
LA RÉPUBLIQUE UNIE DE TANZANIE:

POUR
LA RÉPUBLIQUE SOCIALISTE
TCHÉCOSLOVAQUE:

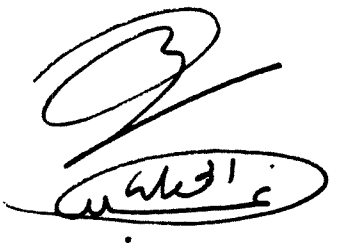
POUR
LA RÉPUBLIQUE DU TCHAD:



POUR
LA THAÏLANDE:

POUR
LA RÉPUBLIQUE TOGOLAISE:

POUR
LA RÉPUBLIQUE TUNISIENNE:



POUR
LE ROYAUME DES TONGA:

POUR
LA RÉPUBLIQUE
DE TRINITÉ-ET-TOBAGO:

POUR
LA RÉPUBLIQUE DE TURQUIE:

POUR
L'UNION DES RÉPUBLIQUES
SOCIALISTES SOVIÉTIQUES:

POUR
TUVALU:

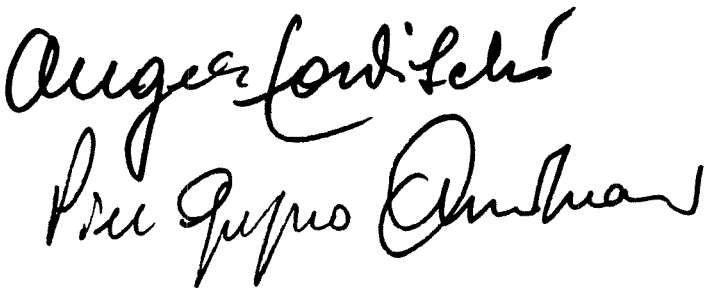
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POUR
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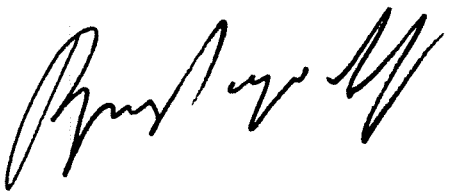
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POUR
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POUR
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FÉDÉRATIVE DE YOUGOSLAVIE:



POUR
LA RÉPUBLIQUE DU ZAÏRE:

POUR
LA RÉPUBLIQUE DE ZAMBIE:

POUR
LA RÉPUBLIQUE DE ZIMBABWE:

Cash-on-Delivery Agreement

Cash-on-Delivery Agreement[1]

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[1] As this Act has been extensively recast, it was considered preferable not to indicate amendments to the text of the 1984 Hamburg Congress in bold face type.

Cash-on-Delivery Agreement

The undersigned, plenipotentiaries of the Governments of the member countries of the Union, having regard to article 22, paragraph 4, of the Constitution of the Universal Postal Union concluded at Vienna on 10 July 1964, have, by common consent and subject to article 25, paragraph 3, of the Constitution, drawn up the following Agreement:

Article 1
Purpose of the Agreement

This Agreement shall govern the exchange of cash-on-delivery (COD) items which contracting countries agree to set up in their reciprocal relations.

Article 2
Definition of the service

1 Certain letter-post and parcel-post items may be sent cash-on-delivery.

2 The funds intended for the sender of the items may be sent to him:

a by COD money order, the amount of which shall be paid in cash in the country of origin of the item; however, if the regulations of the paying administration so permit, this amount may be paid into a postal giro account held in that country;

b by COD inpayment money order, the amount of which shall be entered to the credit of a postal giro account held in the country of origin of the item, if the regulations of that country's administration so permit;

c by transfer or inpayment to a postal giro account held either in the collecting country or in the country of origin of the item if the administrations concerned allow such procedures.

Article 3
Role of the office of posting of the items

1 In the absence of special agreement, the COD amount shall be expressed in the currency of the country of origin of the item; however, if the COD amount is to be paid in or transferred to a postal giro account held in the country of destination, it shall be expressed in the currency of that country.

2 When the COD amount is paid by COD money order, the amount of the latter may not exceed the maximum adopted in the country of destination for the issue of money orders intended for the country of origin of the item. However, when payment is made to the sender by COD inpayment money order or by transfer, the maximum amount may be adjusted to the amount fixed for inpayment money orders or transfers. In both cases, a higher maximum may be mutually agreed on.

3 The administration of origin of the item shall freely decide the charge to be paid by the sender, in addition to the postal charges payable on the category to which the item belongs, when payment is made by COD money order or COD inpayment money order. The charge payable on a COD item paid for by COD inpayment money order shall be lower than that which would be payable on an item of the same amount paid for by COD money order.

4 The sender of a COD item may, under the conditions prescribed in article 38 of the Convention, ask for the COD amount to be cancelled, reduced or increased. If the COD amount is increased, the sender shall pay, on the increase, the charge mentioned in paragraph 3 above; this charge shall not be collected when the amount is to be credited to a postal giro account by means of an inpayment form or an advice of inpayment or transfer.

5 If the COD amount is to be paid by means of an inpayment form or an advice of inpayment or transfer to be credited to a postal giro account either in the collecting country or in the country of origin of the item, a set charge of 0.16 SDR at most shall be collected from the sender.

Article 4
Role of the office of destination of the items

1 Subject to the reservations made in the Detailed Regulations, COD money orders and COD inpayment money orders shall be subject to the provisions laid down in the Money Orders Agreement.

2 COD money orders and COD inpayment money orders shall automatically be sent by the quickest route (air or surface) to the paying office or to the giro centre responsible for crediting the accounts.

3 Furthermore, for the transfers or inpayments mentioned in article 3, paragraph 5, the administration of the country of destination shall collect on the COD amount the following charges:

a a set charge of 0.65 SDR at most;
b any internal charge payable on transfers or inpayments when they are made to the credit of a postal giro account held in the country of destination;
c the charge payable on international transfers or inpayments when they are made to the credit of a postal giro account in the country of origin of the item.

Article 5
Transmission of COD money orders

COD money orders may be transmitted either direct between the issuing office and the paying office or by means of lists, as administrations prefer.

Article 6
Settling with senders of items

1 COD money orders relating to COD items shall be paid to senders under the conditions laid down by the administration of origin of the item.

2 The amount of a COD money order which, for any reason, has not been paid to the payee shall be kept at his disposal by the administration of the country of origin of the item; it shall be permanently acquired by that administration upon expiry of the legal prescription period in force in that country. When, for any reason, the inpayment or transfer to a postal giro account requested under article 2, b, cannot be carried out, the administration which collected the funds shall prepare a COD money order for the corresponding amount made out to the sender of the item.

Article 7
Remuneration. Preparation and settlement of accounts

1 The administration of origin of the item shall allocate to the administration of destination, on the amount of the charges that it has collected in application of article 3, paragraphs 3, 4 and 5, a remuneration the amount of which shall be fixed at 0.98 SDR.

2 COD items paid for by COD inpayment money order shall give rise to the allocation of the same remuneration as that which is allocated when payment is made by COD money order.

Article 8
Liability

1 Administrations shall be liable for the funds collected until the COD money order has been duly paid or until due entry to the credit of the payee's postal giro account. Furthermore, administrations shall be liable, up to the COD amount, for the delivery of items without collection of funds or against collection of a sum lower than the COD amount. Administrations shall assume no liability for delays which may occur in the collection and dispatch of funds.

2 No indemnity shall be payable in respect of the COD amount:
a if the failure to collect is due to an error or negligence on the part of the sender;
b if the item has not been delivered because it falls within the prohibitions specified in the Convention (article 36, paragraphs 1, 2 and 3, b) or in the Postal Parcels Agreement (article 19, a, ii, iv, v, vi, vii, viii and b, and article 23);
c if no inquiry has been made within the period specified in article 47, paragraph 1, of the Convention.

3 The obligation to pay the indemnity shall rest with the administration of origin of the item; that administration may exercise its right of recourse against the administration which was liable and which shall be bound to reimburse it, under the terms laid down in article 68 of the Convention, the sums paid out on its behalf. The administration which finally bore the payment of the indemnity shall have the right of recourse, up to the amount of that indemnity, against the addressee, against the sender or against third parties. Article 66 of the Convention relating to the time allowed for payment of the indemnity for the loss of a registered item shall apply, for all categories of COD items, to the payment of the sums collected or the indemnity.

4 The administration of destination shall not be liable for irregularities committed when it can:
a prove that the error was due to the non-observance of a statutory provision by the administration of the country of origin;

b establish that, at the time of transfer to its service, the item and, in the case of a postal parcel, the dispatch note relating thereto did not bear the regulation endorsements. When liability cannot be clearly assigned to one of the two administrations, they shall bear the loss equally.

5 When the addressee returns an item which has been delivered to him without collection of the COD amount, the sender shall be advised that he may take possession of it within a period of three months, on condition that he drop all claim to payment of the COD amount or return the amount received by virtue of paragraph 1 above. If the sender takes delivery of the item, the amount reimbursed shall be repaid to the administration or administrations which bore the loss. If the sender does not take delivery of the item, it shall become the property of the administration or administrations which bore the loss.

Article 9
Final provisions

1 The Convention, the Money Orders Agreement, the Giro Agreement and the Postal Parcels Agreement shall be applicable, where appropriate, in all cases which do not run counter to this Agreement.

2 *Conditions for approval of proposals concerning this Agreement and its Detailed Regulations*

2.1 To become effective, proposals submitted to Congress relating to this Agreement and its Detailed Regulations shall be approved by a majority of the member countries present and voting which are parties to the Agreement. At least half of these member countries represented at Congress shall be present at the time of voting.

2.2 To become effective, proposals relating to the Detailed Regulations of this Agreement which have been referred by Congress to the Executive Council for a decision or which are introduced between two Congresses shall be approved by a majority of the members of the Executive Council which are parties to the Agreement.

2.3 To become effective, proposals introduced between two Congresses relating to this Agreement shall obtain:
a unanimity of votes, if they involve the addition of new provisions;
b two thirds of the votes, if they involve amendments to the provisions of this Agreement;
c a majority of the votes, if they involve interpretation of the provisions of this Agreement, except in the case of a dispute to be submitted to arbitration as provided for in article 32 of the Constitution.

3 This Agreement shall come into force on 1 January 1991 and shall remain in operation until the entry into force of the Acts of the next Congress.

In witness whereof, the plenipotentiaries of the Governments of the contracting countries have signed this Agreement in a single copy which shall be deposited with the Director-General of the International Bureau. A copy thereof shall be delivered to each party by the Government of the country in which Congress is held.

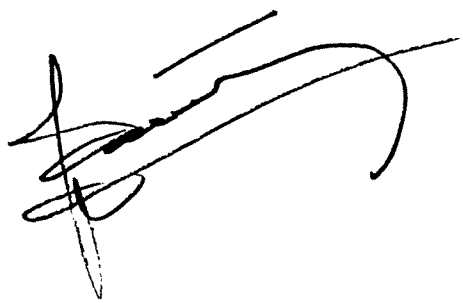
Done at Washington, 14 December 1989.

See signatures below.

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LA RÉPUBLIQUE D'AFGHANISTAN:

POUR
LA RÉPUBLIQUE ALGÉRIENNE
DÉMOCRATIQUE ET POPULAIRE:





POUR
LA RÉPUBLIQUE POPULAIRE SOCIALISTE
D'ALBANIE:

POUR
LA RÉPUBLIQUE FÉDÉRALE
D'ALLEMAGNE:



POUR
LES ÉTATS-UNIS D'AMÉRIQUE:

POUR
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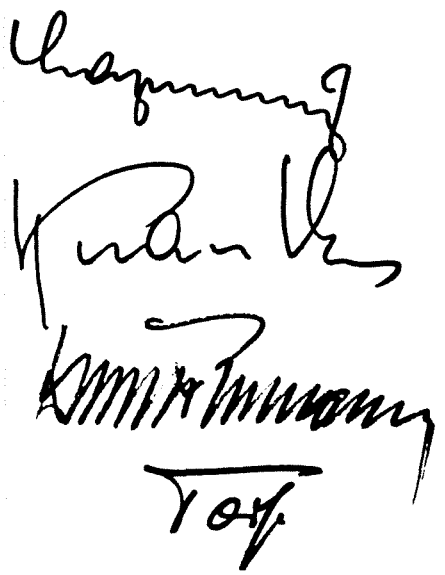
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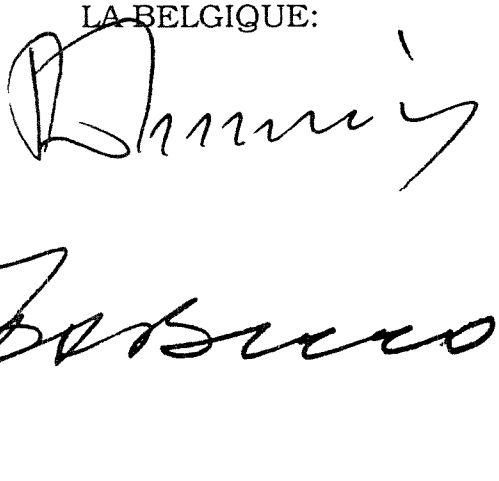


POUR
LE BANGLADESH:

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LE COMMONWEALTH DES BAHAMAS:

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BARBADE:

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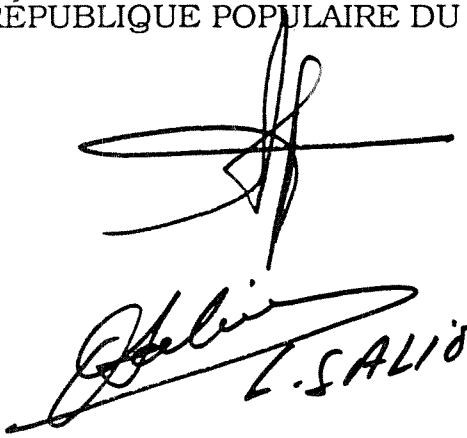


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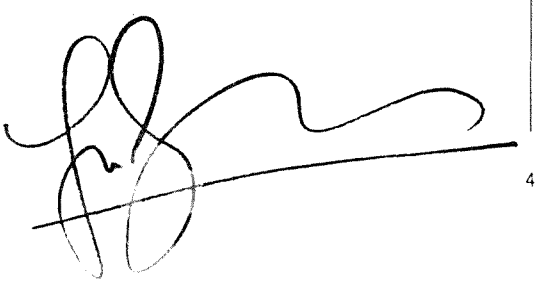
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POUR
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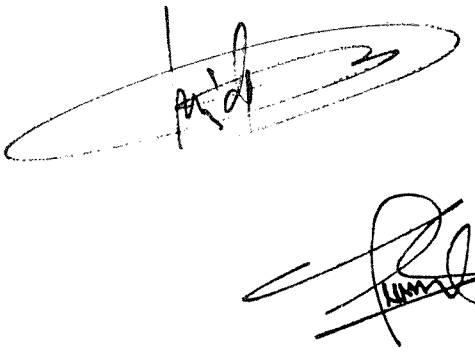
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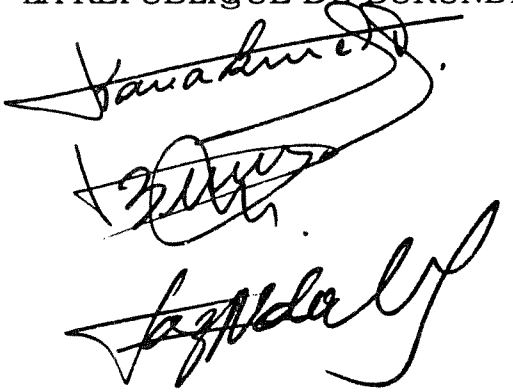
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POUR
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POUR
LA RÉPUBLIQUE DU BURUNDI:



POUR
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POUR
LE CANADA:

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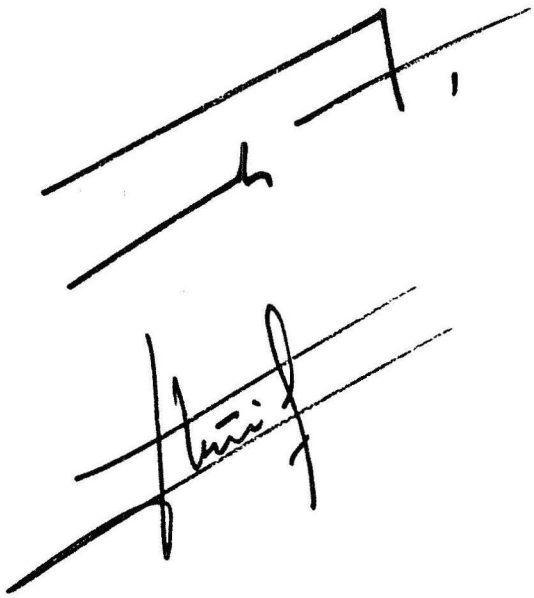
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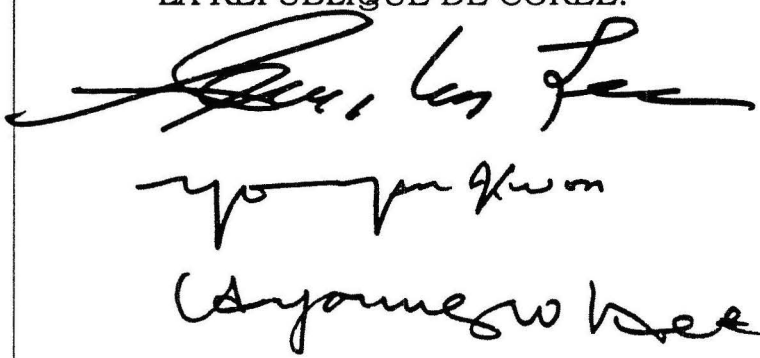
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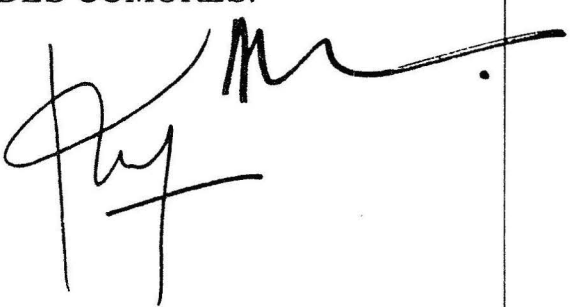
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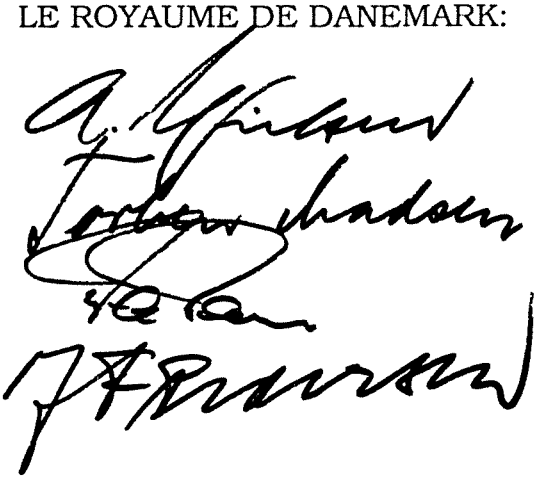


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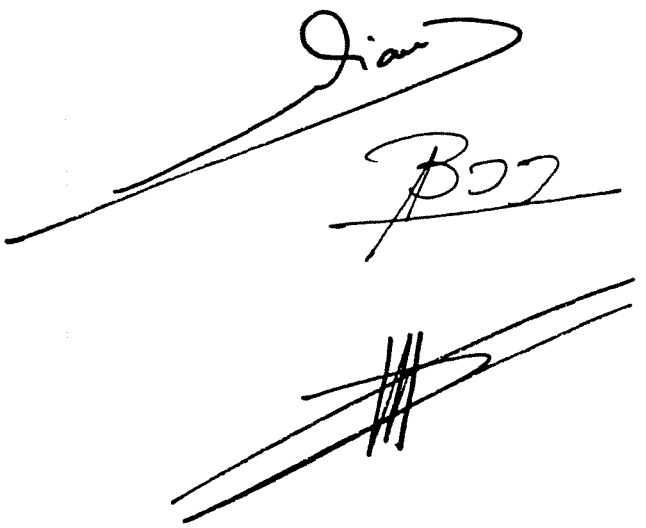


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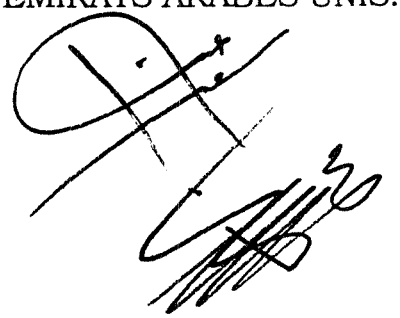
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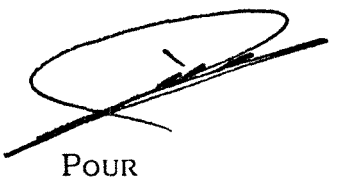
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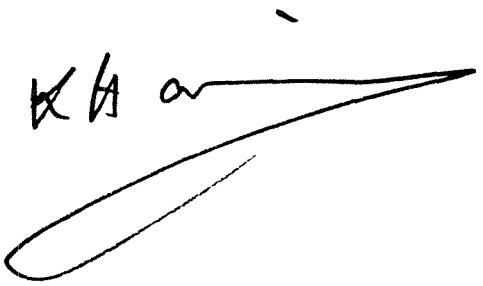
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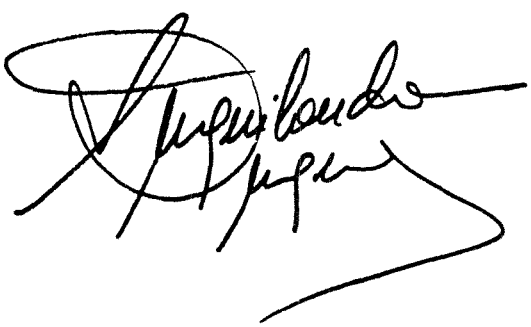




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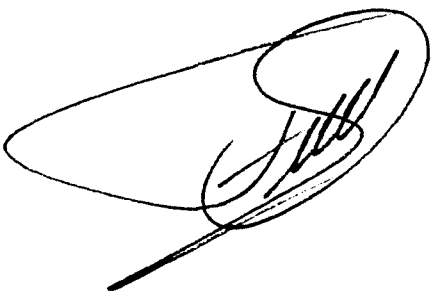


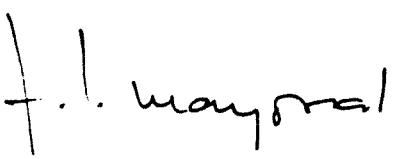
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POUR
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POUR
L'ESPAGNE:





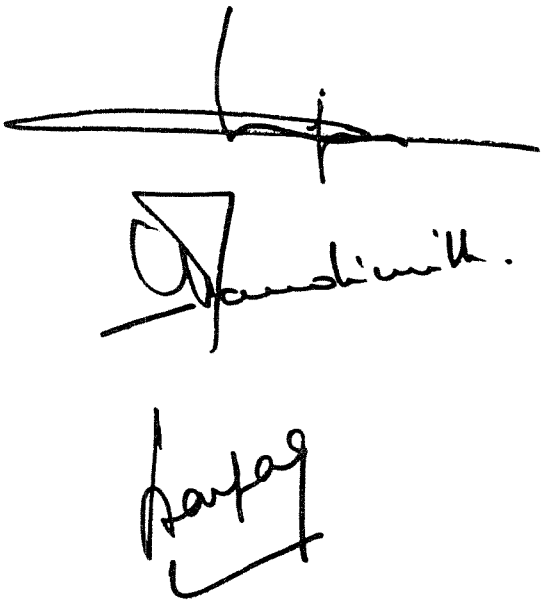
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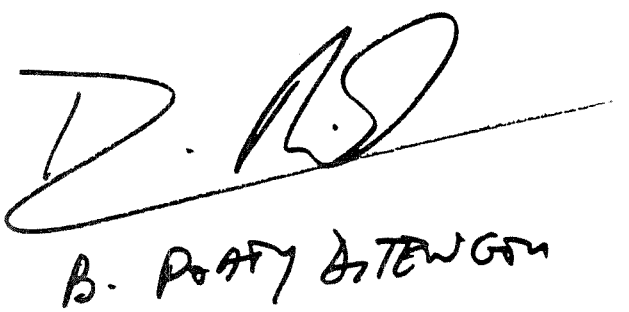


POUR
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POUR
LA RÉPUBLIQUE GABONAISE:



POUR
LA RÉPUBLIQUE DU GHANA:



POUR
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ET D'IRLANDE DU NORD,
ÎLES DE LA MANCHE ET ÎLE DE MAN:

POUR
LA GRÈCE:

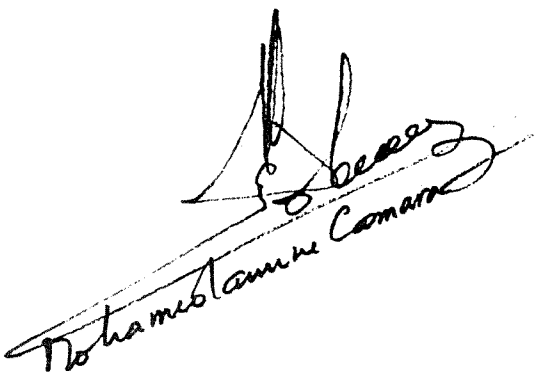
POUR
LES TERRITOIRES D'OUTRE-MER DONT
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ET D'IRLANDE DU NORD:

POUR
GRENADE:

POUR
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POUR
LA RÉPUBLIQUE
DE GUINÉE ÉQUATORIALE:

POUR
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POUR
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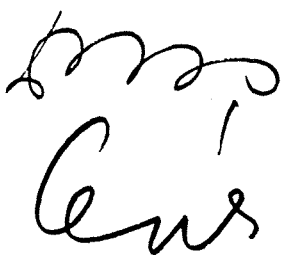
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POUR
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POUR
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POUR
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POUR
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POUR
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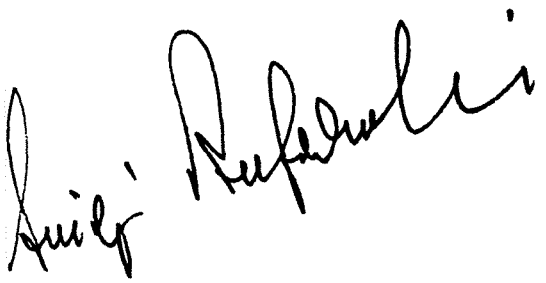
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POUR
L'ITALIE:



POUR
LE JAPON:

POUR
(AL) JAMAHIRIYA ARABE LIBYENNE
POUR LE ROYAUME HACHÉMITE
POPULAIRE SOCIALISTE:
DE JORDANIE:

POUR
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POUR
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POUR
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POUR
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POUR
KUWAIT:

POUR
LA RÉPUBLIQUE DÉMOCRATIQUE
POPULAIRE LAO:

POUR
LE ROYAUME DU LESOTHO:

POUR
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POUR
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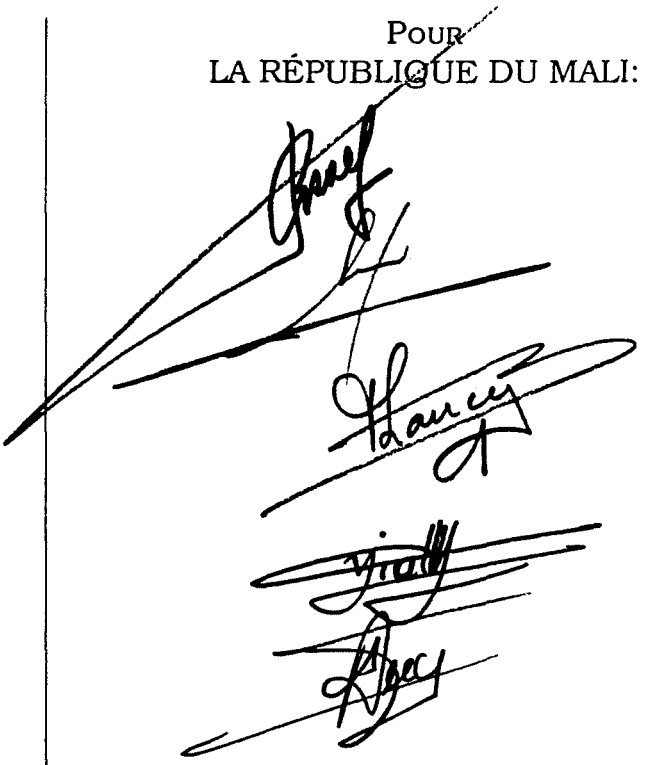
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POUR
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POUR
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POUR
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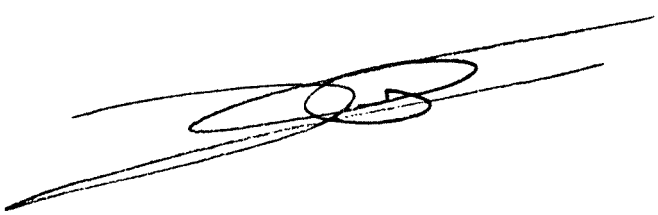
POUR
LA RÉPUBLIQUE ISLAMIQUE
DE MAURITANIE:



POUR
LES ÉTATS-UNIS DU MEXIQUE:

POUR
MAURICE:

POUR
LA PRINCIPAUTÉ DE MONACO:



POUR
LA RÉPUBLIQUE POPULAIRE
DE MONGOLIE:

POUR
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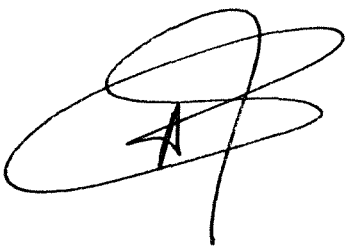
POUR
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POUR
LE NÉPAL:

POUR
L'UNION DE MYANMAR:

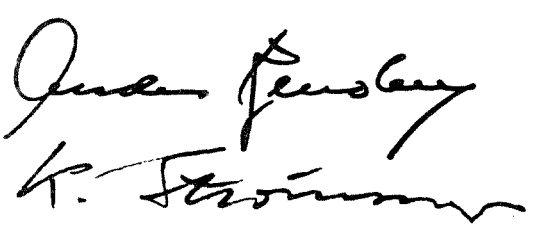
POUR
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POUR
LA RÉPUBLIQUE DU NIGER:



POUR
LA RÉPUBLIQUE FÉDÉRALE DU NIGÉRIA:

POUR
LA NORVÈGE:



POUR
LA NOUVELLE-ZÉLANDE:

POUR
LE SULTANAT D'OMAN:

POUR
LA RÉPUBLIQUE DE L'OUGANDA:

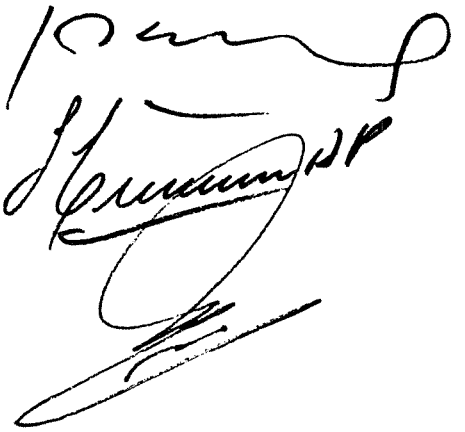


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DU PAKISTAN:

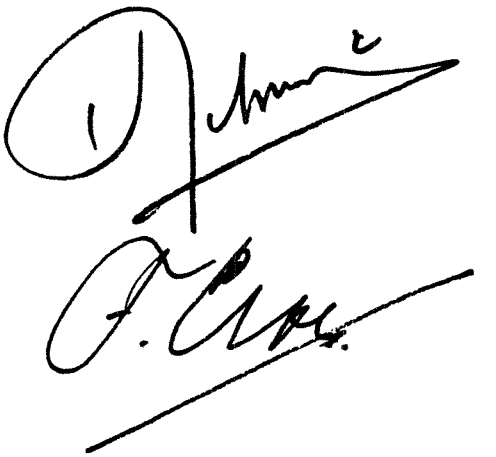
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POUR
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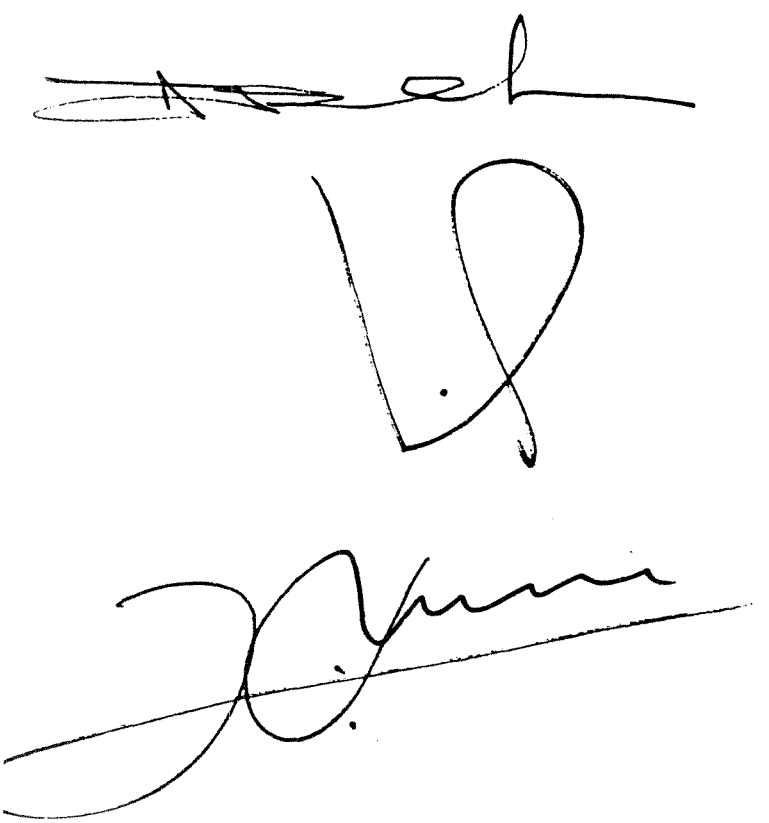
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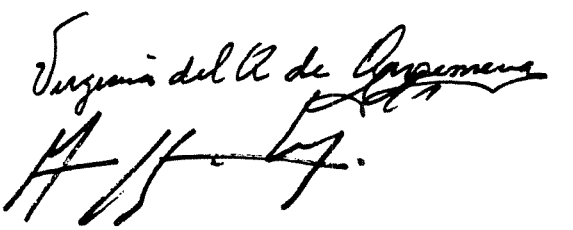
POUR
LES ANTILLES NÉERLANDAISES
ET ARUBA:



POUR
LES PAYS-BAS:



POUR
LA RÉPUBLIQUE DU PÉROU:



POUR
LA RÉPUBLIQUE DES PHILIPPINES:

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POUR
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LA RÉPUBLIQUE DÉMOCRATIQUE
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POUR
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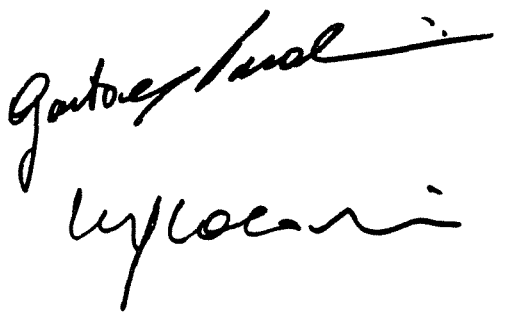
POUR
LA RÉPUBLIQUE SOCIALISTE
DE ROUMANIE:

POUR
LA RÉPUBLIQUE RWANDAISE:

POUR
SAINT-CHRISTOPHE-ET-NEVIS:

POUR
SAINTE-LUCIE:

POUR
LA RÉPUBLIQUE DE SAINT-MARIN:



POUR
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POUR
SAINT-VINCENT-ET-GRENADINES:

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POUR
LES ÎLES SALOMON:

POUR
LA RÉPUBLIQUE DU SÉNÉGAL:

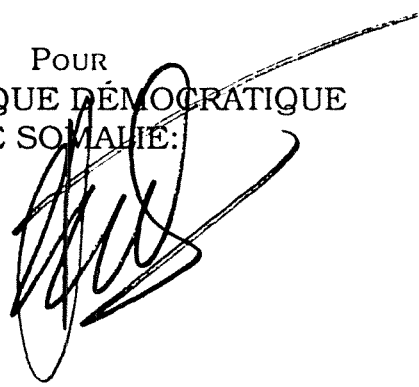


POUR
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POUR
LA RÉPUBLIQUE DE SINGAPOUR:

POUR
LA RÉPUBLIQUE DES SEYCHELLES:

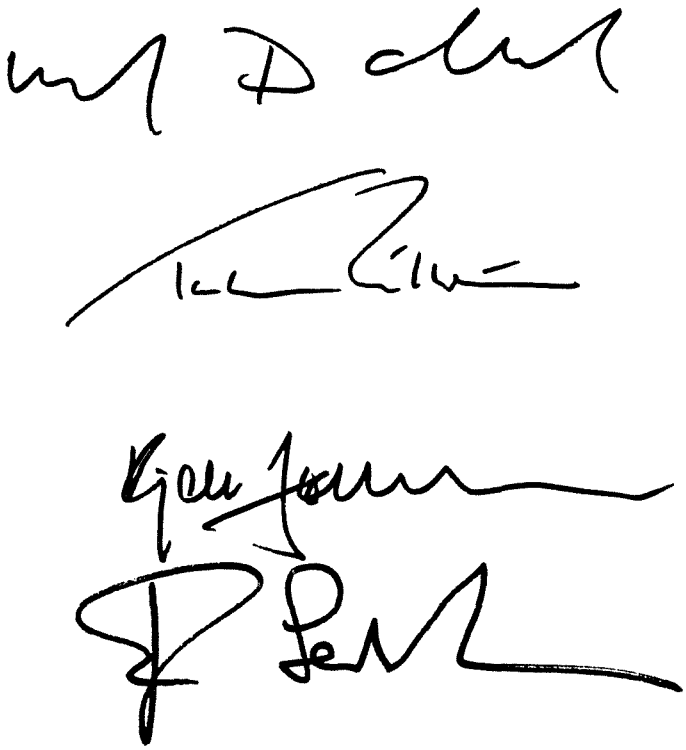
POUR
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DE SOMALIE:



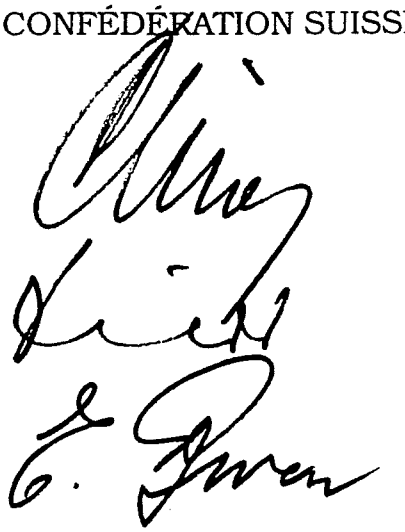
POUR
LA RÉPUBLIQUE DU SOUDAN:

POUR
LA RÉPUBLIQUE SOCIALISTE
DÉMOCRATIQUE DE SRI LANKA:

POUR
LA SUÈDE:



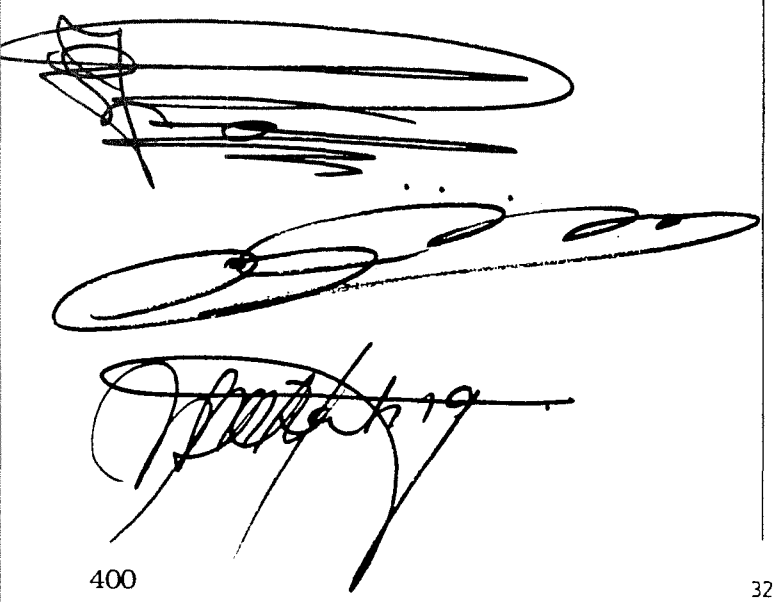
POUR
LA CONFÉDÉRATION SUISSE:



POUR
LE ROYAUME DU SWAZILAND:

POUR
LA RÉPUBLIQUE ARABE SYRIENNE:

POUR
LA RÉPUBLIQUE DU SURINAME:

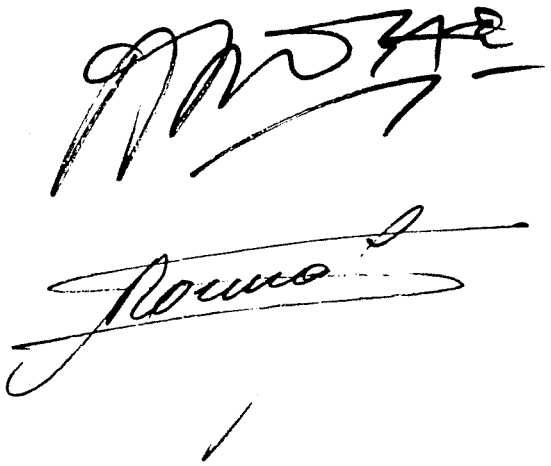


POUR
LA RÉPUBLIQUE UNIE DE TANZANIE:

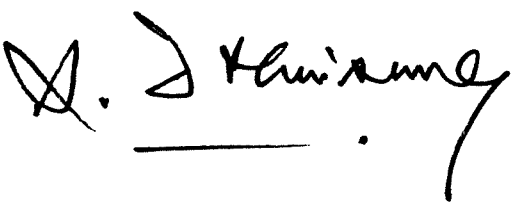
POUR
LA RÉPUBLIQUE SOCIALISTE
TCHÉCOSLOVAQUE:



POUR
LA RÉPUBLIQUE DU TCHAD:



POUR
LA THAÏLANDE:



POUR
LA RÉPUBLIQUE TOGOLAISE:

POUR
LA RÉPUBLIQUE TUNISIENNE:



POUR
LE ROYAUME DES TONGA:

POUR
LA RÉPUBLIQUE
DE TRINITÉ-ET-TOBAGO:

POUR
LA RÉPUBLIQUE DE TURQUIE:

POUR
L'UNION DES RÉPUBLIQUES
SOCIALISTES SOVIÉTIQUES:

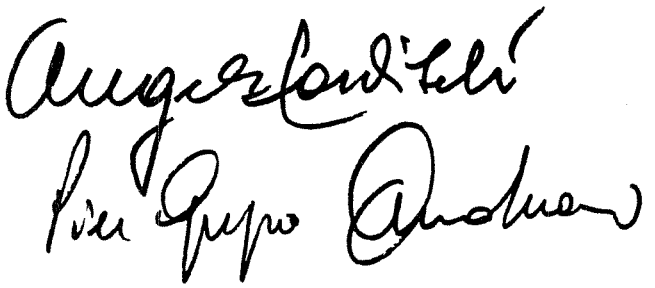
POUR
TUVALU:

POUR
LA RÉPUBLIQUE ORIENTALE
DE L'URUGUAY:

POUR
LA RÉPUBLIQUE SOCIALISTE
SOVIÉTIQUE D'UKRAINE:

POUR
LA RÉPUBLIQUE DE VANUATU:

POUR
L'ÉTAT DE LA CITÉ DU VATICAN:



POUR
LA RÉPUBLIQUE DE VÉNÉZUÉLA:

POUR
LA RÉPUBLIQUE SOCIALISTE
DU VIET NAM:

POUR
LA RÉPUBLIQUE ARABE DU YÉMEN:

POUR
LA RÉPUBLIQUE DÉMOCRATIQUE
POPULAIRE DU YÉMEN:



POUR
LA RÉPUBLIQUE SOCIALISTE
FÉDÉRATIVE DE YOUGOSLAVIE:



POUR
LA RÉPUBLIQUE DU ZAÏRE:

POUR
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POUR
LA RÉPUBLIQUE DE ZIMBABWE:

Decisions other than those amending the Acts

Classification Key

1 General Affairs of the Union
1.1 Member countries
1.2 Supervisory authority
1.3 Political questions
1.4 Report on the work of the Union
1.5 Miscellaneous

2 Acts of the Union
2.1 General
2.2 Constitution
2.3 General Regulations
2.4 Convention
2.4.1 Questions common to the various international postal services
2.4.2 Letter post
2.4.3 Transit charges and terminal dues
2.4.4 Airmail
2.4.5 EMS
2.5 Postal parcels
2.6 Postal financial services
2.7 Washington General Action Plan

3 Union bodies
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3.2 Congress
3.2.1 Rules of Procedure
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3.3 Executive Council (EC)
3.3.1 Rules of Procedure
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3.4 Consultative Council for Postal Studies (CCPS)
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4 Finances
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5 Technical cooperation
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Classification key		Subject	Type and number of decision
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		Increased containerization of mails	Recommendation C 76
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		Reserving terminal dues revenue for the purpose of improving the quality of the postal service	Recommendation C 78
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		Reserving terminal dues revenue for the purpose of improving the quality of the postal service	Recommendation C 78
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Classification key		Subject	Type and number of decision
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Classification key		Subject	Type and number of decision
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Type and number of decision		Title
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Resolution	C 3	Postal Financial Services and Subscriptions to Newspapers and Periodicals Agreements abolished. Possibility of their being retained or reintroduced
Resolution	C 4	Committee to coordinate the work of the Union's permanent bodies
Resolution	C 5	Permanent control of the quality of service worldwide
Resolution	C 6	UPU technical assistance priorities and principles
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Resolution	C 8	Subsequent improvement of the management of the Union's work
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Resolution	C 11	Reconstitution of the CCC-UPU (Customs Co-operation Council-Universal Postal Union) Contact Committee and establishment of national postal-customs contact committees
Resolution	C 12	Action to enhance the security of international mail and to preserve its integrity
Resolution	C 13	Universal logo to identify the postal services
Resolution	C 14	Study of the structure of the Convention, the Agreements and their Detailed Regulations
Resolution	C 15	Standardization of the conditions of admission and supplementary services provided in the postal parcels service
Resolution	C 16	Introduction and extension of the postal parcels service
Resolution	C 17	Universal rate for land and sea rates
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Type and number of decision		Title
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Recommendation	C 35	Return to origin of airmail correspondence
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Decision	C 45	Relations with the United Nations and other international organizations
Decision	C 46	Make-up of items containing goods not to be opened without special precautions
Decision	C 47	Marking of parcels containing goods which should not be exposed to radiographic control or to the light
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Decision	C 49	Venue of the 21st Universal Postal Congress
Decision	C 50	Implementation by the specialized agencies of the Declaration on the Granting of Independence to Colonial Countries and Peoples

Type and number of decision		Title
Decision	C51	Postal financial service (POSTFIN) telegrams
Decision	C52	Preparation and settlement of parcel-post accounts
Formal opinion	C53	Representation of the members of the Executive Council
Formal opinion	C54	Closed mails in transit suspected of containing narcotics or psychotropic substances
Resolution	C55	New presentation of the List of Prohibited Articles
Resolution	C56	Revision of the scales and permanent study of transit charges
Resolution	C57	Study of a weighted average distance per country for mails in land transit
	C58	Number not allocated
Resolution	C59	Study on transit charges for à découvert mail
Resolution	C60	Liquidation of accounts in arrears under the former financing system
Resolution	C61	Clearing up of accounts of all kinds in arrears
Resolution	C62	World Post anthem
Resolution	C63	Use of a symbol for literature for the blind
Resolution	C64	Indication of the reason for delayed delivery of items on the C 9 inquiry form
Resolution	C65	Exclusion of dangerous goods from airmail
Resolution	C66	Basic documents for entering the weights to be taken into consideration for the settlement of accounts of mail subject to transit charges and terminal dues
Resolution	C67	Reinforcement of the priority activities of the Union
Resolution	C68	Preparation and settlement of accounts
Resolution	C69	Improvement of postal services in rural areas
Resolution	C70	Expansion of International Bureau offsetting arrangements
Resolution	C71	Methods for improving the return of empty mailbags
Resolution	C72	Permanent study on terminal dues
Resolution	C73	Basic airmail conveyance rate
Recommendation	C74	Bundling of "flat" envelopes
Recommendation	C75	Use of appropriate bundling materials
Recommendation	C76	Increased containerization of mails
Recommendation	C77	Reservations to chapter III of the Universal Postal Convention and part III of the Postal Parcels Agreement dealing with liability
Recommendation	C78	Reserving terminal dues revenue for the purpose of improving the quality of the postal service
Recommendation	C79	Standardized electronic messages for dispatches
Recommendation	C80	Philatelic code of ethics for the use of UPU member countries
Decision	C81	Entry into force of the Acts of the 1989 Washington Congress
Decision	C82	Labelling of mails

Type and number of decision		Title
Decision	C 83	Transfer of mails
Decision	C 84	Study on rationalizing UPU forms
Decision	C 85	Transit charges for à découvert mail
Decision	C 86	Consequences of the use of the SDR as accounting unit
Decision	C 87	Preparation and settlement of accounts
Decision	C 88	Remailing
Decision	C 89	Revision of the Postal Parcels Agreement subsequent to the Washington Congress – References to the Convention
Decision	C 90	International business reply service
Resolution	C 91	Washington General Action Plan
Resolution	C 92	Approval of Detailed Regulations considered by Congress
Decision	C 93	Election of the Director-General and the Deputy Director-General of the International Bureau of the UPU
Decision	C 94	Use of other methods of transferring funds in the postal financial services

Decisions of the 1989 Washington Congress other than those amending the Acts (resolutions, decisions, recommendations, formal opinions, etc)

Resolution C 1/1989

Immediate application of the new legislative powers of the EC

Congress,

In view of
the new legislative powers of the EC contained in articles 22, paragraph 5, and 25, paragraph 2, of the Constitution; 102, paragraph 6, 109, paragraph 2, 120, paragraph 3, 121, paragraph 2, 122, paragraph 2, and 123 of the General Regulations; 93, paragraph 2, of the Convention; 57, paragraph 2, of the Postal Parcels Agreement; 13, paragraph 3.2, of the Money Orders Agreement; 17, paragraph 3.2, of the Giro Agreement and 9, paragraph 2.2, of the COD Agreement,

Taking account
of the rapid developments in technology and in the needs of society,

Believing
that it is urgent and necessary, in order to safeguard the postal service, to respond in an appropriate manner as quickly and effectively as possible to the challenges from aggressive competition,

Considering
that any delay would be likely to compromise the effectiveness of the action to be taken and render the decisions obsolete,

Decides

to bring the provisions relating to the new legislative powers of the EC into force immediately.

(Proposal 01, 8th plenary meeting)

Resolution C 2/1989

Second phase of the transfer to the EC of some of the legislative functions of Congress

Congress,

Having noted with satisfaction
the results of the EC study on the international postal regulations,

Having approved
the new legislative powers of the EC with regard to Detailed Regulations,

Aware
that this is an initial phase but that the ultimate aim is for Congress to retain authority to legislate directly only on constitutional matters and basic questions concerning the international postal service,

Mindful
of the policy lines and the new philosophy emanating from the general debate on caring for the customer: commercial and operational strategies of the Post,

Instructs

the Executive Council to continue its search for a different conception and presentation of the international regulations so that they can be adapted more speedily to requirements without recourse to Congress when fundamental principles are not at stake, taking account, inter alia, of the interests of countries which are not EC members.

(Proposal 02, Committee 3, 3rd meeting)

Resolution C 3/1989

Postal Financial Services and Subscriptions to Newspapers and Periodicals Agreements abolished. Possibility of their being retained or reintroduced

Congress,

Noting
that member countries of the UPU either do not participate in the postal travellers' cheques, giro travellers' cheques, instruments payable at giro centres, collection of bills, savings and subscriptions to newspapers and periodicals services, or execute these services on the basis of bilateral agreements which differ greatly from one another,

Believing
that, under those circumstances, regulation of these services by the UPU is no longer justified,

Decides

i to delete from the Money Orders Agreement all provisions concerning postal travellers' cheques;

ii to delete from the Giro Agreement the provisions concerning "Giro travellers' cheques" and those concerning "Negotiation by giro transfer of instruments payable at giro centres";
iii to abolish the Collection of Bills Agreement, the International Savings Agreement and the Subscriptions to Newspapers and Periodicals Agreement;
iv to leave administrations the possibility of retaining or subsequently reintroducing between themselves all or part of the provisions relating to the above-mentioned services,

Accordingly instructs

the International Bureau to distribute by means of circulars, as the need arises and at the request of the countries concerned, a list of the countries participating in these services, as well as certain information of a general nature.

(Proposal 05, Committee 8, 1st meeting)

Resolution C 4/1989

Committee to coordinate the work of the Union's permanent bodies

Congress,

In view of
- decision CE 11/1986 through which the Executive Council decided to establish a Coordination Committee made up of the Chairman of the EC, the Chairman of the CCPS and the Secretary-General of those two bodies;
- the new policies being adopted by the Union,

Considering
the usefulness of the role played by the Coordination Committee established to follow up and coordinate the work concerning the Declaration of Hamburg,

Aware of
the need to strengthen cooperation among the UPU's permanent bodies,

Decides

- to give a permanent character to the Coordination Committee;
- to instruct that Committee to ensure permanent consultation between the Executive Council, the Consultative Council for Postal Studies and the International Bureau.

(Proposal 012, 10th plenary meeting)

Resolution C 5/1989

Permanent control of the quality of service worldwide

Congress,

Noting
- the encouraging results of the transmission-time monitoring operations resulting from the implementation of the Declaration of Hamburg;
- the great interest aroused by these operations among the member countries,

Considering
that improving the quality and speed of mail circulation and international exchanges is a priority objective in order to safeguard the public image of the Post, effectively combat competition from private couriers and provide a response to remailing firms,

Convinced
of the ability of administrations to bring about a substantial and lasting improvement in the quality of their mail circulation through increased vigilance in the organization and operation of the services and coordinated monitoring activities,

Requests

all postal administrations urgently:
- to evaluate the effectiveness of their different quality control systems and their capacity to give satisfactory results, and, where applicable, to take steps to strengthen and improve these systems;
- to monitor systematically, with their own facilities, the handling times for international mail (inward and outward) in their services in accordance with a fixed and adequate frequency;
- to take an active part in the monitoring operations organized by the International Bureau;
- to take immediately, where appropriate, such correction measures as may improve the quality of the service, in the interests of ensuring the Post a stronger position on the communications market,

Requests

the Restricted Unions to do everything in their power to facilitate the attainment of the aforementioned objectives,

Instructs

the International Bureau:
- to continue its regular monitoring of mail transmission times worldwide;
- to submit, to this end, for the approval of the CCPS, a methodology based on:
  - the Declaration of Hamburg;
  - the wide experience acquired over the last four years by the UPU, the Restricted Unions and postal administrations, and which will as far as possible lead to the establishment of international mail circulation standards;
- to approach administrations or services responsible for the delays and shortcomings noted in order that the necessary correction measures may be taken quickly;
- if need be, to help administrations improve the situation;
- to establish as soon as possible such a control system for the world EMS network,

Instructs

the Executive Council and the Consultative Council for Postal Studies to follow the work arising from this resolution and to take such measures as they may deem necessary.

(Proposal 013, 10th plenary meeting)

Resolution C 6/1989

UPU technical assistance priorities and principles

Congress,

In view of
the reports on technical assistance in the UPU submitted by the Executive Council,

Stressing
the urgency for the developing countries to undertake or intensify their own efforts to improve the situation of their postal services which are often seriously affected by a continuing economic crisis,

Aware
of the need for the UPU to continue to provide these countries with additional aid and to intensify its technical assistance activities in priority fields by concentrating them on a limited number of countries for which such aid is the most necessary and pressing,

Concerned
to ensure that this technical assistance is as effective as possible, particularly through special measures decided on in agreement with the beneficiary countries,

Convinced
of the advisability of integrating UPU aid into the general framework of the United Nations development strategy and into the special framework of UNDP country or regional plans or programmes,

Decides

i to draw up the groups of beneficiary countries as follows:
   - the least developed countries: first priority;
   - the remaining low-income countries and the lower middle-income countries according to the World Bank classification;

ii to give priority to action designed to:
   - restructure management;
   - introduce development plans and programmes;
   - improve the quality of service;
   - improve the circulation and delivery of international and domestic mail;
   - ensure the training and specialization of middle-grade and senior staff,

Instructs

the Executive Council:

i to intensify UPU technical assistance activities as far as possible on the basis of the priorities thus defined as regards the beneficiary countries and the action to be taken;

ii to programme UPU technical assistance activities and incorporate them into coherent development programmes prepared and implemented by the beneficiary administrations;

iii to apply the following principles of action:
- to urge the beneficiary countries to ensure coherence between their country plans or programmes and regional objectives;
- to prepare a special programme for the least developed countries which other countries might benefit from in some cases;
- to promote technical cooperation among developing countries more effectively by undertaking action in support of efforts by the countries;
- to begin decentralization of UPU technical assistance activities;
- to subject integrated multi-year projects financed from the UPU's own resources to the conclusion of a development contract;
- to ensure better coordination and greater mobilization of resources in support of technical assistance;
- to strengthen the project evaluation and follow-up system;
- to strengthen relations between the UPU and the Restricted Unions on the basis of resolution CE 6 adopted by the Executive Council in 1983, the agreements concluded with individual Restricted Unions, and the principles and procedures applied by the UNDP;
- to develop its relations with the UN Economic Commissions and to consider methods of concluding agreements with these agencies,

Instructs

the Director-General of the International Bureau to pursue his efforts with a view to promoting technical assistance activities within the framework of the priorities and principles drawn up by Congress and on the basis of the directives given by the Executive Council, integrating them wherever possible into the framework of the UNDP.

(Proposal 015, Committee 9, 2nd meeting)

Resolution C 7/1989

Financing UPU technical assistance activities

Congress,

In view of
the report submitted by the Executive Council on UPU technical assistance,

Recalling
the principle according to which the UNDP shall remain the main source of finance for the UPU technical assistance programme,

Noting with satisfaction
the efforts made by that body to implement technical assistance projects in the postal sector,

Bearing in mind
the priority needs of the least developed countries which continue to increase,

Concerned
by the inadequacy of the supplementary resources available to the UPU to cover needs not met under the UNDP, despite the efforts of some countries,

Aware
of the need to make the aid granted to the beneficiary countries more effective,

Taking account
of the changes in general development assistance policy and of the limited means of the UPU,

Decides

i to concentrate resources for the benefit of countries for which development aid is the most necessary and pressing;
ii to appeal to the countries with a view to increasing the additional resources for UPU technical assistance;
iii to offset the inflation recorded since the 1984 Hamburg Congress by increasing by at least 10 percent the budget credits allocated to technical assistance;

Recommends

i the beneficiary countries:
   a to stand, where they can, part of the costs of technical assistance activities, according to UNDP practice (cost sharing);
   b to stand, where they can, certain expenditure related to the technical assistance provided by the UPU (consultants' or Fellows' travel or living expenses, as well as contributions in kind calculated to facilitate the implementation of training activities when study cycles, courses or individual training courses are held);
ii all countries:
   a to participate on a multi-annual basis in maintaining the UPU Special Fund by voluntary contributions the amount of which should be raised to cover increased postal training requirements;
   b to make approaches to their respective government authorities with a view to increasing allocations for technical cooperation in order to provide their administrations with funds to assist the postal services of developing countries either direct or through the UPU;
   c to provide, on a bilateral or multibilateral basis, technical assistance in kind or funds meeting the priority needs indicated by the UPU,

Instructs

the Director-General of the International Bureau:
i to make full use of the means offered by decentralization to multiply his approaches to the national authorities and to the UNDP authorities in order to facilitate the acceptance of requests submitted by postal administrations;
ii to support the public information activities undertaken for that purpose by the administrations of the developing countries;
iii to pursue his efforts in cooperation, if appropriate, with the Restricted Unions, to locate additional funds, particularly in the developed or wealthy countries, the World Bank and the subregional and regional financial institutions;

iv to seek the means of concluding agreements for joint financing of projects with other sources and especially with bilateral and multilateral donors.

(Proposal 016, Committee 9, 2nd meeting)

Resolution C 8/1989

Subsequent improvement of the management of the Union's work

Congress,

Recognizing
the excellent results obtained by the Executive Council as regards the identification of the means by which the work of the organs of the Union may be improved and modernized,

Keen to ensure
that other possibilities for improvement be identified and introduced,

Considering
that several postal administrations have been the subject of fundamental examinations and reorganizations to adapt them to commercial requirements and to the most efficient management techniques,

Aware
that the International Bureau has to contend with many demands, requirements and constraints which render the task of the Director-General even more difficult,

Being of the opinion
that these demands and requirements should be classified in order of priority so that the most urgent may be dealt with first of all,

Instructs

the Executive Council:

a to continue its activity of seeking improvements in all aspects of management of the work of the Union;
b to evaluate the results of introducing the reforms proposed by the previous EC and adopted during the Washington Congress;
c to have the organization and objectives of the International Bureau, the EC and the CCPS examined by experts selected from among postal administrations, management consultants or a combination of the two;
d to implement as quickly as possible the recommendations of this study which, in its opinion, require immediate action;
e to formulate proposals for reform for the next Congress based on the result of the above work.

(Proposal 026, Committee 3, 4th meeting)

Resolution C 9/1989

Approval of the Union's accounts for 1984–1988

Congress,

In view of
a the Director-General's report on the finances of the Union (Congress – Doc 19);
b the report of its Finance Committee (Congress – Doc 68),

Approves

the accounts of the Universal Postal Union for 1984–1988.

(Congress – Docs 19 and 68, Committee 2, 1st meeting)

Resolution C 10/1989

Regulations for printed papers

Congress,

Having noted
the work done by the Executive Council within the framework of the study on the classification of letter-post items,

Noting
that the majority of administrations which took part in the consultation conducted by circular letter No 3390.2(B)1491 of 29 May 1987 were of the opinion that articles 126 to 128 of the Detailed Regulations of the Convention should be shortened and the regulation of certain details left to the discretion of the administration of origin of the item,

Also noting
that the International Publishers' Association (IPA) thinks that article 19 of the Convention should be modernized in order to admit as reduced-rate printed papers catalogues produced on CD ROM, floppy disks or cassettes as well as publications accompanied by audio or visual materials,

Instructs

the Executive Council to conduct a study aimed at modernizing and simplifying the regulations concerning printed papers.

(Proposal 2000.1, Committee 4, 1st meeting)

Resolution C 11/1989

Reconstitution of the CCC–UPU (Customs Co-operation Council – Universal Postal Union) Contact Committee and establishment of national postal-customs contact committees

Congress,

In view of
the positive results of the work done by the CCC–UPU Contact Committee,

Considering
that efforts to speed up and simplify customs treatment of postal items should be continued,

Taking account
- of the questions whose study must be continued,
- of the value of establishing national postal-customs contact committees,

Considering
that the cooperation between the UPU and the CCC which has existed since 1965 is in the best interests of both organizations,

Urges

member countries to do everything possible to establish national postal-customs contact committees the better to solve any local problems,

Authorizes

the Executive Council to reconstitute the CCC–UPU Contact Committee in order to continue the study of common problems.

(Proposal 2000.4, Committee 4, 5th meeting)

Resolution C 12/1989

Action to enhance the security and integrity of international mail

Congress,

In view of
- the fundamental responsibility of postal administrations to assure the inviolability of postal items;
- the need to develop international policies, standards and programmes to assist administrations in their joint efforts to fulfil this responsibility and to maintain the integrity of the international postal system;
- the desirability of updating the measures referred to in Lausanne Congress recommendation C 63;
- the role which the UPU can play with a view to coordinating this effort;

- 1987 UN General Assembly resolution 42/159 requesting that certain organizations in the UN system, including the UPU, consider what further measures could be taken to combat and eliminate terrorism,

Considering
- the increase in criminal acts committed against the international mails;
- the vulnerability of the international postal system to criminal acts committed through or against the posts (theft, fraud, traffic in drugs, pornography);
- the specialized knowledge and skills required to counter criminal activity directed against the posts and the limited resources available to counter this activity,

Aware
- of the social and business importance of maintaining public confidence in the security of postal items;
- of the advantages postal administrations with governmental status and public service orientation should have over private sector competition in assuring the security of mail,

Noting
recent trends towards increasing international cooperation to improve understanding of international mail security issues, including:
- the international study of postal crime conducted by INTERPOL between 1984 and 1986;
- the 1987 conference in Vienna on narcotics trafficking by all means, including the international post, sponsored by the United Nations Fund for Drug Abuse Control (UNFDAC);
- the joint UPU–Customs Co-operation Council efforts relating to the conduct of seminars for postal staff on the detection of narcotics trafficking through the post, and the conduct of the first seminar, funded by the UNFDAC, in Bangkok in October of 1988;
- the PUAS-sponsored conference on mail security held in Mexico City in August 1988, the resulting Declaration on Mail Security which was adopted by the PUAS Consultative and Executive Council in September 1988, and the follow-up conference in Rio de Janeiro in August 1989,

Urges

members to assess the adequacy of national policies and current legislation governing the security and integrity of mail and to adopt appropriate changes as necessary to achieve improvements in this area,

Instructs

the Executive Council (EC) and the Consultative Council for Postal Studies (CCPS), within their respective areas of responsibility, and with the support of the International Bureau, to convene a group of experts in postal security and to develop and adopt initiatives regarding international policies, standards and programmes which can be undertaken prior to the next Congress.

(Proposal 2000.5, Committee 4, 1st meeting)

Resolution C 13/1989

Universal logo to identify the postal services

Congress,

Having noted
that, despite the fact that the UPU possesses its own symbol which is traditionally associated with the image of the Union, the postal services do not bear any modern marking likely to produce an impact on the market and enabling them, like EMS, to be identified in any region of the world,

Aware
of the need to adopt a unique symbol that will convey to users the ideas of speed, security and reliability,

Instructs

the Consultative Council for Postal Studies to carry out a study on the possibility of creating a universal logo that will enable the postal services to be identified.

(Proposal 2000.13, Committee 4, 1st meeting)

Resolution C 14/1989

Study of the structure of the Convention, the Agreements and their Detailed Regulations

Congress,

In view of
the ever-increasing need for flexibility and adaptability of the Universal Postal Union in the light of external circumstances and pressures,

Welcoming
the work already done by the Executive Council to improve the work methods of the Union,

Noting
the intentions for further activities in this direction,

Considering
the need for clear, simple and adaptable rules for the operation of the international postal services,

Believing
however, that the Detailed Regulations of the Convention and the Agreements no longer meet this need adequately,

Instructs

the Executive Council:

i to undertake a study of the Convention, the Agreements and their Detailed Regulations, with the purpose of determining:
   - which provisions are essential to the Convention and Agreements, and which are not proper to them and should be moved elsewhere;
   - how the Detailed Regulations, together with any provisions currently in the Convention or Agreements which it is deemed are not proper to them, could be recast into logically constructed operational manuals, which explain in clear and direct language how the international postal service is operated;

ii to decide whether such operational manuals need to have a legal status and, if so, what simplest form is possible;

iii to start work on the preparation of such operational manuals, once it has decided on the form they should take;

iv to submit the results of this work to the next Congress, together with proposals on how the operational manuals will be kept up to date.

(Proposal 2000.19, Committee 3, 3rd meeting)

Resolution C 15/1989

Standardization of the conditions of admission and supplementary services provided in the postal parcels service

Congress,

Noting
the vast differences which exist at present between the postal administrations of member countries with regard to the conditions of admission and supplementary services provided in the postal parcels service,

Considering
that these differences are difficult for customers to understand, complicate the work of the operational services and are a source of many service errors,

Aware
of the need for postal administrations to urgently take all appropriate measures to retain or recover their share of the market in the highly competitive carriage of small goods sector,

Calls on

the postal administrations of member countries to admit for all categories of postal parcel:
- a maximum weight of at least 20 kg;
- the limits of size laid down in article 20, paragraph 1, of the Postal Parcels Agreement (Hamburg 1984), viz 1.50 metres for any one dimension or 3 metres for the sum of the length and the greatest circumference measured in a direction other than that of the length;
- insured parcels;
- express parcels;

- correspondence and documents of any kind having the character of current and personal correspondence as per article 19, a, iii, third subparagraph, of the Postal Parcels Agreement (Hamburg 1984);
- advice of delivery;
- dispatch of an advice of non-delivery in accordance with article 22, paragraph 2, a or b, of the Postal Parcels Agreement (Hamburg 1984).

(Proposal 5000.1, Committee 7, 2nd meeting)

Resolution C 16/1989

Introduction and extension of the postal parcels service

Congress,

Considering
that the exchange of postal parcels is one of the most important services for users of the Post, and that, accordingly, it is imperative that postal administrations pay the closest attention to it in order to provide optimum service in the international context,

Taking into account
that at the present time the postal parcels service is governed by the Postal Parcels Agreement to which 144 member countries of the Union have acceded,

that only 26 member countries are not party to the Postal Parcels Agreement,

In view of
the necessity for postal services to take the appropriate action to play a more effective part in the organization and marketing of parcel traffic in order to gain a greater share of the world market for these exchanges,

Desirous
that postal administrations be able to offer their users a service that guarantees maximum security with regard to both the handling and the delivery of parcels,

Calls on

the administrations of the 26 member countries not yet party to the Postal Parcels Agreement to introduce this service in their international postal exchanges, and

Instructs

the Executive Council:
i to examine the problems preventing these countries from acceding to the Postal Parcels Agreement and to consider ways of enabling them to do so;
ii to study the possibility of making the postal parcels service mandatory within the Union;
iii to submit ad hoc proposals to the next Congress.

(Proposal 5000.6/Rev 1, Committee 7, 1st meeting)

Resolution C 17/1989

Universal rate for land and sea rates

Congress,

Having adopted
the new land and sea rates proposed by the Executive Council on conclusion of the study it conducted in pursuance of resolution C 22 of the 1984 Hamburg Congress,

Considering
- that the three current methods of fixing land and sea rates – namely, per weight step (Agreement, articles 46, 47 and 48), per parcel (article 53, paragraph 3), and per kg of gross weight of the mails (article 53, paragraph 3) – have an inflationary effect on the rates;
- that a universal rate based on remuneration per item, to take account of the fixed costs, and remuneration according to the weight, to take account of the costs that vary with the latter, would make better allowance for the actual cost situation, bearing in mind especially the average costs in the member countries of the Union as a whole;
- that such a system of remuneration, in addition to being a way of avoiding inflationary trends, would also offer the advantage of simplification,

Instructs

the Executive Council:
i to conduct a study on the possibility of introducing a universal rate combining a rate per parcel and a rate per kg of gross weight of the mail, on the basis of two elements: fixed costs and variable costs;
ii to submit any proposals resulting from these studies to the next Congress.

(Proposal 5500.2, Committee 7, 3rd meeting)

Resolution C 18/1989

Revision of land and sea rates

Congress,

Having adopted
the new land and sea rates proposed by the Executive Council on conclusion of the study arising from resolution C 22 of the 1984 Hamburg Congress,

In view of
- the fact that the guideline rates applicable to the outward and inward land rates were fixed in such a way that the rates enable administrations to cover the costs of handling inward parcels while ensuring that the parcel-post service remains competitive;
- the fact that the transit land rates and the sea rates were fixed by reference to the letter-post transit charges according to the "parcel-post/letter-post comparative method" described in Tokyo Congress – Doc 13 (Documents of the 1969 Tokyo Congress, vol II, pages 483–486);

- the fact that these same rates were calculated by the "least squares" method giving one equation of the average price curves (1984 Hamburg method),

Instructs

the Executive Council:

i to carry out a fresh study on the amount of the guideline rates applicable to the outward and inward land rates laid down in article 46 of the Postal Parcels Agreement (Washington 1989);

ii to adjust the transit land rates and sea rates laid down in articles 47 and 48 of that Agreement in the event of a revision of the letter-post transit charges; and

iii to submit any proposals resulting from these studies to the next Congress.

(Proposal 5500.1, Committee 7, 3rd meeting)

Resolution C 19/1989

CCPS work programme for 1989–1994

Congress,

In view of
article 104, paragraph 12, of the General Regulations relating to the functions of the Consultative Council for Postal Studies,

In view of
the consultation of the Union member countries and the Restricted Unions undertaken pursuant to article 104, paragraph 12, of the General Regulations,

Noting
the large number of studies completed, covering the widest variety of fields and already published or in the process of being published in the Collection of Postal Studies,

Considering
the desire expressed by the members of the Consultative Council for Postal Studies to limit the number of studies to be carried out so that the workload corresponds to the means available to the CCPS, thus guaranteeing efficient conduct of the studies,

Conscious
of the need for harmonious integration of the CCPS studies in the Union's overall programme of activities,

Taking the view that
the Consultative Council's capability should be reserved first and foremost for the sectors of activity considered to be the most important by postal administrations,

Endorses
the work programme of the Consultative Council for Postal Studies set out in annex 1, leaving that body a certain latitude as to the adjustments to this programme on the basis of the situation facing the postal service during the five-year period,

Decides

to leave it to the Consultative Council to:

a arrange its work as it sees fit;

b decide which permanent studies to resume;

c ensure that the results obtained at the end of certain studies can be widely used in the field for the benefit of the most disadvantaged countries;

d modify certain studies, if necessary, so as to meet very specific needs and achieve the greatest effectiveness;

e employ working methods which are best suited to the subjects to be dealt with so as to get the best results.

(Proposal 020, 9th plenary meeting)

Annex 1

Study subjects shortlisted for the draft CCPS work programme (1989–1994)

Field of activity No 1: The Post and its markets

- Planning
- Marketing strategies
- Commercial matters
- Introduction of new products

Study titles (subjects proposed)	Study No
A. Main and subsidiary studies	
1 Commercial strategies in the various branches of the Post:	
– Correspondence	
– Goods	
– Publicity	
– Press	
– Rapid mail (EMS – Electronic Mail)	
– Financial services	
Monitoring the competition and remailing	
Monitoring customer requirements	
Market segmentation	
New products	
Recommended strategies	
Postal market research	
2 Delivery network and customer analysis	
3 Press and publishing	

B. Symposia and Contact Committees

- Postal market research: one symposium per CCPS session (two sittings)
- Publishers–UPU Contact Committee: one meeting per CCPS session (one sitting)

Field of activity No 2: Development of rapid services

- Worldwide development of the service
- Increasing efficiency and speed

Study titles (subjects proposed)	Study No

A. Main and subsidiary studies

1 EMS:
- Quality of service
- Increased coverage
- Common image
- Monitoring items and customer complaints
- Financial compensation between administrations
- Additional services
- Customs problems

2 Electronic mail:
- Quality of service
- Increased coverage
- Common image
- Financial compensation between administrations
- Additional services

B. Symposia, Permanent Working Parties and Contact Committees

- EMS: one symposium per CCPS session (two sittings)
- Electronic mail: one symposium every two years (two sittings)
- CCPS–CCITT Contact Committee: one meeting every two years (one sitting)
- SWP 503: one meeting every two years (one sitting)

Field of activity No 3: Operations and quality of service

Study titles (subjects proposed)	Study No
A. Main and subsidiary studies	
1 Improvement of the postal system: – Customs control – Mail circulation methods – Documentation of items and mails – Relations between offices of exchange – Standardization of postal items, mail containers (bags, trays, etc) and postal address – Standardization of labels and franking marks (counters, corporations)	
2 Mail delivery and rural services: methods – monitoring	
3 Mail circulation standards – Quality control of the world postal network	
4 Measures required to improve rural postal services in developing countries: methods of application	
B. Symposia, Permanent Working Parties and Contact Committees	
– Joint ISO–UPU "Addressing" Working Party: one meeting per year (one sitting)	
– ISO–UPU Contact Committee: one meeting per year (one sitting)	

Field of activity No 4: Modernization

Study titles (subjects proposed)	Study No
A. Main and subsidiary studies	
1 Automation and computerization: – Sorting and optical reading – Counters and other services – Financial services – Offices of exchange (AV 7 delivery bills, etc) – Automated bag weighing	
2 Coding: – Bar codes – Bag, item and document tracking/tracing system – Other postal applications of the bar code	
3 Computerized interchange of data between administrations, with their partners (customs, airlines, etc) and with their (major) customers (Telematics)	

B. Symposia, Permanent Working Parties and Contact Committees

- Application of technologies to the Post – research and development: a symposium of heads of research centres or services (two sittings), annually, if necessary.

- Electronic Transmissions Standards Maintenance Group: one meeting at each CCPS session (one sitting)

Field of activity No 5: Management

Study titles (subjects proposed)	Study No

A. Main and subsidiary studies

1 International accounting – Modernization of billing systems and settlement of accounts

2 Productivity indices

3 Security:
- of items (drugs, terrorism, theft)
- of staff
- of buildings
- of means of transport
- of funds and negotiable instruments

B. Symposia

Decentralization – Post office management (two sittings)

Field of activity No 6: Human resources

Study titles (subjects proposed)	Study No

A. Main and subsidiary studies

1 Adapting the human resources of the Post to the demands of competition and to structural and technological changes:
- Management
- Training
- Motivation
- Competitiveness

2 Training problems and obstacles in the postal administration of the developing countries

B. Symposia

Internal communication and incentives (two sittings)

Resolution C 20/1989

Technical cooperation among developing countries (TCDC)

Congress,

In view of
the report submitted by the Executive Council on technical cooperation among developing countries (TCDC),

Convinced
of the importance of the widest possible application of the concept of TCDC in accordance with the Plan of Action adopted by the Buenos Aires Conference,

Noting
with satisfaction the initiatives taken in this area,

Considering
that an additional active consciousness-raising effort is necessary in order to derive maximum benefit from the opportunities offered by TCDC,

Convinced
of the need for the developing countries to mobilize further their human and financial resources with a view to achieving fully the objectives of TCDC,

Considering
the promotional role assigned by the Buenos Aires Conference to the international organizations with regard to TCDC,

Calls upon:

- the administrations of the developing countries and the Restricted Unions to mobilize resources for making TCDC the general practice for all cooperation activities;
- the administrations of the beneficiary countries to make wider use of the opportunities offered within the TCDC framework for their technical assistance needs;
- the administrations of the countries benefiting from TCDC to provide the main inputs required, with the contributions of the donor countries and the UPU having a catalytic effect;
- the administrations of the industrialized countries to continue supporting the efforts made in this field, either direct or through the UPU;

Instructs

the Executive Council to issue the necessary policy guidelines and take the required initiatives with a view to making TCDC the general practice,

Instructs

the Director-General of the International Bureau:
- to conduct an active consciousness-raising campaign through the holding of regional and interregional meetings and the establishment of a system for the exchange of know-how and technologies among the developing countries, in cooperation with the Restricted Unions;

- to promote the conclusion of bilateral TCDC agreements conforming to the basic criteria and principles adopted in this regard;
- to make a periodic evaluation of the impact of TCDC on the effectiveness of technical cooperation as a whole and to report to the Executive Council on it.

(Proposal 017, Committee 9, 4th meeting)

Resolution C 21/1989

Increased UPU presence in the field with regard to technical assistance

Congress,

In view of
the report submitted by the Executive Council on the increased UPU presence in the field with regard to technical assistance (Congress – Doc 55),

Considering
resolutions C 78 of the Lausanne Congress, C 37 of the Rio de Janeiro Congress and C 38 of the Hamburg Congress which stress decentralization of "UPU technical assistance activities as far as possible",

Aware
of the serious difficulties experienced by the postal administrations of the developing countries in getting the postal services taken into consideration when national resources are allocated,

Convinced
of the need to strengthen the aid provided as regards sectoral support and postal development programming,

Recognizing
that aid given in the field is the best guarantee of the effectiveness of technical assistance activities,

Noting
that the increased UPU presence in the field will make it possible to strengthen cooperation with the Restricted Postal Unions and the other regional or subregional organizations interested in postal development problems,

Instructs

the Director-General of the International Bureau:
- to assign six regional advisers to the regions as follows: two in Africa, one in Latin America, two in Asia/Pacific and the Caribbean and one in the Arab countries;
- to draw the annual resources needed for this purpose from the funds already available;
- to continue studying ways and means of ensuring the most effective and economical management of technical assistance resources and to report regularly to the Executive Council;
- to submit to the 1993 Executive Council session an evaluation of the effectiveness of the UPU presence in the field;

- to contact the beneficiary countries and urge them to agree to provide reception, secretariat and communication facilities;
- to ensure that the regional advisers cooperate closely with the secretariats of the Restricted Postal Unions, particularly in defining regional technical assistance programmes.

(Proposal 019, Committee 9, 4th meeting)

Resolution C 22/1989

Permanent project to safeguard and enhance the quality of and to modernize the international postal service

Congress,

Considering
the particularly rapid development of the communications market under the combined effect of technological progress and powerful competition,

Noting
the encouraging results of the efforts made following the Declaration of Hamburg to improve the quality of mail circulation,

Recognizing
the need for the Union to advance further along the path of concrete action in order to enable the Post to safeguard and improve its position on the communications market, thanks to a determined campaign to promote service quality and diversify the services rendered,

Convinced
of the urgent necessity for the Post to respond better to customers' requirements and thereby to combat the competition more vigorously,

Decides

in favour of implementing a permanent project to safeguard and enhance the quality of and to modernize the international postal service, comprising in particular the following activities:
- monitoring the quality of postal exchanges through detailed analysis of transmission times and action by consultants in the field to help solve the problems arising and promote initiatives to improve the performance of the international postal service;
- transport flow studies to rationalize and modernize postal links;
- development of EMS;
- monitoring the competition in order to react appropriately;
- market research enabling administrations to adjust services to customer needs and introduce new services;
- various initiatives dictated by evolving technologies and needs,

Instructs

the Executive Council, in cooperation with the CCPS and the International Bureau, to take the measures necessary to attain meaningful results in the various fields covered by the project and to submit a report to the next Congress,

Exhorts

a the member countries of the Union:
   - to do everything in their power to improve the quality of the postal services rendered and to extend the range of those services in accordance with the customers' needs;
   - to cooperate fully in the project designed to stimulate their initiatives and to reap the maximum benefit from the implementation of the activities undertaken;

b the member countries and the Restricted Unions to give active support to the operations embarked upon under this project, especially those conducted in the field.

(Proposal 010, 10th plenary meeting)

Resolution C 23/1989

Aid provided by the Government of the Swiss Confederation in the field of the Union's finances

Congress,

Having considered
the report submitted by the Director-General on the Union's finances (Congress – Doc 19),

Considering
the particularly valuable role for the Union performed by the Government of the Swiss Confederation in financial matters under article 124, paragraph 10, of the General Regulations, and 1979 Rio de Janeiro Congress resolution C 17,

Expresses

i its gratitude to the Government of the Swiss Confederation for the generous aid it provides to the Union in the field of finance through the advances of funds made under the Union's former financial system, by supervising the keeping of the International Bureau accounts and by acting as external auditor of the Union's accounts;

ii the hope that this valuable cooperation with the Union will continue in the future.

(Congress – Doc 19, Committee 2, 1st meeting)

Resolution C 24/1989

Cooperation between the Executive Council and the Consultative Council for Postal Studies towards the establishment of telematics in the Universal Postal Union

Congress,

Noting
that telematics is enjoying an amazing boom at the present time and that it constitutes a fundamental element of the development of society and that its place in that development will continue to expand keeping pace with the gradual introduction throughout the world of information technology in every field of human endeavour,

Noting
that the communications structures which will form one of the bases of society in the 21st century will rely on the intensive use of telematics,

Believing
that, to play a major role in tune with the times, the UPU must keep abreast of this inevitable development in order to retain its share of the communications market by offering modern and competitive services to the customers of the Post,

Considering
on the one hand, the existence of ISO standard 9735 EDIFACT (Electronic data interchange for administration, commerce and transport) developed by the UN and adopted by the ISO,

Considering
on the other hand, the adoption of that standard by organizations which are the UPU's partners in trade (Customs Co-operation Council (CCC) and International Air Transport Association (IATA) among others),

Considering
the invitation extended to the UPU by the CCC to establish telematic interfaces between the two organizations,

Deeming
that the UPU must respond positively to the CCC's invitation and establish telematic links with Customs,

Deeming
that, in order to integrate harmoniously with all the links between all the organizations concerned, the UPU must initiate negotiations with those organizations which are its usual trade partners,

Instructs

the Executive Council, in conjunction with the Consultative Council for Postal Studies, to take appropriate measures for the gradual introduction of telematic links with the UPU's trade partners by the most expedient means, taking account of the interests of all the postal administrations of member countries, both developed and developing.

(Proposal 5000.3, 10th plenary meeting)

Resolution C 25/1989

EMS

Congress,

Noting with satisfaction
i the significant development of EMS since the Hamburg Congress both as regards traffic dispatched and number of postal administrations providing the service;
ii the work accomplished by the Executive Council and the CCPS pursuant to Hamburg Congress resolution C 25 about this service;
iii the flexibility and effectiveness demonstrated by the Executive Council and the CCPS in the performance of this task,

Aware
i of the challenge to administrations represented by the competition from private courier firms on the market for conveyance of urgent items;
ii of the need, in order to face that competition, to continue with the utmost urgency to expand and harmonize the world EMS network, while ensuring that the service offered by the administrations is of the highest possible standard,

Takes note of

i the EMS Framework Agreement attached hereto adopted by Executive Council resolution 2/1987;
ii the recommendations attached hereto resulting from the technical studies of the CCPS which contain the transitional provisions governing the operation of EMS,

Instructs

the EC and the CCPS to continue their efforts aimed at the rapid development of EMS,

Authorizes

i the EC to prepare and amend, bearing in mind proposals made by the CCPS, the regulations on EMS contained in the EMS Framework Agreement and its Regulations;
ii the CCPS to make technical recommendations concerning the operation of EMS or to amend existing recommendations.

(Proposals 2000.15, 2000.15/Corr 1, Committee 4, 4th meeting)

Framework Agreement on EMS items

Article 1
Definition

The EMS service shall be the quickest postal service by physical means. It shall consist of the collection, dispatch and delivery in a very short space of time of correspondence, documents or goods.

Article 2
International EMS within the meaning of the present agreement

Contracting administrations may operate the following types of EMS:
- programmed items;
- on-demand items.

Article 3
Programmed items

Programmed items shall be accepted on the basis of a contract between the administration of posting and the sender. This contract shall lay down the timetable for posting and conveying EMS items as well as their frequency.

Article 4
On-demand items

On-demand items shall be accepted without any contractual arrangement and without any previously laid down frequency.

Article 5
Goods

Unless the contrary is specified, EMS items may contain goods.

Article 6
Customs clearance

Each administration shall make all arrangements necessary for the fastest possible customs clearance of EMS items.

Article 7
Limits of weight and size

EMS items shall be admitted up to a maximum weight of 20 kg. They may not exceed 1.50 metres for any one dimension or 3 metres for the sum of the length and the greatest circumference measured in a direction other than the length. Administrations may adopt other limits of weight and size.

Article 8
Charges

The charges shall be set by the administration of posting of the EMS items.

Article 9
Prohibited articles

The prohibitions provided for in the UPU Convention shall apply to EMS items as shall the restrictions on importation and transit given in the List of Prohibited Articles published by the International Bureau of the Universal Postal Union. Valuable articles as defined in the Universal Postal Convention shall not be admitted.

Article 10
Forwarding

EMS items shall be sent by the fastest pre-arranged means of transport from the time of posting (or from the time they are collected from the sender) to delivery. Administrations shall consult one another on this.

Article 11
Compensation in the event of imbalance in exchanges

Terminal dues as defined in the Universal Postal Convention shall not apply to EMS items. Each administration shall set, in the event of imbalance in exchanges, a unit rate of compensation per item corresponding to the costs. Administrations shall agree in their reciprocal relations on the number of excess items above which the unit rate of compensation shall be collected.

Article 12
Liability

On introducing the service, administrations shall agree on liability.

Article 13
Undeliverable items

An item refused by the addressee or an undeliverable item shall be returned to the sender by EMS at no extra charge.

Article 14
Reforwarding of missent items or bags

Every missent EMS item or bag shall be reforwarded to its proper destination by the most direct means used for the EMS by the administration which received it.

Article 15
Inquiries

Each administration shall reply as soon as possible to requests for information in respect of EMS items. The reply shall normally be sent by the same means as that used for the corresponding request for information (ie, by telex, telephone, EMS, electronic mail, etc).

Article 16
Temporary suspension of service

Where justified by extraordinary circumstances, an administration may temporarily suspend the service. The other administrations shall be informed immediately of such suspension and of the resumption of the service, if need be by telegram, telex, electronic mail or telephone.

Article 17
Application of the Universal Postal Convention

The Universal Postal Convention and its Detailed Regulations shall be applicable by analogy in all cases not expressly governed by this Agreement and its Framework Regulations.

Framework Regulations concerning EMS items

Article 101
Communications and information to be sent to the International Bureau

Administrations shall notify the International Bureau of:
a the name of the service in their country;
b the types of service available;
c whether goods are accepted;
d the maximum limits of weight and size;
e the charges set;
f the countries with which they exchange EMS items;
g the places in their country in which the service is operated;
h the offices of exchange to which the mails may be sent and the area served by those offices;
i the latest times of acceptance of an item at their offices of exchange for it to be delivered:
  - the same day,
  - the following day,
  - the next day but one;
j the time taken for customs clearance of items:
  - subject to customs duty,
  - not liable to customs duty;
k acceptance of advice of delivery or equivalent service;
l the amount requested per additional item in the event of imbalance in exchanges.

Article 102
Introduction of the programmed items service

1 Before the conclusion of any contract, the administration of destination shall be consulted on the possibility of providing the service. The administration of origin shall obtain for the administration of destination the following information, at least 10 days before the service comes into operation:
a the names and addresses of the sender and of the addressee;
b the days on which items are to be dispatched and the conditions of transport;
c the date set for the dispatch of the first item.

2 The administrations concerned shall be notified of any variation in the operation of an exchange or the termination thereof.

Article 103
Special address labels

It is recommended that the logo and the 13-character item identifier adopted by the CCPS be printed on the label, and that provision be made on the label for the following data fields at least, if at all possible:

Data field[1]	*Description*
1	Logo, name of the administration of origin and national name of the service
2	13-character EMS alphanumeric identifier in bar-code form
3	13-character EMS alphanumeric identifier in block characters
4	Date of posting
5	Time of posting
8	Sender's name and address
9	Sender's postcode
12	Addressee's name and address
14	Addressee's postcode
20	Dispatch charge
21	Description of contents
22	Gift
23	Sample of merchandise
24	Value of contents
25	Weight in kg
27	Name in block characters of the person taking delivery of the item
28	Signature
29	Date of delivery
30	Time of delivery

Article 104
General conditions of dispatch

1 The items shall be placed in blue and orange EMS bags.

2 Each bag shall bear a blue and orange label clearly showing the office of exchange of destination.

3 A special document or a C 12 form to which the indication EMS has been added shall be sent with each mail.

4 Each item or EMS direct bag shall be entered separately on the form.

Article 105
Delivery bill

1 An AV 7 or C 18 delivery bill, depending on whether it is an airmail or surface consignment, shall be sent with each mail.

2 The AV 7 or C 18 delivery bill shall show clearly that the mail contains EMS items.

[1] The data field numbers correspond to those given in recommendation 3 hereafter.

Article 106
Checking of mails

On receipt of an EMS mail, the administration of destination shall check whether the mail is in conformity with the particulars recorded on the AV 7 or C 18 delivery bill.

Article 107
Notification of irregularities

The administration of origin shall be notified at once by telex, telephone, electronic mail or telegram of any missing, mis-sent or damaged bag or item. The irregularity shall be confirmed in writing.

Article 108
Return of items

Each administration which returns an item shall give the reason for non-delivery on the item, either written by hand, by means of a stamped impression or by a label.

Article 109
Accounting and settlement of accounts

The procedure for accounting and settlement of accounts for the payment of an indemnity in the event of imbalance in exchanges shall be as follows:

a each administration shall prepare, at a frequency agreed on in advance, a recapitulation of the items received;
b the administration of destination shall inform the dispatching administration of the number of items received. Discrepancies shall be cleared up by correspondence;
c the liquidation account shall be prepared annually. The annual period shall begin on a mutually agreed date;
d the creditor administration shall prepare a detailed account, showing:
   - the total number of items received,
   - the total number of items dispatched,
   - the imbalance,
   - the charge payable per item,
   - the total amount payable in respect of compensation;
e the accounts shall be prepared within six months of the last day of the period concerned.

Recommendations concerning EMS

Recommendation	*Subject*
1	EMS logo
2	Unique identification for items
3	Labelling
4	Electronic tracking and tracing systems
5	Notification of dispatch
6	Monitoring of airline handling
7	Customs clearance
8	Delivery of items

Recommendation	*Subject*
9	Performance measurement
10	Operational centres
11	Liability
12	Compensation for imbalances in exchanges
13	Customer service standards
14	Customer information

Recommendation 1

EMS logo

It is recommended that postal administrations should:

i use the technical specifications for the EMS logo which appear in the EMS House-style Manual for the marketing and operation of their EMS, including the possible development of a uniform packaging system for EMS items;

ii take appropriate measures at national level to protect the EMS name and logo.

Recommendation 2

Unique identification for items

It is recommended that postal administrations should use the following specifications for the unique identification of EMS items and of bags, containers or receptacles containing EMS items.

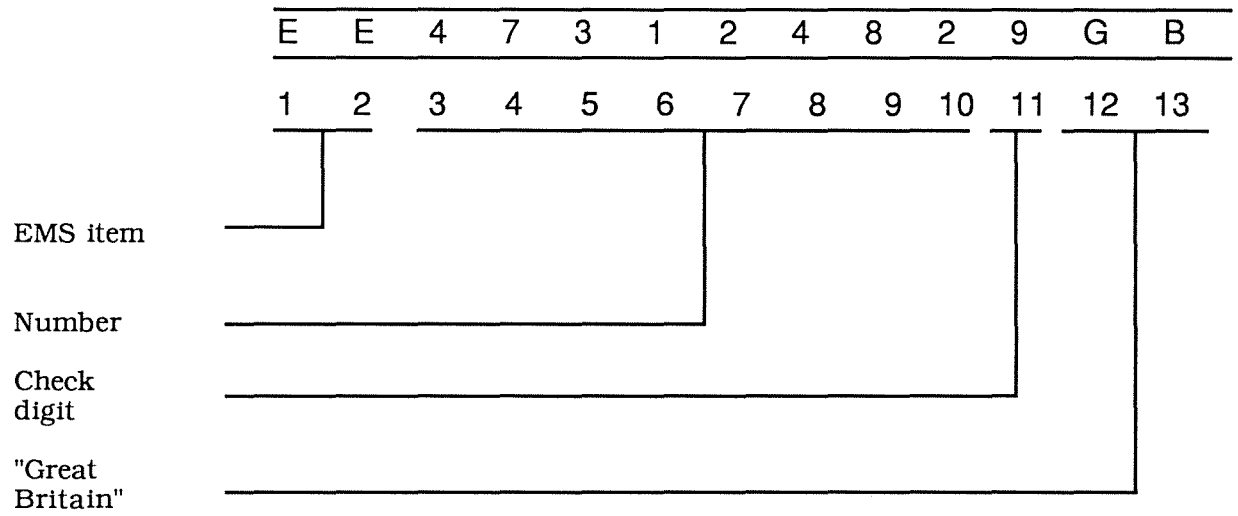
Specifications for identification of EMS items

Number of characters: 13

Disposition from the left:

- Positions 1 and 2: two "EE" characters to indicate an EMS item or the characters "ES" to indicate an EMS bag/container/receptacle;
- Positions 3 to 10 inclusive: serial number;
- Position 11: a check digit, computer-generated to ISO "mod 11", or, if a check digit is not desired, the meaningless alpha character "X";
- Positions 12 and 13: ISO Alpha–2 country code to designate the country of origin (see annex 2).

Example:



When a bar code is used to represent a unique identifier for an international item or bag, it is to be ISO code 39, at a density of 5.4 characters/inch, with which is incorporated at position 11 (from the left) a check digit, computer-generated to ISO "mod 11". If the check digit is not incorporated, the meaningless alpha character "X" is to be included in the bar code at that position. The letters and figures of the 13-character identification code are also to be printed in the usual manner near the bar code.

Annex 1 to recommendation 2

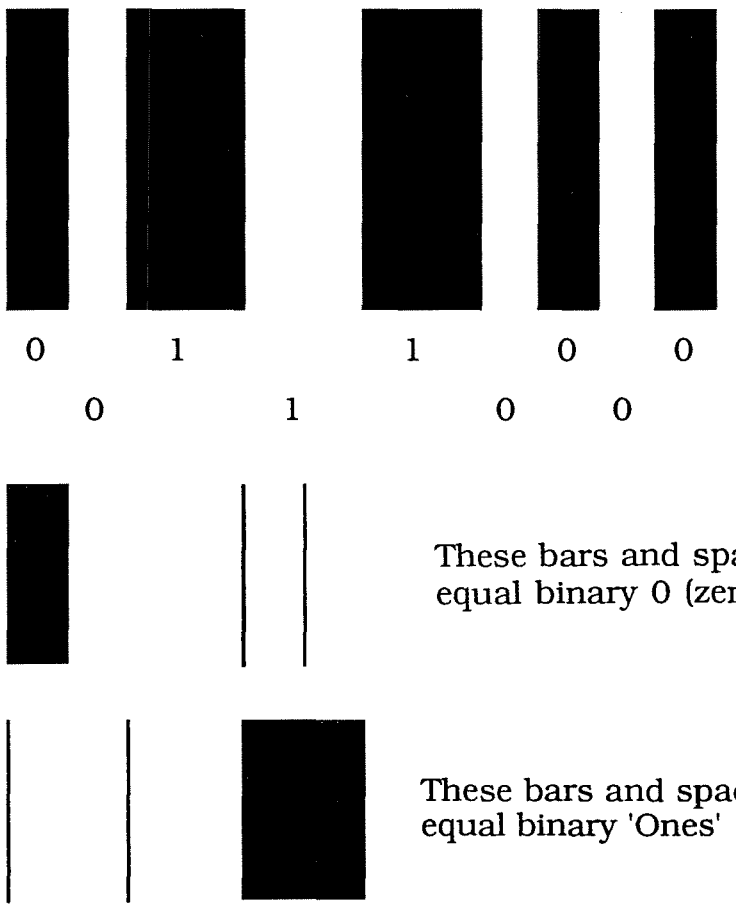
Code 39 bar-code characteristics

1 The bars and spaces in code 39 bar-code are binary in width: the narrow bars/spaces represent a binary 0 (zero) and the wide bars/spaces represent a binary one.

2 Each character is made up of 9 elements; five bars and four spaces. Three of these elements are wide and six are narrow, hence, the name code 39 bar-code (3 of 9). The figure below illustrates the character structure.

3 The primary algorithm is binary and is applied to both the bars and the spaces in the code. Narrow bars or spaces represent binary 0 (zero) and wide bars or spaces represent binary one.

Code 39 bar code



International modulus 11 formula

The formula is as follows:

i Apply weighting factors to basic number using the following weighting factors 86423597.
ii Obtain the sum of these numbers.
iii Divide sum by 11 (eleven).
iv If the remainder is 0 (zero) use 5 (five) as the check digit. If the remainder is 1 use 0 (zero) as the check digit.
v If applicable, subtract remainder from 11. The result is the check digit.

Example:

Number	4		7		3		1		2		4		8		2	
Weighting factors	×8		× 6		× 4		× 2		× 3		× 5		× 9		× 7	
	32	+	42	+	12	+	2	+	6	+	20	+	72	+	14	= 200

200 ÷ 11 = 18 Remainder 2
11 − 2 = 9 Check digit

Complete self-checking number: 473124829

Annex 2 to recommendation 2

ISO Alpha-2 code of countries and territories (in English alphabetical order) coming under the Union's jurisdiction

Name	Alpha-2 code	Name	Alpha-2 code
Afghanistan	AF	Denmark	DK
Albania	AL	– Faröe Islands	FO
Algeria	DZ	– Greenland	GL
Andorra[1]	AD	Djibouti	DJ
Angola	AO	Dominica	DM
Argentina	AR	Dominican Republic	DO
Australia	AU	Ecuador	EC
– Christmas Island	CX	Egypt	EG
– Cocos (Keeling) Islands	CC	El Salvador	SV
– Norfolk Island	NF	Equatorial Guinea	GQ
Austria	AT	Ethiopia	ET
Bahamas	BS	Fiji	FJ
Bahrain	BH	Finland (including the Åland Islands)	FI
Bangladesh	BD		
Barbados	BB	France	FR
Belgium	BE	– French Overseas Departments:	
Belize	BZ		
Benin	BJ	– French Guiana	GF
Bhutan	BT	– Guadeloupe (including St Barthélémy and St Martin)	GP
Bolivia	BO		
Botswana	BW		
Brazil	BR	– Martinique	MQ
Brunei Darussalam	BN	– Réunion	RE
Bulgaria (People's Rep)	BG	– Territorial Community of Mayotte	–
Burkina Faso	BF		
Burundi	BI	– Territorial Community of St Pierre and Miquelon	PM
Byelorussia	BY		
Cameroon	CM	– French Overseas Territories:	
Canada	CA	– French Polynesia (including Clipperton Island)	PF
Cape Verde	CV		
Central African Rep	CF		
Chad	TD	– French Southern and Antarctic Territories	TF
Chile	CL		
China (People's Rep)	CN	– New Caledonia	NC
Colombia	CO	– Wallis and Futuna Islands	WF
Comoros	KM		
Congo (People's Rep)	CG	– Scattered Islands (Bassas da India, Europa, Juan de Nova, Glorieuses, Tromelin)	RE
Costa Rica	CR		
Côte d'Ivoire (Rep)	CI		
Cuba	CU		
Cyprus	CY	Gabon	GA
Czechoslovakia	CS	Gambia	GM
Democratic Kampuchea	KH	German Dem Rep	DD
Democratic People's Rep of Korea	KP	Germany, Fed Rep of	DE
		Ghana	GH

[1] Andorra, served by the French and Spanish postal administrations, is also considered as belonging to the Union.

Name	Alpha-2 code
Great Britain:	
– United Kingdom of Great Britain and Northern Ireland	GB
– Guernsey	GB
– Jersey	GB
– Isle of Man	GB
Overseas Territories for whose international relations the Government of the United Kingdom of Great Britain and Northern Ireland is responsible:	
– Anguilla	–
– Ascension	SH
– Bermuda	BM
– British Antarctic Territory (including Grahamland, the South Shetland Islands and the South Orkney Islands)	AQ
– Cayman Islands	KY
– Falkland Islands (Malvinas) and Dependencies (South Georgia and the South Sandwich Islands)	FK
– Gibraltar	GI
– Hong Kong	HK
– Montserrat	MS
– Pitcairn Islands (Pitcairn, Henderson, Ducie and Oeno)	PN
– St Helena	SH
– Tristan da Cunha	SH
– Turks and Caicos Islands	TC
– Virgin Islands	VG
Greece	GR
Grenada	GD
Guatemala	GT
Guinea	GN
Guinea-Bissau	GW
Guyana	GY
Haiti	HT
Honduras (Rep)	HN
Hungary (Rep)	HU
Iceland	IS
India	IN
Indonesia	ID
Iran (Islamic Rep)	IR
Iraq	IQ
Ireland	IE
Israel	IL
Italy	IT
Jamaica	JM
Japan	JP
Jordan	JO
Kenya	KE
Kiribati	KI
Korea (Rep)	KR
Kuwait	KW
Lao People's Dem Rep	LA
Lebanon	LB
Lesotho	LS
Liberia	LR
Libyan Jamahiriya	LY
Liechtenstein	LI
Luxembourg	LU
Madagascar	MG
Malawi	MW
Malaysia	MY
Maldives	MV
Mali	ML
Malta	MT
Mauritania	MR
Mauritius	MU
Mexico	MX
Monaco	MC
Mongolian People's Rep	MN
Morocco	MA
Mozambique	MZ
Myanmar	MM[1]
Nauru	NR
Nepal	NP
Netherlands	NL
– Netherlands Antilles	AN
– Aruba	AW
New Zealand (including the Ross Dependency)	NZ
– Cook Islands	CK
– Niue Island	NU
– Tokelau Island	TK
Nicaragua	NI
Niger	NE
Nigeria	NG
Norway	NO
Oman	OM

[1] The code for Myanmar (formerly Burma) is provisional only.

Name	Alpha-2 code
Pakistan	PK
Panama (Rep)	PA
Papua New Guinea	PG
Paraguay	PY
Peru	PE
Philippines	PH
Polish People's Rep	PL
Portugal[1]	PT
– Macao	MO
Qatar	QA
Romania (Soc Rep)	RO
Rwanda	RW
Saint Christopher and Nevis	KN
Saint Lucia	LC
Saint Vincent and the Grenadines	VC
San Marino	SM
Sao Tome and Principe	ST
Saudi Arabia	SA
Senegal	SN
Seychelles	SC
Sierra Leone	SL
Singapore	SG
Solomon Islands	SB
Somalia	SO
Spain	ES
Sri Lanka	LK
Sudan	SD
Suriname	SR
Swaziland	SZ
Sweden	SE
Switzerland	CH
Syrian Arab Rep	SY
Tanzania (United Rep)	TZ
Thailand	TH
Togo	TG
Tonga	TO
Trinidad and Tobago	TT
Tunisia	TN
Turkey	TR
Tuvalu	TV
Uganda	UG
Ukraine	UA
Union of Soviet Socialist Republics	SU
United Arab Emirates	AE
United States of America	US
– Guam	GU
– Puerto Rico	PR
– Samoa	AS
– Virgin Islands of the United States of America	VI
– Pacific Islands (Marshall, Caroline and Mariana Islands)	PC
Uruguay	UY
Vanuatu	VU
Vatican	VA
Venezuela	VE
Viet Nam	VN
Western Samoa	WS
Yemen Arab Rep	YE
Yemen (People's Dem Rep)	YD
Yugoslavia	YU
Zaire	ZR
Zambia	ZM
Zimbabwe	ZW
Independent country whose situation with regard to the UPU has not yet been settled:	
Antigua and Barbuda	AG
Country for which the UN is directly responsible:	
Namibia	NA
Territory in a special situation:	
East Timor	TP

[1] Including Madeira and the Azores.

Recommendation 3

Labelling

In addition to the provisions of article 103 of the EMS Framework Regulations, it is recommended that administrations should:

i number each data field used on their EMS labels according to the system shown below;

ii note the positioning of the numbered data fields as shown on the attached model E 1;

iii use EMS manifold labels so as to have sufficient copies to accommodate customs, tracking and tracing, and confirmation and proof of delivery requirements.

Numbering system for data fields on EMS labels

Number	*Designation*
1	– EMS logo and house-style – Name of the origin administration – Name of the EMS service in the origin administration (if desired)
2	13-character EMS alphanumeric identifier adopted by the CCPS, in bar-code form
3	13-character EMS alphanumeric identifier adopted by the CCPS (in block characters)
4	Date mailed
5	Time mailed
6	Account number of the sender
7	Telephone number of the sender
8	Name and address of the sender
9	Postal code of the sender
10	Account number of the addressee
11	Telephone number of the addressee
12	Name and address of the addressee
13	Contract link (to be used only when an administration makes a distinction between an account number and the number used to identify a given link)
14	Postal code of the addressee
15	Pieces in shipment (quantity)
16	This piece number (No)
17	Product type
18	Method of payment
19	Insurance fee
20	Dispatch charge
21	Description of contents. The use of the harmonized customs number is highly recommended
22	Gift (or)
23	Sample merchandise
24	Value of the contents
25	Weight (kg). Rounded upward to nearest half kilogramme (ex: 3.2 kg to read 3.5 kg)
26	Special handling instructions
27	Name in print of the person taking delivery of the item
28	Signature
29	Date of delivery
30	Time of delivery
31	Office of origin
32	Delivered or delivery attempt
33	Permit number (for postage paid in cash in advance)

Number	*Designation*
34	Serial number (for postage paid in cash in advance)
35	Pick up fee
36	Total charges
37	Accepted by (accepting employee's signature)
38	Office of origin number
39	Sender's signature

However, any additional data field retained by the CCPS should be numbered in accordance with the sequence adopted (ie 40, 41, etc). In the event of the deletion of a data field, the corresponding number would lapse and the other fields would keep their numbers.

Recommendation 4

Electronic tracking and tracing systems

It is recommended that administrations should establish an electronic EMS tracking and tracing system at local level and link it to the international tracking and tracing system (electronic mail-box) while taking the following specifications into account.

EMS tracking and tracing systems specifications

A. Objectives

By recording precise information about the events which occur during the transmission of EMS items from the time they are posted until they are delivered, electronic tracking and tracing systems shall have as their objective to:

i enable administrations to respond to requests for information and inquiries concerning individual EMS items made by customers;

ii advise other interconnected administrations of incidents affecting traffic flows, for example, strikes, airport closed because of bad weather, etc;

iii provide statistics about performance measurement and traffic and customer patterns, to be used for EMS operational and marketing purposes.

B. General characteristics

1 Administrations with electronic EMS tracking and tracing systems linked to the electronic mail-box can conduct research only on items posted or delivered within their territory.

2 The confidentiality of the information available in these systems is protected by passwords.

3 These systems shall operate twenty-four hours a day.

C. Format for the exchange of data between administrations linked to the electronic mail-box

This format and the message syntax are based on the ISO EDIFACT (Electronic Data Interchange for Administration, Commerce and Transport) standard. Each message consists of segments providing information about events to be transmitted. Any given segment (event description) consists of three different parts:

1 Identification of the type of event according to the list hereunder an3

2 Mandatory information for event identification:
- a Item identifier including country of origin: an13
- b Country of destination: a2
- c Date and local time of event (YYMMDDHHMM) n10

3 Optional information
For every type of event, additional information such as indicated in the list hereunder may transmitted.

NB: a = Alpha; an = alphanumeric; n = numeric.

Event type	Event description	Narrative field	Format[1]
EMA	Posting/collection	Office of origin ID	an..9
		Customer's account number	an..17
		Sender's postcode	an..9
		Place of origin (sender)	a..6
		Addressee's postcode	an..9
		Place of destination	a..6
EMB	Arrival at outward office of exchange	Office of exchange ID	a6
EMC	Departure from outward office of exchange	Office of exchange ID	an..6
		Dispatch number	an..4
		Dispatch address[2]	an..6
		Flight number[3]	an..6
		Departure date/first flight	n6
EMJ	Arrival at transit office of exchange	Transit office of exchange ID	an..6
		Office of exchange of origin ID	an..6
		Dispatch number	an..4
EMK	Departure from transit office of exchange	Transit office of exchange ID	an..6
		Dispatch number generated by transit office of exchange	an..4
		Dispatch address[2]	an..6
		Flight number[3]	an..6
		Departure date/first flight	n6

[1] This format is coded as follows: a: alpha; an: alphanumeric; n: numeric
NB: The two dots mean "up to". Eg, an..9 means "up to 9 alphanumeric characters".
[2] Inward or transit office of exchange.
[3] This is a composite data element which may consist of up to six flight numbers.

Event type	Event description	Narrative field	Format
EMD	Arrival at inward office of exchange	Inward office of exchange ID	an..6
		Office of exchange of origin or of transit ID	an..6
		Dispatch number	an..4
EME	Handed over to Customs	Office of exchange ID	an..6
		Retention code when held by Customs[1]	n2
EMF	Departure from inward office of exchange	Office of exchange ID	an..6
		Dutiable/non-dutiable (D or N)	a1
EMG	Arrival at delivery office	Delivery office ID	an..9
EMH	Unsuccessful delivery	Delivery office ID	an..9
		Unsuccessful delivery code[2]	an3
EMI	Final delivery	Delivery office ID	an..9
		Name of signatory recipient	a..17
EMX	Free form alphanumeric information		

D. Inquiry system functions

The inquiry system functions are the following:

i message switching for management purposes (urgent/broadcast information);

ii inquiries based on item identifiers (specifying either a single item or a list of items by identity number);

iii inquiries based on item or event characteristics: these inquiries are based on designated values of the following parameters:
- dispatch number;
- place of origin;
- place of delivery;
- event date;
- message date and time;
- event type;

iv bulk information transfer capability allowing local data processing.

[1] This can be a series of data. See annex 1 to this recommendation.
[2] See annex 2 to this recommendation.

Annex 1 to recommendation 4

Retention code for EMS items held by Customs

Code	*Reason*
19	Prohibited articles
20	Articles whose importation is subject to restrictions – import licence required
50	Invoice missing
51	Inappropriate invoice
52	Certificate of origin missing
53	Certificate of origin inappropriate
54	C 2/CP 3 missing
55	C 2/CP 3 inappropriate
56	High-value goods – official Customs declaration required
57	Impossible to contact addressee for information concerning importation
58	Awaiting presentation to customs commissioner
59	VAT or import No necessary
60	Certificate of returned goods required
61	Transfer form requested from bank
62	Incomplete shipment
99	Other

Annex 2 to recommendation 4

Code for non-delivery of EMS items

1 Measures taken

Code	*Measure*
A	Attempted delivery today
B	Will attempt delivery on next working day
C	Item being held, addressee being notified
D	Sender contacted, awaiting reply
E	Item returned to sender
F	Item reforwarded
G	Item held for inspection
H	Item seized or destroyed because of nature of content

2 Reasons for non-delivery

Code	*Reason*
10	Incorrect address
11	Addressee cannot be located
12	Addressee not at address indicated; addressee's office closed
13	Item refused by addressee
14	Sender requested later delivery
15	Addressee on strike
16	Missed delivery
17	Item wrongly directed
18	Damage – item not delivered
19	Prohibited articles – item not delivered
20	Importation restricted – item not delivered
21	Payment of charges
99	Other

3 Possible combinations[1]

Measure	Reason												
	10	11	12	13	14	15	16	17	18	19	20	21	99
A	●	●	●	●	●	●	●		●			●	●
B	●		●		●		●	●					
C	●	●	●			●			●	●	●	●	
D	●	●		●					●	●	●		
E	●	●		●					●		●		
F	●							●					
G									●				
H									●	●			

Recommendation 5

Notification of dispatch

It is recommended that postal administrations should notify the administration of destination of the arrival of EMS dispatches by computer link, telephone, telex, telefax or electronic mail.

[1] Example: A 13 means that delivery was attempted today, but that the addressee refused the item.

Recommendation 6

Monitoring of airline handling

It is recommended that postal administrations should monitor the quality of airline handling of EMS items and take whatever corrective steps are necessary in the local context.

Recommendation 7

Customs clearance

Postal administrations are encouraged to speed up customs clearance of EMS items by every means at their disposal, including:

i national contact committees;

ii thorough studies of the organization of services at airports, in liaison with the local customs services, the airlines and the airport authorities;

iii prior transmission, especially by electronic means, of information required by the customs authorities for clearance of EMS items from the manifest, prior to arrival of the items.

Recommendation 8

Delivery of items

It is recommended that postal administrations should:

i deliver EMS items by a mail network that permits the attainment of a competitive performance level;

ii deliver all incoming EMS items by either special or scheduled courier.

Recommendation 9

Performance measurement

It is recommended that postal administrations should:

i set up a regular system of EMS performance measurement;

ii to use, for this system, the most convenient method, it being understood that administrations should give preference to adopting an electronic EMS tracking and tracing system.

Recommendation 10

Operational centres

It is recommended that postal administrations should set up an operational centre which can be called upon, twenty-four hours a day, to resolve EMS-related problems, including inquiries.

Recommendation 11

Liability

It is recommended that postal administrations should:

i assume liability and pay an indemnity corresponding to the actual amount of the loss of, theft from or damage to EMS items;

ii possibly establish, for such indemnity, a maximum limit, providing this maximum amount is not less than 19.60 SDR for items containing only documents, and 73.51 SDR for those containing other articles;

iii reimburse, in addition, all of the postal charges paid, either when an indemnity is to be paid because of loss, total theft or total damage, or in the case of late delivery, with payment of the indemnity and refund of postal charges being made promptly by the administration of origin after acknowledgement of the irregularities;

iv agree that the administration which is liable pay the indemnity owed and the postal charges to be refunded to the sender;

v ascertain the irregularities by means of a special verification note, corresponding to model E 2 attached hereto, and follow up inquiries in accordance with the provisions of article 15 of the Framework Agreement;

vi decide as to the liability of administrations, if need be, by analogy with the provisions of the Convention or the Postal Parcels Agreement.

Recommendation 12

Compensation for imbalances in exchanges

It is recommended that postal administrations should, in addition to the provisions of article 11 of the EMS Framework Agreement, provide for compensation when the annual imbalance of exchanges is 100 items or more.

Recommendation 13

Customer service standards

It is recommended that postal administrations should:

i take the following measures representing necessary or desirable EMS service elements for adoption in the short term:

Information

a issue an EMS customer service guide,

b distribute promotional materials such as direct mail, leaflets, and brochures,

c publish telephone numbers as contact points for sales and information,

Accessibility

d make EMS acceptance post offices recognizable from the outside,

e introduce special EMS counters,

f offer pick-up service for certain customers,

g supply free dispatch materials, such as labels and customs forms, at the customer's request,

Reliability

h develop a fast and reliable system for handling inquiries and complaints,
i set guaranteed delivery times with refunds for delayed items,
j confirm delivery on request,
k offer proof of delivery (addressee's signature) on request,
l publish explicit terms and conditions concerning transport and liability in EMS documentation,
m introduce a manual track and trace system,

Attitudes towards customers

n promote positive attitudes towards EMS by counter staff, delivery staff and managers;

ii take, to the extent possible, the following measures representing additional EMS service elements for adoption in the medium term:

Information

o use sales representatives as contact points for sales and information,

Accessibility

p while taking security factors into account, place special EMS counters at airports where last-minute EMS items can be posted,

Reliability

q develop an electronic track and trace system;

iii take note of the following possible additional measures with a view to considering whether they are desirable and feasible for adoption in their national EMS service:
r offer special introductory prices,
s offer pick-up service for all customers,
t place special EMS mail-boxes on the street and in buildings in business areas,
u prepare EMS for dispatch at the customer's request, either free of charge or against payment,
v bill customers by invoice, monthly account, or detailed invoicing;
w offer special customer care in difficult cases, such as delivery on request outside the service area, non-standard dimensions and weights, and special pick-up arrangements.

iv pay particular attention to the service elements offered by competitors.

Recommendation 14

Customer information

It is recommended that postal administrations should:
i in the course of collecting the information needed to analyze the competition and plan commercial strategies, establish and maintain up-to-date profiles of existing EMS customers, both senders and addressees, and potential target groups;
ii categorize the information by type of activity and volume of traffic;
iii make the relevant information available on request to other administrations seeking to locate potential customers.

EMS LABEL

E 1

EMS

1 Name of administration of origin
National name of the service

2

3 EE 473124829 CA

31 Office of origin

4 Date mailed
Year Month Day

5 Time mailed
Hour Minutes

Sender

6 Account No

7 Telephone No

8 Name and address of sender

9 Postal code

38 No of office of origin

39 Signature of sender

15 Number of pieces

16 This piece No

17 Product type

18 Method of payment
1 2 3

Customs declaration

21 Description of contents

22 ☐ Gift

23 ☐ Sample of merchandise

24 Value

25 Weight in kg

32 ☐ Delivered ☐ Delivery attempt

37 Signature of employee accepting the item

Addressee

10 Account No

11 Telephone No

12 Name and address of addressee

13 Contract link

14 Postal code

33 Permit No

34 Serial No

20 Dispatch charge

19 Insurance fee

35 Pick-up fee

36 Total charges

27 Name in print of the person taking delivery of the item

28 Signature

26 Special handling instructions

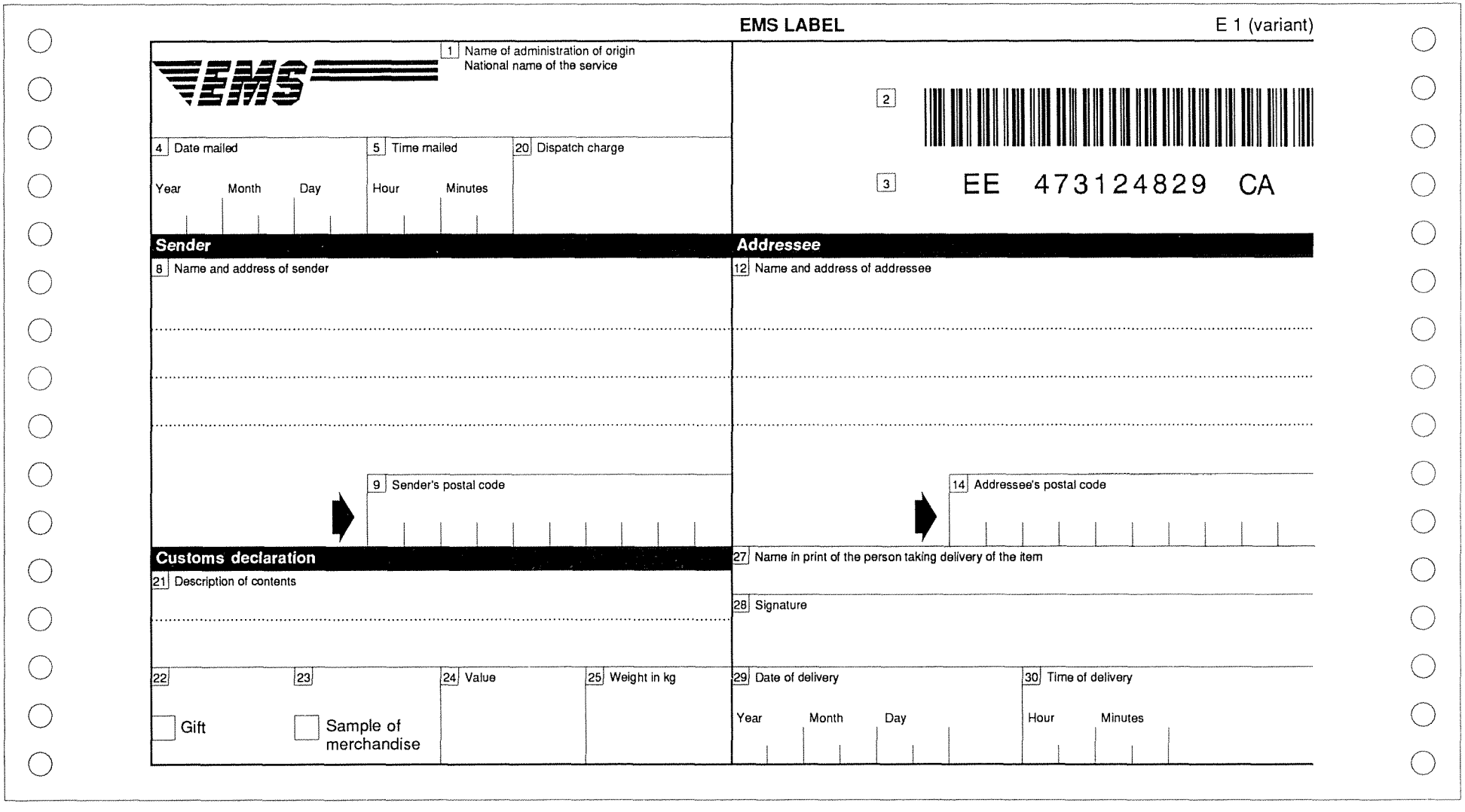
29 Date of delivery
Year Month Day

30 Time of delivery
Hour Minutes

Recommendation 3 on EMS – Size: 140 × 254 mm; colours: data fields 21 to 25 on green background, EMS logo blue and orange

EMS LABEL

E 1 (variant)



EMS Framework Agreement, article 103 – Size: 140 x 254 mm; colours: data fields 21 to 25 on green background, EMS logo blue and orange

Postal administration of origin

E 2

VERIFICATION NOTE FOR EMS ITEMS

Office of origin of note	Date of note	No	Dispatch No
	Date of dispatch	Time	
Office of destination of note	Name of ship or flight No, etc		EMS manifest No
	Dispatch office of exchange		
	Office of exchange of destination		
	Date of arrival of mail	Date of opening of mail	

1 Missing items

Number		Office of origin	Address (as full as possible)	Observations
serial	of EMS items			

2 Excess items

Number		Office of origin	Address	
serial	of EMS items		of the sender	of the addressee

3 Rifled or damaged items

Number		Office of origin	Address		Contents
serial	of EMS items		of the sender	of the addressee	

Description and apparent cause of rifling or damage; other observations

Estimate of loss

Recommendation 11 on EMS – Size: 210 × 297 mm

4 Delayed items

Number		Office of origin	Address		Contents
serial	of EMS items		of the sender	of the addressee	

Description and apparent cause of delay

5 Irregularities

Missing EMS manifest, insufficient packing or fastening, etc

6 Subsequent treatment of the EMS item

☐ After repacking and weighing, the item has been forwarded to its destination

New weight

☐ The contents have been destroyed by the undersigned office

☐ The packing is held here

☐ The addressee refuses the item

☐ The sender refuses the item

☐ The addressee has accepted the item

☐ The sender has accepted the item

7 Carrier or carriers' representative

Name and capacity	Signature

Stamp of the office preparing the note
Official's signature

Seen and accepted
Stamp of the office of destination of the note and date
Official's signature

Resolution C 26/1989

Harmonization of systems of accounting for transit charges for closed surface letter and surface parcel mails

Congress,

Considering
that the transit of surface parcel mails is administered differently from that of letter-post mail,

Realizing
that operationally the transit of a bag of letter post and a bag of parcel post is similar,

Instructs

the Executive Council to undertake a study with a view to having a single system that applies to both letter post and parcel post.

(Proposal 2000.6/Rev 1, Committee 7, 5th meeting)

Resolution C 27/1989

Development of a range of postal parcel products/services suited to the demands of the international market

Congress,

Noting
that the Post's competitors in the transport of light goods field are making major inroads in the Post's traditional markets,

Noting
that the competitors' range of products is better suited to market needs and that the rates charged are considered reasonable (price based on work done),

Considering
that, if postal administrations wish to remain credible carriers of light goods, their range of products and their rates must be adapted to market demand,

Noting
from several studies that customers want products forwarded in one of the following ways:
- D + 1 forwarding, or the fastest possible forwarding, by a coherent chain of conveyance with fast transhipment and possibly a door-to-door service (corresponding to the Post's EMS);
- a fast service for sending an item anywhere in the world within a guaranteed forwarding time of three to seven days depending on the destination (at present, the Post has the air parcel or, in Europe, Eurocolis);
- an economy service where the low price is more important than the speed of forwarding (in this category, the Post at present has S.A.L. or surface parcels),

Instructs

the Consultative Council for Postal Studies:
a to undertake an urgent study with the aim of identifying and developing a range of new postal parcel products/services suited to the demands of the international market;
b to make specific provision in the study for:
   - an examination of the marketing aspects of the existing international postal parcels service and the range of new products/services proposed with a view to facilitating their promotion as competitive, efficient, and completely secure services;
   - the possibility of introducing quality of service standards (into the definition of these new parcel services);
   - the possibility of setting administrations' payments and the charges collected from customers on the basis of systems different from the ones laid down in the existing Agreement, possibly by bilateral or multilateral agreement;
c to recommend to postal administrations joint action aimed at introducing or developing these services in order to counteract the effects of competition at international level from private companies;
d to report progress in this area to the Executive Council so that the latter may, if necessary, recommend the adoption of appropriate new regulations or procedures as provided in article 102, paragraph 6, r, of the General Regulations.

(Proposal 5000.2/Rev 1, Committee 7, 4th meeting)

Resolution C 28/1989

UPU action on behalf of the least developed countries (LDCs)

Congress,

In view of
the report submitted by the Executive Council on UPU action on behalf of the least developed countries (LDCs),

Considering
resolution 36/194 of the United Nations General Assembly of 17 December 1981 in which it adopted the "Substantial New Programme of Action for the 1980s on behalf of the Least Developed Countries",

Considering
resolution 40/205 of the United Nations General Assembly of 19 March 1986 in which it decided to hold a conference on the LDCs in September 1990 with a view to considering the progress made by the LDCs in the 1980s and to contemplating an improvement in the development process for the 1990s,

Recalling
resolutions C 87 of the 1974 Lausanne Congress, C 37 of the 1979 Rio de Janeiro Congress and C 66 of the 1984 Hamburg Congress,

Recognizing
the importance of the role of the postal services in the development of the LDCs and the serious shortcomings of the Post in most of those countries,

Bearing in mind
the need to reinforce the postal services in the LDCs,

Invites

- the least developed countries to marshall all the human, financial and material resources available on the spot and obtain the greatest possible benefit from the assistance provided to them in the postal sector,
- the Restricted Unions to increase the assistance provided to the LDCs,

Instructs

the Executive Council:
- to take the appropriate measures for the Union to be able to continue providing development aid to the postal services of the LDCs;
- to devote to the countries in that category as large a portion as possible of UPU resources;
- to closely follow the development of the general situation of the Post in the LDCs and to submit a report thereon to the next Congress,

Instructs

the Director-General of the International Bureau:
- to continue to pay more marked priority attention to the postal needs of LDC administrations;
- to propose to the Executive Council a programme of activities based on the priority sectors and specific needs of the countries concerned;
- to help the countries in that category to prepare and present at round table meetings postal projects likely to arouse the interest of donors and lenders of funds;
- to continue to make approaches to the UNDP and other financing bodies to obtain acceptance of requests for aid for implementing postal projects on behalf of the LDCs.

(Proposal 018, Committee 9, 5th meeting)

Resolution C 29/1989

Guidelines to be emphasized in UPU technical assistance activities

Congress,

Considering
that the resources of the UPU member countries should be used in the most efficient manner when recruiting consultants/experts to carry out missions within the framework of technical cooperation,

Considering also
that the training of individual Fellows requires the same amount of input as for a greater number of Fellows,

Noting
that it is possible to improve the results obtained in the above-mentioned fields,

Asks

beneficiary countries to adopt a policy of selecting local counterparts capable of supporting consultants/experts in their work and of carrying it on,

Instructs

the International Bureau to base the recruiting of consultants/experts as well as the placing of UPU Fellows on the following guidelines:

- when recruiting consultants/experts, consideration should be given to candidates' total capabilities, but more emphasis should be laid on professional competence and practical experience, as well as the ability to transfer knowledge/know-how to other persons;
- in selecting competent, qualified and experienced consultants/experts, account should be taken of candidates from developing countries;
- administrations should be given more time for nominating their candidates;
- candidates should be informed as rapidly as possible of the decision made in order to keep up their motivation;
- the conclusions contained in consultants/experts' reports should be followed up to ensure that they are implemented as fully as possible;
- group training should be given priority over the placing of individual Fellows;
- visits by Fellows should be planned in close cooperation with the receiving administration.

(Proposal 021, Committee 9, 5th meeting)

Recommendation C 30/1989

Deadlines for replies to questionnaires

Congress,

Considering
the very important role of questionnaires for collecting the data required for studies conducted in the form of inquiries by various Union bodies and for the compendia and statistics published by the International Bureau,

Since
it is vital that the data supplied by postal administrations in reply to questionnaires should be as reliable and complete as possible to ensure that the studies and publications concerned produce good results and are effective,

Recognizing
that the postal administrations of member countries must have enough time – varying between one month for simple questionnaires and three months for complicated questionnaires (net time calculated from the date of receipt of the questionnaires until that of their return) – to be able to provide cogent replies to questionnaires,

Invites

- the permanent bodies of the Union to take account of the above-mentioned minimum times in preparing their work timetables whenever it proves necessary to use the questionnaire method to seek information from some or all of the postal administrations of member countries;
- the member countries of the Union to meet the deadlines set in the questionnaires,

Instructs

the International Bureau to ensure that the deadlines for replies to questionnaires are set in accordance with the desiderata set out in this recommendation.

(Proposal 07, Committee 3, 3rd meeting)

Recommendation C 31/1989

Use in the postal services of paper manufactured using non-polluting processes ("ecological" paper)

Congress,

Noting
that postal administrations are using an ever-increasing amount of paper,

Considering
that the environment is deteriorating throughout the world because of water and air pollution,

Recognizing
that the discharge of chloride causes serious damage to fish, algae, seaweed and other marine organisms,

Aware
of the need to reduce the use of products the manufacture of which is a source of pollution, for instance, paper bleached with chlorine,

Recommends

postal administrations to select for the needs of the postal services paper manufactured by processes that cause as little pollution as possible.

(Proposal 2000.2, Committee 4, 1st meeting)

Recommendation C 32/1989

Items for delivery free of charges and fees

Congress,

Considering
that the service for delivery of items free of charges and fees (FDD) is a valuable service for large business customers of the Post, which can use the service for mailing products to their customers, without the need for the addressees to pay customs fees and similar charges,

Noting
that, although many administrations offer the FDD service for postal parcels, not all of them also offer the service for customers in the letter-post services,

Considering
that, for customers of the Post, the letter-post services often offer a service that is quicker, and especially simpler, in terms of customs documentation and procedures,

Recognizing
therefore, that this service in the letter post is an attractive service especially for customers who wish to send low value goods within the limits of the C 1 green label,

Recommends

postal administrations to include the service for delivery of items free of charges and fees as widely as possible in their range of letter-post services, and in their relations with other administrations that already offer the service.

(Proposal 2000.17, Committee 4, 5th meeting)

Recommendation C 33/1989

Conclusion of bilateral agreements on service targets

Congress,

Noting
the efforts to improve the quality of international postal service resulting from the Declaration of Hamburg,

Having noted
that the Executive Council has acknowledged the necessity of incorporating quality of service targets in the Convention,

Aware
of the importance of rapid and reliable postal transport in order to compete with private transport companies,

Recommends

- administrations of origin and destination to conclude a bilateral agreement regarding service targets for letter-post items based on a detailed analysis of operational and transport arrangements between the two administrations;
- administrations to agree on the measures that each will take in order to achieve the ultimate service targets;
- administrations to set up monitoring systems in order to identify where problems are occurring;
- administrations to conduct regular reviews of the bilateral agreements in order to monitor progress towards the ultimate target and to agree on what, if any, further measures are needed.

(Proposal 2000.21, Committee 4, 1st meeting)

Recommendation C 34/1989

Packaging used for the conveyance of postal items

Congress,

In view of
decision C 21 of the 1984 Hamburg Congress instructing the Consultative Council for Postal Studies to examine with the International Organization for Standardization (ISO) the possibility of laying down norms concerning the packaging sold by postal administrations,

Considering
the provisions of article 20, paragraph 1, c, of the Universal Postal Convention and of article 113, paragraphs 1, c and 2, of its Detailed Regulations (Hamburg 1984),

Basing itself
on the results of study 635 conducted by the CCPS,

Aware
of the difficulties involved in providing the packaging issue with greater standardization than currently exists,

Noting
the possibilities available to the administrations for applying the standards defined by the ISO,

Concerned to
facilitate the identification of postal markings as well as the handling and sorting of packing bags, cartons and boxes,

Recommends

that the postal administrations:

a use, for the closing of packing bags, either an adhesive or a self-adhesive closing mechanism, particularly for reasons of labour protection, the latter method to be used especially in cases where it is required that control of the content of an item shall be possible;

b ensure that the markings conform to the relevant provisions of the Universal Postal Convention and its Detailed Regulations with regard to the address area on packing bags, cartons and boxes;

c provide an area for stamps on packing bags, for technical and work method reasons, in accordance with the provisions of the Detailed Regulations of the Universal Postal Convention;

d provide, by mutual agreement, areas for markings and imprints on packing bags, cartons and boxes, in accordance with the provisions of the Detailed Regulations of the Universal Postal Convention, viz:
- a specific area for technical postal markings;
- a specific area for the postal category of the items;

e use a single common colour combination on packing bags, cartons and boxes making as big a contrast as possible between the colour of the packaging and the printed markings;

f should it be possible to standardize the address area on packing bags, cartons and boxes, study the possibilities of using packing bags, cartons and boxes without any text printings;

g not require a separate wrapping in the international postal traffic for packing cartons and boxes;

h bring the above recommendations to the attention of their customers.

(Proposal 2500.5, Committee 4, 1st meeting)

Recommendation C 35/1989

Return to origin of airmail correspondence

Congress,

Taking note
of the results of the study carried out by the Executive Council in implementation of 1984 Hamburg Congress resolution C 82,

Noting
that, according to the results of that study, almost all administrations have no special difficulty in applying the new provisions set out in articles 80, paragraph 1, and 81, paragraph 1, of the Convention concerning the redirection of airmail letters and airmail postcards by the quickest route (air or surface),

Observing also
that the cost of return to origin of airmail AO by the same route is low compared with the improvement in the service rendered to customers of the Post,

Recognizing
the impact on the quality of the international postal service, faced with pressure from the competition of the general introduction of the return to origin of airmail items by air,

Having adopted
the principle of systematic redirection of airmail correspondence by the quickest route, air or surface,

Recommends

administrations which do not already systematically use the air route for the return to origin of AO airmail items to use that route to the greatest possible extent in accordance with their economic circumstances.

(Proposal 4000.1, Committee 6, 1st meeting)

Recommendation C 36/1989

Use of the EDIFACT electronic message rules of syntax

Congress,

Wishing
to facilitate the international interchange of data between postal administrations and Customs and between postal administrations and the carriers or other trade partners,

Considering
that it is desirable to use for these trade data interchanges a series of data structure rules agreed upon internationally and applicable universally,

Noting
that the United Nations Economic Commission for Europe (UN/ECE) has developed a series of syntax rules for messages to be used for electronic interchanges, under the name of EDIFACT (Electronic data interchange for administration, commerce and transport),

Aware
that the syntax rules for EDIFACT messages can be used regardless of their field of application and that their widespread use in international relations will facilitate to a large extent the circulation of postal items,

Noting
that EDIFACT has been accepted by the International Organization for Standardization as international standard ISO 9735,

Recommends

that all postal administrations of member countries should apply the syntax rules for EDIFACT messages, as well as the updates to be issued later, for the preparation of electronic messages to be exchanged between postal administrations and Customs and between postal administrations and carriers or other trade partners.

(Proposal 5000.4, 10th plenary meeting)

Recommendation C 37/1989

Use of the UN Trade Data Elements Directory

Congress,

Wishing
to facilitate the international interchange of data between postal administrations and Customs and between postal administrations and carriers or other trade partners,

Considering
that it is desirable, with regard to the data elements of such trade data interchanges, to use names, descriptions and modes of representation agreed upon at international level and universally applicable,

Deeming
it desirable that these names, descriptions and modes of representation be used for data elements regardless of the context in which the trade data are interchanged,

Noting
that these standardized data elements can be used, with all information interchange methods, on paper as well as with other means of communication, that they may be selected and transmitted one to one or used within the framework of a specific system of interchange rules such as, for example, the EDIFACT (Electronic data interchange for administration, commerce and transport) standard,

In view of
the fact that the directory has been approved by the International Organization for Standardization as international standard ISO 7372,

Recommends

that all postal administrations of member countries should use the names, descriptions and modes of representation of data elements shown in the UN Trade Data Elements Directory, and in the updates to that directory which will be issued subsequently, in data interchanges with Customs and with carriers or other trade partners.

(Proposal 5000.5, 10th plenary meeting)

Decision C 38/1989

Admission of the Press to the General Debate

Congress

Decides

to admit the media to the General Debate of the 20th Congress as listeners without the right of speaking.

(Proposal 022, 3rd plenary meeting)

Decision C 39/1989

Vice-chairmanships of the 20th Congress

Congress

Decides

to approve the following list of member countries designated by the EC as prepared to assume vice-chairmanships of Congress:
- China (People's Rep),
- France,
- USSR,
- Zambia.

(Proposal 023, 1st plenary meeting)

Decision C 40/1989

Chairmanship and vice-chairmanships of the Committees of the 20th Congress

Congress

Decides

to approve the following list of member countries designated by the EC as prepared to assume the chairmanship and vice-chairmanships of the Committees of Congress:

Committees		*Chairmanship*	*Vice-chairmanships*
1	Credentials	Argentina	Nigeria Portugal Syrian Arab Rep
2	Finance	Japan	Bolivia Turkey Zaire
3	General	Switzerland	Mexico Sri Lanka Togo
4	Letter Post (Regulatory aspects)	Finland	Cameroon Pakistan Venezuela
5	Letter Post (Rate-fixing and payments)	India	Czechoslovakia Ghana Italy
6	Airmail	New Zealand	Barbados Ireland Polish People's Rep
7	Parcel Post	Hungarian People's Rep	Bangladesh Netherlands Saudi Arabia
8	Postal Financial Services	Austria	Chile Gabon Indonesia
9	Technical Coopération	Côte d'Ivoire (Rep)	Brazil Bulgaria (People's Rep) United Arab Emirates
10	Drafting	Algeria	Belgium Canada Congo (People's Rep)

(Proposal 024, 1st plenary meeting)

Decision C 41/1989

Members of the restricted Committees

Congress

Decides

to approve the following list of member countries designated by the EC as prepared to be members of the following restricted Committees:

Committee 1 (Credentials)

Chairmanship: Argentina
Vice-chairmanships: Nigeria, Portugal, Syrian Arab Rep
Members: Central African Republic, Iceland, Kenya, Kuwait, Singapore, Ukraine, United States of America

Committee 10 (Drafting)

Chairmanship: Algeria
Vice-chairmanships: Belgium, Canada, Congo (People's Rep)
Members: Benin, France, Luxembourg, Madagascar, Senegal, Spain, Switzerland, United States of America

(Proposal 025/Rev 1, 1st plenary meeting)

Decision C 42/1989

Approval of the comprehensive report on the work of the Executive Council 1984–1989

Congress

Decides

to approve the comprehensive report on the work of the Executive Council 1984–1989.

(Congress – Doc 16, 3rd plenary meeting)

Decision C 43/1989

Approval of the comprehensive report on the work of the Consultative Council for Postal Studies 1984–1989

Congress

Decides

to approve the comprehensive report on the work of the Consultative Council for Postal Studies 1984–1989.

(Congress – Doc 17, 4th plenary meeting)

Decision C 44/1989

Approval of the Director-General of the International Bureau's Report 1985–1989

Congress

Decides

to approve the Report of the Director-General of the International Bureau 1985–1989.

(Congress – Doc 18, 5th plenary meeting)

Decision C 45/1989

Relations with the United Nations and other international organizations

Congress

Decides

- to approve the Director-General's Report on relations with the United Nations and other international organizations;
- to invite the Director-General of the International Bureau to:
  - a maintain relations with the United Nations and other international organizations;
  - b continue to follow the development of the questions outlined in the Report;
  - c take whatever action he may deem necessary in the interests of the Union and its members, subject to any instructions from the Executive Council;
  - d report to the Executive Council every year to an appropriate extent.

(Congress – Doc 22, 5th plenary meeting)

Decision C 46/1989

Make-up of items containing goods not to be opened without special precautions

Congress

Instructs

the Executive Council:
- to undertake, in cooperation with IATA, a study of proposal 2518.1 concerning the make-up of items containing goods not to be opened without special precautions;
- at the end of its work, to make any proposals under its new powers.

(Proposal 2518.1, Committee 4, 3rd meeting)

Decision C 47/1989

Marking of parcels containing goods which should not be exposed to radiographic control or to the light

Congress

Instructs

the Executive Council:
- to undertake, in cooperation with IATA, a study of proposal 5505.1 concerning the make-up of items containing goods not to be opened without special precautions;
- at the end of its work, to make any proposals under its new powers.

(Proposal 5505.1, Committee 7, 5th meeting)

Decision C 48/1989

Institution of a general debate

Congress

Decides

- to provide, within the framework of the proceedings of each Congress, for the holding of a general debate on one or more topical questions concerning the Post;
- that, at the end of this debate, a resolution shall be adopted laying down general policies for the next five-year period,

Instructs

the Executive Council to choose the topic or topics for this debate in consideration of the concerns of the majority of the postal administrations and to make the necessary arrangements to ensure that the debate takes place under the most effective conditions,

Further instructs

the International Bureau to organize the debate in cooperation with the host country of Congress.

(Proposal 011, 10th plenary meeting)

Decision C 49/1989

Venue of the 21st Universal Postal Congress

Congress

Decides

to accept the invitation from the Ministry of Communications of the Republic of Korea to hold the 21st Congress in that country in 1994.

(Congress – Doc 74, 10th plenary meeting)

Decision C 50/1989

Implementation by the specialized agencies of the Declaration on the Granting of Independence to Colonial Countries and Peoples

Congress

Decides

- to approve the Director-General's report on the implementation by the specialized agencies of the Declaration on the Granting of Independence to Colonial Countries and Peoples;
- to note the efforts made by the UPU to aid refugees and non-self-governing territories as well as the newly independent countries and the least developed countries (LDCs);
- to recommend confirmation of the practice followed hitherto and the intensification of the measures taken in recent years as well as to render concrete assistance to the people of Namibia, in particular during the period of transition to and immediately after independence.

(Congress – Doc 23 and Add 1, 10th plenary meeting)

Decision C 51/1989

Postal financial service (POSTFIN) telegrams

Congress

Decides

to apply the provision of article RE 303, paragraph 6, on expressing the amount in figures, then in words in postal financial service (POSTFIN) telegrams with effect from 1 July 1990.

(Proposal 6000.2, Committee 8, 2nd meeting)

Decision C 52/1989

Preparation and settlement of parcel-post accounts

Congress,

Basing itself
on resolution C 68 (proposal 3500.1) concerning the preparation and settlement of accounts,

Instructs

the Executive Council to include, in the framework of the study it is to carry out on "the preparation and settlement of accounts", the relevant questions concerning postal parcels, and to take account in particular of proposals 5550.1, 5550.2/Rev 1, 5550.3, 5550.4, 5550.5, 5550.6, 5552.1, 5552.2 and 5552.3 submitted to the Washington Congress with a view to modernizing the current parcel-post accounting provisions.

(Proposals 5550.1, 5550.2/Rev 1, 5550.3, 5550.4, 5550.5, 5550.6, 5552.1, 5552.2 and 5552.3, Committee 7, 6th meeting)

Formal opinion C 53/1989

Representation of the members of the Executive Council

Congress,

Referring
to article 102, paragraph 4, of the General Regulations of the Universal Postal Union, according to which the representative of each of the members of the Executive Council "shall be a qualified official of the postal administration",

Considering
that the Executive Council has been invested with wider powers (new legislative competence, initiating action),

Desiring
that, in the interests of speed, delegates to the EC may be able to commit their administrations on the basis of the documents submitted to them and in the light of the discussions during the session,

Wishing
that the general level of the representation of Executive Council members may be as high as possible,

Expresses the formal opinion

that delegations to meetings of the Executive Council should be led as far as possible and at least during the plenary meetings by the heads of postal administrations.

(Proposal 09, Committee 3, 3rd meeting)

Formal opinion C 54/1989

Closed mails in transit suspected of containing narcotics or psychotropic substances

Congress,

Having noted

- that the illicit transmission of narcotics and psychotropic substances through the post is on the increase;
- that, in operations carried out on the requisition of the Customs, the presence of items containing narcotics and psychotropic substances has been detected in closed mails through the use of new techniques (dogs belonging to the Customs, X-rays, etc),

In view of
article 1 of the Constitution of the Union and article 1 of the Universal Postal Convention which enshrine freedom of transit for postal items forwarded in transit by closed mails or à découvert as one of the essential and fundamental principles of the Universal Postal Union,

In view of
article 36 of the Universal Postal Convention dealing with prohibitions,

Considering
- that postal administrations are aware of the importance to be placed on combating the traffic in narcotics and psychotropic substances;
- that postal administrations must act within the framework of the provisions prescribed in the Acts of the Universal Postal Union and in their national legislation;
- that the technique known as "controlled delivery" is an effective means of helping to identify persons involved in trafficking,

Invites

postal administrations:

i
- to cooperate in combating the traffic in narcotics and psychotropic substances whenever they are legally required to do so by their national authorities responsible for this matter;
- to ensure respect for the fundamental principles of the international Post, in particular, the freedom of transit (article 1 of the Constitution and of the Convention);

ii to make all appropriate arrangements with the relevant authorities of their countries to ensure that bags of mail in transit suspected of enclosing items containing narcotics or psychotropic substances are not opened, but to advise:

a by the quickest means, at the request of their customs authorities the administration of destination so that the suspected bags can easily be identified on arrival;

b by verification note, the administration of origin of the mail;

iii to approach the legislative authorities, in consultation with the customs services, to ensure that laws and regulations do not prevent the use of the technique known as "controlled delivery"; the Customs of the transit country, if necessary with the agreement of the competent authorities, must take appropriate measures to inform the customs authorities of the country of destination and, possibly, of the country of origin of the suspect mails.

(Proposal 2500.2, Committee 4, 5th meeting)

Resolution C 55/1989

New presentation of the List of Prohibited Articles

Congress,

Having taken cognizance of
the study conducted by the Executive Council in implementation of 1984 Hamburg Congress resolution C 54,

Noting
that the results of that study had revealed:
- the lack of a general system of methodical classification of natural or manufactured products, except for the Customs Co-operation Council's (CCC) Harmonized Commodity Description and Coding System;
- the suitability of the above-mentioned Harmonized System for satisfying the postal administrations' need for a master classification system for arranging in a logical structure products subject to conditional or total restrictions in international exchanges,

Approves

the attached model presentation of the List of Prohibited Articles,

Instructs

the International Bureau to distribute this model to all postal administrations, and

Invites

postal administrations to prepare the list of their prohibited articles, in collaboration with their customs administration, on the basis of the above-mentioned model.

(Proposal 2500.4, Committee 4, 6th meeting)

New presentation of the List of Prohibited Articles

Note presenting the Harmonized System for insertion in the end papers of the next edition of the List of Prohibited Articles

The Harmonized Commodity Description and Coding System is a systematic list of goods prepared by the Customs Co-operation Council in 1983.

The classification used in the Harmonized System is methodical, not alphabetical, and takes into account the origin or the kingdom of the products (animal, vegetable or mineral kingdom), the material from which the goods are made (plastic, rubber, wood) and, in the case of machinery and apparatus, the industry or sector which uses them.

The multipurpose nomenclature of the Harmonized System contains 1241 headings grouped into 96 chapters, divided into 21 sections. Products are identified by a 6-digit code: the first two digits indicate the number of the chapter where the heading is located, the next two show the heading within the chapter and the last two digits indicate the one or two-dash subheading (the absence of subheadings is indicated by a zero).

In addition to the structured nomenclature consisting of a list of headings classified systematically and subdivided, where necessary, into subheadings, the Harmonized System includes section and chapter notes (including subheading notes) together with the General Rules for the interpretation of the Harmonized System. The System entered into force on 1 January 1988 and provides a methodical classification for 5019 separate groups of goods; this should make it possible to classify, without difficulty, articles and substances subject to restrictions which the Post must take into account.

NB. – The 35 pages provided as a model are not reproduced in this document but are annexed to proposal 2500.4 which was adopted by Committee 4 at its 6th meeting.

Resolution C 56/1989

Revision of the scales and permanent study of transit charges

Congress,

Having taken note of
the work done by the Executive Council to establish scales for transit charges,

Considering
that the problem of equitable remuneration in respect of transit charges is one of the major concerns of the Union,

Believing
that the calculations to be made should be based on the methods best suited to the purposes in view,

Instructs

the Executive Council:
- to recalculate for each Congress, at a date as close as possible to the latter and according to the method approved by the previous Congress, the transit charge scales fixed at article 63 of the Convention;
- to continue the study for improving the methodology used, with a view to ensuring equitable remuneration for administrations which conduct transit operations;
- to submit, if necessary, on the occasion of each Congress scales that take account of the adjustments to be made to the calculation system resulting from the aforementioned study and, where applicable, the corresponding proposals for amendment of the Acts.

(Proposal 3000.5, Committee 5, 5th meeting)

Resolution C 57/1989

Study of a weighted average distance per country for mails in land transit

Congress,

Considering
that at present land transit charges are calculated in each country on the basis of the actual distances of each of the routes travelled for the conveyance of mails in transit,

Bearing in mind
that in many countries mails in land transit use different routes according to their country of origin and country of destination,

Being of the view
that the multiplicity of routes and distances causes a heavy workload with regard to calculating and preparing the corresponding accounts in respect of land transit charges,

Instructs

the Executive Council:
- to study the possibility of fixing common bases and standards in order that countries providing a transit service can establish a weighted average distance that will serve as a reference for calculating the land transit charges in respect of mails transiting each country;
- to submit proposals to that effect to the next Congress.

(Proposal 3000.7, Committee 5, 5th meeting)

C 58/1989 (number not allocated)

Resolution C 59/1989

Study on transit charges for à découvert mail

Congress,

Noting
that no remuneration for administrations of transit is stipulated in the Acts of the Union to cover the conveyance costs and the postal costs incurred by administrations which reforward LC/AO surface mail in transit à découvert, whereas such remuneration is provided for with regard to airmail and to air and surface postal parcels in transit à découvert,

Considering
that these costs can be relatively high, especially when the country of transit sends its own surface mail by air (S.A.L.),

Wishing
that every administration should receive financial compensation commensurate with the cost of the services rendered in behalf of other member countries,

Instructs

the Executive Council:
- to study, on the lines of what is provided for airmail, the principles of possible remuneration for the administration of transit to enable it to cover the costs of reforwarding surface mail in transit à découvert;
- to include in this study the question of missent mail;
- to consider the statistical and accounting terms and conditions to be established;
- to formulate, for the next Congress, suitable proposals.

(Proposal 3000.2, Committee 5, 5th meeting)

Resolution C 60/1989

Liquidation of accounts in arrears under the former financing system

Congress,

In view of
the changes made since 1980 to the Union's financing system,

In view of
the sums not yet reimbursed to the Swiss Government for the period prior to that date,

In view of
the repayment facilities granted by resolution C 17 of the Rio de Janeiro Congress,

Being aware of
the Union's obligations in this sphere,

Decides

i to reimburse to the Swiss Government the whole of the advances made under the former financing system and repayable on 31 December 1990, inclusive of interest on arrears,
ii to withdraw the necessary sums from the Reserve Fund,
iii to show the arrears in question in the reserve account of the Reserve Fund,

Invites

all member countries concerned by these arrears to expedite the repayment of the sums owed as soon as possible; if their financial situation does not enable them to discharge these debts quickly, to send the Director-General of the International Bureau a schedule for repayment in annual instalments,

Instructs

the Executive Council to take such action as it may deem necessary to obtain settlement of the said arrears as soon as possible and, as appropriate, to give the Director-General of the International Bureau guidelines for expediting such repayments,

Takes this opportunity

of thanking the Swiss Government for the advances of funds it has made over so many years and for the moratorium it granted in order to alleviate the effects of the change in the UPU's financing system.

(Proposal 03, Committee 3, 6th meeting)

Resolution C 61/1989

Clearing up of accounts of all kinds in arrears

Congress,

In view of
the statement of accounts in arrears,

Considering
that it is in the interests of the Union and its member countries to put the Union's finances in order,

Urges

member countries which have accounts in arrears to make every effort to settle them as soon as possible and reminds them in this connection that they may make use of the International Bureau's clearing system in accordance with recommendation C 36 of the 1984 Hamburg Congress,

Informs

member countries which have large accounts in arrears that they may be placed in a lower contribution class than their normal one during the repayment period if they undertake to pay off their debts to the Union in accordance with a schedule approved by the Executive Council,

Decides

to transfer to a special account debtors covered by an individual agreement on the lines mentioned above,

Instructs

the Director-General of the International Bureau to negotiate with the countries having the biggest arrears draft agreements which will be submitted to the Executive Council for approval,

Instructs

the Executive Council to approve such amortization schedules as are negotiated by the International Bureau with countries having large accounts in arrears taking into account both the economic situation of the countries concerned and the interests of the Union,

Invites

the Executive Council:
i to take all relevant measures to facilitate the application of this resolution;
ii to report to the next Congress on the results obtained by this resolution.

(Proposal 04, Committee 3, 6th meeting)

Resolution C 62/1989

World Post anthem

Congress,

Considering
the necessity of furthering action to foster a greater sense of identity among postal employees of the UPU's territory,

Believing
that this action will make a significant, if not decisive, contribution to the closer identification of postal employees with their institution and to the furtherance of the aim of strengthening and proclaiming the fundamental postulates of the Post: safety, speed and regularity,

Instructs

the Executive Council to examine, in cooperation with the International Bureau, the possibility of holding a competition to create a World Post anthem (words and music).

(Proposal 014, Committee 3, 6th meeting)

Resolution C 63/1989

Use of a symbol for literature for the blind

Congress,

Aware of the fact
that the present regulations do not provide for a distinct symbol for literature for the blind,

Considering
that, for this reason, such items are not always handled in the best possible way, particularly as regards customs clearance,

Instructs

the Executive Council:

a to conduct, with the cooperation of the international organizations concerned, a study aimed at determining whether the adoption of a distinct symbol for literature for the blind is called for;

b if appropriate, to propose to the next Congress a symbol which would ensure optimum quality of service for items of literature for the blind.

(Proposal 2000.20, Committee 4, 7th meeting)

Resolution C 64/1989

Indication of the reason for delayed delivery of items on the C 9 inquiry form

Congress,

Referring
to article 147, paragraph 7, of the Detailed Regulations of the Universal Postal Convention, according to which "if ... the office of destination or the central administration of the country of destination or the specially appointed office, as the case may be, is able to say what finally happened to the item, it shall complete part 3 of the form. In cases of delayed delivery, retention or return to origin the reason shall be shown briefly on the C 9 form",

Aware
of the importance of indicating the reason for the delayed delivery of a registered item or an insured letter on the C 9 form, in order to give a full and appropriate reply to the inquirer and avoid the detriment such delay is likely to cause both to the inquirer and to the administrations, which may well see their customers turn to other firms that offer them a better service,

Noting
that it is very common to receive C 9 forms stating that the item has been delivered 30 days or more after the date of dispatch without any reason for the delay being given,

Considering
that this lack of information gives rise to a new delay because it obliges the administrations to investigate the reason for the delay and thus further postpones the time when the inquirer can receive a full reply,

Recommends

the postal administrations of member countries to instruct their offices on the need to complete all parts of the C 9 form and, in particular, to give the reason for the delayed delivery, retention or return to origin, in order to provide the inquirer with precise information.

(Proposal 2500.3, Committee 4, 7th meeting)

Resolution C 65/1989

Exclusion of dangerous goods from airmail

Congress,

Considering
the provisions of article 36 of the Convention (especially paragraph 4, d) pertaining to the prohibition of transport of dangerous substances,

Having taken note
of the proceedings of the IATA–UPU Contact Committee concerning airmail conveyance of dangerous goods, proceedings which once again underscored the gravity of the risks attendant upon such transport,

Taking note
of the measures advocated by that Contact Committee and endorsed by the Executive Council with a view to excluding the insertion of dangerous goods in postal items through enhanced educational and awareness activities for the benefit of postal staff and users, among other means through the organization of displays, the distribution of films and the production of posters dealing with dangerous goods,

Aware
of the work that remains to be done by postal administrations in their activities to combat the transport of dangerous goods,

Urges

postal administrations:
- to strengthen measures aimed at preventing the insertion of dangerous articles in postal items and, where appropriate, at detecting at the time of posting items containing such articles;
- to develop to this end educational measures suited to the local situation, for the benefit of postal users and staff;
- to ensure wide dissemination of these measures and appropriate training of the staff, using the most effective modern technical methods (audiovisual or others),

Instructs

the Executive Council to continue to monitor this question closely during the five-year period 1990–1994.

(Proposal 4000.3, Committee 6, 2nd meeting)

Resolution C 66/1989

Basic documents for entering the weights to be taken into consideration for the settlement of accounts of mail subject to transit charges and terminal dues

Congress,

Bearing in mind
- that, during the discussion in Committee 5 on the choice of basic forms for transit charges and terminal dues accounting, opinions were very divided,
- that a documentation system prepared for this purpose on the basis of the C 12 letter bill or the C 18, C 18bis and AV 7 delivery bills involves, in each case, advantages and drawbacks,

Instructs

the Executive Council to undertake a study on the most suitable basic documents for the accounting of transit charges and terminal dues for both surface mail and airmail. This study would also address the related accounting procedures.

(Proposal 3000.6, Committee 5, 6th meeting)

Resolution C 67/1989

Reinforcement of the priority activities of the Union

Congress,

Concerned
at the Union's level of expenditure,

Considering
that it is necessary to urgently reinforce the priority activities aimed at improving the quality of the international postal service,

Convinced
that with a view to developing priority activities, other activities should be cut back or eliminated by the Executive Council, duly authorized to that effect by Congress,

Noting
that the recurrent expenditure ceilings for 1991–1995 fixed in article 124 of the General Regulations still allow for activities that could be cut back or eliminated,

Instructs

the Executive Council to conduct forthwith a critical analysis of all the activities of the Union for the purpose of:

a identifying those activities that could be abandoned, cut back or shelved;
b considering the advisability of discontinuing certain publications, lists or compendia and adopting a more economical format for the periodical "Union Postale";
c amending the provisions of the Detailed Regulations accordingly and suspending the application of article 117 of the General Regulations until the next Congress so that the periodical "Union Postale" can be published in a format that is more economical for the Union,

Also instructs

the Executive Council:

a to reduce the expenditure ceilings for 1991–1995 by the cost of the activities that have been cut back, eliminated or shelved;
b to fix the Union's budget within the framework of these revised expenditure ceilings,

Further instructs

the Director-General of the International Bureau:

a to continue his efforts to streamline work methods and lend his full weight to the redeployment of the Union's work, with a view to stepping up activities in support of administrations;

b to implement new measures with regard to human resources, including the use, where appropriate, of fixed-term posts for special activities and for existing priority activities conducted by the Union,

Urges

member countries to cooperate actively in the critical analysis and reorientation of the Union's activities, more particularly by supporting the use of fixed-term posts. Such support would include the undertaking that an official accepting a fixed-term post at the International Bureau will be able to find, on returning to his postal administration, a post at least equivalent to that which he (or she) occupied at the time of accepting the fixed-term post in question.

(Congress – Doc 19/Annex 11/Rev, Committee 2, 2nd meeting)

Resolution C 68/1989

Preparation and settlement of accounts

Congress,

In view of
the importance of ensuring that administrations are paid for the services they render in a timely and efficient manner,

Taking account
of the fact that the present system of rendering separate accounts for different services can be time-consuming and inefficient,

Aware of
the current provisions which permit consolidation of some airmail and parcels accounts,

Recognizing
that there are potential advantages in implementing a more streamlined system of accounting, including greater use of offsetting,

Instructs

the Executive Council to undertake a study on the current provisions relating to the preparation and settlement of accounts, including:

- the possibility of implementing a system of consolidation of all accounts;
- the frequency of rendering accounts; and
- the continuing role of the International Bureau in the settlement of accounts.

(Proposal 3500.1, Committee 5, 7th meeting)

Resolution C 69/1989

Improvement of postal services in rural areas

Congress,

In view of
article 1, paragraph 2, of the Constitution aiming to secure the organization and improvement of the postal services and to promote in this sphere the development of international collaboration,

Noting
that the vast majority of the people in many countries live in rural areas,

Noting further
that postal services in the rural areas of these countries are still much below expectations,

Considering
that the global postal services will fall short of the target if postal services in the rural areas of the member countries are not brought up to the mark,

Admitting
that there is an urgent need to improve the postal services in the rural areas of the member countries,

Considering
that there are many factors of substantial nature that stand in the way of improving such postal services,

Considering further
that many of the obstructing factors are currently beyond the competence of a single postal administration to cope with,

Recognizing
that a united global approach is essential to overcome the obstacles and attain the target,

Instructs

the Consultative Council for Postal Studies to:

a undertake an in-depth study of the present state of the rural postal services in the member countries;
b identify the obstacles to the improvement of rural postal services;
c recommend ways and means of overcoming the obstacles and achieving the target;
d place, to this end, proposals before the next Congress;
e recommend, if appropriate, interim measures to the Executive Council for implementation.

(Proposal 2000.3, 11th plenary meeting)

Resolution C 70/1989

Expansion of International Bureau offsetting arrangements

Congress,

Considering
that, apart from the special case of international reply coupons, International Bureau offsetting arrangements apply only to transit charges and surface mail terminal dues and that extension of these offsetting arrangements to airmail is contemplated,

Noting
the interest shown by the EC in the study on expanding the International Bureau offsetting arrangements,

Aware
of the fact that member countries are not signatories of all the Agreements,

Concerned
to observe the established principle of direct payment and to use the General Liquidation Account for a particular account with the agreement of the two administrations of the member countries concerned,

Wishing
to make optimum use of the International Bureau's existing resources,

Instructs

the Executive Council to study methods of operating expanded offsetting arrangements and to adapt international regulations accordingly.

(Proposal 2000.12, Committee 5, 7th meeting)

Resolution C 71/1989

Methods for improving the return of empty mailbags

Congress,

Recognizing
that mailbags remain, and are likely to remain for some time, the principal means by which mail is carried throughout the world,

Noting
that the non-return of international mailbags can be for many countries, both developed and developing, detrimental to the efficient provision of services,

Urges

all administrations to return empty mailbags, both efficiently and promptly, to the countries to which they belong, by rigorously observing the requirements of article 168 of the Detailed Regulations of the Convention,

Invites

all administrations to consider the conclusions and recommendations contained in the report of study 625 as carried out by the Consultative Council for Postal Studies and intended for publication as a Collection of Postal Studies brochure,

Recommends

a those administrations which have problems caused by the non-return of mailbags to consider setting up simple but cost-effective recording systems in order to ascertain:
   - the proportion of bags which are not returned;
   - whether that proportion can be considered as an acceptable loss;
   - which administrations may be principally responsible for the failure to return bags;

b those administrations which have such problems to make direct contact with the administrations concerned to seek the return of their bags or, failing that, applying the provisions of article 168, paragraphs 6 and 7, in order to obtain reimbursement;

c all administrations to consider the use of schemes for bag-sharing, or the reciprocal use of mailbags, as well as the use of one-trip mailbags, in order to increase the availability of mailbags;

d all administrations to consider the more extensive use of containers for conveying loose-loaded parcels, letters in letter trays or boxes and similar types of mail which do not require the use of mailbags.

(Proposal 2500.1, Committee 4, 9th meeting)

Resolution C 72/1989

Permanent study on terminal dues

Congress,

Having taken note of the work done by the Executive Council,

Considering
that the problems posed by remuneration for services rendered by countries of destination to countries dispatching mail are among the major concerns of the Union,

Being of the view
that financial relations between dispatching countries and countries of destination must henceforth be based on economic criteria that take account not only of costs and services rendered but also of the environment in which postal administrations operate, particularly with regard to competition,

Noting
that certain administrations have for this reason introduced in their reciprocal relations a terminal dues system other than that provided for in the Convention,

Observing
that this system, based on the principle calling for a calculation of terminal dues comprising two elements (a rate per kilogramme and a rate per item), allows, by taking into account delivery costs relating to the number of items, the possibility of ensuring better coverage of the costs borne by the countries of destination,

Considering
that it is of the utmost importance that provisions be adopted to further the use of all terminal dues revenue as remuneration for the costs of handling mail in the country of destination, in particular those costs required for the implementation of postal infrastructure replacement and improvement programmes, and that such revenue be used to secure the organization and improvement of postal services in the international field, in accordance with article 1, paragraph 2, of the Constitution of the Union,

Instructs

the Executive Council:
- to continue studying the question of terminal dues with a view to ensuring that administrations of destination receive fair remuneration, taking account of the factors set out in the preambular paragraphs, for handling foreign-origin mail;
- to submit to each Congress, if necessary, its recommendations concerning adjustments to be made to the terminal dues system along with proposals for amending the corresponding Acts.

(Proposals 3000.1 and 3000.3 merged, Committee 5, 5th meeting)

Resolution C 73/1989

Basic airmail conveyance rate

Congress,

Having taken note
of the Executive Council report on the work carried out in conjunction with IATA on the subject of the basic airmail conveyance rate,

Noting
that it appears from that work and from the work of previous years that it has not been possible to propose a rational system for fixing the basic airmail conveyance rate,

Considering
also the need to maintain in the Acts of the Union, for the settlement of accounts between administrations, a basic rate which takes account of updated economic data relating to the air transport market,

Taking note
of ICAO's offer to assist in developing a concept of airmail costs,

Instructs

the Executive Council:
i to gather, on the eve of each Congress, the most significant financial information obtained from IATA and ICAO to enable it to propose, if need be, an updating of the basic airmail conveyance rate (in accordance with a method to be developed);
ii to present, in any case, a report on its activities and, if appropriate, proposals for amending the Acts of the Union.

(Proposal 4000.4/Rev 1, Committee 6, 3rd meeting)

Recommendation C 74/1989

Bundling of "flat" envelopes

Congress,

Noting
that most administrations insert "flat" envelopes loose into bags, resulting in extensive mail preparation in the administration of destination,

Aware
that bundling of such items by the dispatching administration improves overall service levels,

Recommends

that administrations appropriately bundle "flat" envelopes dispatched abroad.

(Proposal 2000.7, Committee 4, 8th meeting)

Recommendation C 75/1989

Use of appropriate bundling materials

Congress,

Aware
that some bundling materials such as slippery twine are inadequate, particularly since this becomes brittle with use and breaks, resulting in extensive mail preparation in the country of destination,

Recommends

that administrations make use of more appropriate bundling materials.

(Proposal 2000.8, Committee 4, 8th meeting)

Recommendation C 76/1989

Increased containerization of mails

Congress,

Noting
the results of CCPS study 626 (CCEP 1988/C 2 – Doc 3.6a),

Recognizing
that bilateral tests have effectively demonstrated the benefits of using receptacles other than bags (such as trays) in the exchange of mails,

Urges

administrations to proceed with the development and use of such receptacles in their service for both internal and international operations, and

Recommends

that administrations which are already implementing or developing a containerization programme actively seek bilateral agreements for use of these receptacles in their international service.

(Proposal 2000.9, Committee 4, 8th meeting)

Recommendation C 77/1989

Reservations to chapter III of the Universal Postal Convention and part III of the Postal Parcels Agreement dealing with liability

Congress,

Noting
that reservations have been made with regard to the provisions of chapter III of the Universal Postal Convention and part III of the Postal Parcels Agreement dealing with liability,

Concerned
at the fact that these reservations not only are detrimental to postal administrations, in that they endanger their interests, but are especially and directly detrimental to users of the post, to whom these administrations are accountable,

Recognizing
the sovereign right of countries to submit reservations to the Acts, in accordance with UPU practice in the matter,

Keeping in mind
that, despite this sovereign right, countries must endeavour to refrain from submitting reservations of this kind,

Aware of the fact
that such reservations are dictated by internal contingencies or by the legislation of the countries submitting them,

Considering
recommendation C 51/Tokyo 1969, recommendation C 70/Lausanne 1974, decision C 20/Rio de Janeiro 1979 and resolution C 73/Hamburg 1984,

Recommends

i postal administrations to refrain from submitting reservations concerning the provisions of chapter III of the Universal Postal Convention and of part III of the Postal Parcels Agreement dealing with liability;
ii postal administrations which uphold the reservations they make to these provisions to do their utmost to get their appropriate national authorities to remedy their domestic problems or to adapt their national legislation leading to the submission of such reservations, so that the latter can be reviewed and withdrawn from the Final Protocols tc the UPU Acts.

(Proposal 2000.11, Committee 4, 6th meeting)

Recommendation C 78/1989

Reserving terminal dues revenue for the purpose of improving the quality of the postal service

Congress,

Considering
- that the Constitution of the UPU is the fundamental Act of the Union;
- that article 1, paragraph 2, of the Constitution of the Union stipulates that the aim of the Union shall be to secure the organization and improvement of the postal services;
- that the UPU Congress meeting in Tokyo in 1969 established the principle of payment of terminal dues as remuneration for the costs incurred by the administrations of destination in assuming management of the traffic in imbalance;
- that the said remuneration implicitly entails for the postal administrations the obligation to endeavour to achieve the highest standards of quality of service;

- that, as a result, the costs of managing the traffic in imbalance must include the implementation of programmes for the organization, expansion and improvement of the postal service as a whole;
- that it is necessary to continue to strive to ensure that the revenue generated through the application of the terminal dues system is used to achieve the purposes for which the system was created,

Recommends

the Governments of Union member countries:
- to recognize the principle providing that the monies received as terminal dues be allocated in their entirety to the postal service of the country of destination, regardless of the legal status of that service, whether or not it holds assets in its own name, and irrespective of its autonomy of management, and, consequently, that the revenue derived from terminal dues be used exclusively as reimbursement for handling costs and for the constitution of the reserve funds required for replacement and improvement of the postal infrastructures of the countries;
- to establish procedures that will make it possible with the utmost expediency to transfer all revenue derived from terminal dues to the budget of their postal service, once the formalities required by domestic legislation have been observed.

(Proposal 3000.4, Committee 5, 5th meeting)

Recommendation C 79/1989

Standardized electronic messages for dispatches

Congress,

Recognizing
the advantages of receiving and utilizing advance information on dispatches to enhance the procedures for tendering, transferring, receiving and verifying mail dispatches by both the postal administrations and the airlines,

Desiring
to define standardized formats for electronically transmitting the information pertaining to dispatches exchanged between postal administrations and the airlines,

Noting
that the frequent non-receipt of the delivery bill at the final destination gives rise to unnecessary staff expenditure for receiving the mail and processing inquiries,

Recommends

the use of the IATA IMP cargo standard as an intermediate format for the electronic transmission of dispatch messages, until such time as messages in the UN EDIFACT standard can be developed and approved,

Instructs

the Executive Council, on the basis of the recommendations of the IATA–UPU Contact Committee, to finalize development of standardized message formats, to be disseminated through the International Bureau, comprising the following data elements:

- administration of origin of the AV 7;
- exchange office of origin of the AV 7;
- exchange office of destination of the AV 7;
- AV 7 number (control mechanism generated by computer);
- transportation/routeing information:
  - air carrier(s);
  - flight number(s);
  - date;
  - origin/destination/transfer points;
- dispatch details:
  - dispatch number;
  - office of origin of the mail;
  - office of destination of the mail;
  - bag number (computer-generated control number);
  - mail class and special category;
  - weight of the bag;
  - total number of bags by class;
  - total weight by class,

Further instructs

the Executive Council to determine and specify the data to be included in:

a messages exchanged between the postal administrations of origin and the airlines;

b messages exchanged between postal administrations of origin, transit and destination.

(Proposals 4000.2 and 4000.5, Committee 6, 2nd meeting)

Recommendation C 80/1989

Philatelic code of ethics for the use of UPU member countries

Congress,

Referring

- to article 9 of the Convention, which specifies the terms under which postage stamps shall be issued;
- to article 192 of the Convention, Detailed Regulations, which specifies the characteristics of postage stamps,

Considering

the purpose of the Union and the aims which it pursues as expressed in the Preamble to and in article 1 of the Constitution,

Observing
- that postage stamps and postal products have a specific value when used for normal postal purposes;
- that they may also have a commercial value when used for philatelic purposes,

Recognizing
that the philatelic value of postage stamps and postal products depends:
- on the exclusive rights of postal administrations to issue postage stamps, as recognized by the Universal Postal Union;
- on the due observance, by administrations, of the relevant Acts of the Union;
- on the application by administrations of proper postal procedures in their services,

Noting
the desire expressed on various occasions by postal administrations for there to be available a recognized code of practice to be observed in regard to the issue and provision of postage stamps and products for philatelic purposes,

Recommends

the administrations of member countries of the UPU to observe the procedures described in the attached philatelic code of ethics for the use of member countries when issuing and providing postage stamps and postal items for philatelic purposes.

(Proposal 2000.18/Rev 1, Committee 4, 2nd meeting)

Philatelic code of ethics for the use of UPU member countries

The philatelic code of ethics for the use of member countries comprises the following recommendations:

1 Administrations creating philatelic products shall ensure that the use of the postage stamps and other means of denoting payment of postage does not lead to the creation of such postal products as would not result from the exercise of proper postal procedures.

The following shall be recognized as philatelic products within the scope of this code:
- maximum cards;
- first day covers;
- presentation packs or albums;
- envelopes with embossed or preprinted stamps;
- cachets for special occasions and events and related products;
- stamps with surcharges, in conformity with article 192 of the Detailed Regulations of the Convention.

2 Administrations shall not authorize such use of cancellation dies, handstamps or other official informative or operational markings as would not result from the exercise of proper postal procedures.

2.1 Administrations shall not permit the use of such cancelling or marking devices by persons other than their own employees.

2.2 In certain exceptional cases and provided that direct supervision is exercised by their employees, administrations may authorize the use of these cancelling or marking devices by persons other than their own employees.

2.3 Where administrations contract out part of their operational activity and in particular cancellation, the contract shall specify that the cancelling and marking devices shall be

used for operational purposes only and in strict accord with the proper postal procedures of the administration concerned, which shall ensure that this rule is strictly observed.

3 In the sale of products for philatelic purposes incorporating postage stamps, administrations shall ensure that the handling of the postage stamp itself and the use of cancellation dies, handstamps, cachets and other marking devices are in conformity with their respective postal procedures.

4 For each issue of postage stamps, administrations shall ensure that these are printed in sufficient quantity to meet potential operational requirements and foreseeable philatelic needs. In employing cancellation dies, handstamps and cachets for special occasions or events, administrations shall ensure that a sufficient quantity of philatelic products is available to meet requirements.

5 Administrations shall not permit or facilitate the sale to the public of postage stamps or philatelic products incorporating postage stamps in the country of issue at other than face value. Nor shall they sell such postage stamps in territories other than the territory of issue below face value.

6 Administrations shall, wherever possible, ensure that products for philatelic purposes incorporating postage stamps are available in sufficient quantity to satisfy the requirements of all those wishing to purchase them.

7 Whilst administrations have no control over the use of postage stamps or articles entrusted to the postal service for postal or philatelic purposes once they have been sold, they shall nevertheless:

7.1 Not support or acquiesce in any artifice intended to enhance sales of their postage stamps or products incorporating postage stamps by suggesting a potential scarcity of these products.

7.2 Avoid any action which might be taken as declaring approval of or conferring official status on products of unofficial origin incorporating postage stamps.

7.3 In the event that they appoint agents to market their philatelic products, instruct such agents to observe the same procedures and practices as those of the administrations themselves. Administrations shall not permit agents to operate or alter their proper postal procedures nor to control philatelic procedures.

7.4 Specifically prohibit the sale or disposal by their agents of their postage stamps or products incorporating postage stamps below face value. In remunerating their agents, administrations shall obviate as far as possible any need for agents to sell postage stamps or philatelic products incorporating postage stamps above face value. Due allowance may be made for national or local variations in sales and other taxes which may be pertinent.

Decision C 81/1989

Entry into force of the Acts of the 1989 Washington Congress

Congress

Decides

to fix the date of entry into force of the Acts of the 20th Congress at 1 January 1991.

(Proposal 08, 11th plenary meeting)

Decision C 82/1989

Labelling of mails

Congress

Instructs

the Consultative Council for Postal Studies to study proposals 2562.7, 2562.10, 2555.4 as part of a comprehensive review of questions relating to security.

(Proposals 2562.7, 2562.10, 2555.4, Committee 4, 8th meeting)

Decision C 83/1989

Transfer of mails

Congress

Instructs

the Executive Council to study proposal 2564.2.

(Proposal 2564.2, Committee 4, 8th meeting)

Decision C 84/1989

Study on rationalizing UPU forms

Congress

Decides

to assign to the Executive Council:
a study of proposals 4903.1, 4903.2, 4907.1/Rev 1, 4617.1, 4624.1, 4625.1;
b a general study on rationalizing UPU forms aimed at:
- reducing their number;
- simplifying them;
- adapting them to new technologies.

(Proposals 4903.1, 4903.2, 4907.1/Rev 1, 4617.1, 4624.1, 4625.1, Committee 6, 2nd and 5th meetings)

Decision C 85/1989

Transit charges for à découvert mail

Congress,

Having instructed the Executive Council in resolution C 59 (proposal 3000.2) to undertake a study on transit charges for à découvert mail,

Instructs

the Executive Council to take account of proposals 3062.1 and 3067.4 within the framework of that study.

(Proposals 3062.1 and 3067.4, Committee 5, 5th meeting)

Decision C 86/1989

Consequences of the use of the SDR as accounting unit

Congress,

Having noted the results of the study on the consequences of the use of the SDR as accounting unit,

Instructs

the Executive Council to take account, within the framework of all future economic studies, of the consequences of the use of the SDR as accounting unit.

(Congress – Doc 57, Committee 5, 1st meeting)

Decision C 87/1989

Preparation and settlement of accounts

Congress,

Having, in resolutions C 68 and C 70 (proposals 3500.1 and 2000.12), instructed the Executive Council to undertake two studies on the provisions governing the preparation and settlement of accounts and on the expansion of the International Bureau offsetting arrangements,

Instructs

the Executive Council, within the framework of those studies, to take into account proposals 2501.3, 2501.4, 2501.6, 2501.2, 2503.1, 2598.1, 2919.91, 2931.1, 2931.2, 3572.7/Rev 1, 3572.3, 3570.5, 3582.3, 3921.1, 3921.2, 4621.1 and 4622.1.

(Proposals 2501.3, 2501.4, 2501.6, 2501.2, 2503.1, 2598.1, 2919.91, 2931.1, 2931.2, 3572.7/Rev 1, 3572.3, 3570.5, 3582.3, 3921.1, 3921.2, Committee 5, 8th and 9th meetings, and proposals 4621.1 and 4622.1, Committee 6, 5th meeting)

Decision C 88/1989

Remailing

Congress,

Having noted the results of the work done by the Executive Council on the question of remailing,

Instructs

the Executive Council to continue that study.

(Congress – Doc 56 and Add 1, Committee 5, 4th meeting)

Decision C 89/1989

Revision of the Postal Parcels Agreement subsequent to the Washington Congress – References to the Convention

Congress,

Given
that some postal administrations operate or are planning to operate a parcels service independent of the other postal services,

Holding
that independent regulations on postal parcels, and especially the reproduction in the Postal Parcels Agreement and its Detailed Regulations of the texts from the Convention that currently serve for reference purposes, will contribute to simplifying and improving the effectiveness of the work of the postal parcels service,

Considering
furthermore that such an independent Agreement will also avoid time-wasting looking up references elsewhere, with the inherent complications, and will simplify the training of parcel-post staff,

Instructs

the Executive Council, in considering any proposals to amend the Postal Parcels Agreement or its Detailed Regulations, to take account of the value of avoiding, as far as possible, all references to the Convention reproducing the corresponding texts,

Instructs

the International Bureau, in annotating the Postal Parcels Agreement and its Detailed Regulations subsequent to the Washington Congress, to reproduce the texts of the Convention normally used as references so as to contribute to making the Postal Parcels Agreement and its Detailed Regulations as independent as possible.

(Congress/C 7 – Rep 6/Annex 2, Committee 7, 6th meeting)

Decision C 90/1989

International business reply service

Congress,

Recognizing
that the traditional UPU methods allowing customers to include prepayment in their mailings are expensive, inconvenient and unsuited to the needs of modern business customers,

Aware
- that many administrations offer prepaid business reply services in their domestic services;
- and that there is a significant demand from business customers for these services to be extended into the international postal service,

Recognizing
that a number of CEPT administrations have already gone some way to meet this demand, by successfully operating a prepaid international business reply service (IBRS) since 1986, on the basis of the attached provisions,

Noting
that the demand for this service has also prompted competitors, including at least one international one, to introduce a similar system,

Decides

that administrations which choose to operate the IBRS service shall so do in conformity with the attached provisions,

Urges

all administrations to consider the possibility of participating in this service, in order to make it as worldwide a service as possible,

Instructs

the Executive Council to examine, modify and update the attached provisions and to adapt them, as the need arises, to further developments in customer requirements or improved operating or accounting procedures.

(Proposal 2000.16, Committee 4, 3rd meeting)

Introduction of an international business reply service (IBRS)

Explanatory document by Great Britain

Executive summary

1 An international business reply service (IBRS) is needed to meet the demand from business users to be able to enclose prepaid reply cards and envelopes in their mailings to their overseas customers.

2 The traditional UPU methods for users to include prepayment in their mailings (by using international reply coupons or pre-stamped cards) are expensive, inconvenient and unsuited to the needs of modern business customers.

3 Many administrations operate business reply services in their domestic services and a number of CEPT countries have been operating a successful international prepaid reply service since 1986.

4 The system now proposed as an optional UPU service is based directly on the successful CEPT service.

5 It allows businesses to enclose in their mailings prepaid items, which their overseas customers can post back easily, without paying postage.

6 IBRS items:
a may be either postcards or envelopes;
b must conform to the conditions for standardized items, with the exception that IBRS envelopes may weigh up to 50 g;
c must conform to a standard design layout.

7 The service has simple operating and accounting procedures:
a a charge for each IBRS item returned is collected from the business firm;
b the administration which dispatches the returning IBRS items charges the receiving administration for the dispatching costs, in an annual account.

8 All IBRS items are handled as LC airmail correspondence, to ensure that the replies are sent back speedily.

9 A business reply service has already been developed by our international competitors, so an international postal reply service will be a vital weapon in retaining our customers.

10 The service is optional and limited to those administrations that wish to participate, but the more that join the service, the more effective it will be.

11 Congress is therefore invited to endorse the proposal to base the new service on the existing successful CEPT service.

1 Introduction

1.1 This document explains the reason behind the proposal by Great Britain, supported by other administrations, for introducing an international business reply service (IBRS).

2 Why the UPU needs an international business reply service

2.1 Many users of the international postal services wish to encourage their correspondents to reply to them. In particular, business firms wish to encourage their customers and their potential customers in other countries to send back orders for goods or services, to respond to advertisements, to answer questionnaires, and so on; and to use the postal service for doing this.

2.2 The best way to encourage a correspondent to reply is by prepaying the postage on the reply item. A prepaid reply item is a positive incentive for a customer to respond to an inquiry or an offer from an overseas business.

2.3 Until now, it has only been possible for users of the international post to offer two types of prepayment of postage:
a by enclosing an international reply coupon;
b by enclosing an envelope or card, fully pre-stamped for the intended country of posting.

2.4 These traditional methods may be satisfactory for very small mailings, or for individual and private correspondence, and they should be retained for these purposes. But they are quite unsuitable for the needs of modern commercial business customers, because:
a reply coupons have to be taken to a post office to be exchanged for stamps;
b for pre-stamped items, business customers have to acquire large numbers of stamps, of the correct postage, with different stamps for each country where the reply item would be posted.

2.5 Furthermore, they are very expensive for any business firm which intends to make a large mailing. Business firms normally expect only about 5 or 10 percent of the reply items to be sent back, but under these traditional systems, the company is obliged to prepay all the reply items, whether they are used or not.

2.6 A modern international business reply service (IBRS) has the following benefits:
a the person using the reply card or envelope can post it back immediately, with no need to go to a post office, and at no expense;
b this can significantly increase the response rate, ie, the number of items which are sent back to the business firm.

2.7 The service will allow business users to provide their customers with cards or letter envelopes up to 50 g on which the return airmail postage is prepaid. These items will have a standard design (see model at annex 1).

2.8 Although paragraphs 3.1 to 3.3 below explain the particular benefits of IBRS for international direct mail, there are also many other uses for the service. For instance, international market research firms can send questionnaires abroad and enclose an IBRS envelope for their respondents to return the completed questionnaire. Book, magazine and newspaper publishers can include IBRS cards for customers to renew their subscriptions. International mail order companies can include IBRS cards or envelopes for their customers to send in their orders for goods, and so on. International direct mail is an important use for IBRS, but there are many other benefits as well.

2.9 Many countries already operate successful business reply services in their domestic mail services. The British Post Office, for example, has over 90 000 domestic business reply service licences and delivers 435 million business reply items per year.

3 Encouraging international direct mail

3.1 An IBRS service will be an incentive for business users to conduct their advertising and publicity campaigns through the postal service. Direct mail is becoming an increasingly important service for postal administrations. It consists in sending advertising mailshots, carefully targeted to individual persons and addresses. Its success is shown by the following statistics:

a in Great Britain, over 10 percent of domestic letter-post traffic is made up of direct mail;
b in the major CEPT countries, direct mail traffic has been growing by an average of 6 percent per annum, over the last five years;
c in the United States of America, the number of direct mail items per head of population is five times as high as in Europe.

3.2 Business customers are especially interested in including prepaid business reply items in mailshots, because the reply items:

a stimulate increased responses from clients;
b enable the advertisers to judge the success of the mailshot, by measuring the level of response;
c permit the advertiser to build up an accurate list of interested overseas customers.

3.3 Great Britain does not expect that IBRS will in itself become a major service, but it will be a valuable additional service which will encourage international direct mail advertising. And direct mail itself is one of the biggest areas of potential traffic growth for letter mail.

4 Development of IBRS within CEPT

4.1 An international business reply service was introduced in September 1986, on an experimental basis, between a number of CEPT countries. The service has run efficiently and without any problems. The participating countries have all agreed to continue the service indefinitely.

4.2 The following countries all operate the IBRS service:

Belgium	Greece	Luxembourg	Portugal
Denmark	Great Britain	Monaco	Sweden
Finland	Iceland	Netherlands	Switzerland
France	Ireland	Norway	United Arab Emirates

Additionally, Cyprus and Spain provide a return service although they do not yet offer the service to their own customers. Brazil and New Zealand have agreed to join the service and will start to

operate it very soon. A number of other administrations, both inside and outside CEPT, have recently expressed interest in joining the service.

4.3 The service being proposed to Congress is based directly on the successful CEPT service.

5 Developments among our competitors

5.1 Despite the success of the CEPT service so far, it is now important that as many additional administrations as possible join the service, as one of our major competitors, TNT, has introduced a similar reply service.

5.2 It is Great Britain's opinion that the UPU IBRS service will be a much better and simpler service for customers than the TNT service. However, the TNT service already operates to more countries than the current CEPT service. Great Britain therefore hopes that many other UPU administrations will be encouraged to join the proposed IBRS service.

6 How IBRS works: relations with the customer (the "licensee")

Note. – A simplified summary, showing the essential points of this section of the document, is given at annex 2.

6.1 *Conditions for granting a customer an IBRS licence*

6.1.1 When a business in one country (country A) wishes to provide prepaid reply items to its customers in another country (country B) the business must apply to its local post office, or to the postal administration's central offices, for an IBRS licence. The business is known as the "licensee".

6.1.2 The conditions of the licence include:

a the size, weight, dimensions, design layout, and other conditions of format, in conformity with the regulations of the administration and of the UPU;
b the requirement for the licensee to have the design of the item approved by the Post Office;
c the countries to which the service operates;
d the fee to be paid to the administration for each reply item that is delivered to the licensee;
e a general licence fee to cover the administrative costs of setting up the licence (establishing a customer account, setting up a traffic monitoring procedure, and so on).

6.2 *Specifications for IBRS items*

6.2.1 To keep the service simple, it is proposed to offer the customer two types of reply items:

- cards;
- envelopes weighing up to 50 g.

6.2.2 All IBRS items conform to the specifications for standardized items, as laid down in article 20 of the Convention, with the exception of the increased weight limit of 50 g for envelopes.

6.2.3 Items also have to conform to a standard design layout to make them readily identifiable in sorting offices (see model at annex 1). The layout conditions are specified in annex 1bis.

6.2.4 The reason for permitting IBRS envelopes to weigh up to 50 g, rather than simply the first weight step of 20 g, is to permit licensees to enclose medium-size questionnaires, order forms, or similar items. But this is limited to 50 g, since:

a it is not possible to put more than about 50 g of paper inside the maximum dimensions of a standardized envelope;

b to permit items over 50 g would make the charging and accounting procedures too complicated.

6.3 *Dispatch and return of items to the licensee*

6.3.1 The licensee prints the cards or envelopes to the design approved by its postal administration.

6.3.2 The licensee in country A dispatches a mailing to its customers in another country or countries B. The items in the mailing each contain an IBRS envelope or card. IBRS envelopes and cards can only be enclosed in letter-post items dispatched to other administrations which participate in the service.

6.3.3 This prepaid envelope or card can be used by the licensee's customers in country B (the "respondents") to respond. The respondent simply posts the card/envelope back to country A in the same way as an ordinary item, but does not have to affix stamps or pay any postage charges.

6.3.4 The reply item is circulated back to country A and delivered to the licensee. The number of IBRS items delivered is continually recorded at the delivery office of the licensee, and the licensee is billed by the postal administration of country A, at regular intervals, for the items delivered.

6.4 *Billing of customers*

6.4.1 Administrations decide for themselves how they fix their charges to customers, both for the licence fee and for the handling fee for each item. Great Britain recommends that administrations should not fix these fees too high in the early stages of developing the service, in order to encourage more customers to use it.

6.4.2 Administrations may not, however, fix their IBRS charges to their customers at a level which is lower than the charges for the domestic business reply service.

7 How IBRS works: relations between participating administrations

Note. – A simplified summary, giving the essential points of this section of the document, is given at annex 3.

7.1 *Preliminary remarks*

7.1.1 Because IBRS is a new service, it may take some time before traffic builds up to significant levels. Administrations may, therefore, wish to consider the option of agreeing bilaterally not to apply any accounting procedures, perhaps for the first one or two years of the service, until there is sufficient traffic to justify accounting.

7.1.2 Alternatively, administrations may make separate bilateral arrangements, for different accounting procedures from those suggested in 7.4 below.

7.1.3 Those administrations which do wish to implement accounting procedures may refer to the following operational and accounting procedures, agreed by the administrations which currently operate the service.

7.2 *Operational procedures*

7.2.1 Administrations wishing to account with each other in the IBRS service must monitor the number of items for inter-administration accounting purposes.

7.2.2 In order to achieve accurate monitoring, the administration in country B bags or bundles IBRS items separately from other mail, when dispatching items back to country A. The bundle labels must be clearly marked "IBRS/CCRI", followed by the number of items. If there are over 5 kg of IBRS items, they should be placed in a separate bag. The bag label must have the indication "IBRS/CCRI", followed by the number of items, clearly marked on the back of the label. The number of IBRS items must be notified on the C 12 letter bill. The bundles of IBRS items shall be enclosed in the bag containing the letter bill. The outward office of exchange must maintain a continuous record of IBRS items dispatched, to form the basis for accounting statements.

7.2.3 Country A may nominate a single inward office of exchange to receive dispatches containing IBRS items from other countries, in order to assist the monitoring process. Alternatively, some administrations, particularly those with large or difficult geographical territories, may nominate more than one inward office of exchange. Administrations are not obliged to nominate inward offices of exchange, but, if they do so, they must notify these offices to each other, and other administrations must respect these requirements when dispatching mails containing IBRS items.

7.3 *Quality of service*

7.3.1 In view of the competitive threat from similar new services, administrations must ensure that IBRS items are returned from one country to another as fast as possible. All IBRS items will be handled as airmail items. Dispatches of returned items must be made every day.

7.4 *Accounting procedures*

7.4.1 As indicated in 7.1, administrations may agree bilaterally not to apply the following procedures, if they prefer to have no accounting arrangements, or if they prefer to make different arrangements.

7.4.2 Because the IBRS items are all prepaid items, the administration in country B will receive no revenue from customers posting the items. Country B will therefore need to charge country A a fee for each item returned to country A.

7.4.3 Each participating administration decides the amount to be charged for returning IBRS items for delivery to the licensee. Some countries may wish to calculate the specific costs incurred in sorting and dispatching an IBRS item. Others may wish simply to base the charge on the appropriate airmail postage rate between country B and country A, or to fix a charge closely related to the postage rate.

7.4.4 It is proposed that administrations may charge either:
a a single per item rate, to apply to all IBRS items; or
b two per item rates, one rate applicable to IBRS cards, and a higher rate for IBRS envelopes weighing up to 50 g.

7.4.5 The fees charged by each country for returning IBRS items for delivery to the licensee in country A are notified to the International Bureau, which publishes them in the Compendium of Information (Convention).

7.4.6 Country B maintains records, for accounting purposes, at its outward offices of exchange of the numbers of IBRS items dispatched to each administration. It is proposed that administrations send notifications of traffic levels to each other every three months, and that settlements should be made annually.

7.4.7 Payments are made annually by bilateral offsetting between administrations. The creditor administration sends an annual account to the debtor administration for settlement.

8 How to regulate the service offered within the UPU

8.1 Because IBRS is a comparatively new service, and one which is still developing, it is not yet considered appropriate to insert detailed provisions for the service into the Acts. This is for the same reason as led many administrations to defer the introduction of regulations for the EMS service; namely, to ensure that the service had sufficient flexibility in its early years to develop and adapt in line with improving operating circumstances and changing customer requirements. These are also good reasons why IBRS is not yet ready for detailed regulation in the Acts.

8.2 Great Britain is therefore submitting three documents to Congress.

8.2.1 The present document, which explains why an IBRS service is needed, and how the present CEPT service operates.

8.2.2 A proposal to insert a short article in the Convention, stating that administrations may agree to operate IBRS as an optional service and that the procedures for the service will be specified by the Executive Council.

8.2.3 A Congress decision, which would require administrations to operate the service on the basis of the procedures described in this document. It would also instruct the Executive Council to examine and update these procedures as appropriate.

8.3 The aim is to insert, in the Convention, a brief "enabling" article (proposed as article 30bis), which simply:
- allows administrations to participate in IBRS on an optional basis; and
- specifies that the provisions for the service will be laid down by the Executive Council.

8.4 This article in the Convention has the benefit of giving official status to the existence of the service. It provides a legal basis for operating the service, for those administrations which need this. And the existence of the article acts as encouragement to those administrations who may wish to join the service at a later date.

8.5 It is, nonetheless, necessary to specify standards for operating the service, for those administrations which wish to. Consequently it is proposed that the Congress decision endorse the general procedures under which the service already operates among the existing participating administrations, as described in this document. The Congress decision requires these procedures to be studied by the Executive Council, and modified and updated by the EC from time to time, in the light of further developments in customer requirements or improved operating and accounting procedures, and so on.

9 Conclusions

9.1 Congress is invited to:

- take note of the explanations concerning the service contained in the rest of this document;
- approve proposal 2039.91 for amending the Convention to allow the introduction of a an international business reply service (IBRS) on an optional basis; and
- approve Congress proposal 2000.16 instructing the Executive Council to examine, modify and update the provisions for operating the service.

Annex 1

By air mail
Par avion
IBRS/CCRI N°:
NE PAS AFFRANCHIR
NO STAMP REQUIRED
REPLY PAID/RÉPONSE PAYÉE
GREAT BRITAIN/GRANDE-BRETAGNE
MESSRS. T. Smith & Co.
99 Temple Street
PRESTON
GREAT BRITAIN
PR1 1ZY

Annex 1bis

Specification for standard design layout of IBRS items

The address side layout of all IBRS items must conform with the following points:

i In the top right-hand corner the "NE PAS AFFRANCHIR" (NO STAMP REQUIRED) symbol must be printed. This must contain the symbol of the postage stamp, with a bold diagonal line superimposed, and the words "NE PAS AFFRANCHIR" (NO STAMP REQUIRED). Administrations may additionally allow a similar indication in another language.

ii Above the address, two solid horizontal bars must be printed. Each bar must be at least 3 mm thick, and the bars must be at least 14 mm apart. Between the bars there must be printed two lines of text. On the first line must be printed the words "REPONSE PAYEE" (REPLY PAID). Administrations may additionally permit a similar indication in another language. On the second line must be printed the name of the country of destination. Both lines of text between the horizontal bars must be printed in capital letters.

iii The address of the IBRS licensee must be printed below the two horizontal bars.

iv An airmail indication must be printed in the top left-hand corner, in accordance with article 200 of the Detailed Regulations of the Convention.

v If an indication of the IBRS licence number is printed on the item, it must be shown in the top left-hand corner.

vi All the text and the symbols must be printed in a dark colour which contrasts clearly with the background of the envelope or card. In principle black or dark blue printing should be used, but administrations may permit other colours, provided that they result in dark printing contrasting clearly with a light background.

Annex 2

How the service works for the customer

Summary

This summary outlines the principal stages of the IBRS when used by the business customer: dispatching IBRS items to his customers overseas, receiving them back from his customers, and billing for the service by his postal administration.

Stage 1: country A

1.1 The customer applies to the administration of country A for an IBRS licence, and submits a design of the items for approval.

1.2 The administration ensures that the customer's application for a licence, and the proposed design of the items, conform to the requirements of the administration and of the UPU.

1.3 The administration grants the licence and charges the customer an annual fee for establishing the licence.

1.4 The customer prints the reply items in accordance with the terms of the licence.

1.5 As often as he wishes the customer (the licensee) dispatches mailings of items which enclose prepaid IBRS items for the addressees to send back to the licensee.

Stage 2: country B

2.1 The addressees receive items which enclose IBRS items.

2.2 The addressees post the prepaid IBRS items back to country A, without needing to pay postage.

Stage 3: country A

3.1 On their arrival, the office of delivery, maintains a record of all IBRS items returned to the licensee.

3.2 The items are delivered to the licensee.

3.3 The administration bills the licensee at regular intervals for the number of items returned.

Annex 3

Inter-administration operating and accounting procedures

Summary

This summary outlines the principal stages in the inter-administration operating and accounting procedures. Administrations may agree not to apply the accounting procedures, or to apply different accounting procedures.

Stage 1: country A

1.1 The administration dispatches the licensee's mailings of items which enclose prepaid IBRS items, to country B.

Stage 2: country B

2.1 The recipients of the mailing from country A post the prepaid IBRS items back to the licensee in country A.

2.2 The IBRS items are identified at the outward offices of exchange, in country B, and bundled or bagged separately.

2.3 The numbers of IBRS items contained in a dispatch are indicated on the C 12 letter bill.

2.4 The outward offices of exchange keep records of the numbers of IBRS items dispatched to each administration.

2.5 IBRS items are dispatched to country A (to the nominated inward office of exchange, where appropriate).

Stage 3: country B

3.1 Country B fixes the amount which it wishes to charge country A for dispatching each IBRS item back to country A. This amount is notified to country A.

3.2 Country B sends country A a statement every three months of the numbers of IBRS items dispatched to country A.

Stage 4

4.1 The creditor country sends an annual account to the debtor country for settlement.

Resolution C 91

Washington General Action Plan

Congress,

In view of

the Washington General Debate held on 16 November 1989 on the topic of "Caring for the Customer – Commercial and operational strategies of the Post",

Considering
- the development and diversification of the communications market and commercial exchanges;
- the effect of deregulation in transport and communications and the reduction of the postal monopoly in many member countries;
- the increased intensity of competition on postal markets;
- the urgent need to obtain a better knowledge of the market in terms of its composition, groups of customers and services offered;
- the need to adapt quickly to the development of supply and demand in services from the commercial and technical points of view;
- the importance of ensuring more commercially-orientated management in order to be able to maintain and improve the quality of traditional services which are obviously of a public nature,

Bearing in mind
- all aspects of the Declaration of Hamburg, particularly the action designed to make governments and users more aware of the need to make the Post a dynamic undertaking which contributes to the smooth running of the economy and to give it the structural and financial means necessary for its transformation;
- the decisions taken by the various regional conferences, particularly those of the Ministers and Directors-General;
- the need to act internationally as a single postal business subject to the competition law applicable,

Approves

the attached Washington General Action Plan,

Appeals urgently

to Governments to give the Post a modern legal status and management system guaranteeing it adequate independence and sufficient human and financial resources on a cost-effective basis,

Exhorts

administrations to make every effort to:

i achieve the following priority objectives:
   a to obtain from their Governments and implement the legal status and management system that will provide them with the human and financial resources needed for running a dynamic business;
   b to know the market better and to monitor the competition with a view to increasing the competitive position of postal products;
   c to respond more satisfactorily to customers' needs in terms of tariff systems, quality of service, the range of services provided and customer care;
   d to strengthen the international Post in terms of mutual support, more suitable legislation and standards of service, as well as technical support and cooperation activities;

ii cooperate within the UPU in providing coordinated quality postal services;

iii implement without delay the activities contained in the Washington General Action Plan, taking account of the priorities and timetable set by the Union's bodies;

iv continuously monitor and periodically assess the extent to which the Action Plan is being implemented, and report thereon from time to time to the Executive Council through the International Bureau,

Calls on

the Restricted Unions:

i to keep the Washington General Action Plan very much in mind in their postal development programme;

ii to establish priorities at their level;

iii to keep the International Bureau informed of their initiatives and of the results obtained in implementing the Action Plan,

Instructs

the Executive Council (EC), the Consultative Council for Postal Studies (CCPS) and the International Bureau:

- to take without delay, within the framework of their authority, appropriate measures to prioritize, to achieve the objectives set and to implement the activities contained in the Washington General Action Plan;
- to monitor the application of the Action Plan, particularly at meetings of the Coordination Committee;
- to report to the next Congress on the results and experience gained;
- to submit relevant proposals to the next Congress.

(Congress – Doc 48.2, 13th plenary meeting)

Annex 1

20th UPU Congress – Washington 1989

WASHINGTON GENERAL ACTION PLAN

I. Principal objectives

The Washington Congress, recognizing the increasing competition in the communications market and the impetus which this provides for increased efficiency, along with our customers' demands for greater service reliability and better value for money, agrees that the following actions are essential for the future survival of efficient postal services:

1 Governments are urged to ensure that the Post has a legal status and an independent management system and resources, necessary for it to provide efficient postal services to meet customer needs.

2 Postal administrations must create market-led cultures where the customer commands top priority; this must be reflected in all policy decisions and operating arrangements.

3 Specifically, all member countries of the UPU must give the highest consideration to providing service excellence in all postal services and products, both nationally and internationally.

4 The UPU must do everything in its power to encourage Governments and administrations to achieve these objectives, and to give each other mutual support and cooperation to attain them. Specifically, this priority must feature prominently in the work programmes of the EC, the CCPS and the International Bureau.

Individual action points aimed at achieving these objectives are given in part III "Objectives and actions" of this Plan.

II. Setting priorities for the actions

Congress has agreed that all the actions contained in this Plan are important. It will not, however, be possible for all administrations to implement all of these actions immediately, as some administrations have only limited resources, and some of the actions can only be achieved over a certain time scale.

In selecting which of these activities to undertake, administrations must first of all bear in mind the objectives listed in part I of this Plan.

If administrations do not have sufficient resources, then it is essential that they encourage their governments to modernize and improve their legal status. This may take some time, and administrations may need to maintain constant pressure on their governments to achieve this.

Nonetheless, there are some actions which can be implemented quickly, and relatively cheaply, by every administration, in order to monitor and improve the quality given to basic services. These must be the first priority of all administrations. Other actions can proceed simultaneously and in parallel, according to the resources of each administration.

All actions must be based above all on two essential principles:
- meeting the needs of customers;
- improving the quality of service.

III. Objectives and actions

Objectives		Actions		Responsibility[1]
A.	**Knowledge of the market**			
A.1	To achieve a better knowledge of the various components of the communications market: - characteristics of all key market segments - services provided - customer needs - competition	A1.1	Prepare and implement a programme of contacts with customers and market research to obtain continuing data on: - groups of customers, their degree of satisfaction and wishes - competitors, their market shares, organization and methods - market trends	Adm, CCPS, RU
		A1.2	Increase the exchange of market research data between administrations and strengthen inter-administration cooperation in undertaking multilateral or regional market studies	Adm, IB, RU
		A1.3	Develop manager training in the use of market research data and customer care practices	Adm, RU
B.	**Commercial strategies**			
B.1	To respond to customer needs	B1.1	Expand the range of services and adapt it to the needs expressed by customers, particularly EMS, electronic mail, parcels priority/non-priority systems and financial services, subject to the need for the services to be cost-effective	Adm
		B1.2	Promote the services and products provided	Adm
		B1.3	Establish commercial and marketing policies, with qualified specialist staff to implement them	Adm
B.2	To adopt a service and tariff policy geared to customer needs in line with the market situation	B2.1	Make national and international service conditions more flexible and adaptable to changing market conditions	Adm
		B2.2	Develop services to meet specific customer needs, eg collection from customer's premises and delivery direct to addressee's address	Adm
		B2.3	Develop flexible, cost-related tariff structures in line with market conditions, eg contract rates for major customers and discounts for pre-sorting by the customer	Adm
		B2.4	Apply fair and cost-related inter-administration payment/compensation arrangements	Adm, EC, RU

[1] This column indicates the entities responsible for the actions. The abbreviations used are:

Adm = administration
CC = Coordination Committee
CCPS = Consultative Council for Postal Studies
EC = Executive Council
Gvt = Member country's Government
IB = International Bureau
RU = Restricted Unions

Objectives		Actions		Responsibility
B.3	To lay down the principles for the attitude to be adopted towards the competition	B3.1	Define the attitude to be adopted towards the competition on the basis of precise policies and principles, subject to the competition law in force	Adm, Gvt
B.4	To specify the constraints of a public service and the corresponding compensations within the framework of the Post's missions	B4.1	Define the constraints of a public service and the corresponding compensations in the form of privileges or financial contributions	Adm, Gvt
B.5	To implement commercial customer relations programmes based on the best existing practice	B5.1	Introduce specially staffed Customer Care units designed to give quick and accurate responses to customer inquiries and complaints	Adm
		B5.2	Make information about services and tariffs readily available to customers	Adm
		B5.3	Establish staff with special responsibilities for contact with major customers – "one-stop shopping"	Adm
		B5.4	Reduce bureaucratic procedures in customer relations	Adm, EC, IB
C.	**Quality of service and operational strategies**			
C.1	To survey traffic and monitor quality in order to: – expedite mail circulation – strengthen the security of items – promote delivery to the addressee's address	C1.1	Define, apply and update standards offering customers an impeccable quality of service	Adm, CCPS, EC, IB, RU
		C1.2	In the domestic and the international service, provide and continuously improve high-quality postal services for all categories of items to meet customer demand for reliable, consistent and cost-effective services, in order to protect the basic postal activity	Adm
		C1.3	Implement a traffic surveillance programme to detect and correct malfunctioning and introduce a tracking system for items and mails	Adm, CCPS, RU
		C1.4	Provide international links for mail circulation networks and constantly review the reliability of the circuits	Adm, CCPS, EC, IB, RU
		C1.5	Give equal priority to domestic and international mail so as to apply the concept of a single business	Adm
		C1.6	Make optimum use of all rapid transport means, avoiding wherever possible regular use of inefficient carriers	Adm
		C1.7	Reduce customs formalities and control and lengthy hold-ups in Customs by making best use of national and local "Posts–Customs" Contact Committees	Adm, Gvt
C.2	To ensure rational use of available means	C2.1	Hold costs and tariffs at competitive levels by cutting overheads and simplifying procedures	Adm
		C2.2	Make optimum use of human resources and automation	Adm

Objectives		Actions		Responsibility
		C2.3	Assign dedicated financial and human resources to EMS	Adm
C.3	To modernize operational systems	C3.1	Modernize operational methods and tools	Adm
		C3.2	Develop telematics applications	Adm
D.	**Management independence**			
D.1	To provide the administrative and financial management independence necessary to run the business	D1.1	Have a status ensuring sufficient independence to allocate responsibility for management of human and financial resources and the possibilities of obtaining them	Adm, Gvt
		D1.2	Have sufficient resources to run the business, whether raised internally or externally	Adm, Gvt
D.2	To make more flexible and adapt the monopoly and national regulations and define a rates policy	D2.1	Have a status providing protection for certain categories of products under a defined monopoly tailored to circumstances, and introduce a system for monitoring its application	Adm, Gvt
D.3	To have long-range corporate plans and policies that serve as guides for ongoing activities	D3.1	Define the basic objectives for the postal services	Adm
		D3.2	Prepare and implement plans with clearly identified actions, accompanied by quantified and measureable targets, costs, benefits and deadlines	Adm
E.	**Human resources**			
E.1	To modernize staff recruitment, employment and management systems	E1.1	Recruit and employ staff on similar terms to those in industry generally	Adm, Gvt
		E1.2	Pay staff on a level comparable with similar sectors of the country's or region's economic activity	Adm, Gvt
		E1.3	Introduce incentive and motivational machinery, eg promotion, productivity bonuses	Adm
		E1.4	Make a point of establishing good relations with the trade unions	Adm
E.2	To adapt training to the needs of users bearing in mind, in particular, the commercial function of the Post	E2.1	Provide permanent training	Adm
		E2.2	Introduce a targeted training plan, particularly for operations, administrative and financial management, market research and marketing	Adm
E.3	To strengthen the internal communications system in the business	E3.1	Introduce information machinery which is constantly monitored so as to change behaviour, create team spirit and strengthen staff support for the action taken	Adm

Objectives		Actions		Responsibility
F.	**Increased role of UPU permanent bodies**			
F.1	To ensure implementation of the Action Plan bearing in mind the authority assigned and the resources available	F1.1	Clearly allocate between the EC, the CCPS and the IB responsibilities and procedures for implementing and monitoring progress of the Action Plan	CC
		F1.2	Adopt an international decision-making procedure ensuring fast reaction capability	EC, IB, RU
		F1.3	Urge administrations to take all necessary measures to obtain from their Governments corporate legal status and management independence	EC, RU
		F1.4	Create a data base of market information at the International Bureau	CCPS, EC, IB
F.2	To take, as required, urgent measures between Congresses in relation to commercial and technical developments and to make international postal legislation and regulations more flexible	F2.1	Draw up and implement procedures for urgent measures	CCPS, EC
		F2.2	Have international postal legislation and regulations modernized and made more flexible	CCPS, EC
F.3	Technical cooperation: - to have a technical assistance programme in training, operations, commercial activities and manage ment systems - to strengthen and develop technical cooperation	F3.1	Set up an integrated network for exchange of information by telematics	CCPS, EC
		F3.2	Support and provide technical cooperation activities aimed at assisting administrations to achieve the objectives and implement the actions of the Plan	CCPS, EC, IB, RU

Resolution C 92/1989

Approval of Detailed Regulations considered by Congress

Congress,

In view of
the new legislative powers of the Executive Council,

Taking account of
its resolution C 1 through which it decided on the immediate application of the provisions concerning the new legislative powers of the Executive Council,

Instructs

the Executive Council to give final approval to the Detailed Regulations which it has considered, namely:
- Convention, Detailed Regulations
- Postal Parcels Agreement, Detailed Regulations
- Money Orders Agreement, Detailed Regulations and Final Protocol
- Giro Agreement, Detailed Regulations
- Cash-on-Delivery Agreement, Detailed Regulations.

(Congress – Doc 88, 16th plenary meeting)

Decision C 93/1989

Election of the Director-General and the Deputy Director-General of the International Bureau of the Universal Postal Union

Congress,

In view of
article 108, paragraph 1, of the General Regulations,
- re-elects to the post of Director-General of the International Bureau Mr Adwaldo Cardoso Botto de Barros (Brazil), Director-General of the International Bureau;
- elects to the post of Deputy Director-General of the International Bureau Mr Jaime Ascandoni R (Spain), Assistant Director-General at the International Bureau.

This decision shall take effect on 1 January 1990.

(Congress – Doc 41, 8th plenary meeting)

Decision C 94/1989

Use of other methods of transferring funds in the postal financial services

Congress

Instructs

the Executive Council to conduct a study on the possibility of using other faster and less cumbersome methods of transferring funds in the postal financial services and to communicate the result of this study to the postal administrations of their use.

(Committee 8, 4th meeting)