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Universal Postal Union

Documents of the 1989 Washington Congress

Volume I
Part 2

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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)

Documentation

I. List of delegates and other persons taking part in the work of Congress

II. Documents published for Congress (Congress – Docs)

I. List of delegates and other persons taking part in the work of Congress

Country	Designation of delegates and attached officials
	Messrs
Afghanistan	M. AZMUDDIN, Minister of Communications, Head of delegation M.A. HAMKAR, Acting President of Post Department, Assistant head of delegation H. NASSER, Director General of International Postal Organization, delegate K.A. SHARAR, Director General for the Liaison Office, delegate M. MIAGOL, Minister-Counsellor, Embassy of Afghanistan, delegate A. MASOOD, First Secretary, Embassy of Afghanistan, delegate
Albania	Not represented
Algeria	H.S. SAID, Ministre des postes et télécommunications, Head of delegation A. SALAOUATCHI, Secrétaire général, Ministère des postes et télécommunications, Joint head of delegation O. KEZZAL, Président de la Commission de rédaction, Joint head of delegation C. HAMMOUCHE, Directeur des services postaux par intérim, Assistant head of delegation A. HAMADOU, Chef de Cabinet, delegate A. BENSID, Ambassadeur, delegate A. LAHIOUEL, Conseiller, delegate M. BERRAIRIA, Directeur des services financiers postaux, delegate M. KERMAD, Sous-Directeur de l'organisation des bureaux de poste et de la distribution, delegate M. BENMILOUKA, Sous-Directeur des études programmes et de l'action commerciale, delegate A. YOUNSIOUI, Sous-Directeur des chèques et mandats postaux, delegate S. SAOUDI, Sous-Directeur de l'épargne, delegate T. FELLAHI, Inspecteur à l'Inspection générale, delegate A. BOUSSAID, Chargé d'études et de synthèse, delegate L. DJACTA, Secrétaire des affaires étrangères, delegate
Germany, Fed Rep of	C. SCHWARZ-SCHILLING, Dr ès lettres, Ministre des postes et télécommunications, Head of delegation W. RAWE, Secrétaire d'Etat parlementaire, Assistant head of delegation W. FLORIAN, Dr en droit, Secrétaire d'Etat, Assistant head of delegation R. WOHLFART, Ec. dipl., Directeur ministériel, Chef de la Direction des postes, Assistant head of delegation F. KOLLER, Dr en droit, Vice-Directeur ministériel, Chef des affaires et des services postaux internationaux, Assistant head of delegation G. DETJEN, Conseiller ministériel, Head of Banking Services, delegate H.-J. HILGERS, Conseiller ministériel chargé du service des colis postaux internationaux, delegate F. GÖRTS, Conseiller ministériel, Secrétaire personnel du Ministre, delegate H.-F. LEINUNG, Conseiller ministériel, Chef du Secrétariat du Président du Conseil exécutif, delegate W. RUDOLPH, Conseiller 1re classe au Ministère des affaires étrangères, delegate F.-W. MASCHKE, Chef de la Section Presse, delegate W. KRUSCH, Ing. dipl., Secrétaire personnel du Secrétaire d'Etat, delegate

Country	Designation of delegates and attached officials
	Messrs
Germany, Fed Rep of (cont)	P. VOSS, Conseiller supérieur, Chef adjoint, Affaires et services postaux internationaux, delegate H. FRIES, Conseiller, Service postal international, delegate J. HABERL, Conseiller, Service postal international, delegate G. HERFURT, Conseiller, Service postal international, delegate H. STRAUER, Conseiller, Service aéropostal et service postal international des colis postaux, delegate A. KLEIN, Conseiller à l'Ambassade, attached official
United States of America	A.M. FRANK, Postmaster General, Honorary Chairman of Congress M.S. COUGHLIN, Deputy Postmaster General, Head of delegation E.E. HORGAN, Jr., Associate Postmaster Generai - International, Chairman of Congress T.E. LEAVEY, Assistant Postmaster General, International Postal Affairs Department J.G. MULLIGAN, Senior Assistant Postmaster General, Operations Support Group, Head of delegation K.J. HUNTER, Associate Postmaster General, delegate C. CLAUSON, Chief Postal Inspector, delegate P.K. EICHORN, Senior Assistant Postmaster General, Marketing & Communications, delegate G.L. GRIFFIN, Executive Advisor, International Postal Affairs, delegate M.J. REGAN, Senior Advisor, International Relations, delegate Mrs I. HARRISON, Senior Advisor, UPU Affairs, International Postal Affairs, delegate Mrs K.A. MULLIN, Senior Advisor, International Postal Affairs, delegate J.P. WADE, Director, UPU Congress Operations, delegate S.J. WINSTON, Senior Advisor to the Associate Postmaster General - International, delegate F.R. HESELTON, Assistant Postmaster General, Rates and Classification Department, delegate A.R. KANE, Assistant Postmaster General, Delivery, Distribution and Transportation, delegate G.C. MORISON, Assistant Postmaster General, Philatelic and Retail Services, delegate M.R. PORRAS, Assistant Postmaster General, Department of the Controller, delegate J.R. WARGO, Assistant Postmaster General, Marketing Department, delegate J.E. ORLANDO, Director of Transportation & International Services, delegate J.F. ALEPA, General Manager, Rate Development Division, delegate W.T. ALVIS, International Law Counsel, delegate E.J. COLLINS, General Manager, Business Requirements Division, delegate E.A. COLUMBO, General Manager, Market Development Division, delegate K.W. MCFADDEN, General Manager, International & Military Mail, Operations Division, delegate J.E. STANFORD, General Manager, Official & International Mail Accounting Division, delegate Mrs F.A. BURNS, Manager, International, delegate J.B. IANNI, Manager, International Services, delegate Mrs L. SHANNON, Language Services Manager, International Postal Affairs, delegate J.H. GUNDERSON, International Business Specialist, International Relations, delegate J.R. BOLTON, Assistant Secretary of State, International Organization Affairs, delegate Mrs J.E. BECKER, Deputy Assistant Secretary of State, International Organization Affairs, delegate Mrs B. POWELL, International Organizations Advisor, UPU, delegate Mrs. C.A. MARTIN, International Organizations Advisor, UPU, delegate D.A. BALTON, Legal Advisor, delegate B.C. RASHKOW, Legal Advisor, delegate Mrs K.E. WESTON, Budget Analyst, delegate J.G. COOK, Telecommunications Attaché, US Mission to the United Nations, Geneva, delegate R.S. TREVINO, Division Director, Marketing and Communications, attached official

Country	Designation of delegates and attached officials
	Messrs
Angola	L. TAVARES RIBEIRO, Vice-Ministre des communications, Head of delegation M.H. DA CUNHA, Directeur général des postes et télégraphes, Assistant head of delegation Mrs M.E. PINTO ALVES P. DA CRUZ CAPINGALA J.P. PEMBELLE
Saudi Arabia	A.D. KAYAL, Dr, S.E. Ministre des postes, des télégraphes et des téléphones, Head of delegation S.H. BANAJAH, Directeur général des postes, First deputy head of delegation S.O. AL TOWAYREKI, Directeur général adjoint des postes, Second deputy head of delegation M.B.Al-A. AL SHANQITI, Directeur général des affaires gouvernementales et postales auprès de la Saudi Arabian Airlines, delegate A.A.H. SALEH, Directeur de la région postale de Jeddah, delegate K.M. AL-OTAIBI, Directeur de la région postale de Ryad, delegate A.A. AL-GHAMEDI, Directeur du département des services postaux, delegate N.B.A.H. ZAMZAMI, Directeur du Cabinet du Directeur général des postes, delegate F.A. ABU MANSUR, Deputy Minister, attached official A.A. SAMMAN, Director General of Bureau of Minister of PTT, attached official
Argentina	A.R. ULIARTE, Interventor de la Empresa Nacional de Correos y Telégrafos, Head of delegation A.C. EGUREN, Director General de Asuntos Internacionales, Assistant head of delegation H.A. HERRERA, Jefe de División, Especialista en Asuntos Internacionales, delegate
Australia	R.M. TAYLOR, Managing Director, Head of delegation J.L. BRADY, Secretary, and Group Manager Corporate Services, Assistant head of delegation P.J. SMITH, Manager, International Postal Affairs, delegate K.J.S. McKEOWN, Assistant Manager, International Postal Affairs, delegate B.G. McSWEENEY, Manager, Mail Network and Systems, International Mail Group, delegate Miss C. GRAHAM, First Secretary, Australian Embassy, Washington D.C., delegate T. WILSON, Counsellor, Embassy of Australia, delegate
Austria	E. LAZNOVSKY, Lic. en droit, Conseiller ministériel, Chef de la Division «Postes et autocars postaux», Head of delegation H. KNAUTHE, Dr en droit, Conseiller ministériel, Chef du Service international des postes, Assistant head of delegation F. MITTERMAIER, Dr en droit, Conseiller ministériel, Chef adjoint du Service international des postes, delegate G. KROTTENMÜLLER, Chef du bureau international de la Caisse d'épargne postale, delegate R. TOIFL, Directeur, Fonctionnaire du service international des postes, delegate
Bahamas	J.V. SAUNDERS, Postmaster General, Head of delegation W.T. KNOWLES, Senior Deputy Postmaster General, Assistant head of delegation Mrs G.L. RAHMING, Senior Superintendent (Postal), delegate Miss A.L. DAVIES, Senior Clerk, attached official

Country	Designation of delegates and attached officials
	Messrs
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Bangladesh	R. HOSSAIN, Counsellor for Political Affairs, Bangladesh Embassy, Head of delegation S.M. ALI, Counsellor and Head of Chancery, Bangladesh Embassy, Assistant head of delegation H. KABIR, First Secretary, Bangladesh Embassy, delegate
Barbados	D. BLACKMAN, Dr, Hon., Minister of Transport and Works, Head of delegation C.E. GILL, Postmaster General, Assistant head of delegation G.M. BENJAMIN, Assistant Postmaster General, delegate S.H. NILES, Assistant Postmaster General, delegate Mrs F.R. LEACOCK, Senior Postal Superintendent (Customer Services), delegate Mrs A. FORTE, First Secretary, delegate
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Belize	Not represented
Benin	O. BATOKO, Ministre de l'information et des communications, Head of delegation A.H. AFFEDJOU, Directeur des services postaux et financiers, Assistant head of delegation B. GOUHIZOUN, Chef de la Division poste, delegate L. SALIOU, Chef de la Division des services financiers, delegate G.A. OSSENI, Conseiller, attached official C. MEHISSOU, Conseiller, attached official
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Country	Designation of delegates and attached officials
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Botswana	C.J. BUTALE, Hon., Minister of Works, Transport and Communication, Head of delegation M.C. TIBONE, Permanent Secretary, Ministry of Works, Transport and Communication, Deputy head of delegation A.V. LIONJANGA, Deputy Permanent Secretary, Ministry of Works, Transport and Communication, Deputy head of delegation D.R. GABARAANE, Director of Postal Services, Assistant head of delegation B.K. SEBELLE, Ambassador of Botswana, delegate B.H.S. TAYAWARDENA, Assistant Director, Finance, delegate Mrs G.G. MATSIETSA, Assistant Postal Controller, International Affairs, delegate
Brazil	P.P. WANDEK DE LEONI R., Secrétaire des services postaux au Ministère des communications, Head of delegation J.M. RAUBER, Président de l'Entreprise brésilienne des postes et télégraphes, Head of delegation Mrs V.L.S. CARVALHO, Chef du Bureau des relations internationales/ECT, Assistant head of delegation P.V.P. SICILIANO, Chef de la Division d'études et développement/ECT, delegate V. BARBOSA, Assesseur du Chef du Bureau des relations internationales, delegate Mrs A.M.N. FARANI AZEVEDO, Second Secretary at the Brazilian Embassy, delegate A.J. VEIGA ROLDAO, Marketing Director, attached official
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Country	Designation of delegates and attached officials
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Burundi	J. KAVAKURE, Ambassadeur du Burundi à Washington, Head of delegation A. NDABIHORE, Directeur général des transports, postes et télécommunications, Head of delegation W. NTUNZWENIMANA, Premier Conseiller d'Ambassade à Washington, delegate A. BUDIGI, Premier Conseiller d'Ambassade à Washington, delegate L. NDABUBAHA, Directeur des postes, delegate
Cameroon	S. OUMAROU, Ministre des postes et télécommunications, Head of delegation M. BAYEMI, Secrétaire général du Ministère des postes et télécommunications, Assistant head of delegation P. PONDI, Ambassadeur du Cameroun, Assistant head of delegation W. NKOMO, Inspecteur général n° 3, Assistant head of delegation P. NDONGO, Directeur des postes, delegate D. TCHIMKAP, Directeur adjoint des postes, delegate
Canada	D.H. LANDER, Président-Directeur général, Head of delegation G.C. CLERMONT, QC, Vice-Président de Groupe, Deputy head of delegation P.T. McINENLY, Avocat-conseil général, Deputy head of delegation J.G. HALPIN, Directeur, Affaires postales internationales, Assistant head of delegation D. SWANSON, Vice-Président, Exploitation du réseau et approvisionnement, delegate E.B. FOURNIER, Directeur général, Opérations internationales, delegate A. FALLU, Gestionnaire des relations internationales, Affaires postales internationales, delegate P. RAYNAUD, Agent, Affaires postales internationales, delegate Mrs R. DUHAIME, Directeur, Opérations du réseau international, delegate Mrs T. DENIS, Agent, Administration, Affaires postales internationales, delegate S. HIBBARD, Conseiller, Ambassade du Canada à Washington, delegate R. BOISCLAIR, Officer Service Hearings Information, attached official J.E. AIKEN, Vice-President, Special Assignment, attached official Mrs J. THIBAULT, Legislative Secretariat, attached official
Cape Verde	Mrs M. EVORA SAGNA, Directeur général, Head of delegation H. MARCIANO ALMEIDA, Directeur des postes, Assistant head of delegation Mrs E. ALMEIDA, Directeur, Assistant head of delegation Mrs M.R. FERREIRA, delegate
Central African Rep	H. DOBOZENDI, Ministre des postes et télécommunications, Head of delegation A. BAYOKA-DIEKA, Directeur général des postes et de la caisse nationale d'épargne, Assistant head of delegation J. TCHOMBEGO, Directeur de la production, delegate A. DAOUDA, Directeur des affaires économiques et internationales, delegate

Country	Designation of delegates and attached officials
	Messrs
Chile	P. DELANO BARRIOS, Gerente General, Head of delegation C. VICUÑA ZEBALLOS, Jefe Asesoría de Relaciones Internacionales, Assistant head of delegation J.L. OSTRIA PALMA, Chef du Cabinet du Directeur général, delegate P. SUCKEL AGUAYO, Adviser to Chilean Embassy, delegate
China (People's Rep)	T. YANG, Ministre des postes et télécommunications, Head of delegation T. LIU, Directeur général des postes du Ministère des P & T, Deputy head of delegation Z. LIU, Vice-Directeur du Département des affaires extérieures du Ministère des P & T, Assistant head of delegation H. LIU, Directeur assistant du Département des affaires extérieures du Ministère des P & T, Assistant head of delegation G. TANG, Premier Secrétaire au Ministère des affaires étrangères Mrs G. TANG, Chef-adjoint de la Division du service international de la Direction générale des postes, delegate Y. CONG, Chef-adjoint de la Division du service international de la Direction générale des postes, delegate G. ZHANG, Chef-adjoint de la Division des organisations postales internationales du Département des affaires extérieures, delegate Y. WU, Fonctionnaire chargé du service postal international de la Direction générale des postes, delegate Mrs H. TIAN, Fonctionnaire chargée des affaires des organisations internationales du Département des affaires extérieures, delegate D. QU, Fonctionnaire du Ministère des postes et télécommunications, Interprète, attached official Mrs L. HUANG, Fonctionnaire du Ministère des P & T, Interprète, attached official Mrs X. SHI, Fonctionnaire du Ministère des P & T, Interprète, attached official Mrs X. CHEN, Fonctionnaire du Ministère des P & T, Interprète, attached official Mrs Y. LEI, Fonctionnaire du Ministère des P & T, Interprète, attached official W. ZHENQUAN, First Secretary, attached official
Cyprus	N. PROTOPAPAS, Minister of Communications and Works, Head of delegation T. CHARALAMBIDES, Directeur du Département des services postaux, Head of delegation G. KAZANDJIS, Chef du Service de l'exploitation postale, delegate A. VIKIS, Deputy Chief of Mission Cyprus Embassy, Washington, delegate
Colombia	E. DANIELS RINCONES, Dr, Ministro de Comunicaciones, Head of delegation Mrs X. TAPIAS DELPORTE, Viceministro de Comunicaciones, Assistant head of delegation V. ALONSO, Dr, Secretario General, Assistant head of delegation J. LONDOÑO TAMAYO, Miembro Junta Directiva, Assistant head of delegation G. MOSQUERA, Subdirector de Operaciones, delegate I. ROJAS ORDUZ, Jefe Oficina Asuntos Internacionales, delegate J.H. RINCON, Ing., Jefe Sección Postal Mincomunicaciones, delegate G. RONDEROS T., Ing., Administrador General Correo Aéreo, delegate I. RATKOVICH CARDENAS, Ing., Asesor Correo Aéreo, delegate

Country	Designation of delegates and attached officials
	Messrs
Comoros	A.B. DAOUD, Secrétaire d'Etat aux postes et télécommunications, Head of delegation A.A. MOUMIN, Ambassadeur, Head of delegation A.A. KOUATI, Directeur des services postaux et financiers, Assistant head of delegation
Congo (People's Rep)	O. EKORI, Directeur de Cabinet du Ministre des mines, de l'énergie et des PTT, Head of delegation L. KINZONZI, Conseiller aux postes et télécommunications, Assistant head of delegation R. OKOUYA, Directeur général de l'ONPT et CNE, Président du Conseil d'administration de l'ONPT, Assistant head of delegation C. DEFOUNDOUX, Directeur des postes, Assistant head of delegation A. BOYELA, Auditeur principal de l'ONPT, delegate Mrs L. MABIALA, Chef de division des affaires internationales à la Direction des postes, delegate
Korea (Rep)	W.-J. LEE, Minister of Communications, Head of delegation S.K. LEE, Minister, Korean Embassy in USA, Assistant head of delegation P.-G. HUH, Director General of Posts, delegate M.H. YU, Counsellor, Korean Embassy in USA, delegate Y.-S. KWON, Deputy Director General of Posts for International Relations, delegate J.S. LEE, Communications Attaché, Embassy of Korea, delegate Y.J. CHO, Director, International Organizations Division, Ministry of Foreign Affairs, delegate K.H. CHO, First Secretary, Korean Embassy in USA, delegate J.S. SHIN, First Secretary, Korean Embassy in USA, delegate H.-W. LEE, Director of International Postal Division, delegate K.Y. LEE, Director, Ministry of Communications, delegate C.H. SUH, Deputy Director, International Organizations Division, Ministry of Foreign Affairs, delegate B.-W. RAH, Deputy Director of International Postal Division, delegate E-B. JOO, Deputy Director of International Postal Division, delegate J.-T. LEEM, Deputy Director of Postal Remittance, Giro & Savings Bureau, delegate H.S. SEO, Secretary to the Minister, delegate Y.-C. KONG, Assistant Section Chief of International Postal Division, delegate C.-N. KIM, Assistant Section Chief of International Postal Division, delegate C.-K. YOO, Assistant Section Chief of Postal Planning Division, delegate J.-C. CHUNG, Assistant Section Chief of International Postal Division, delegate C.O. KIM, President, Korea Information Society Development (KISDI), attached official C.Y. HAM, Senior Research Fellow, KISDI, attached official H.K. KIM, Head of Postal Analysis Section, ETRI, attached official E.-S. HONG, President, International Convention Services (ISC), attached official
Costa Rica	A.A. DESANTI, Ministro de Gobernacion y Policia de Costa-Rica, Head of delegation Mrs I.L. DOBLES, Vice-Ministra, Assistant head of delegation C. GOMIS, Ambassadeur, Assistant head of delegation Mrs M.C. QUESADA, Director Nacional de Comunicaciones, Assistant head of delegation D.A. MEZA, Directivo Junta Administrativa, Assistant head of delegation J.C.G. MORALES, Directivo Junta Administrativa, delegate F.C. ALVARADO, Directivo Junta Administrativa, delegate A.N. CALDERON, Vice-Presidente de la Junta Administrativa Cortel, delegate

Country	Designation of delegates and attached officials
	Messrs
Costa Rica (cont)	A.P. GAMBOA, Jefe Oficina Asuntos Internacionales, delegate R.C. LEIVA, Jefe Departamento de Capacitacion y Asesoria Postal, delegate M.V.A. QUESADA, Asesor Legal, delegate
Côte d'Ivoire (Rep.)	V.T. DJEDJE, Ministre des postes et télécommunications, Head of delegation C. GOMIS, Ambassadeur, Assistant head of delegation H. DIARRA, Directeur de l'Office national des postes, Assistant head of delegation P.I. KOUKOUI, Assistant head of delegation G. KOUA KACOU, Chef du Département de la production, delegate B. AGBO YAPI, Chef du Service des relations extérieures, delegate B. MIMI LOGBO, Chef du Service du contrôle de gestion et de l'Audit interne, delegate G. DJAH EBOUAT, Attaché de presse au Ministre des postes et télécommunications, attached official
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Denmark	H. ISRAELSEN, Director General, Head of delegation A. NIELSEN, Deputy Director General, Head of delegation T.W. MADSEN, Head of International Secretariat, Posts, Head of delegation M.T. HANSEN, Deputy Director, Financial Services (Postgiro), Assistant head of delegation J.F. PEDERSEN, Head of International Relations Secretariat, delegate H. HANSEN, Assistant Head of International Secretariat, Posts, delegate G.T. CHRISTENSEN, Senior Executive Officer, International Relations Secretariat, delegate E. OVESEN, Commercial Counsellor, Royal Danish Embassy, Washington, delegate Mrs A. MELDGAARD, Secretary of Embassy, Royal Danish Embassy, Washington, delegate Mrs L. BIRKEDAL, Inspector, Postal Philatelic Centre, attached official
Djibouti	K.A. HARED, S.E., Ministre de l'intérieur, des postes et télécommunications, Head of delegation H.M. AHMED, Directeur général de l'Office des postes et télécommunications, Head of delegation E.O. WAISS, Directeur général adjoint, Assistant head of delegation A.-M. ISMAEL, Chef de la Division exploitation postale, delegate O.B. GUELLEH, Receveur principal, delegate
Dominican Republic	H.A. VERAS GOMEZ, Director General del Instituto Postal Dominicano (Inposdom), Head of delegation H. MORETA RUBIO, Asesor Técnico Postal, Encargado Departamento Técnico del Inposdom, Assistant head of delegation

Country	Designation of delegates and attached officials
	Messrs
Dominica	Not represented
Egypt	K.A.H. AHMED, Président du Conseil d'administration de l'Organisme national des postes, Head of delegation M.M. AL-SABBAGH, Chef du secteur du Secrétariat général et des services centraux, Assistant head of delegation Mrs S.M. KHALIL, Directrice du département des accords internationaux et des Congrès, delegate M.K. TOLBAH, Directeur du Centre de trafic postal aérien, delegate H.E. DERAR, Conseiller de l'Ambassade d'Egypte à Washington, delegate
El Salvador	M.A. ACEVEDO, Chef de la Division de planification, Head of delegation R.J. ORTIZ, Minister of the Embassy in Washington, Assistant head of delegation
United Arab Emirates	A.S. BOUHASSAN, General Director for General Postal Corporation, Head of delegation M.S. AL SHARHAN, Director of International Relations Department, delegate I.M. ALDABBOUS, Directeur de la quatrième région postale, delegate A.M. BIN MAJID, Director of First Postal Area, delegate A.H. AL MAGRIBI, Head of Foreign Relations Section, delegate R.A. RAHMAN FARIS, Head of Operations Section, delegate R. SINN, Directeur du fret/Air Emirats, attached official M. MATAR, Directeur-adjoint du fret /Air Emirats, attached official
Ecuador	L. RODRIGUEZ, Ec., Miembro del Directorio, Head of delegation P. SUQUILANDA, Dr, Ministro Consejero de la Embajada del Ecuador en Washington, Assistant head of delegation A. CASTELLANOS C., Lcdo, Jefe del Departamento Internacional, delegate Mrs Y. GARCIA DE BUENO, Segundo Secretario de la Embajada del Ecuador en Washington, delegate
Spain	J.L. MARTIN P., Secrétaire général des communications,Ministère des transports, du tourisme et des communications, Head of delegation J.J. MELERO M., Directeur général des postes et télégraphes, Head of delegation F. DUATO G., Sous-Directeur général de l'exploitation, Direction générale des postes et télégraphes, Assistant head of delegation J.L. MAYORAL A., Sous-Directeur général de l'Administration économique, Direction générale des P & T, Assistant head of delegation J. DE FRUTOS G., Directeur des affaires internationales, Direction générale des P & T, Assistant head of delegation A.L. CIQUE B., Chef du Service du trafic postal et télégraphique, Sous-Direction générale de l'exploitation, delegate J.L. FERNÁNDEZ M., Chef du Service des virements, Sous-Direction générale de l'Administration économique, delegate J.L. COLLADA Z., Directeur adjoint des affaires internationales, Direction générale des P & T, delegate J.A. SUÁREZ G., Assesseur du Directeur général des postes et télégraphes, delegate

Country	Designation of delegates and attached officials
	Messrs
Spain (cont)	A. ARGENTE H., Chef du service des relations avec l'UPU, Direction des affaires internationales, delegate M. LORENZO, Minister, Embassy of Spain, Commercial Affairs, delegate S.M. LOBATO, Subdirector General de Commercializacion, attached official M.R. BLANCO, Jefe Cabinete Comercialization, attached official
Ethiopia	L. RETTA, Comrade, General Manager, Ethiopian Postal Service, Head of delegation S. MOHAMRSD, Comrade, Manager, Postal Service Department, Assistant head of delegation T. WOLDEMARIAM, Regional Manager of Central Region, delegate
Fiji	A.H. YUSUF, Chargé d'affaires a.i., Ambassade de la République de Fidji à Washington, Head of delegation
Finland	A. SAVIAHO, Directeur général adjoint des postes, Head of delegation J. ALLARDT, Directeur du courrier international, Assistant head of delegation M.K. ELOVAINIO, Secrétaire général, delegate J. LAAJAVA, Ministre-Conseiller, delegate C.-G. TRÄSKMAN, Chef du trafic international, delegate I. HALLANORO, Chef des services internationaux, delegate R. TANZI-ALBI, Deuxième Secrétaire, delegate Miss A.-M. KALTER, Chargée de mission, delegate C. BLOMQVIST, Chef de la coopération technique, delegate J. SALOVAARA, Directeur des journaux et périodiques, delegate Miss V. PALO, Administrateur principal, Courrier international, attached official
France	P. QUILES, Ministre des postes, des télécommunications et de l'espace Y. COUSQUER, Directeur général de la poste, Head of delegation G. LLORET, Président-Directeur général de la SFMI, Head of delegation F. MIGONE, Inspecteur général, Chef du Service des affaires internationales, Assistant head of delegation J.-C. RAUCH, Inspecteur général, Directeur des postes de la région Rhônes-Alpes, Assistant head of delegation J. JOUBERT, Directeur général, Société française de Chronopost, delegate R. LIMAT, Directeur des Services courrier, delegate D.J. LUCIANI, Directeur des Services financiers , delegate M. BAUDIENVILLE, Delegate du Directeur des Services courrier, delegate R. HELY, Chef de service à la Direction des Services courrier, delegate M. DANJOU, Conseiller technique au Cabinet du Ministre M. VIAL, Conseiller technique au cabinet du Ministre M. VIEILLEDENT, Directeur général adjoint de la poste, delegate A. DARRIGRAND, Président-Directeur général de SOFIPOST, delegate G. LEGOUET, Directeur général du BEPTOM, delegate J. BRENTA, Administrateur au Service des affaires internationales, delegate C. DONTENVILLE, Administrateur à la Direction à la réglementation générale, delegate Mrs M.T. SANTONI, Administrateur au Service des affaires internationales, delegate Mrs S. SOLIGNAC, Administrateur à la Direction des Services financiers, delegate

Country	Designation of delegates and attached officials
	Messrs
France (cont)	J. ROBERT, Directeur départemental adjoint au Service des affaires internationales, delegate P. DURAND, Directeur départemental adjoint à la Direction des Services courrier, delegate E. DAYAN, Inspecteur principal à la Direction des Services courrier, delegate F. LORMAND, Directeur adjoint, delegate V.-M. ROGE, Sous-Directeur, delegate Mrs M. BATIFOL, Attaché d'administration principal, delegate Mrs M.-J. FILIPPINI, Attaché d'administration principal, delegate D. LE GOFF, Attaché d'administration principal, delegate P. DELACROIX, Direction des Nations Unies et des organisations internationales, Ministère des affaires étrangères, delegate B. EMIE, Conseiller, Ambassade de France, delegate F. VUILLOD, Attaché, Ambassade de France à Washington, delegate Mrs A. POTHIER, attached official
Gabon	Z. MYBOTO, Ministre des postes et télécommunications, Head of delegation T. SOUAH, Directeur général de l'Office des postes et télécommunications, Assistant head of delegation Mrs M.-F. LENGOUNGOU-MOUPASSI, Directeur de Cabinet du Ministre des P & T, delegate E. MBA EKO, Directeur des services postaux, delegate F. MBENG-EKOGHA, Directeur des études et des relations techniques internationales, delegate J. MIHINDOU-MI-NGUIMBI, Directeur général adjoint chargé des services postaux financiers, delegate A. N. ALLOGO, Directeur général adjoint chargé des inspections et de l'audit interne, delegate B. OYONE, Conseiller du Ministre des postes et télécommunications, delegate B. P. DITENGOU, Inspecteur principal à la Direction des études et des relations techniques internationales, delegate J. OBONNOU MBOGO, First Counselor to Congress Delegation, delegate P. BIE-EYENE, Chef de Division au Ministère des affaires étrangères, attached official J.R. MASSONDA, Attaché de Cabinet au Ministère des postes et télécommunications, attached official
Gambia	A.M.C. CHAM M.P., Hon, Minister of Works and Communications, Head of delegation A.S. N'GUM, Senior Assistant Secretary, Assistant head of delegation T.B.A. AWE, Senior Superintendent of Posts, Assistant head of delegation
Ghana	E.O. DONKOR, Hon., Secretary of State for Transport and Telecommunications, Head of delegation E.K. OTOO, Ambassadeur, Head of delegation E.K.A. AMOA-AWUA, Minister Counsellor (Deputy Ambassador), delegate I. ADU-BOAHENE, Director of Postal Services, delegate A.S. ANUMU SITTI, Chief Controller of Posts, attached official
Grande-Bretagne	W. COCKBURN, Managing Director, Royal Mail Letters, Joint head of delegation P.S. SALVIDGE, Head of Telecommunications and Posts Division, Department of Trade and Industry, Chairman of CEPT, Joint head of delegation D.G. FOOT, Head of International Affairs, Royal Mail International, Joint assistant head of delegation

Country	Designation of delegates and attached officials
	Messrs
Grande-Bretagne (cont)	Mrs E.C. JONES, Head of Post Office Branch, Department of Trade and Industry, Joint assistant head of delegation B. NICHOLSON, Sir, Chairman of the Post Office, delegate Miss S.J. SMITH, Head of Overseas Postal Section, Department of Trade and Industry, Secretary of CEPT, delegate C. BRISCOE, General Manager Royal Mail International, Chairman CEPT Post Commission, delegate B. ELDERTON, General Manager, Royal Mail Parcels International, delegate C. ROSE, Deputy General Manager, Royal Mail International, Head of British Postal Consultancy Service, delegate M. JOHNSON, Acting General Manager, delegate J. COTTON-BETTERIDGE, Commercial Manager, Royal Mail International, delegate D. COLE, Manager, EMS, delegate J. COOK, Head of International Division, Girobank, delegate P. KING, Head of International Relations Section, Royal Mail International, delegate M. GOSS, Head of Territorial and Transport Services, Royal Mail International, delegate A. RICHARDS, Principal Consultant, British Postal Consultancy Service, delegate Mrs J. HOLMES, Operations Manager, Royal Mail Parcels International, delegate F.S. EVEMY, International Relations Officer, Royal Mail International, delegate Mrs R. IRELAND, International Relations Officer, Royal Mail International, delegate Miss S.J. WITT, Overseas Postal Section, Department of Trade and Industry, delegate M.D. ORBELL, Director of Postal Administration, Jersey, delegate C. MEYER, Minister (Commercial), British Embassy, Washington, delegate A. HEADERSON, First Secretary, British Embassy, delegate R.M. WHITE, First Secretary, Science, Energy and Nuclear Department, Foreign and Commonwealth Office, delegate P. GAGE, delegate G. LLEWELLYN, Controller, Post Office, Chairman's Office, attached official S. CHISNALL, Secretary CEPT, Post Commission, attached official J.R. WILCOX, Communications Manager, Royal Mail International, attached official P. THEOBALD, International Relations Officer, Royal Mail International, attached official Miss S. OLIPHANT, Personal Secretary to Mr. Foot, attached official R. MARK, attached official P. GAGE, attached official
Overseas Territories (United Kingdom of Great Britain and Northern Ireland)	Miss S.J. SMITH, Head of Overseas Postal Section, Department of Trade and Industry, Head of delegation C.A.J. CRICHLOW, Postmaster General, Bermuda, attached official Mrs V. SMITH, Assistant Postmaster-General (Operations and International Affairs), Bermuda, attached official D.S.W. WONG, Postmaster General, Hong Kong, attached official A.G. DICKSON, Assistant Postmaster General, Hong Kong, attached official P.C. LUK, Chief Controller of Posts, Hong Kong, attached official Miss R. TURNBULL, Postmaster General, British Virgin Islands, attached official Miss M. RICHARDS, Deputy Postmaster General, British Virgin Islands, attached official Mrs L.L. MALONE, Ministry of Finance, British Virgin Islands, attached official

Country	Designation of delegates and attached officials
	Messrs
Greece	V. KORPOLOPOULOS, Secrétaire général du Ministère des transports et des communications, Head of delegation F. PROVATAS, Directeur général, Assistant head of delegation N. ZAFIROPOULOS, Premier Secrétaire de l'Ambassade de Grèce à Washington, Assistant head of delegation H. MANESSIS, Premier Secrétaire de l'Ambassade de Grèce à Washington, delegate G. ANTONIOU, Directeur du Ministère des transports et communications, delegate M. MATHIOUDAKIS, Conseiller spécial sur des questions de relations internationales, delegate G. GOUMAS, Chef de la Division des relations internationales, delegate G. ADAMOPOULOS, Chef de Section, poste aux lettres, delegate C. SKARLOS, Chef de Section, colis postaux internationaux, delegate Mrs Z. PROTOPSALTI, Officer of the Administration of Posts and Telecommunications, delegate
Grenada	Represented by Trinidad and Tobago
Guatemala	S. MENDIZÁBAL GARCÍA, Ing., Viceministro de Comunicaciones, Transporte y Obras Públicas, Head of delegation O. JUÁREZ CALDERON, Ing., Asesor Técnico del Ministerio de Comunicaciones, Transporte y Obras Públicas, Head of delegation G. RODAS, Sub-Director General of Posts and Telegraphs, Assistant head of delegation R. MUÑOZ, Jefe de la Unidad de Planeamiento de la Dirección General de Correos y Telégrafos, delegate P. PELLECER, Jefe del Departamento Internacional de la Direccion General de Correos y Telégrafos, delegate
Guinea	L. BOLIVOGUI, Ministre des postes et télécommunications, Head of delegation M.L. CAMARA, Directeur national des services postaux et financiers, Assistant head of delegation M. SAADI, Conseiller du Ministre des postes et télécommunications, Assistant head of delegation
Guinea Bissau	Not represented
Equatorial Guinea	Not represented
Guyana	R.H.O. CORBIN, Deputy Prime Minister, Public Utilities, Head of delegation G.A. DORIS, Postmaster General, Assistant head of delegation E. NOBLE, Deputy Postmaster General, delegate L. PERSAUD, Postal Controller, Planning and Statistics, delegate
Haiti	J.-C. JEAN-JACQUES, Directeur général, Head of delegation W. LOUIS, Directeur de la planification et des études postales, Assistant head of delegation

Country	Designation of delegates and attached officials
	Messrs
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Hungary (Rep)	B. DOROS, Ministre adjoint au Ministère des transports, des communications et de la construction, Head of delegation L. OLÁH, Dr en droit, Vice-Président des postes et télécommunications, Joint head of delegation P. KERTÉSZ, Dr en droit, Vice-Président des postes et télécommunications, Assistant head of delegation Mrs I. GYARMATI, Administrateur de la Division postale, delegate C. MOLNAR, Administrateur du Service des affaires internationales, delegate F. SZIKSZAY, Administrateur du Service des affaires internationales, delegate
India	G. GOMANGO, Minister of State, Ministry of Communications, Government of India, Head of delegation R.K. SAIYED, Secretary, Department of Posts and Director General Posts, Head of delegation K. PRAKASH, Member, Postal Services Board, Head of delegation M.S. RAMAN, Deputy Director General (International Relations), Assistant head of delegation S. KRISHNAN, Member (Finance), Postal Services Board, delegate Mrs A. JAIN, Assistant Director General (International Relations), delegate V. KAUL, Assistant Director General (International Mails), delegate K.S. REDDY, Secretary to the Minister, delegate
Indonesia	S. ABDULRACHMAN, Director General of Posts and Telecommunications, Head of delegation U. NATAWIJAYA, Deputy Director General (Posts and Giro), Assistant head of delegation A.R. RAMLY, Ambassador of Indonesia, delegate M.M. PAHAM, Chief Director of Public Corporation for Posts and Giro, delegate T. SUTARMAN, Director of Postal Operations of the Public Corporation for Posts and Giro, delegate A. SJARKATI, Head of Sub-Directorate for Postal Convention and Legislation, delegate K. KALAKE, Head, Sub-Directorate of Postal Operations of the Public Corporation for Posts and Giro, delegate H.P. HARYONO, First Secretary, Embassy of the Republic of Indonesia, Washington, D.C., delegate N.H. WIRAYUDA, Counsellor, Indonesian Permanent Mission to the United Nations, attached official R. DAUD, Head, Section of Postal Convention, Directorate General of Posts and Telecommunications, attached official M. CHOLID, Head, Sub-Division of Letterpost Items, Public Corporation for Posts and Giro, attached official
Iran (Islamic Rep)	S.M. GHARAZI, H.E., Minister of PTT of the Islamic Republic of Iran, Head of delegation M. MALEKI-TABAR, Deputy Minister, Managing Director of Post Company, Head of delegation S.M. SEYED HASHEMI, Member of the Board of Directors, Assistant head of delegation A. BAHRAYNIAN, Deputy Minister Telecommunication Affairs, delegate H. SHAHABEDIN, Deputy Minister in Administrative Affairs, delegate A.B. NASRABADI, Member of the Board, delegate

Country	Designation of delegates and attached officials
	Messrs
Iran (Islamic Rep) (cont)	M.J. RASTI LARI, I.C.A., Member, delegate G. HIEDARI, I.C.A., Member, delegate S.M. SEYED EBRAHIMI, Director General International, delegate M.M. ROUSHANI, Director General Financial Post, delegate S.M. ASGARI, Director General Studies and Planning, delegate A. REYAHIVAFA, Director General Training, delegate V. JANGJOUY, Director General Personnel, delegate N. BARAHMAN, Director General Legislative Affairs, delegate M. HERISCHI, Director General Telecommunication Affairs, delegate A. MOHSENZADEH, Director General University Relations, delegate M. JAFFAR TAYYARI, Deputy Director General, delegate M. MOTAHARENEKZAD, Director General Public Relations, delegate H. SHEIKH ATTAR, Director of Satellite communications, delegate S.A. HOSSEINI NAVID, Head of Statistics Department, delegate A. GHAFFORI, Expert Postal Affairs, delegate H. BEHRAM, Expert Postal Affairs, delegate M. HAJI-TEHRANI, Expert Postal affairs, delegate B. SHAFFEE, Expert Postal affairs, delegate S.M. MOJABI, Expert Postal Affairs, delegate M. HASSANZADEH, Director General Provincial, delegate S.S.H. MIR-SADEGHI, Director general Managing Director Office, delegate B. JAZAYERI, Consultant, delegate G. FATTAHIMANESH, Secretary, Attached Official, delegate S. KOLIVAND, Secretary, Attached Official, delegate S. MOSTAFA SAFAVI, Consultant, delegate
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Ireland	B. McDONAGH, Secretary General, Department of Communications, Joint head of delegation G. HARVEY, Chief Executive, An Post, Joint head of delegation M. CAREY, Head of Postal Division, Department of Communications, Joint assistant head of delegation M.J. COADY, General Manager, Provincial Mail Services, Joint assistant head of delegation R. HINDS, Group Manager, Development and Support Services, An Post, Joint assistant head of delegation Mrs G. VEALE, Deputy Head of Postal Division, Department of Communications, delegate M. DALY, Commercial Manager, International Mails Services, An Post, delegate C. FARRELLY, International Relations Manager, An Post, delegate D. DENHAM, First Secretary, Embassy of Ireland, Washington D.C., delegate

Country	Designation of delegates and attached officials
	Messrs
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Country	Designation of delegates and attached officials
	Messrs
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Jamaica	B.G. HENRY, Postmaster General, Head of delegation Mrs C. CLAYTON, Minister, Embassy of Jamaica, delegate E.A. CARR, Minister, Embassy of Jamaica, delegate Mrs D. LINDO, First Secretary & Consul, Embassy of Jamaica, delegate Y.T. DESULME, Executive Chairman Caribbean Business Systems Adviser, attached official
Japan	N. MATSUNAGA, Ambassador Extraordinary and Plenipotentiary, Head of delegation Y. KARITA, Minister Extraordinary and Plenipotentiary, Embassy of Japan to the United States of America, Head of delegation T. ONOZAWA, Director-General of Posts, Ministry of Posts and Telecommunications, Joint head of delegation S. KUSUDA, Senior Councilor, Assistant head of delegation H. OSUMI, Director of the International Affairs Division, Postal Bureau, delegate I. OHHASHI, Counsellor, Embassy of Japan to the United States of America, delegate Y. IGUCHI, Director of the International Relations Office, Postal Bureau, delegate Y. KITAHARA, Director of the International Affairs Office, Postal Savings Bureau, delegate F. KITAHARA, Senior Adviser, Postal Bureau, delegate M. SAKURAI, Deputy Director of the International Relations Office, Postal Bureau, delegate T. TSUBOI, First Secretary, Embassy of Japan to the Swiss Confederation, delegate K. KIMIYA, Second Secretary, delegate Y. ONODA, Head of the International Organizations Section, International Relations Office, Postal Bureau, delegate Y. HIROTA, Head of the International Cooperation Section, International Relations Office, Postal Bureau, delegate Y. KARIKOMI, Assistant Head of the International Organizations Section, International Relations Office, Postal Bureau, delegate H. SUMIDA, Official, Social Cooperation Division, United Nations Bureau, delegate Mrs C. KOBAYASHI, attached official Mrs N. OYAMADA, Interprète, attached official Mrs R. SUZUKI, Interprète, attached official Y. TSUBOI, Interprète, attached official
Jordan	H. HAMAMI, S.E., Ambassadeur du Royaume hachémite de Jordanie à Washington, Head of delegation A.A. MALHAS, Directeur général adjoint, Assistant head of delegation H.E. QUDAH, Directeur des affaires postales, delegate O. RIFAI, Premier Secrétaire, delegate I. BADRAN, delegate

Country	Designation of delegates and attached officials
	Messrs
Dem Kampuchea	Not represented
Kenya	J.J. KAMOTHO, Minister of Transport and Communications, Head of delegation K.A. NGENY, Managing Director, Assistant head of delegation S. JUMA, Manager, International Public Relations, delegate C.C. MUSUNDI, Head of Postal Services, delegate C.E. MUGA, Assistant Head of Postal Services, delegate J.K. WANJAU, Government Official, delegate N. OCHIENG-NYAMOGO, Principal Legal Officer, delegate R.H.O. OKWARO, Counsellor, delegate N.W. MEDA, First Secretary Information, delegate K. MWAMBIA, First Secretary Kenya Embassy, delegate Mrs B.C. KOECH, Senior Postal Controller, delegate J.R. MWAURA, Principal Postal Controller, delegate Mrs N. AMIR, Assistant Postal Controller, delegate
Kiribati	Represented by Great Britain
Kuwait	N.M. AL-JARIWY, Sous-Secrétaire d'Etat adjoint pour les affaires postales, Head of delegation E.E. EID, Directeur du Département des services postaux, Assistant head of delegation K.A. AL-TAMI, Directeur du Bureau exécutif, delegate M.S. AL-MATIRI, Contrôleur de la première région, delegate S.A.A.S. AL-ASSOUSSI, Chef du District de la ville, delegate
Lao (People's Dem Rep)	D. SOMVORACHIT, Chargé d'affaires de la R.D.P. lao à Washington, D.C., Head of delegation P. SIPASEUTH, 3e Secrétaire à l'Ambassade lao à Washington, D.C., delegate
Lesotho	P.M. MOKHANTSO, Hon. Col., Minister of Transport and Communications, Head of delegation P.M. SEJANAMANE, Principal Secretary of Ministry of Transport and Communications, Assistant head of delegation J.S. MAKAMANE, Director of Postal Services, delegate C. T. RAMOQOPO, Finance Manager, delegate Miss A.K. MOKHETHI, Acting International Mails Officer, delegate
Lebanon	O.A. TABARRA, Directeur général des postes a.i., Head of delegation G.A. JAWDE, Chef du Cabinet, delegate B. NAMANI, Dr, First Secretary of the Embassy of Lebanon, delegate
Liberia	M.M. DUKULY, Minister, Head of delegation Mrs C.T. KANGAR, Deputy Minister, Assistant head of delegation R.G. JAYJAY, Assistant Minister and Special Assistant to the Minister, delegate N.D. PAYNE, Assistant Minister for General Supervision, delegate D.N. TOTAYE, Director-General of Posts, delegate Mrs E.T. WISSEH, Assistant Director-General for International Services, delegate

Country	Designation of delegates and attached officials
	Messrs
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Liechtenstein	Represented by Switzerland
Luxembourg	E. TOUSSING, Directeur de l'Administration des postes et télécommunications, Head of delegation C. DONDELINGER, Directeur adjoint de l'Administration des postes et télécommunications, Assistant head of delegation P. KIHN, Conseiller de direction 1re classe, Chef de la Division des postes, delegate J. HOFFMANN, Chef du service de la réglementation postale, delegate
Madagascar	P. SIMON, Ministre des postes et télécommunications, Head of delegation P. RATOVONDRAHONA, Secrétaire général du Ministère des postes et télécommunications, Assistant head of delegation R. R. RATSIMIHAH, Directeur des postes, Assistant head of delegation Mrs H. RABEFANIRAKA, Chef du service des articles d'argent, delegate M. RANAIVOSOA, Chef du service postal, delegate J.R. TSIANGALARA, Ministre Conseiller, Chargé d'affaires a.i. de l'Ambassade de Madagascar à Washington, delegate J. RAFIDINARIVO, Conseiller d'Ambassade B. ANDRIANANTOANDRO, Conseiller d'Ambassade, delegate
Malaysia	D.S.S.V S/O SANGALIMUTHU, Minister, Head of delegation H.W.Y. bin Hj S. MADHI, Director General of Posts, Head of delegation A.S. TALALLA, Ambassador, Assistant head of delegation A.R.B.A. MANAN, Assistant Director General of Posts (Operations), delegate M.R. BABA, Dr, Executive Chairman, Syarikat Telekom Malaysia Berhad, delegate M.B. BAKAR, Director of Posts (International), delegate A.H.A. LATIF, Deputy Secretary General, delegate N. MOHAMED, Second Secretary, delegate
Malawi	D. KATOPOLA, Hon., Minister of Transport and communications, Head of delegation J.A. MBEKEANI, Postmaster General, Assistant head of delegation M.C. KULUWANI, Controller of Postal Services, delegate W.M. LUNGU, Postal Controller, delegate A.J. CHIKOLEKA, Principal Administrative Officer, delegate
Maldives	R. SHAREEF, Director General of Posts and Telecommunications, Head of delegation M.A. RAZZAK, Deputy Director of Posts, Assistant head of delegation M. RASHEED, Senior Philatelic Office, delegate
Mali	N. DIARRA, S.E., Ministre de l'information et des télécommunications, Head of delegation C. SEKOUBA, Chargé d'affaires, Head of delegation N. SANKARE, Directeur général, delegate S. THIAM, Directeur général adjoint de l'Office des postes et télécommunications, delegate

Country	Designation of delegates and attached officials
	Messrs
Mali (cont)	L. TOGOLA, Directeur des postes, delegate Y. DIALLO, Directeur, Chef de la Division des études et des programmes, delegate M. BA, Conseiller, delegate A. TOURE, Chef principal du Centre de tri, delegate
Malta	F.Z. HABER, Head of Mail Division, Head of delegation R. MIFSUD, Head of International Accounts, Assistant head of delegation
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Monaco	C.C. SOLAMITO, S.E., Delegate permanent de la Principauté auprès des Organismes internationaux, Head of delegation E. FRANZI, Delegate permanent adjoint de la Principauté auprès des Organismes internationaux, Assistant head of delegation Mrs R. CASTELLINI, Directeur de l'Office des émissions de timbres-poste, delegate M.J. AMBROSE, Consul de Monaco à Washington, delegate
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Country	Designation of delegates and attached officials
	Messrs
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Nauru	D. ADEANG, Hon., Minister for finance, Head of delegation P.K. ARORA, A/Secretary for finance, Assistant head of delegation R. HARRIS, Director of Posts, delegate
Nepal	B. SHAH, Secretary, Ministry of Communications, Head of delegation N.R. PADHYE, Director General, Postal Services, delegate
Nicaragua	E.L. FONSECA, Representante alterno ante la OEA, delegate
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Norway	B.F. PETTERSEN, Chief Executive, Head of delegation A. RENOLEN, Managing Director, Assistant head of delegation K. STRØMSNES, Section Manager, 2nd Assistant head of delegation

Country	Designation of delegates and attached officials
	Messrs
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Oman	A.B.S. AL-BALUSHI, H.E., Minister of Posts, Telegraphs and Telephones, Head of delegation A.B.S. AL-BALUSHI, H.E., Undersecretary of Ministry of Posts, Telegraphs and Telephones, Assistant head of delegation M.B.M. AL-HAREMI, Director General of Posts, delegate M.H.B.T. AL-LAWATIYA, Director of H.E. the Minister of Posts, Telegraphs and Telephones Office, delegate T.B.A. AL-CAPTAN, Director of International Relations Department, delegate Y.B.A. AL-MOHAMED, Director of Financial and Administration Affairs, delegate S.B.M. AL-SABTI, Director of Inspection and Assistant Director General of Posts, delegate Y.B.M. AL-GATREEFI, Legal Adviser Counterpart, delegate
Uganda	J.B. KAWANGA, Hon., Deputy Minister of Transport and Communications, Head of delegation K. APULI , Uganda Ambassador to USA, Assistant head of delegation P. MUKASA, Managing Director, Uganda Posts and Telecommunications Corporation, Assistant head of delegation A.M. MUNYARUGERERO, Director of Postal Services, delegate J. TAMALE-KAFEERO, Senior Postal Controller, delegate
Pakistan	A.N. KHAN, Director General, Head of delegation S.A.H. SHAH, Deputy Director General (Operations), Assistant head of delegation M.A. MALIK, Director, International Postal Services, delegate
Panama (Rep)	L.A. BATISTA PARDO, Director of Planning Department, Head of delegation

Country	Designation of delegates and attached officials
	Messrs
Papua New Guinea	R.M. ELIAS, Managing Director, Post and Telecommunication Corporation, Head of delegation J.P. TAMAH, General manager, Postal Services Division, Assistant head of delegation J.E.T. NIBA, Executive Manager, Network Management Department, delegate P.V. KAMENG, Manager, International Postal Relations Branch, delegate C. YALKITI, Assistant Executive Manager, Postal Operations Department, delegate M. TORDANSI, First Secretary, delegate
Paraguay	J.M. MORALES, Director General of Postal Service, Head of delegation H.P. SOERENSEN, Secretary General, delegate J.S. CABELLERO, Director of Postal Department, delegate Mrs M.C. RAMIREZ SANCHEZ, Director of International Relations, delegate V.J.M. HERREROS ZORILLA, Director of finance, delegate
Netherlands	W. DIK, Chairman of the Board of Management, PTT Nederland N.V., Head of delegation J.J.Th.A. RIETBROEK, Deputy Head, Telecommunications and Post Department, Ministry of Transport and Public Works, Assistant head of delegation Miss Ch.S. BOS, Head International Policy Section, Telecommunications and Post Department, Ministry of Transport and Public Works, Assistant head of delegation A.J. SCHEEPBOUWER, Managing Director, PTT Post B.V., Assistant head of delegation A. BOESVELD, Director International Affairs, PTT Nederland N.V., Assistant head of delegation J.A.A. PIJNENBURG, Head of International Postal Affairs, PTT Post B.V., Assistant head of delegation R. TROOST, Counselor for Transportation, Netherlands Embassy, delegate A.P. WEGERIF, First Secretary, Netherlands Embassy Washington, delegate J. VAN HEKKE, Assistant Transportation Attaché, Netherlands Embassy, delegate J.A. AARSEN, Senior Counsultant International Affairs, PTT Nederland N.V., delegate W.J. JANSEN, Head of International Operations, PTT Post B.V., delegate J.W. KOELMAN, Chief of Operations Development and International Relations, PTT Post B.V., delegate H. KRUIDENIER, Senior Manager International Department, Postbank N.V., delegate P. ODINOT, International Postal Affairs Specialist, PTT Post B.V., delegate B. RADDER, Area Manager, Postbank N.V., delegate P.F.L. ROEVEKAMP, Operations Development and International Relations Specialist, PTT Post B.V., delegate L.VAN DE WEERT, Operations Development and International Relations Specialist, PTT Post B.V., delegate
Netherlands Antilles and Aruba	R.H. GALMEIJER, Director of Posts, Head of delegation M.F. CROES, Deputy Director Postal Services of Aruba, Assistant head of delegation O.L. SCHOOP, Deputy Director of Posts, delegate C.E.G. DIP, Head of International Postal Affairs, delegate S.M. PAULINA, Coordinateur de l'Administration centrale et des affaires philatéliques, delegate Mrs D.G. GITTENS, Postal Official, delegate J.R. LACLE, Postal Official, delegate H.M. QUILOTTE, Postal Official, delegate J.E. THODE, Postal Official, delegate

Country	Designation of delegates and attached officials
	Messrs
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Philippines	T.R. JARDINIANO, Assistant Secretary, Postal Services Office, Head of delegation D.R. OROCIO, Jr, Minister Counselor, Philippine Embassy, Washington D.C., Assistant head of delegation F.C. TEJADA, Jr, Chief, International Mail Exchange Division and Concurrent, Management Information and Operations Control Division, Assistant head of delegation C.M. DAVID, Chief, International Postal Relations Section, Auxiliary Services Division, delegate
Polish People's Rep	J. TOMASZEWSKI, Sous-Secrétaire d'Etat au Ministère du transport, de la marine, des postes et télécommunications, Head of delegation E. RYCHCIK, Directeur-adjoint au Département des postes et télécommunications au Ministère, Assistant head of delegation A. CICHY, Directeur général des PTT, Assistant head of delegation K. DEMSKI, Vice-Directeur général des PTT, Assistant head of delegation K. POKROP, Directeur de la Régie du service postal à la Direction générale des PTT, delegate A. KALINKOWSKI, Directeur de département, delegate T. KIEWICZ, Chef de Division à la Régie du service postal à la Direction générale des PTT, delegate L. OWSIEWSKA-BARBARSKA, Spécialiste supérieur au Département des postes et télécommunications au Ministère, delegate M. ALAMA, Spécialiste à la Régie du service postal à la Direction générale des PTT, delegate J. GRZEGORZEWSKA, Expert, delegate S. POPIOLEK, Expert, delegate Z. KUDAS, First Secretary of the Polish Embassy in USA, delegate A. ARANOWSKI M. DELIS
Portugal	F. MENDES, Président du Conseil d'administration de «Instituto das Comunicacoes de Portugal», Head of delegation A.R. DE ALMEIDA, Membre du Conseil d'administration de «Instituto das Comunicacoes de Portugal», Assistant head of delegation J.M. da SILVA MARQUES, Président du Conseil d'administration de l'Entreprise publique «Correios e Telecomunicaçoes de Portugal», Assistant head of delegation C.R.P. da SILVA, Membre du Conseil d'administration de l'Entreprise publique «Correios e Telecomunicaçoes de Portugal», Assistant head of delegation F.L. VIEGAS, Directeur général des postes en exercice, Assistant head of delegation S.S. DE ANDRADE, Chef du Service des relations internationales, delegate J. MONTEIRO, Directeur, delegate Mrs D.M.C. MOTA, Directrice du Service du courrier, delegate J.F. ABRANTES, Directeur des services des colis postaux, delegate J.R. PINTO, Secrétaire de l'Ambassade du Portugal à Washington, delegate J.L.R. CABRAL, Ing., Secrétaire du Gouvernement de Macao, delegate

Country	Designation of delegates and attached officials
	Messrs
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German Dem Rep	R. SCHULZE, Vice-Président du Conseil des Ministres de la RDA et Ministre des postes et télécommunications, Head of delegation U. SCHAUER, Chef de Section des relations avec l'UPU, Assistant head of delegation M. LOOS, Premier Secrétaire au Ministère des affaires étrangères, delegate K.-H. SCHRAMM, Dr, Chef de Division à l'Office central de trafic postal et des télécommunications, delegate E. SCHUMANN, Chef de l'exploitation postale internationale, delegate K. BINIOK, Chef de section, attached official
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Romania (Soc Rep)	I. STOICHICI, Ambassadeur de la Rép. soc. de Roumanie aux Etats-Unis d'Amérique, Head of delegation Mrs E. PETCULESCU, Directeur général adjoint des postes et des affaires économiques, Assistant head of delegation M. PAVELESCU, Conseiller à l'Ambassade de Roumanie, delegate Mrs M. SITARU, Expert en poste internationale
Rwanda	A. NTAGERURA, Ministre des transports et des communications, Head of delegation A. UWIMANA, Ambassadeur de la République du Rwanda à Washington, Assistant head of delegation N. MUNYAMBARAGA, Directeur général des postes, delegate Mrs V. MUKANDOLI, Conseiller à l'Ambassade du Rwanda à Washington, delegate
Saint Christopher and Nevis	E. EDWARDS, Minister Plenipotentiary, Embassy, Washington, D.C., Head of delegation I. SWEENEY, Minister Counsellor, Embassy, Washington, D.C., Assistant head of delegation Mrs D.J. FERGUSON, Postmaster General, delegate
Saint Lucia	Represented by Barbados
San Marino	G. PASOLINI, Ministre des postes et télécommunications, Head of delegation L. CAPICCHIONI, Directeur général des postes et télécommunications, Assistant head of delegation P. GIACOMINI, Directeur des affaires économiques et sociales, Département des affaires étrangères, Assistant head of delegation S. FAETANINI, Sous-Directeur général des postes et télécommunications, delegate F. DI NUZZO, Conseiller, attached official

Country	Designation of delegates and attached officials
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Saint Vincent and the Grenadines	Represented by Saint Christopher and Nevis
Solomon Islands	B.G. FA'AITOA, Minister of Posts and Communications, Head of delegation S. SIVE, Director of Postal Services, Assistant head of delegation
Western Samoa	H.J. KEIL, Hon. , Parliamentary Undersecretary, Head of delegation I.I. RIVERS, Chief Postmaster, Assistant head of delegation
Sao Tome and Principe	E. D'ASSUNÇÃO DOS RAMOS, Directeur de l'Entreprise des postes, delegate
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Country	Designation of delegates and attached officials
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Swaziland	W.F.C. MKHONZA, Senator, Minister for Works and Communications, Head of delegation N.Z. MALINGA, Principal Secretary, Ministry of Works and Communications, Joint head of delegation A.V. MAMBA, Ambassador to the United States of America, Assistant head of delegation N.R. MANANA, Deputy Managing Director, Posts and Telecommunications Corporation, delegate W.M. JELE, Director of Postal Services, delegate C.M. DLAMINI, Counsellor, Swaziland Embassy, Washington, delegate P.L. MASEKO, Senior Assistant Postal Controller (E.S.), attached official Mrs I. S'KOSANA, Senior Assistant Postal Controller, attached official

Country	Designation of delegates and attached officials
	Messrs
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Tanzania (United Rep)	S.A. KIBONA, Hon., M.P., Minister for Communications and Works, Head of delegation A.S. NDAKIDEMI, Acting Director of Communications, Ministry of Communications and Works, Assistant head of delegation F.C. KASAMBALA, Director General, Tanzania Posts and Telecommunications Corporation, delegate F.M. CHENGULA, Director of Postal Services, delegate D.E. MLENGA, Chief Postal Controller, delegate P.N. MWAGENI, Principal Postal Controller, delegate
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Country	Designation of delegates and attached officials
	Messrs
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Togo	T. ANDJO, Directeur général de l'Office des postes et télécommunications, Head of delegation K. FARE, Directeur de Cabinet du Ministère de l'équipement et des postes et télécommunications, Head of delegation A.P. DABLAKA, Directeur général adjoint de l'Office des postes et télécommunications, Assistant head of delegation P.M. BADABO, Directeur des postes, delegate S. PITASSO, Chef de la Division de l'exploitation postale, delegate A. GBEMU, Chef de la Division des études et programmes (poste), delegate K. AMOUZOU, Diplomate, delegate
Tonga	C. COCKER, Hon., Minister of Finance and Controller of Post, Head of delegation S.F. MA'ILEI, Chief Postmaster, Assistant head of delegation
Trinidad and Tobago	R. MOORE, First Secretary of the Trinidad and Tobago Embassy in Washington, D.C.
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Country	Designation of delegates and attached officials
	Messrs
Tuvalu	Represented by the Netherlands
Ukraine	V.I. DELIKATNYI, Ministre des postes et télécommunications, Head of delegation A.N. RYBAK, Deuxième Secrétaire au Ministère des affaires étrangères, delegate N.M. STARODOUB, Directeur de la Poste centrale de Kiev, attached official
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Uruguay	A. SOTO BOGLIOLO, Consul Lawyer, Head of delegation J.L. ALDABALDE, Counselor of the Embassy, Assistant head of delegation
Vanuatu	Represented by Papua New Guinea

Country	Designation of delegates and attached officials
	Messrs
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Country	Designation of delegates and attached officials
	Messrs
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Zimbabwe	W.P. MANGWENDE, Dr, Minister of Information, Posts and Telecommunications, Head of delegation R. MUTAMBIRWA, Postmaster General, Head of delegation S.C. CHIGWEDERE, Embassy of Zimbabwe, Assistant head of delegation M. MASASI, Deputy Postmaster General (Posts, Administration & Finance), delegate D.N. MADZIMBAMUTO, Director Posts, delegate T.R. KATSIDZIRA, Chief Executive Officer, Postal International, delegate J. MAYOWE, Under Secretary, Ministry of Information, Posts and Telecommunications, delegate M.G. JONASI, Deputy-Secretary, Ministry of Information, Posts and Telecommunications, delegate T. BVUMA, Information Attaché, delegate

Country	Designation of delegates and attached officials
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World Bank	L. DESCAIRE, Division Chief, Support Services Division D. LOMAX, Head of the Telecommunications Unit of Africa Technical Department D. MURRAY, Section Chief, Mail & Distribution Section
International Monetary Fund (IMF)	M. DENNISON, Chief, Communications Division
International Civil Aviation Organization (ICAO)	B.S. BALASHOV, Economiste, Section des études de transport aérien
International Telecommunication Union (ITU)	P. TARJANNE, Dr, Secrétaire général P.-A. TRAUB, Administrateur au Secrétariat général W. GLUR, Chef de Section PTT suisses; Homme de liaison UIT-UPU M. McFARLANE, Interprète
Non-governmental international organizations	
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Pan African Postal Union (PAPU)	C. AMOUSSOU, Secrétaire général G. GEBREWOLD, Secrétaire général adjoint H. SHUMGIZAW, Directeur, Administration et Finance S.D. KAMAL, Expert postal Miss C.E. AMAKYE, Traductrice
Asian-Pacific Postal Union (APPU)	Represented by the delegation of Thailand
Nordic Postal Union (NPU)	Represented by the delegation of Sweden
South and West Asia Postal Union (SWAPU)	S.M. SEYED EBRAHIM, Directeur général

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Congress – Doc 2/Rev 1

Opening meeting

(First plenary meeting)

Monday, 13 November 1989 at 3 pm

Agenda

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2	Roll-call of member countries	–
3	Doyen's address	–
4	Appointment of the Honorary Chairman of Congress	–
5	Address by the Honorary Chairman of Congress	–
6	Election of the Chairman of Congress	–
7	Address by the Chairman of Congress	–
8	Approval of the appointments of the Vice-Chairmen of Congress	023
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12	Address by the Secretary-General	–
13	Messages	–

Berne, 7 November 1989

A C BOTTO DE BARROS

Secretary-General

Congress – Doc 3/Rev 1

Plenary meetings scheduled for the period from 14 to 20 November 1989 beginning with the second plenary meeting on Tuesday, 14 November 1989, at 9.30 am

Draft agenda

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2	Adoption of agenda	Congress – Doc 3/Rev 1
3	Consideration of proposals for amending the Rules of Procedure of Congresses	1703.1, 1705.1/Rev 1, 1708.1, 1718.1, 1719.1, 1720.1
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	b French National Committee of the International Chamber of Commerce	Congress – Doc 82
7	Request by the International Bureau Staff Association	Congress – Doc 79
8	General Debate	Congress – Docs 48, 48.1, Corr 1 and Add 1
9	Comprehensive report on the work of the Executive Council 1984–1989	Congress – Doc 16
10	Comprehensive report on the work of the Consultative Council for Postal Studies 1984–1989	Congress – Doc 17
11	Director-General's report 1985–1989	Congress – Doc 18
12	Relations with the UN and other international organizations	Congress – Doc 22

		Congress – Doc or proposal No
13	Immediate application of the new legislative powers of the EC	01
14	Implementation by the specialized agencies of the Declaration on the Granting of Independence to Colonial Countries and Peoples	Congress – Doc 23 and Add 1
15	Five-yearly report on the development of the postal services 1982–1986	Congress – Doc 20
16	CCPS work programme, 1989–1994	Congress – Doc 69 020
17	Implementation of the Declaration of Hamburg	Congress – Doc 21 012, 013
18	Report on the work of the CEPT	Congress – Doc 81
19	General Debate	
	– Approval of the General Programme of Action	Congress – Doc 48.2
20	Approval of the first report of Committee 1 (Credentials)	Congress/C 1 – Rep 1
21	Any other business	–

Washington, 13 November 1989

E E HORGAN

Chairman of Congress

Congress – Doc 4

Plenary meetings on 24 November 1989

Agenda

		Congress – Doc or proposal No
1	Statements	–
2	Approval of agenda	Congress – Doc 4
3	Approval of minutes of plenary meetings	–
4	Approval of last report of Committee 1 (Credentials)	Congress/C 1 – Rep 1
5	Election of the Director-General of the International Bureau	Congress – Doc 41 and Annexes 1 and 3
6	Election of the Deputy Director-General of the International Bureau	Congress – Doc 41 and Annexes 2 and 4
7	Invitation for the 21st Universal Postal Congress	Congress – Doc 74
8	CCPS work programme for 1989–1994	Congress – Doc 69 020
9	Implementation by the specialized agencies of the Declaration on the Granting of Independence to Colonial Countries and Peoples	Congress – Doc 23 and Add 1
10	Five-yearly report on the development of the postal services 1982–1986	Congress – Doc 20
11	Adapting the operation of the Union to present commercial and technical demands	Congress – Doc 73 010, 011
12	Implementation of the Declaration of Hamburg	Congress – Doc 21 012, 013
13	Report on the work of the CEPT	Congress – Doc 81
14	The Post and Telematics	Congress – Doc 66 5000.3, 5000.4, 5000.5
15	Improvement of postal services in rural areas	2000.3
16	Changes in contribution class	Congress – Doc 40

		Congress – Doc or proposal No
17	Entry into force of the Acts of the 1989 Washington Congress	08
18	Any other business	–

Washington, 21 November 1989

E E HORGAN

Chairman of Congress

Congress – Doc 5

Plenary meetings of 4 and 6 December 1989

Agenda

		Congress – Doc or proposal No
1	Statements	–
2	Adoption of agenda	Congress – Doc 5
3	Supplement to the report of Committee 1	Congress/C 1 – Rep 1/Add 1
4	Approval of minutes of plenary meetings	–
5	Election of the members of the EC	Congress – Doc 43 Congress – Doc 45
6	Election of the members of the CCPS	Congress – Doc 44 Congress – Doc 46
7	Improvement of postal services in rural areas	2000.3
8	Entry into force of the Acts of the 1989 Washington Congress	08
9	Contribution class changes	Congress – Doc 40
10	Approval of the final report of Committee 9 (Technical Cooperation)	Congress – Doc 70
11	Approval of resolutions and decisions other than those amending the Acts	Congress – Doc 78
12	Any other business	–

Washington, 28 November 1989

EDWARD E. HORGAN, Jr

Chairman of Congress

Congress – Doc 6/Rev 2

Plenary meetings from 11 to 13 December 1989

Agenda

		Congress – Doc or proposal No
1	Statements	–
2	Adoption of agenda	Congress – Doc 6/Rev 2
3	Approval of minutes of plenary meetings	–
4	Supplement to the last report of Committee 1 (Credentials)	–
5	Approval of the final report of Committee 2 (Finance)	Congress – Doc 68
6	General Debate – Approval of the General Action Plan	Congress – Doc 48.2/Annex 1/Rev 1
7	Appeals, if any	–
8	Approval of resolutions and decisions other than those amending the Acts	Congress – Docs 78.1 and 78.2
9	Approval of draft Acts and reservations not considered at Committee meetings	Congress – Docs 85 and 86
10	Approval of Detailed Regulations considered by Congress	Congress – Doc 88
11	Any other business	–

Washington, 9 December 1989

EDWARD E. HORGAN, Jr.
Chairman of Congress

Congress – Doc 7

Closing meeting, 14 December 1989

Agenda

		Congress – Doc No
1	Statements and adoption of agenda	–
2	Honorary Chairman's address	–
3	Vice-Chairmen's addresses	–
4	Doyen's address	–
5	Secretary-General's address	–
6	Assistant Secretary-General's address	–
7	Other addresses	–
8	Chairman's address	–
9	Any other business	–

Washington, 12 December 1989

EDWARD E. HORGAN, Jr
Chairman of Congress

Congress – Doc 8/Rev 1

Committee 2 (Finance)

Agenda

		Congress – Doc or proposal No
1	Opening of meeting by Committee Chairman	–
2	Adoption of agenda	Congress – Doc 8/Rev 1
3	Approval of the Union's accounts for 1984–1988	Congress – Doc 19 (Part I)
4	Fixing the expenditure ceilings for the next financial period (1991–1995)	Congress – Doc 19 (Part II)
5	Consideration of the financial implications of proposals	–
6	Expenditure ceiling for the next Congress (21st Congress)	Congress – Doc 19/Add 1
7	Final report of Committee 2 (Finance)	Congress – Doc 68
8	Any other business	–

Washington, 27 November 1989

Y IGUCHI
Chairman

Congress – Doc 9

Committee 3 (General)

Agenda

		Congress – Doc or proposal No
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2	Adoption of agenda	Congress – Doc 9
3	International postal regulations	
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3.2	Revision of Detailed Regulations	
	a Principle of transfer of powers to the EC	Congress – Doc 72, para 6
	b Procedure for revising the Acts	Congress – Doc 72, paras 8 and 9 1022.1
	c Mechanism for the revision of the Acts by Congress	Congress – Doc 72, paras 10 to 14 1715.1, 1715.2, 1715.3
	d Mechanism for the revision of the Acts by the EC	Congress – Doc 72, paras 15 to 18 1521.1, 1502.2, 1520.1, 1520.2 2091.1 (principle only) 5056.1 (principle only)
	e Authentification of revised Detailed Regulations	Congress – Doc 72, para 19 1025.1
	f Notification	Congress – Doc 72, paras 20 and 21 1509.1, 1522.2
	g Implementation	Congress – Doc 72, para 22 1523.1
3.3	Reservations to the Detailed Regulations	Congress – Doc 72, paras 25 to 28
3.4	Immediate application of the new regulations	Congress – Doc 72, paras 29 and 30 01
3.5	Second phase of the transfer to the EC of some of the legislative functions of Congress	Congress – Doc 72, paras 31 to 33 02, 2000.19

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8	Proposals relating to charges in the international postal services	1519.1, 1502.3
9	Deadlines for replies to questionnaires	07
10	Subsequent improvement of the management of the Union's work	026, 028
11	Election of members of the Executive Council (subject to acceptance by Congress)	1502.7
12	Participation in meetings of the CCPS	1504.1
13	Functions of the CCPS	1504.2, 1504.3
14	Reimbursement of debts from the former financial system and measures to facilitate the recovery of arrears	
	a Repayment to Switzerland	Congress – Doc 71, paras 7 to 14 and Add 1/Rev 1 03
	b Clearing up of accounts in arrears of all kinds	Congress – Doc 71, paras 15 to 26 and Add 1/Rev 1 04
15	Transfer to the International Bureau of the functions exercised by the Government of the Swiss Confederation	
	a Function of depositary of the Acts of the Union	1026.1, 1023.1, 1522.1/Corr 1, 1033.91
	b Function of intermediary in the procedure of accession and admission to the Union	1011.1, 1012.1, 1509.2
	c Choice of contribution class	1021.1, 1021.2
	d Procedure for calling for applications for the posts of Director-General and Deputy Director-General	1508.1

		Congress – Doc or proposal No
16	Use of the term "documentation"	1507.1
17	UPU anthem	014, 027
18	Functions of the Executive Council	1502.5, 1502.6
19	Forms supplied by the International Bureau	1515.1
20	Any other business	–

Washington, 14 November 1989

E BURN
Chairman

Congress – Doc 10/Rev 3

Committee 4 (Letter Post – Regulatory aspects)

Agenda

			Congress – Doc or proposal No	Related proposals
1	Opening of the meeting by the Chairman		–	
2	Approval of agenda		Congress – Doc 10/Rev 3	
3	Proposals referred to other Committees			
	a	Plenary meeting	2000.3	020
	b	Committee 3	2000.19	
	c	Committee 5 (Letter Post – Rate-fixing and payments)	2000.12, 2008.1, 2018.1, 2018.3, 2031.2, 2031.4, 2501.1/Rev 1, 2501.2, 2501.3, 2501.4, 2501.5, 2501.6, 2503.1 2556.1, 2556.2, 2556.4, 2556.5, 2556.6 2562.3, 2562.4, 2562.9 2564.3, 2564.4 2565.4, 2565.5 2568.1, 2598.1 2912.1, 2912.2, 2912.4, 2912.5, 2912.6, 2914.2, 2918.1, 2918.2, 2918.3, 2918.91, 2919.91, 2928.1, 2928.2, 2931.1, 2931.2	Congress – Doc 59 Congress – Doc 59 Congress – Doc 58 1007.2, 3067.3, 3067.91, 3570.4
	d	Committee 6 (Airmail)	2027.1, 2032.91/Rev 1, 2032.92, 2034.1, 2035.1, 2509.3, 2509.5, 2513.91, 2513.92, 2524.91, 2541.2, 2554.3, 2555.1, 2908.1	Congress – Doc 59
	e	Committee 7 (Parcel Post)	2000.6/Rev 1	

		Congress – Doc or proposal No	Related proposals
4	Proposals of a general nature	2000.1, 2000.2, 2000.5, 2000.10, 2000.13, 2000.21, 2500.5	
5	Question connected with EMS	2000.15/Corr 1, 2006.91, 2006.92, 2090.91, 2090.92/Rev 1 Congress – Doc 67 and Add 1	
6	Proposals connected with postal parcels		
	Conv, art 32	2032.91/Rev 1	5005.91
	Conv, art 33	2033.2, 2933.91, 2543.91	5014.2, 5512.1, 5541.1, 5021.1
	Conv, art 50	2050.2, 2050.3	5039.3, 5039.4
	Conv, art 55	2055.2	5042.2/Rev 1
	Conv, art 58	2058.1, 2058.2, 2058.3, 2058.5	5043.1, 5043.2, 5043.3
	Conv, Det Regs, art 118	2518.1, 2518.2	5505.1, 5505.2
	Conv, Det Regs, art 132	2532.3	5508.2
	Conv, Det Regs, art 133	2532.2, 2533.1/Rev 1, 2533.2/Rev 1	5508.3/Rev 1, 5902.2/Rev 2, 5508.4
	Conv, Det Regs, art 163	2563.2	5502.1
Convention			
7	Freedom of transit		
	Conv, art 1, para 1	2001.1, 2563.1	
8	Failure to give freedom of transit		
	Conv, art 2	2002.1	
9	Temporary suspension and resumption of services		
	Conv, art 4, para 1	2004.1, 2004.2	
10	Creation of new services		
	Conv, art 6	2006.1, 2006.2	
11	Postage stamps		
	Conv, of a general nature	2000.18/Rev 1	
12	Letter-post items		
	Conv, art 18	2018.2/Rev 1	4077.1

		Congress – Doc or proposal No	Related proposals
13	Standardized items		
	Conv, art 20, para 1, a, iii	2020.2	
	Conv, art 20, para 1, b	2020.3/Rev 1	
	Conv, art 20, para 1bis	2020.1	3019.3
14	Items wrongly admitted		
	Conv, art 22	2022.1	
15	Storage charge		
	Conv, art 26	2026.1	3024.2
16	Methods of denoting prepayment		
	Conv, art 28, dbis	2028.1, 2539.1	Congress – Doc 59; 4076.1
17	Charge on unpaid or underpaid correspondence		
	Conv, art 30	2030.1, 2539.3	3024.4
18	International business reply service		
	Conv, art 30bis	2000.16, 2000.22, 2030.91	
19	International reply coupons		
	Conv, art 31, para 3	2031.1, 2031.3, 2031.5, 2031.6	
20	Express items		
	Conv, art 32, para 1	2032.1	
	Conv, art 32, para 1bis	2032.2/Rev 2	
	Conv, art 32, para 2bis	2032.3	
21	Withdrawal from the post. Alteration or correction of address at the sender's request		
	Conv, art 33	2033.1	
	Conv, art 33, para 4	2544.1, 2545.2, 2907.1	
22	Redirection		
	Conv, art 34, para 1	2034.2, 2513.3, 2513.8	
23	Undeliverable items. Return to country of origin or to sender		
	Conv, art 35	2035.3	
	Conv, art 35, para 6	2035.2	
	Conv, art 35, para 6bis	2035.5	
	Conv, art 35, para 8	2035.4	

		Congress – Doc or proposal No	Related proposals
24	Prohibitions		
	Conv, art 36, para 2	2036.4, 2043.1	
	Conv, art 36, para 3	2036.1, 2036.5, 2530.1, 2530.2	
	Conv, art 36, para 5	2036.2	
	Conv, art 36, para 6	2036.7	
	Conv, art 36, para 8	2036.3	
	Conv, art 36, para 9	2036.6	
	Conv, art 36, of a general nature	2500.2	
25	Customs control		
	Conv, of a general nature	2000.4	
26	Presentation-to-Customs charge		
	Conv, art 38	2038.1	
27	Items for delivery free of charges and fees		
	Conv, art 40, para 4	2040.1	
	Conv, of a general nature	2000.17	
28	Inquiries		
	Conv, art 42, para 1	2042.1	
	Conv, art 42, para 4	2042.2/Rev 1, 2042.3	
29	Admission of recorded delivery items		
	Conv, of a general nature	2000.14, Congress – Doc 76	
30	Insured letters. Insured value		
	Conv, art 46, para 2	2046.1/Rev 1	
	Conv, art 46, para 3bis	2046.2	
31	Principle and extent of liability of postal administrations. Registered items		
	Conv, art 50, paras 1 to 6	2050.1, 2050.6, 2052.1	
	Conv, art 50, para 4	2050.4	
	Conv, art 50, para 7	2050.5/Rev 1	
	Conv, of a general nature	2000.11	
32	Determination of liability between postal administrations and air carriers. Insured letters		
	Conv, art 57	2057.1, 2057.2, 2055.1	
33	Payment of indemnity		
	Conv, art 58, paras 2 to 4	2547.2, 2058.4	

		Congress – Doc or proposal No	Related proposals
34	Conditions for approval of proposals concerning the Convention and its Detailed Regulations		
	Conv, art 91	2091.1	1022.1
35	Updating of the Final Protocol	Congress – Doc 38/Rev 1	
Detailed Regulations			
36	Communications and information to be forwarded to the International Bureau		
	Conv, Det Regs, art 109, para 1	2509.4	3066.1
	Conv, Det Regs, art 109, para 1, hbis	2509.2, 2509.6	
	Conv, Det Regs, art 109, para 3	2509.1	1507.1
37	Publications		
	Conv, Det Regs, art 111, para 2	2511.2	
	Conv, Det Regs, art 111, para 4	2511.1	
	Conv, Det Regs, art 111, of a general nature	2500.4	
38	Distribution of publications		
	Conv, Det Regs, art 112	2512.1	1507.1
39	Address. Make-up		
	Conv, Det Regs, art 113, para 1	2513.4, 2513.5, 2513.6	
	Conv, Det Regs, art 113, para 1bis	2513.7	
	Conv, Det Regs, art 113, para 2	2513.1	
	Conv, Det Regs, art 113, para 7	2513.2	
40	Poste restante items		
	Conv, Det Regs, art 114	2514.1	
41	Make-up. Verification of contents		
	Conv, Det Regs, art 122, paras 1 to 4	2522.1, 2522.2	
	Conv, Det Regs, art 122, para 4bis	2522.3	
42	Items in panel envelopes		
	Conv, Det Regs, art 123, para 2	2523.1	
43	Printed papers		
	Conv, Det Regs, art 126	2526.1	

		Congress – Doc or proposal No	Related proposals
44	Printed papers. Authorized annotations and enclosures		
	Conv, Det Regs, art 127, para 5, a	2527.2, 2527.3	
	Conv, Det Regs, art 127, para 5, b	2527.1	
45	Literature for the blind		
	Conv, Det Regs, art 129	2529.1	
	Conv, Det Regs, of a general nature	2000.20	
46	Make-up of insured letters		
	Conv, Det Regs, art 132, para 1, b	2532.1/Rev 1	
47	Insured letters. Insured value		
	Conv, Det Regs, art 133, para 1	2534.1, 2903.1/Rev 1, 2909.3	
48	Advice of delivery		
	Conv, Det Regs, art 135, para 3	2535.3	
	Conv, Det Regs, art 135, para 4	2535.2	
	Conv, Det Regs, art 135, para 6	2535.1	
49	Delivery to the addressee in person		
	Conv, Det Regs, art 136	2536.1	
50	Unpaid or underpaid items		
	Conv, Det Regs, art 139	2539.2	
51	Redirected items		
	Conv, Det Regs, art 141, para 2	2541.3	
	Conv, Det Regs, art 141, para 9	2541.1, 2933.92	
52	Undeliverable items		
	Conv, Det Regs, art 143, para 4	2543.1, 2543.2, 2543.3	
53	Withdrawal from the post. Alteration of address. Items posted in a country other than that which receives the request		
	Conv, Det Regs, art 145	2545.1/Rev 2	
54	Inquiries. Registered items and insured items		
	Conv, Det Regs, art 147, para 1	2547.4	
	Conv, Det Regs, art 147, para 6bis	2547.3	
	Conv, Det Regs, art 147, para 12	2547.5	
	Conv, Det Regs, art 147, para 12bis	2547.1	
	Conv, Det Regs, of a general nature	2500.3	

		Congress – Doc or proposal No	Related proposals
55	Exchange of items		
	Conv, Det Regs, art 150, para 1	2550.1, 2560.1, 2562.1	
	Conv, Det Regs, art 162, para 1	2562.8/Rev 1	
		2909.1	
		2564.1	4612.1
56	Exchange in closed mails		
	Conv, Det Regs, art 151, para 1	2551.1	
	Conv, Det Regs, art 151, para 2	2551.2	
57	Transit à découvert		
	Conv, Det Regs, art 154, para 3	2554.1, 2554.2	Congress – Doc 59
58	Make-up of mails		
	Conv, Det Regs, art 155, para 1	2555.3	
	Conv, Det Regs, art 155, para 3	2555.2	
	Conv, Det Regs, of a general nature	2000.7	
	Conv, Det Regs, of a general nature	2000.8	
	Conv, Det Regs, of a general nature	2000.9	
59	Letter bills		
	Conv, Det Regs, art 156, para 2, f	2556.3, 2912.3	
60	Transmission of registered items		
	Conv, Det Regs, art 157	2557.1	
61	Transmission of printed papers for a single addressee		
	Conv, Det Regs, art 161	2561.1	
62	Labelling of mails		Congress – Doc 59
	Conv, Det Regs, art 162, para 2	2562.5, 2562.6, 2928.3	
	Conv, Det Regs, art 162, para 2bis	2562.2	
	Conv, Det Regs, art 162, para 9	2562.7, 2555.4, 2562.10	
63	Transfer of mails		
	Conv, Det Regs, art 164, para 1bis	2564.5	
	Conv, Det Regs, art 164, para 6	2564.2	4807.1
64	Checking of mails and use of verification notes		
	Conv, Det Regs, art 165, para 6bis	2565.1, 2565.7, 2565.8	
	Conv, Det Regs, art 165, para 9	2565.6	4605.2
	Conv, Det Regs, art 165, para 17	2565.2, 2565.3	

		Congress – Doc or proposal No	Related proposals
65	Return of empty bags		
	Conv, Det Regs, art 168, para 1	2568.4	
	Conv, Det Regs, art 168, para 1bis	2568.3/Rev 1	
	Conv, Det Regs, art 168, para 5	2568.2	
	Conv, Det Regs, of a general nature	2500.1 Congress – Doc 75	
66	Characteristics of postage stamps		
	Conv, Det Regs, art 192, paras 1, 2 and 3	2592.1, 2595.1	
	Conv, Det Regs, art 192, para 4	2592.2, 2910.1, 2911.1	
67	Characteristics of franking impressions		
	Conv, Det Regs, art 194	2594.1	
68	International reply coupons		
	Conv, Det Regs, art 196, para 2bis	2596.1, 2922.1/Rev 1	
	Conv, Det Regs, art 196, para 3	2596.2	
Forms			
69	Conv, Det Regs, form C 2/CP 3	2902.1	
70	Conv, Det Regs, form VD 4	2904.1	
71	Conv, Det Regs, form C 8	2908.2	
72	Conv, Det Regs, form C 9	2909.2	
73	Conv, Det Regs, form C 14	2914.1, 2914.3	
74	Conv, Det Regs, form C 27	2927.1	
75	Any other business	–	

Washington, 28 November 1989

JORN ALLARDT
Chairman of Committee 4

Congress – Doc 11/Rev 2

Committee 5 (Rate-fixing and payments)

Agenda

		Congress – Doc or proposal No
1	Opening of the meeting and approval of the agenda	Congress – Doc 11/Rev 2 and Add 1/ Rev 1
2	Attendance of observers	Congress – Doc 80
3	Proposals referred to Committee 10	Congress – Doc 36 3587.1 R, 3912.1 R/Rev 1, 3915.9 R
4	Consequences of the use of the SDR as accounting unit	Congress – Doc 57
5	Postage charges and limits of weight and size	Congress – Doc 58
	a Introduction of guideline charges, increase and reduction in postage charges	
	Convention, article 19, paragraph 1	3019.6
	Convention, Final Protocol, article III	3303.1
	Convention, article 31	2031.4
	Convention, article 19, paragraphs 1bis and 12bis	3019.14, 3019.11
	Convention, Final Protocol, article IV	3304.1
	b Revision of basic charges	3019.8
	c Changes in the structure of weight steps	
	Convention, article 19, paragraph 2	3019.9
	Convention, article 19, paragraph 2bis	3019.12
	d Limits of weight and size	
	Convention, article 19, paragraph 1	3019.7, 3019.4, 3019.1
	e Content of reduced-rate printed papers	
	Convention, article 19, paragraph 6	3019.2
	f Combined items	
	Convention, article 19, paragraph 10	3019.10
6	Terminal dues. Principles Convention, article 64	Congress – Doc 60 and Add 1 3064.1, 3064.2

		Congress – Doc or proposal No
7	Classification of letter-post items Convention, article 18 Convention, article 19 Convention, article 19bis Convention, article 31	Congress – Doc 59 2018.3, 2018.1 3019.5, 3019.13 3019.91 2031.2
8	Special charges Convention, article 24	3024.1, 3024.3
9	Remailing	Congress – Doc 56 and Add 1
10	Transit charges	Congress – Doc 61
	a New transit charge scales Convention, article 63	3063.1
	b Transit charges. Principles Convention, article 62	3062.1, 3062.2
	c Transit charges concerning new modes of transport Convention, article 66	3066.1
	d Transit charges for diverted or missent mails Convention, article 69 and Detailed Regulations, article 176bis	3069.3, 3069.5, 3069.6, 3069.1, 3069.4, 3069.2, 3576.91
	e Proposals of a general nature concerning transit charges	3000.2, 3000.5, 3000.7
11	Terminal dues	
	a Terminal dues for priority items, non-priority items and combined items Convention, article 64bis	3064.91, 3064.92[1]
	b Exemption from transit charges and terminal dues Convention, article 65	3065.3, 3065.2, 3065.1
	c Proposals of a general nature concerning terminal dues	3000.1, 3000.3, 3000.4
12	Accounting for transit charges and terminal dues	
	a Calculation of the weight. Exemption from payment Convention, articles 67, 67bis and 67ter	3067.2, 3067.91, 3067.92, 3067.1, 3067.4, 3067.5

[1] Proposal introduced after adoption of the agenda.

		Congress – Doc or proposal No
	Convention, Detailed Regulations, articles 170, 171, 172 and Section V, Chapter I	3570.7, 3571.7, 3572.6, 3570.8/Rev 1, 3571.6/Rev 1, 3572.5/Rev 1, 3570.1, 3571.1, 3572.1, 3571.3, 3570.6, 3571.5, 3570.9, 3572.7/Rev 1, 3572.3, 3070.5, 3572.4, 3569.91
	General nature	3000.6[1]
	b Effects on other provisions (proposals transferred from Committee 4) of amendments made to articles 170, 171 and 172	
	– Letter bills. Convention, Detailed Regulations, article 156	2556.2, 2556.5, 2556.6,/Rev 1, 2912.2, 2912.5, 2912.6/Rev 1
	– Labelling of mails. Convention, Detailed Regulations, article 162	2562.9, 2562.4, 2928.2
	– Transfer of mails. Delivery bill. Convention, Detailed Regulations, article 164	2564.4, 2918.1, 2918.2,
	– Checking of mails and use of verification notes. Convention, Detailed Regulations, article 165	2565.5, 2914.2
	– Return of empty bags. Convention, Detailed Regulations, article 168	2568.1, 2918.91
13	Accounting for transit charges and terminal dues. Operational procedures. Annual statistics	
	a Annual statistics to determine the average weight of bags Convention, Detailed Regulations, articles 173 to 177, 190, Section V, Chapter II (If bringing to account on the basis of the actual weight is adopted, these proposals will, a priori, lapse)	3577.4, 3577.5, 3577.6
	b Annual statistics for calculating the proportions of LC and AO Convention, Detailed Regulations, articles 173 to 177, 190, Section V, Chapter II	3573.1, 3574.1, 3575.1, 3575.91, 3576.1, 3577.1, 3577.91, 3572.91, 3590,1
14	Correction mechanism Convention, Detailed Regulations, articles 177ter and 177quater, Section V, Chapter IIbis	3577.92, 3577.95[2], 3577.93, 3577.94

[1] Proposal reintroduced by another sponsor at a meeting.

[2] Proposal introduced after adoption of the agenda.

		Congress – Doc or proposal No
15	Airmails in transit by surface Convention, Detailed Regulations, article 178	3578.1, 3578.2
16	Transit bulletin for surface mails Convention, Detailed Regulations, article 180	3580.1
17	Preparation of annual statement of weight of transit mails Convention, Detailed Regulations, article 181	3581.2, 3581.3/Rev 1, 3581.1, 3581.5
18	Preparation, transmission, approval and settlement of accounts. Payment rules.	
	Convention, Detailed Regulations, article 182	3582.1, 3582.3
	Convention, Detailed Regulations, article 183	3583.1,
	Convention, Detailed Regulations, article 184	3584.2, 3584.1
	Convention, Detailed Regulations, article 185	3585.1, 3585.3, 3585.4
	Convention, Detailed Regulations, article 186	3586.1
	Convention, Detailed Regulations, article 187	3587.2, 3587.3, 3587.4
	General nature	3500.1, 2000.12
	Convention, Detailed Regulations, articles 101, 103 and 198	2501.3, 2501.4, 2501.5, 2501.1/Rev 1, 2501.6, 2501.2, 2503.1, 2598.1, 2919.91, 2931.1, 2931.2
	Convention, Detailed Regulations, article 188	3588.1, 3588.2
	Convention, Detailed Regulations, article 189	3589.1, 3589.2
	Convention, Detailed Regulations, article 190	3590.3, 3590.4
	Convention, Detailed Regulations, Section V, Chapter III	3581.91
19	Forms to be used as the basis for accounting for transit charges and terminal dues	
	AV 3bis	3903.1/Rev 1
	C 12bis	3912.10, 3912.2/Rev 1, 3912.3
	C 12ter	3912.11, 3912.4
	C 15	3915.1
	C 15bis	3915.2
	C 15ter	3915.3
	C 16	3916.1
	C 17	3917.1, 3917.2/Rev 1, 3917.4
	C 17bis	3917.91
	C 17ter	3917.92
	C 20	3920.1, 3920.3, 3920.5
	C 20bis	3920.2
	AV 12	3962.1
	C 21	3921.1
	C 21bis	3921.2
	C 28bis	3928.2
20	Various proposals linked to decisions taken by other Committees	
	a Committee 3 Convention, article 8	2008.1, 2008.2[1]

[1] Proposal introduced after adoption of the agenda.

		Congress – Doc or proposal No
	b Committee 4	
	Convention, article 19, paragraph 9	3019.3
	Convention, article 24	3024.2, 3024.4
21	Reservations in the Final Protocol to the Convention	
	Article VII	3307.1
	Article XVIII	3318.1
	Article XX	3320.1
22	Any other business	–

Washington, 28 November 1989

M S RAMAN

Chairman

Congress – Doc 11/Add 1/Rev 1

Committee 5 (Rate-fixing and payments)

Agenda

The following proposals have been withdrawn:

Subject	Proposal No
General nature	3000.6[1]
Convention	3067.3
Convention, Detailed Regulations	2556.1, 2556.4, 2562.3, 2564.3, 2565.4, 2912.1, 2912.4, 2918.3, 2928.1, 3569.92, 3570.2, 3570.3/Rev 1, 3570.4, 3571.2, 3571.4, 3572.2, 3572.92, 3573.2, 3573.3, 3574.2, 3575.2, 3576.2, 3577.2, 3577.3, 3580.2/Rev 1, 3581.4/Rev 1, 3582.2, 3583.2, 3585.2, 3586.2, 3590.2, 3912.5, 3912.6, 3912.7, 3912.8, 3912.9, 3915.4, 3915.5, 3915.6, 3915.7, 3915.8, 3916.2, 3917.3, 3920.4, 3928.1.

Washington, 28 November 1989

M S RAMAN

Chairman

[1] Proposal reintroduced by another sponsor at a meeting.

Congress – Doc 12/Rev 2

Committee 6 (Airmail)

Agenda

		Congress – Doc or proposal No	Related proposals[1]
1	Opening of meeting by Chairman and adoption of agenda	Congress – Doc 12/Rev 2	
2	Admittance of observers	–	
3	Various proposals relating to the Convention		
	Art 18, § 2	2018.1, 2018.3	
	Art 71	4071.1, 4071.91	
	Art 19	3019.5, § 3bis	
	Art 72	4072.1	
	Art 124	2524.91	(4601.1)
	Art 19	3019.91, §§ 1 to 3 and 5	
	Art 73	4073.1	
	Art 74	4074.1	
	Art 75	4075.1	
	Art 90	4090.1	
	Conv, Fin Prot		
	Art XXI	4321.1	
	Art 76	4076.1	(2028.1, 2539.1)
	Art 27	2027.1	
	Art 77	4077.1	
	Art 32	2032.91/Rev 1, 2032.92	(2000.21)
	Art 79	4079.1	
	Art 109	2509.3	
	Art 89	4089.1	
	Art 90	4090.2	
4	Redirection and return to origin of airmail correspondence		
	Art 34	2034.1	
	Art 80	4080.1, 4080.2, 4080.3, 4080.4	(4601.2)
	Art 141	2541.2	
	Proposal of a general nature	4000.1	
	Art 35	2035.1	
	Art 81	4081.1, 4081.2, 4081.3, 4081.4, 4081.5	

[1] Only related proposals not given under this agenda item are mentioned here.

		Congress – Doc or proposal No	Related proposals[1]
5	Operational proposals relevant to IATA		
	Art 78	4078.1, 4078.91, 4078.92	(2001.1)
	Electronic transmission of AV 7 delivery bills and related AV 7 matters	4000.5, 4000.2, 4605.1, 4605.2, 4606.2, 4607.2, 4606.1, 4607.1, 4607.3, 4907.1/Rev 1, 4624.1, 4625.1, 4617.1	(3065.2)
	AV 8	4608.91, 4908.91, 4908.91, 4608.1	
6	Maximizing the air conveyance of mail	Congress – Doc 65	
7	Exclusion of dangerous goods from airmail		
	Proposal of a general nature	4000.3	
8	Payment of air conveyance dues		
	Art 86	4086.1, 4086.2, 4086.3 4327.1, 4327.2, 4327.3	
9	Basic airmail conveyance rate	Congress – Doc 63	
	Proposal of a general nature	4000.4	
10	Internal air conveyance		
	Art 82	4082.1	(2550.1, 2564.1)
		Congress – Doc 64	
	Arts 82 and 83	4082.2, 4083.1, 4082.3/Rev 1, 4083.2/Rev 2	
11	Postal Parcels Agreement		
	Art 51	5051.1, 5051.2	

[1] Only related proposals not given under this agenda item are mentioned here.

		Congress – Doc or proposal No	Related proposals[1]
12	Various proposals concerning the Detailed Regulations of the Convention		
	Art 206	4606.1	
	Art 113	2513.91, 2513.92	
	Art 200	4600.1	
	Art 124	2524.91	(3019.5)
	Art 201	4601.1, 4601.2	(4080.2)
	Art 154	2554.3	
	Art 213	4613.1	
	Art 155	2555.1	(2550.1)
	Art 202	4602.1, 4602.2/Rev 1	
	Art 109	2509.5	
	Art 212	4612.1	(2560.1)
	Art 214	4614.1	
13	Airmail correspondence in transit à découvert		
	Art 215	4615.1, 4615.2	
	Art 120	4620.1	
	Art 84	4084.1	
	Form AV 4	4904.1	
	Art 215	4615.3	
	Art 220	4620.2	(2556.6)
14	Various proposals relating to the Detailed Regulations of the Convention and the forms		
	Art 182	3582.1	(3067.91, 3570.1, 3581.2)
	Art 219	4619.1	
	Art 221	4621.1	(2501.2)
	Art 222	4622.1, 4622.2	(2501.1, 2503.1)
	Art 226	4626.1	
	Art 227	4627.1, 4627.2	(1507.1)
	Form AV 3	4903.1, 4903.2	(2513.91, 2513.92)
	Form AV 3bis	2908.1	

Washington, 6 December 1989

J E B EVANS

Chairman

[1] Only related proposals not given under this agenda item are mentioned here.

Congress – Doc 13/Rev 4

Committee 7 (Parcel Post)

Agenda

		Congress Doc or proposal No	Similar proposals before other Committees
1	Opening of meeting by Chairman	–	
2	Adoption of agenda	Congress – Doc 13/Rev 4 Congress – Doc 13/Add 1	
3	List of member countries of Committee 7 and updating of the Final Protocol to the Postal Parcels Agreement	Congress – Docs 25 and 39	
4	Proposals referred to plenary	Congress – Doc 66; 5000.3, 5000.4, 5000.5	
5	Proposals referred to other Committees		
	– Committee 4 (Letter Post – Regulatory aspects)	5532.1/Rev 1	(To be considered in conjunction with 2568.3/Rev 1)
	– Committee 6 (Airmail)	5051.1, 5051.2	
	– Committee 10 (Drafting)	5013.1, 5031.1, 5520.2, 5525.1	
6	Proposals that, in the opinion of the Committee Chairman, can be adopted without discussion by Committee 7	5004.1, 5010.1, 5014.1 5028.1, 5050.1, 5511.1 5537.1	
Agreement			
7	Purpose of the Agreement Article 1, proposal of a general nature	5000.6/Rev 1	

		Congress Doc or proposal No	Similar proposals before other Committees
8	Postal parcels Article 2, paragraphs 1 and 2	5002.1, 5005.1	
9	Categories of parcels Article 4, paragraph 3, b Proposal of a general nature	5000.2/Rev 1	
10	Quality of service targets Article 5bis	5005.91	(2032.91/Rev 1)
11	Scale Article 14, paragraph 1, n	5014.2, 5512.1, 5541.1	(2033.2)
12	Conditions of acceptance Article 18, proposal of a general nature	5000.1	
13	Treatment of parcels wrongly accepted Article 21, paragraph 5	5021.1 5538.91	(2933.91)
14	Insured parcels Article 23, paragraph 1, a	5023.1, 5023.2	
15	Advice of delivery Article 27	5027.1	
16	Return to sender of undelivered parcels Article 29, paragraph 2	5029.1/Rev 2, 5538.1/Rev 1	
17	Non-compliance by an administration with given instructions Article 35, paragraph 2	5035.1	
18	Principle and extent of liability of postal administrations Article 39, paragraph 3 Article 39, paragraph 3, b, and paragraph 4 Article 39, paragraph 7 Article 39, paragraph 10	5039.3 5039.2, 5039.5, 5039.6, 5039.7 5039.1 5039.4	(2050.3) (2050.2)

		Congress Doc or proposal No	Similar proposals before other Committees
19	Determination of liability between postal administrations		
	Article 42, paragraph 3	5042.2/Rev 1	(2055.2)
	Article 42, paragraph 4	5042.1	
20	Payment of indemnity		
	Article 43, paragraphs 2 to 4	5043.1	(2058.1)
	Article 43, paragraph 4	5043.2	(2058.2)
	Article 43, paragraph 4bis	5043.3	(2058.3)
21	Outward and inward land rate		
	Article 46, paragraph 1	5046.1/Rev 1, 5046.2, 5046.3, 5046.4	
	Proposals of a general nature	5500.1, 5500.2	
22	Transit land rate		
	Article 47, paragraph 1	5047.1/Rev 1, 5047.2	
23	Sea rate		
	Article 48, paragraph 2	5048.1/Rev 1, 5048.2	
24	Conditions for approval of proposals concerning this Agreement and its Detailed Regulations		
	Article 56, paragraphs 1bis and 2	5056.1	(1022.1)
Final Protocol			
25	Exceptional inward land rates		
	Article I, paragraph 2 (new)	5301.1, 5301.2, 5301.3, 5301.4, 5301.5, 5301.6, 5301.10[1]	
26	Exceptional transit land rates		
	Article II (table)	5302.1, 5302.2, 5302.3	
27	Sea rates		
	Article IV	5304.1, 5304.2, 5304.3, 5304.4, 5304.5, 5304.6, 5304.7[1]	

[1] Proposal received after publication of Congress – Doc 13/Rev 4.

		Congress Doc or proposal No	Similar proposals before other Committees
28	Supplementary rates Article VI, paragraph 6bis (new)	5306.1/Rev 2[1], 5306.2, 5306.3, 5306.4[1]	
28bis	Special tariffs Article VII, paragraph 2bis (new)	5307.1, 5307.2	
28ter	Withdrawal from the post Alteration or correction of address Article X	5310.1	
28quinquies	Compensation Article XIII, paragraph 3	5313.1, 5313.2–6[1]	
28sexies	Payment of the indemnity Article XIV	5314.1–4[1]	
Detailed Regulations			
29	Information to be supplied by administrations Article 101, paragraph 1, cbis	5501.1	
30	Routeing and rates Article 102, paragraph 5	5502.1	(2563.2)
31	Special packing. Marking of parcels containing live animals, radioactive materials or urgent medicines Article 105, paragraph 1, i Article 105, paragraph 1, ibis	5505.2 5505.1	(2518.2) (2518.1)
32	Insured parcels Article 108, a, b, d and ebis Article 108, b Article 108, c and d Article 108, paragraph 2 (new)	5508.2/Rev 1 5508.4 5508.3/Rev 2, 5911.3/Rev 2, 5920.3/Rev 2 5508.1/Rev 1	(2532.3, 2533.2) (2533.1)
33	Parcel bills Article 119, paragraphs 1 and 3	5519.1, 5911.4	

[1] Proposal received after publication of Congress – Doc 13/Rev 4.

		Congress Doc or proposal No	Similar proposals before other Committees
34	Simplified drawing up of CP 11 and CP 20 parcel bills Article 120, paragraph 2, cbis	5520.1	
35	Dispatch of documents accompanying parcels Article 121, paragraph 4	5521.1	
36	Check of mails by offices of exchange Article 125, paragraph 4	5525.2	
37	Discovery of irregularities and processing of verification notes Article 126, paragraph 5 Article 126, paragraph 8	5526.1 5526.2	
38	Discrepancies of weight or size of parcels Article 127, paragraph 2	5527.1	
39	Reservations on delivery of rifled or damaged parcels Article 133, paragraph 3	5533.1	
40	Preparation of accounts Article 150, paragraphs 1, 4, 5, 6 and 7	5550.4, 5917.1, 5918.1, 5552.1	
	Article 150, paragraph 5	5550.5	(3572.3, 4622.1, 2503.1)
	Article 150, title and paragraphs 6, 7 and 9	5550.6	(2503.1, 2501.2, 2598.1, 2919.91, 2931.1)
		5552.2	(2503.1, 2501.2)
	Article 150, paragraph 4	5550.1	(3570.6)
		5550.3	(2501.1)
	Article 150, paragraph 5	5550.2/Rev 1	(3572.4)
41	Settlement of accounts Article 152, paragraph 2	5552.3	

		Congress Doc or proposal No	Similar proposals before other Committees
Forms			
42	Form C 2/CP 3	5902.1	
43	Form CP 11	5911.1, 5911.2/Rev 1	
44	Form CP 20	5920.1, 5920.2/Rev 1	
44bis	Study to be undertaken concerning the transit system for parcel post	2000.6/Rev 1	
45	Any other business	–	

Washington, 27 November 1989

L OLAH

Chairman of Committee 7

Congress – Doc 13/Add 1

Committee 7 (Parcel Post)

Agenda

The following proposal has been withdrawn:

Subject	Proposal No
Dispatch of documents accompanying parcels	5521.2

Washington, 14 November 1989

L OLÁH
Chairman of Committee 7

Congress – Doc 13/Rev 2/Add 2

Committee 7 (Parcel Post)

Order of discussion of agenda items

Fourth meeting (24 November 1989)

Agenda items		Proposal No	Proposals before other Committees
Agreement			
9	Categories of parcels Article 4, paragraph 3, b Proposal of a general nature	5000.2/Rev 1	
10	Quality of service targets Article 5bis	5005.91	(2032.91/Rev 1)
11	Scale Article 14, paragraph 1, n	5014.2, 5512.1, 5541.1	(2033.2)
13	Treatment of parcels wrongly accepted Article 21, paragraph 5	5021.1 5538.91	(2933.91)
18	Principle and extent of liability of postal administrations Article 39, paragraph 3 Article 39, paragraph 3, b, and paragraph 4 Article 39, paragraph 7 Article 39, paragraph 10	5039.3 5039.2, 5039.5, 5039.6, 5039.7 5039.1 5039.4	(2050.3) (2050.2)
19	Determination of liability between postal administrations Article 42, paragraph 3 Article 42, paragraph 4	5042.2/Rev 1 5042.1	(2055.2)
20	Payment of indemnity Article 43, paragraphs 2 to 4 Article 43, paragraph 4 Article 43, paragraph 4bis	5043.1 5043.2 5043.3	(2058.1) (2058.2) (2058.3)
24	Conditions for approval of proposals concerning this Agreement and its Detailed Regulations Article 56, paragraphs 1bis and 2	5056.1	(1022.1)

Agenda items		Proposal No	Proposals before other Committees
Detailed Regulations			
30	Routeing and rates Article 102, paragraph 5	5502.1	(2563.2)
31	Special packing. Marking of parcels containing live animals, radioactive materials or urgent medicines		
	Article 105, paragraph 1, i	5505.2	(2518.2)
	Article 105, paragraph 1, ibis	5505.1	(2518.1)
Final Protocol			
28bis	Special tariffs Article VII, paragraph 2bis (new)	5307.1	
44bis	Study to be undertaken concerning the transit system for parcel post	2000.6	

Washington, 23 November 1989

L OLÀH

Chairman of Committee 7

Congress – Doc 14

Committee 8 (Postal Financial Services)

Agenda

		Congress – Doc or proposal No
1	Opening of the meeting by the Chairman and approval of agenda	Congress – Doc 14
2	List of member countries of Committee 8	Congress – Doc 26
3	Updating of the Final Protocol to the Agreements concerning Postal Financial Services	Congress – Doc 77
4	Revision of the Agreement concerning the Postal Financial Services: EC report	Congress – Doc 62
4.1	*Resolution.* Agreements on abolished postal financial services. Possibility of keeping or reintroducing them	05
5	Recasting of the Money Orders Agreement Proposal of a general nature	6000.1
5.1	Proposals on the revised Money Orders Agreement submitted by postal administrations	
	Article 1, paragraph 2	6001.1, 6001.2
	Article 2, paragraph 2	6002.1, 6002.2
	Article RE 302, paragraph 3bis	65 0302.1
	Article 4, paragraph 5bis	6004.1
	Article 4, paragraph 3bis	6004.2
	Article 4, paragraph 5	6004.3
	Article RE 1302, paragraph 1	65 1302.1
	Article RE 402	65 0402.1
	Article 5, paragraphs 2 and 4bis	6005.1
	Article 6, paragraph 2	6006.1
	Article 12, paragraph 4	6012.1
	Article 9, paragraph 6.3	6009.1
	Article 9, paragraph 6.2, b	6009.2
	Article 10, paragraph 3	6010.1
	MP 16bis	6916.91
	Article RE 201	65 0201.1

		Congress – Doc or proposal No
	Article RE 202, paragraphs 2 and 4	65 0202.1
	Article RE 202, paragraph 4bis	65 0202.2
	Article RE 401	65 0401.1
	Article RE 613, paragraph 2.1	65 0613.1
	Article RE 303, paragraph 6	65 0303.2
	Article RE 303, paragraph 6bis	65 0303.1
	Article RE 304, paragraph 2	65 0304.1
	Article RE 305	65 0305.1
	Article RE 604	65 0604.1
	Article 608, paragraph 7	65 0608.2
	Article RE 703	65 0703.1
	Article RE 1104, ii	65 1104.1
	MP 3	6903.1
	MP 14	6914.1
	Article RE 307, paragraph 1	65 0307.1
	Article RE 315	65 0315.1
	Article RE 608, paragraphs 2 and 7	65 0608.1
	Article RE 609, paragraph 8	65 0609.1
	Article 1101, paragraph 7	65 1101.1
	Article 1202, paragraph 1bis	65 1202.1
5.2	Postal financial service (POSTFIN) telegrams	
	Proposal of a general nature	6000.2
5.3	Proposal on the Hamburg text	
	Article 4	16 004.1 (withdrawn)
5.4	Forms	
	Proposal of a general nature	6900.1
6	Recasting of Giro Agreement	
	Proposal of a general nature	7000.1
6.1	Proposals on the revised Giro Agreement submitted by postal administrations	
	Article 1, paragraphs 1 and 2	7001.1
	Articles 1bis and 1ter	7001.2
	Article RE 101	75 0101.1
	Article RE 102	75 0102.3
	Article 2	7002.1
	Article 3, paragraph 4	7003.3/Rev 1
	Article 3, paragraph 6	7003.1
	Article 3, paragraph 7	7003.4, 7003.2
	Article 7, paragraph 5	7007.1
	Article 17, paragraph 1	7017.1
	Article RE 102, paragraph 1	75 0102.2
	Article RE 102, paragraphs 5 and 6	75 0102.1
	Article 103, paragraph 2	75 0103.1
	Article RE 201, paragraph 5	75 0201.1

		Congress – Doc or proposal No
	VP 14	7914.1
	Article RE 201, paragraph 6	75 0201.2
	VP 15	7915.1
	Article RE 301, paragraphs 3 and 4	75 0301.1
	Article RE 1301, paragraph 2	75 1301.1
	Article 313, paragraph 3	75 0313.1
	Article RE 313, paragraph 4	75 0313.2
	Article RE 317	75 0317.1
6.2	Proposals on postcheques	
	Article 12, paragraph 3	7012.1
	Article RE 1301, paragraph 1	75 1301.2
	Article 14, paragraph 2	7014.1
	Article RE 1302, paragraph 1	75 1302.2
	Article RE 1302, paragraphs 1 and 2	75 1302.1
6.3	Drafting proposal	
	Article 9, paragraph 2	7009.1 R
6.4	Forms	
	Proposal of a general nature	7900.1
7	Recasting of the Cash-on-Delivery Agreement	
	Proposal of a general nature	8000.1
7.1	Proposals on the revised Cash-on-Delivery Agreement submitted by postal administrations	
	Article RE 202	85 0202.1
	Article R 3bis	8903.91
	Article R 6bis	8906.91
	R 11	8911.91
	Article RE 303, paragraphs 1 and 3	85 0303.1
	Article RE 305, paragraph 3	85 0305.1
	Article RE 301, paragraph 2	85 0301.1
	Article RE 601bis	85 0601.91
7.2	Forms	
	Proposal of a general nature	8900.1
8	Any other business	–

Washington, 14 November 1989

H KNAUTHE

Chairman of Committee 8

Congress – Doc 15/Rev 1

Committee 9 (Technical Cooperation)

Agenda

		Congress – Doc or proposal No
1	Opening by the Committee Chairman	–
2	Approval of the agenda	Congress – Doc 15/Rev 1
3	Memorandum on technical cooperation documents to be considered by Congress	Congress – Doc 49
4	Technical cooperation policy and activities	Congress – Doc 50
5	Technical assistance action programme and resources required	Congress – Doc 51 015 and 016
6	Increased UPU presence in the field with regard to technical assistance	Congress – Doc 55 019 and 06
7	Human resources and training	Congress – Doc 54
8	Technical cooperation among developing countries (TCDC)	Congress – Doc 52 017
9	UPU action on behalf of the least developed countries (LDCs)	Congress – Doc 53 018
10	Policy guidelines for UPU technical assistance activities	021
11	Any other business	

Washington, 15 November 1989

H DIARRA

Chairman

Congress – Doc 16

Comprehensive report on the work of the Executive Council

1984–1989

List of abbreviations used in the Union

ACABQ	Advisory Committee (of the General Assembly) on Administrative and Budgetary Questions
ACAST	Advisory Committee on the Application of Science and Technology to Development
ACC	Administrative Committee on Coordination (UN)
ACCIS	Advisory Committee on Coordination of Information Systems
APTU	African Posal and Telecommunications Union
APPU	Asian-Pacific Postal Union
APU	African Postal Union
BIS	Bank for International Settlements
CAPTAC	Conference of Posts and Telecommunications Administrations of Central Africa
CCAQ	Consultative Committee (of the ACC) on Administrative Questions
CCC	Customs Co-operation Council
CCIR	International Radio Consultative Committee (ITU)
CCITT	International Telegraph and Telephone Consultative Committee (ITU)
CCPS	Consultative Council for Postal Studies
CCSQ	Consultative Committee (of the ACC) on Substantive Questions
CDCC	Caribbean Development and Co-operation Committee
CEPT	European Conference of Postal and Telecommunications Administrations
CESI	Centre for Economic and Social Information (UN)
CPC	Committee for Programme and Coordination (ECOSOC)
CSTD	Committee on Science and Technology for Development
EC	Executive Council
ECA	Economic Commission for Africa
ECE	Economic Commission for Europe
ECLA	Economic Commission for Latin America
ECOSOC	Economic and Social Council (UN)
ECPA	Expert Committee on Post Adjustments
ECWA	Economic Commission for Western Asia
EMS	Expedited (Express) Mail Service
ESCAP	Economic and Social Commission for Asia and the Pacific
FAO	Food and Agriculture Organization of the United Nations
FICSA	Federation of International Civil Servants' Associations
FID	International Federation for Documentation
FIPP	International Federation of the Periodical Press
GATT	General Agreement on Tariffs and Trade
IAEA	International Atomic Energy Agency
IAT	Institute of Air Transport
IATA	International Air Transport Association
IB	International Bureau
IBRD	International Bank for Reconstruction and Development
ICAB	Inter-Agency Consultative Board of UNDP
ICAO	International Civil Aviation Organization
ICC	International Chamber of Commerce
ICC	International Computing Centre (UN)
ICRC	International Committee of the Red Cross
ICS	International Chamber of Shipping
ICSC	International Civil Service Commission
IDA	International Development Association
IFAD	International Fund for Agricultural Development
IFC	International Finance Corporation (IBRD)
ILO	International Labour Office
ILO	International Labour Organisation
ILPO	International List of Post Offices
IMC	International Maritime Committee
IMO	International Maritime Organization
IMF	International Monetary Fund
IPDC	International Programme for the Development of Communication
ISBI	International Savings Banks Institute
ISO	International Organization for Standardization
ITU	International Telecommunication Union
JIU	Joint Inspection Unit
JSPB	Joint Staff Pension Board (UN)
JSPF	Joint Staff Pension Fund (UN)
JUNIC	Joint United Nations Information Committee
LDC	Least Developed Countries (UN)
LAS	League of Arab States
NGO	Non-Governmental Organizations
NPU	Nordic Postal Union
OAU	Organization of African Unity
OPI	Office of Public Information (UN)
PAPU	Pan African Postal Union
PTTI	Postal, Telegraph and Telephone International
PUAS	Postal Union of the Americas and Spain
PWG	Programme Working Group (UNDP)
S.A.L.	Surface Airlifted Mail
SC	Security Council
SDR	Special Drawing Right
TC	Trusteeship Council
TCDC	Technical Cooperation among Developing Countries
UIC	International Union of Railways
UN	United Nations
UNCTAD	United Nations Conference on Trade and Development
UNDP	United Nations Development Programme
UNEF	United Nations Emergency Force
UNESCO	United Nations Educational, Scientific and Cultural Organization
UNHCR	United Nations High Commissioner for Refugees
UNIC	United Nations Information Centre
UNICEF	United Nations Children's Fund
UNIDO	United Nations Industrial Development Organization
UNITAR	United Nations Institute for Training and Research
UNRWA	United Nations Relief and Works Agency for Palestine Refugees in the Near East
UNVP	United Nations Volunteers Programme
UPA	Arab Postal Union
UPU	Universal Postal Union
WCY	World Communications Year
WFP	World Food Programme (UN–FAO)
WFUNA	World Federation of United Nations Associations
WGAFM	Working Group on Administration and Finance Matters (UNDP)
WHO	World Health Organization
WIPO	World Intellectual Property Organization
WMO	World Meteorological Organization
WTO	World Tourism Organization

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Annexes

I Results of the work entrusted to the Executive Council by the Hamburg Congress

II List of Executive Council resolutions and decisions 1984–1989

I. Introduction

1 This comprehensive Report on the work of the Executive Council is submitted to Congress in accordance with General Regulations, article 103, paragraph 2.

It covers all the work done by the Executive Council over the past five years, reporting on the duties assigned to the Executive Council by the 1984 Hamburg Congress, in the form of resolutions or decisions, and those devolving on it under the Acts of the Union or originating in a proposal by an administration or group of administrations.

It should be pointed out, however, that certain studies assigned to the Executive Council are the subject of documents separate from this report because they require special explanation. The necessary references will, however, be found in this report.

The results of the work specially done by the EC, CCPS and IB under the Declaration of Hamburg are set out in the "Joint report to Congress by the EC, CCPS and IB on the implementation of the Declaration of Hamburg" (Congress – Doc 21).

The paragraphs of this report are numbered consecutively for ease of reference.

II. General information about the Executive Council

2 The 1984 Hamburg Congress elected the following 39 members of the Executive Council: Algeria, Australia, Belgium, Benin, Brazil, Cameroon, Chile, Colombia, Côte d'Ivoire (Rep), Egypt, Ethiopia, France, Gabon, Honduras, Hungarian People's Rep, India, Iraq, Ireland, Japan, Jordan, Lebanon, Madagascar, Mexico, New Zealand, Nigeria, Norway, Pakistan, Peru, Polish People's Rep, Portugal, Romania (Soc Rep), Saudi Arabia, Senegal, Switzerland, Thailand, USSR, United States of America, Uruguay and Zambia. Chaired by the Federal Republic of Germany, the EC, at its constitutional meeting elected Benin, Jordan, Mexico and the USSR Vice-Chairmen (decision CE 1 Hamburg). Table I below gives all the information about the duration of the Executive Council sessions and the participants therein.

3 For the study of most of the questions within its purview, the Council set up ten committees, some of which in turn set up working parties. Table II below gives information about the meetings and composition of these bodies. In addition, it also reports on the work of the joint bodies which the Executive Council re-established or set up for the study of matters common to the UPU and other international organizations. These joint bodies are: IATA–UPU Contact Committee and Joint IATA–UPU Working Group and the CCC–UPU Contact Committee.

4 In accordance with the decision of the 1984 Hamburg Congress, several studies were carried out by the Executive Council in cooperation with the CCPS or, as in the past, with the cooperation of postal administrations which are not members of the Executive Council. This latter cooperation has been done by means of questionnaires, which have enabled the Council to find out the views of a large number of administrations and, occasionally, to find solutions coinciding with the views of most member countries.

5 Regarding the Executive Council's work, administrations have already been exhaustively informed each year by the Summary Record, Resolutions and decisions and Executive Council documents sent to them after each session, in accordance with General Regulations, article 103, paragraph 1. Administrations have also received the Compendium of resolutions and decisions adopted by the Executive and Liaison Committee and then by the Executive Council, which were still valid when the 1984 Hamburg Congress closed.

6 The results of the work assigned to the Executive Council by the Hamburg Congress are summarized in annex I to this report, which also mentions the Congress – Docs and proposals which have resulted from these studies. Annex II gives the classification key and the list of resolutions and decisions adopted by the Executive Council between 1984 and 1989. These resolutions and decisions, together with the Congress – Docs and proposals submitted by the Council to the Washington Congress, reflect the results of the work done by this Council.

Meetings of the Executive Council — Table I

Sessions	Dates	Chairman	Secretary-General	Member countries represented	Member countries not represented	Observers	Invitees
1984 (Constituent)	23 July	F Koller	M I Sobhi	39	Honduras (Rep)	–	–
1985	22 April to 16 May	F Koller	A C Botto de Barros	40	–	UN, Chairman, Vice-Chairman and 7 Committee Chairmen of the CCPS, CAPTAC, CEPT, APTU, UPA, PUAS, APU, PAPU, APPU, NPU, CCC, ICAO, ILO, WHO, ITU, LAS, OAU, IB Staff Association	–
1986	22 April to 8 May	F Koller	A C Botto de Barros	40	–	UN, Chairman, Vice-Chairman and 6 Committee Chairmen of the CCPS, CAPTAC, CEPT, APTU, UPA, PUAS, APU, PAPU, APPU, NPU, WHO, ITU, LAS, OAU, IB Staff Association	–
1987	27 April to 14 May	F Koller	A C Botto de Barros	39	Uruguay	UN, Chairman, Vice-Chairman and 7 Committee Chairmen of the CCPS, CAPTAC, CEPT, UPA, PUAS, APU, PAPU, APPU, NPU ICAO, ITU, LAS, OAU, IB Staff Association	–
1988	28 April to 13 May	F Koller	A C Botto de Barros	38	Honduras (Rep), Peru	UN, Chairman, Vice-Chairman and 7 Committee Chairmen of the CCPS, CAPTAC, CEPT, UPA, PUAS, APU, PAPU, APPU, NPU, ICAO, ITU, LAS, OAU, IB Staff Association	Doyen of the 20th Congress
1989	10 to 28 April	F Koller	A C Botto de Barros	36	Honduras (Rep), Lebanon, Peru	UN, Chairman, Vice-Chairman and 7 Committee Chairmen of the CCPS, CAPTAC, CEPT, UPA, PUAS, APU, PAPU, APPU, NPU, ICAO, ITU, LAS, OAU, IB Staff Association	Doyen of the 20th Congress

Meetings of Executive Council Committees, Working Parties, etc

Body	Member countries	Chairman Vice-Chairman	Meetings Year	Dates	Number of sittings	Results of the work, see paragraphs
1	2	3	4	5	6	7
Committee 1 (Staff)	All EC member countries	Hungarian People's Rep Uruguay	1985 1986 1987 1988 1989	29 April 5 May 8 May 29 April 18 April	1 1/2 1 1 1	
Committee 2 (Finance)	All EC member countries	Japan Colombia	1985 1986 1987 1988 1989	30 April 2 May 12 May 29 April 21 April	1 1 1 1 1	
Committee 3 (General)	All EC member countries	Switzerland Gabon	1985 1986 1987 1988 1989	22 and 23 April 24 and 25 April 29 and 30 April 21 April 12 and 13 April	2 3 3 2 2	
Committee 4 (Letter post – Regulatory aspects)	All EC member countries	United States of America Côte d'Ivoire (Rep)	1985 1986 1987 1988 1989	24 April 2 May 7 May 23 April 17 April	1 1 1 1 2	
Committee 5 (Letter post – Rate-fixing and payments)	All EC member countries	France Polish People's Rep	1985 1986 1987 1988 1989	23 and 24 April 28 and 29 April 4 May 25 April 19 and 20 April	2 2 2 2 3	
– Working Party on calculating basic charges (WP 1)	Belgium, Brazil, Côte d'Ivoire (Rep) Japan, United States of America	Australia (Reporting country)	1987 1988 1989	28 April 19 April 10 April	1 1 1	

Body	Member countries	Chairman Vice-Chairman	Meetings Year	Dates	Number of sittings	Results of the work, see paragraphs
1	2	3	4	5	6	7
– Working Party on rate-fixing according to new principles (WP 2)	Germany, Fed Rep of, Hungarian People's Rep, Jordan, New Zealand, Nigeria, Uruguay	Norway (Reporting country)	1988 1989	19 April 10 April	1 1	
– Working Party on terminal dues (WP 3)	Chile, Egypt, France Senegal, Switzerland USSR, United States of America	India (Reporting country)	1986 1987 1988 1989	18 and 19 Feb 26 April 12 Feb 27 April 20 April 11 April	3 1 2 1 1 2	
Committee 6 (Airmail)	All EC member countries	Australia Norway	1985 1986 1987 1988 1989	25 April 1 May 1 May 27 April 12 and 13 April	1 1 1 1 2	
Committee 7 (Parcel post)	All EC member countries (they are all signatories of the Postal Parcels Agreement)	Brazil Saudi Arabia	1985 1986 1987 1988 1989	25 April 29 April 8 May 27 April 21 April	1 1 1 1 2	
– Working Party on revision of land and sea rates	France, Japan, Lebanon, New Zealand, Portugal, Senegal, Switzerland, United States of America	Germany, Fed Rep of, (Reporting country)	1986 1987 1988 1989	23 April 29 April 20 April 17 April	1 1 1 1	

Body	Member countries	Chairman Vice-Chairman	Meetings Year	Dates	Number of sittings	Results of the work, see paragraphs
1	2	3	4	5	6	7
Committee 8 (Postal financial services)	All EC member countries signatories of the Postal financial services Agreements: Algeria, Belgium, Benin, Cameroon, Chile, Côte d'Ivoire (Rep), Egypt, France, Gabon, Germany, Fed Rep of, Hungarian People's Rep, Japan, Jordan, Lebanon, Madagascar, Mexico, Norway, Peru, Polish People's Rep, Portugal, Romania (Soc Rep), Senegal, Switzerland, Thailand, United States of America, Uruguay	Egypt Belgium	1985 1986 1987 1988 1989	29 April 25 April 7 May 22 April 18 April	1 1 1 1 2	
– Working Party on revision of Postal financial services (including Subscriptions Agreement)	Algeria, Benin, France, Hungarian People's Rep, Senegal	Switzerland (Reporting country)	1986 1987 1988 1989	23 April 9 to 11 Feb 28 April 1 to 4 Feb 29 Nov to 1 Dec 17 April	2 6 1 8 6 1	
Committee 9 (Technical Cooperation)	All EC member countries	Ethiopia Pakistan	1985 1986 1987 1988 1989	26 April 30 April 11 May 18 April 20 and 21 April	2 2 2 2 2	
Committee 10 (Information and documentation)	All EC member countries	Thailand Nigeria	1985 1986 1987 1988 1989	30 April 1 to 2 May 6 May 26 April 14 April	1 2 2 1 1	

Body	Member countries	Chairman Vice-Chairman	Meetings Year	Dates	Number of sittings	Results of the work, see paragraphs
1	2	3	4	5	6	7
EC Working Party to study suggestions on the operation of the Union	Colombia, Great Britain, Hungarian People's Rep, India, Japan, Nigeria, Senegal, Tunisia, USSR, United States of America	Switzerland	1988	27 and 28 June	4	
				28 and 29 Oct	2	
			1989	12 Jan	2	
IATA–UPU Contact Committee	Benin, Chile (from 1986), Germany, Fed Rep of, Norway, Polish People's Rep, Saudi Arabia, United States of America, Zambia	Australia	1985	18 Oct	1	
			1989	13 April	1	
IATA–UPU "Rates"[1] Working Group	Norway, Saudi Arabia	Australia (Reporting country)	1986	22 April	1	
				16 Oct	1	
			1987	5 May	1	
				15 Oct	1	
			1988	2 March	1	
				13 Oct	1	
			1989	22 to 24 Feb	2	
IATA–UPU "Maximization"[2] Working Group	Polish People's Rep	Benin (Reporting country)	1986	22 April	1	
			1987	14 May	1	
IATA–UPU "Documentation"[2] Working Group	Chile, Germany, Fed Rep of, Zambia	United States of America (Reporting country)	1986	22 April	1	
				16 Oct	1	
			1988	2 March	1	
				13 Oct	1	
			1989	22 to 24 Feb	2	
CCC–UPU Contact Committee	France, New Zealand, Polish People's Rep, Senegal	United States of America (Reporting country)	1986	20 and 21 Feb	4	
			1987	19 and 20 Feb	4	
			1988	28 and 29 Jan	4	
			1989	23 and 24 Jan	4	

1 The 1988 EC decided to call this Group the "Commercial" Working Group.

2 The 1988 EC decided to merge these two Groups as the "Operations" Working Group.

III. Work of the Executive Council

7 The work done by the Executive Council is described briefly below with the results achieved by the Council in each case. The work is listed in the order used for the classification key of Executive Council resolutions and decisions given in annex II hereto.

1 General matters concerning the Union

1.1 Member countries

8 Since the last Congress, three countries (Brunei Darrussalam, Saint Christopher and Nevis and Western Samoa) have acceded and one country (Kiribati) has been admitted to the UPU. At 14 August 1989, there were 170 Union member countries.

1.2 Operation of the Union

9 In view of the importance of the suggestions made by the International Bureau and postal administrations on adapting the operation of the UPU to present commercial and technical demands, the Executive Council assigned the study to a Working Party (decision CE 8/1988). On the basis of the conclusions of the Working Party's report, the EC approved a series of proposals covering the legal and regulatory aspects (see Congress Doc – 72) as well as the operational and financial aspects (see Congress – Doc 73).

1.3 Political questions

10 Each year, the Executive Council had before it a document in which the International Bureau reported on its efforts to cooperate, within the limits of its possibilities, in the application of certain United Nations resolutions concerning the granting of independence to colonial countries and peoples. It also noted the text of the resolutions relating to this question. A special report has been prepared on this subject for Congress (see Congress – Doc 23).

1.4 Report on the work of the Union

11 In accordance with article 102, paragraph 6, 1, of the General Regulations, the Council considered and approved the annual report prepared by the International Bureau on the work of the Union.

2 Acts of the Union

2.1 General

12 *International postal regulations* (resolution C 56) (see Congress – Doc 72).

13 *Function of depositary of the Acts of the Union and role of the Swiss Government in cases of accession and admission to, and withdrawal from, the Union.* Acting on a request from the Federal Department of Foreign Affairs of the Swiss Confederation, the EC adopted proposals on amending the Acts so as to transfer to the IB these residual functions hitherto exercised by Switzerland. These were specifically:

- Constitution, articles 11, paragraphs 3 and 5; 12; 23, paragraphs 2, 3 and 4; and 26 (see proposals 1011.1, 1012.1, 1023.1 and 1026.1);
- General Regulations, articles 109, paragraph 2, and 122, paragraph 1 (see proposals 1509.2 and 1522.1);
- a new article to be inserted in the Fourth Additional Protocol to the Constitution (see proposal 1033.91).

14 The EC also considered it appropriate to revise the provisions of article 21, paragraph 4, concerning the setting of the contribution class of new countries acceding to the Union which were no longer in line with current practice (see proposal 1021.1).

2.2 General Regulations

15 *Transfer to the International Bureau of the power to call for applications for the posts of Director-General and Deputy Director-General of the International Bureau.* With reference to the practice of other UN specialized agencies, the EC decided to transfer to the IB the power to call for applications for the posts of Director-General and Deputy Director-General of the International Bureau. It accordingly adopted the draft amendment of article 108, paragraph 2, of the General Regulations (see proposal 1508.1).

2.3 Convention

A. Amendment of article 6 of the Convention

16 Considering that this article concerned only the introduction of new services, the EC rejected the idea of inserting therein express provisions authorizing administrations which so wished to retain between themselves Agreements or parts thereof abolished by the UPU. On the other hand, it adopted a draft resolution giving the administrations concerned the option of retaining or reintroducing between themselves all or part of Agreements abolished by the UPU (see proposal 05).

17 It also considered it necessary to improve the wording of that article by a drafting amendment (see proposal 2006.1).

B. Questions common to the various international postal services

18 *Customs treatment of postal items (resolution C 49).* Questions concerning the customs treatment of postal items were examined by the CCC–UPU Contact Committee reconstituted by virtue of the above resolution (see paragraph 6.4). Following a consultation of postal and customs administrations, the questions selected for study by the Executive Council and the CCC covered the following subjects.

19 *Illicit transmission of narcotics by post.* For several years, the UPU has been studying in conjunction with the Customs Co-operation Council (CCC) joint action in effectively combating the illicit transmission of narcotics by post. The results of the various consultations conducted on this subject by both the Post and the Customs were communicated to the member administrations of the two organizations which were invited to make comments on the conclusions.

However, in view of the persistent increase in narcotics traffic, the Contact Committee advocated a number of practical measures specifically including, for administrations so desiring, training for postal staff in detecting items containing narcotics entering or leaving national territory.

Within the framework of this training, which was funded by the United Nations Fund for Drug Abuse Control (UNFDAC), the Contact Committee approved the preparation of a brochure on means of detecting narcotics sent by post and the holding of seminars combining the Post, the CCC, the United Nations Narcotics Division and Interpol. The first seminar was held in Bangkok (Thailand) from 3 to 14 October 1988. On the basis of the results of this seminar and the comments and suggestions made by the consultants, the EC approved the holding of a second seminar in Latin America and instructed the IB to submit to UNFDAC a comprehensive programme for subsequent seminars, to be prepared jointly with the Secretariat of the CCC.

20 *Action by intermediate postal administrations when closed mails in transit are suspected of containing narcotics.* The study carried out by the previous EC on the procedure to be followed by an intermediate postal administration when a closed mail in transit is presumed to contain narcotics culminated in the adoption of formal opinion C 55 by the Hamburg Congress. Under the terms of that formal opinion, the mails concerned are not opened in the transit country but all measures should be taken so that they are duly brought to the attention of the customs and postal authorities of the country of destination which are responsible for taking appropriate action.

However, following an inquiry among its member countries, the CCC considered that the problem of the customs treatment of transit operations should be studied by the two Secretariats with a view to partially amending the above-mentioned formal opinion so as to take account, in particular, of the technique known as "controlled delivery".

Formal opinion C 55 as amended was approved by the Contact Committee and then by the EC and is the subject of proposal 2500.5.

21 *Customs clearance of EMS mail.* This question was brought up for the first time at the 10th Contact Committee meeting and then at the 1984 Hamburg Congress which adopted resolution C 25 instructing the CCPS "to undertake with the utmost urgency the actions necessary for the technical, economic and practical development of this service with a view to its prompt implementation by the greatest possible number of postal administrations". The 1985 EC then decided to include that question on the Contact Committee's agenda.

Following consultations conducted both by the postal side and the Customs, the CCC approved, at its June 1987 session in Ottawa, a number of guidelines designed to simplify and standardize customs clearance of so-called express items, including EMS items. These guidelines were communicated to postal and customs administrations for application on a trial basis for one year at the end of which the IB informed the CCC of postal administrations' observations and suggestions in respect of the guidelines. Since the inquiries conducted on this subject on both the postal and the customs side produced no conclusive results, the CCC–UPU Contact Committee suggested that the trial period of implementation of the guidelines be extended until June 1989, so that it would be possible to assess their application and, if need be, to amend the initial text as required.

22 *Development of a standard form for customs/postal reports of seized mail items.* Under article 36, paragraph 8, of the Convention, the administration of origin must be informed why a wrongly admitted item has been neither returned to origin nor delivered to the addressee. In order to facilitate provision of this information, it was proposed that a special form should be created.

An initial form was distributed for use over a one-year trial period at the end of which it was amended in the light of administrations' suggestions. The 1988 EC approved the revised form which is the subject of proposal 5538.91, and related proposals 2933.91 and 2543.91.

23 *Presentation of the List of Prohibited Articles (resolution C 54).* In that resolution, the Hamburg Congress instructed the EC to undertake a study on amending the presentation of the List of Prohibited Articles with a view to making it easier to consult. The 1985 EC decided to include this study in the CCC–UPU Contact Committee work programme and appointed France reporting country.

As a review of the classification methods used in other organizations such as the ISO, the WHO, etc, had not revealed a more rational system, the Contact Committee suggested taking the CCC's Nomenclature as the basis for the new List of Prohibited Articles. With the help of the CCC and its own customs administration, the reporting country proposed a new presentation of the List of Prohibited Articles. This new presentation is the subject of proposal 2500.4.

24 *Customs clearance systems for postal parcels containing commercial consignments: speeding up of operations.* This study, which was aimed at consulting administrations to ascertain their views on the nature of the systems of customs clearance used for commercial postal parcels and on the time taken to clear them, was submitted to the CCC–UPU Contact Committee in 1982. After several consultations, the latter came to the conclusion that the establishment of national Post/Customs Committees and the application of Annex F.4 to the so-called Kyoto Customs Convention were calculated to facilitate and expedite customs clearance of postal items. Therefore, at its 11th meeting, the Contact Committee instructed the CCC and UPU Secretariats to circulate to their respective member countries:

- Hamburg Congress formal opinion C 40 asking postal administrations to urge their national authorities responsible for customs services to ratify Annex F.4;
- a document prepared by the Netherlands on the customs clearance of parcels from abroad by the Post itself.

The Committee had also asked the CCC and UPU Secretariats to remind their members of the value of setting up national Customs/Post Committees. The IB acted on these Contact Committee decisions by issuing circular letter No 0205(B 2)1620 of 23 June 1986.

The EC therefore endorsed the Contact Committee decision to conclude consideration of that question.

25 *Customs valuation of merchandise sent by post.* In view of the fact that, in some countries, the total postage paid by the sender is included in the customs valuation of the merchandise sent, the UPU considered that the CCC should advise its member countries not to include in the valuation the costs corresponding to the inward and delivery work.

To enable the CCC Valuation Directorate to give an opinion on the matter, the Committee asked the UPU to consider the possibility of separating the "to the frontier" and "from the frontier" conveyance costs from the total amount of the postage.

Considering that, for postal parcels, the portion of the postage corresponding to the inward and delivery work could be assumed to be the same as the inward rate, the Committee wanted a study to be made on letter-post items, particularly small packets.

As the consultation conducted on that subject did not produce the specific figures desired by the Customs, the Contact Committee asked the UPU to prepare more concrete proposals. The proposal made in this connection consists in establishing the principle under which persons using the postal service for the conveyance of goods must not be penalized by being required to pay higher customs duty. The CCC was therefore requested to urge customs administrations to respect that principle and, in order to do so, not to include conveyance costs "from the frontier" in the customs valuation, when such inclusion would constitute discrimination against the postal service and its customers.

The customs side, however, did not deem it necessary to establish a new principle since, according to the Brussels Definition of Value system, the cost of delivery within the country of importation was not included in the dutiable value and, under the GATT Valuation Agreement, there was nothing to prevent the cost of transport after importation from being deducted from the total transport cost providing it was distinguishable therefrom. No solution could be found at CCC level, since each customs administration was free to apply whatever the system suited it best. In

view of the foregoing, the EC decided that the IB should provide postal administrations with a list of GATT member countries and ask them to transmit the necessary information to the customs authorities so that they could take action within the framework of the GATT valuation systems, should they consider it desirable.

26 *Review of the arrangements for handling multi-parcel consignments.* Submitted for consideration by the Contact Committee in 1982 by Great Britain, this proposal was aimed at requiring a single set of documents for dispatches comprising several commercial parcels for the same addressee (batch consignments). At the time, the Committee had asked Great Britain to continue its trials in that field and report on its findings. As these findings were considered inadequate by Great Britain, it withdrew its proposal. The 1987 EC therefore removed that study from the Contact Committee work programme.

27 *Use of automatic data-processing techniques with regard to postal traffic and cooperation between customs and postal authorities.* This subject stems from a previous study "Consideration of development prospects in postal technology and services and methods of customs control with the reciprocal effects on both parties".

Submitted to the Contact Committee in 1982, this study was aimed at introducing coordination between the Post and the Customs with regard to the development of computerized customs clearance systems. In this connection, the CCC had instructed its Computer Working Party to include that study in its work programme. The Computer Working Party produced a preliminary guideline which was sent to postal and customs administrations for comments and any additions.

For its part, the UPU conducted an inquiry on the basis of a questionnaire prepared by the CCC. The additional data provided by postal administrations were communicated to the CCC to enable its Computer Working Party to update the preliminary guideline.

In addition, at the request of the CCC, the IB asked postal administrations to send it any fresh data on their existing or planned computer technology.

At this stage, the study was considered to be concluded. However, the CCC Secretariat informed the UPU that changes would probably be made in view of the present development of interfaces between the Customs and the commercial and transport organizations. In view of this information, it was decided to set up a UPU Working Party specifically responsible for considering questions relating to Post–Customs and Post–Carrier interfaces which might be established (see Congress – Doc 66).

At its first meeting, on 3 May 1988, the WP discussed its terms of reference and decided to send out a questionnaire to the EC and CCPS member countries for the purpose of gathering information to be used as the basis for defining the measures to be taken by the UPU in this field. The replies to the consultation confirmed the desirability of defining a telematic interface with Customs as well as the need to introduce an electronic system for tracking and tracing items, especially EMS items.

At its second meeting, on 17 October 1988, the WP discussed the generalized use of EDIFACT standards by Union postal administrations, electronic interfaces with the UPU's partners, the UPU body that should be instructed to continue the work and the measures to be considered during the Washington Congress.

In view of the above, it was decided to submit to Congress a draft resolution instructing the EC, in conjunction with the CCPS, to introduce telematics into the UPU and two draft recommendations advocating the use by postal administrations of the ISO telematic standards (see proposals of a general nature 5000.3, 5000.4 and 5000.5).

Belgium was designated to participate on behalf of the UPU in the proceedings of the CCC's EDI Advisory Group.

28 *Merger of the CP 2 dispatch note with the C 2/CP 3 customs declaration.* Within the framework of the study on methods of sending the C 2/CP 3 customs declaration, the Contact Committee had been asked to study the possibility of combining the CP 2 dispatch note and the C 2/CP 3 customs declaration.

An initial study, conducted by Great Britain, had reached generally negative conclusions about both the preparation and use of the form. However, of the various "manifold sets" considered by the Committee, the one submitted by the French postal administration aroused great interest. In order to produce a single form that would be acceptable to all administrations, it was decided to assign this study to the EC Committee 7 (Parcel Post) Working Party.

A draft manifold set of forms, based on the French form, was prepared by the reporting country (Germany, Fed Rep of). However, this draft was approved neither by the Contact Committee nor by the Working Party, which made a number of comments and instructed the reporting country to continue the study while taking account of the comments made about the form.

29 *Amendment to the C 2/CP 3 customs declaration to show the "Customs in" and "Customs out" dates.* This proposal, submitted by the United States postal administration, concerned the amendment of the C 2/CP 3 to show the "Customs in" and "Customs out" dates in order to explain delays resulting from customs formalities and to establish the time required for customs clearance of certain parcels.

When this question was examined at the 11th meeting, the CCC considered it preferable to find a solution at national level rather than resort to the proposed amendment. The Contact Committee suggested that the United States postal administration should continue its trials with the customs administration of that country and inform the Committee of the results.

The United States of America subsequently informed the Contact Committee that entering the relevant particulars by hand in the register or automatically in the computer provided the best means of answering questions about the origin of any delay in the delivery of parcels; it was therefore unnecessary to mark those particulars on the parcel itself. Consequently, it preferred to withdraw its proposal.

30 *Customs clearance of chemical reference substances.* Following a World Health Organization (WHO) resolution, the WHO Secretariat sent the UPU and the CCC a memorandum asking those organizations to assist it in facilitating the importation of international chemical reference substances.

A draft label prepared by the IB bearing the words "Urgent" and "Medicines" or "Chemical reference substances" was submitted to the WHO which approved it. The Contact Committee and the EC also approved this draft as well as the proposals for amending the relevant articles of the Detailed Regulations of the Convention and of the Postal Parcels Agreement (see proposals 2518.2 and 5505.2).

31 *Designation of postal parcels containing goods which should not be subjected to radiographic control or be opened (photographic material, living tissues, etc).* This proposal by the customs administration of Czechoslovakia, submitted to the 11th Contact Committee meeting, is aimed at creating a special label to mark postal parcels which must not be opened because of the sensitive nature of their contents.

An inquiry conducted by the International Bureau (circular letter No 3710(B)1880 of 26 September 1986) revealed that both postal and customs administrations favoured the use of a special label to identify such parcels, although the Customs reserved the right to verify such items if it considered this necessary.

Instructed to submit a draft label to the Contact Committee, the International Bureau, after consulting the ISO, prepared three draft labels which it submitted to two postal administrations for consideration – that of Czechoslovakia (to obtain the comments of the customs administration, the author of the original proposal) and that of Germany, Fed Rep of (as Chairman of the Parcel Post Working Party). Both administrations chose the same model which was submitted to the Contact Committee. The latter invited the IB to revise the form along the lines of the one submitted to the Contact Committee, then asked the IB to amend it by adding the symbol used by the ISO to indicate products not to be exposed to X-rays, and by inserting in the text for amendment of the above-mentioned articles the words "without special precautions" after "Not to be opened".

The customs administration of Czechoslovakia approved the revised form, which together with the proposals for amendment of the relevant articles of the Detailed Regulations of the Convention and of the Postal Parcels Agreement which had been prepared as a result, was approved by the Contact Committee and later by the EC (see proposals 2518.1 and 5505.1).

32 *Shipping scientific specimens of hazardous substances by post (resolution C 15)* (see section D below).

33 *Raising the limit for the free admission of family parcels (gift parcels) exchanged between private individuals.* Acting on CEPT instructions, the postal administration of France submitted, at the 12th meeting of the Committee in 1987, a document designed to raise the limit for the free admission of postal items. The Customs considered however that the UPU should submit a formal proposal to the CCC to that effect. The 1987 EC therefore instructed the IB to submit a request to the CCC Secretary-General.

The Permanent Technical Committee of the CCC responded to this request by pointing out that the matter should be settled at the level of the national Customs/Post Contact Committees. The request was nonetheless submitted to the CCC.

At the 14th meeting of the Contact Committee, Customs reported that no CCC authority was in a position to propose a solution. The Committee suggested to the UPU that it submit a new request in two or three years.

34 *Special marking of parcels containing documents or articles of no commercial value (samples) and the liberalization of customs control for such items.* Once again acting on CEPT instructions, the postal administration of France submitted, at the 12th meeting of the Committee in February 1987, a request aimed at exempting parcels of no commercial value in the country of destination from systematic customs control in order to expedite customs treatment.

In support of this request, France noted that some parcels contained only documents or articles of no commercial value and their presentation to customs control in the country of destination would slow the rate of clearance of dutiable parcels. The first CEPT Customs–Post Symposium (Copenhagen, November 1986) instructed the French postal administration to ask for the question to be included in the Contact Committee work programme and the latter indicated its agreement to the question's inclusion on the agenda of the 13th meeting.

France was made reporting country and submitted to the Contact Committee (14th meeting, Brussels 1989) proposals for amending forms C 2/CP 3 and C 1, while the Federal Republic of Germany, which was responsible for merging forms CP 2 and C 2/CP 3, was to take account of those amendments as necessary.

The Contact Committee, after making some amendments, adopted the proposal relating to the C 2/CP 3 form (proposal 5902.1). It did not, however, amend form C 1.

35 *Difficulties due to omission of forms C 1 or C 2/CP 3 or to incorrect completion of such forms.* This matter was raised by Customs at the 14th meeting of the CCC–UPU Contact Committee (Brussels, February 1989).

Customs stressed the need for items to be accompanied by a correctly filled out C 2/CP 3 or C 1 form, and mentioned among other things that this was also in the interests of the postal administrations, which wanted fast customs clearance.

The EC endorsed the Contact Committee's decision.

36 *Participation of host countries in Contact Committee meetings.* The 1987 EC decided to invite the postal and customs administrations of Belgium and Switzerland alternately to CCC–UPU Contact Committee meetings depending on where the meeting was held.

37 *Reconstitution of the CCC–UPU Contact Committee.* In view of the close cooperation which has developed between the UPU and the CCC and the tangible results already achieved, the Executive Council proposed that the Contact Committee should be reconstituted after the Washington Congress (proposal 2000.4).

C. Letter post

38 *Basic charges* (resolution C 79). The 1984 Hamburg Congress had instructed the EC to study whether the provisions of article 19 of the Convention for the fixing of postage charges for letter-post items were appropriate and to study the possibility of establishing a system, application of which would enable the charges to retain their real value between Congresses.

Working Party WP 1, formed by the EC in 1985 to study these questions, met three times and studied the following subjects:

i Customer needs;

ii Impact of external factors on the volume of postal traffic;

iii Average cost of postal services;

iv Effects of the SDR on the level of the charges;

v Usefulness of setting uniform basic charges in the Convention and ways and means of making article 19 of the Convention more flexible, including the preparation of proposals on deleting paragraph 2, c, and converting basic charges into guideline charges;

vi Amounts of the charges to be inserted into the Convention by the 1989 Washington Congress;

vii Introduction into article 19 of a procedure for amending charges between Congresses;

viii Standardizing the weight limits of letter-post categories.

The results of this work, including those of several inquiries, are contained in Congress – Doc 58.

39 *Rate-fixing for combined items* (decision C 59). In this decision, the 1984 Hamburg Congress instructed the EC to study in greater depth proposal 3019.7 which aimed at amending the conditions of rate-fixing for combined items.

The 1985 EC instructed the International Bureau to consult EC members, taking account, among other things, of the economic aspects. The inquiry conducted in 1986 revealed that most administrations would have difficulty in accepting the rate-fixing system advocated in the proposal for outward traffic. On the other hand, most administrations said there would be no problems for inward traffic. Since the subject is closely linked to questions covered by WP 1, the 1987 EC instructed that Working Party to study it also.

The results of this work are contained in Congress – Doc 58.

40 *Rate-fixing according to new principles of mail classification of letter-post items* (decision C 60 and resolution C 62). In resolution C 62, the 1984 Hamburg Congress instructed the EC to consider the possibility of changing from a rates system based on the content of letter-post items to another based on concepts of priority/non-priority or, possibly, on other criteria, and to consider, as an alternative, the possibility of admitting such a system (or other systems) for a transitional period side-by-side with the traditional system. In decision C 60, Congress also entrusted the EC with the study of proposal 3019.10 aimed at enabling countries using in their internal service a classification system based on priority to use that system in the international service also. The EC also considered it appropriate to include in the study proposal 3019.9 aimed at introducing into international traffic a classification based on the concept of standardization.

Acting on these instructions, the 1985 EC set up Working Party WP 2 which met twice.

On the basis of a 1986 consultation of all postal administrations, the 1987 EC noted that there was no absolute majority in favour of one rate-fixing system but that a clear majority of administrations would accept the simultaneous existence of more than one system, at least for a transitional period. That is why a second consultation was conducted in 1987 on:

- the legal basis for the coexistence of several systems;
- operational aspects such as marking priority and non-priority items as well as bundles and bags containing such items, and the handling of the mail in countries of transit and destination;
- service targets;
- miscellaneous aspects such as the effects on the express delivery service and reply coupons.

The results of this work, including those of the consultations, are described in detail in Congress – Doc 59.

41 *Transit charges* (resolutions C 41 and C 50). In resolution C 41, the 1984 Hamburg Congress instructed the EC to update the transit charge scales to be fixed in the Convention. Resolution C 50 of the same Congress instructed the EC to review the methodology currently being used and to seek ways of eliminating the distortions in the data taken into account in calculating the scales.

In 1986 and 1987, the EC instructed the IB to undertake the necessary work in that connection, including:

- a survey of transit countries and mathematical research designed to analyze the data used and their effect on the value of the scales;
- a simulation of the 1984 Hamburg transit charges as if all the transit countries had replied;
- a simulation of the scales calculated using the same method but with the distance steps confirmed by the survey.

In addition, the 1987 EC instructed the IB, in conjunction with Chile, France and Great Britain, to study matters relating to payments for mails sent in transit via administrations which sent their own surface mail by S.A.L. and to examine the problem of returning empty bags by S.A.L.

The 1988 EC instructed the IB to study the effect of new methods of conveyance, particularly multimodal transport by container conveyed by land or sea and the use of door-to-door road transport from the outward office of exchange to the office of exchange of destination. The study covered, among other things, the methods of payment to be used for transit mail and the publication of information on the possibility of sending transit mail via administrations using these new means of routeing.

The results of the above work are described in Congress – Doc 61.

42 *Terminal dues* (resolution C 42). The 1985 EC set up Working Party WP 3 to conduct the study on terminal dues. During its eight meetings, WP 3 considered the following subjects:

i The costs of handling inward international mail (two different inquiries were carried out);

ii The consequences of using the SDR as unit of account;

iii Determining the proportions of LC items and AO items in international mail in imbalance;

iv Other aspects to be considered such as traffic and market development and the effect of terminal dues on traffic;

v Remailing, particularly the relationship between terminal dues and remailing;

vi Ways and means of arranging a round table discussion on 6 and 7 April 1989 before the final proposals are submitted.

The results of this work, including those of several consultations of postal administrations, are described in Congress – Doc 60.

43 *Transit charges and terminal dues for IB and Restricted Unions' mail.* As the abolition, in article 65 of the Convention, of the exemption from transit charges and terminal dues for items admitted free of postal charges had provoked inequitable consequences for the headquarters country of the Union as regards IB mail, the EC corrected this anomaly by recommending postal administrations to waive terminal dues for that mail (recommendation CE 4/1986).

As regards Restricted Unions' mail, the EC considered it advisable to leave it to those Unions to settle by themselves the problem of transit charges and terminal dues for their mail (decisions CE 5/1986 and CE 8/1987).

44 *Consequences of using the SDR as unit of account* (resolutions C 42 and C 79). Within the framework of the resolutions on terminal dues and postage charges, the 1984 Hamburg Congress asked the EC to study the effects of the SDR both on the level of terminal dues and on that of charges. The 1986 EC instructed France to update the study submitted to the 1984 Hamburg Congress. Inquiries, among other things, on the development of charges on international letters up to 20 grammes were made with postal administrations in 1986, 1987 and 1988. The results were used in the studies on postage charges and on terminal dues. The complete results are described in Congress – Doc 57.

45 *Declaration of Hamburg: State of the world postal network.* Within the framework of the practical measures suggested for achieving the objectives mentioned in the Declaration of Hamburg, the EC and the CCPS decided, among other things, to monitor the quality of the postal service on a world scale, particularly that of mail circulation times.

For its part, the 1986 EC made the Letter Post (Regulatory aspects) Committee responsible for following up the monitoring work (decision CE 11/1986). Analysis of this work made it possible to advocate corrective measures and to take steps with regard to technical cooperation. All the information collected has been circulated to all administrations (circular letters 4475–673(C)1420, 1586 and 1721 of 5 May, 28 June and 8 August 1988; circular letter 3350(C)1720 of 5 August 1988). All the activities relating to the Declaration of Hamburg are set out in the "Joint report by the EC, CCPS and IB to Congress on the implementation of the Declaration of Hamburg" (Congress – Doc 21).

46 *Remailing.* Informed about the activities of remailers and of the consequences they entailed for the postal service, the 1987 EC decided that administrations would be consulted to find out their views on these activities and instructed the United States of America, Chairman of the Letter Post Committee, to conduct that study, the findings of which are given in Congress – Doc 56.

D. Airmail

47 *Basic airmail conveyance rate* (resolution C 45). Since the numerous studies carried out by the Executive Council prior to the 1984 Hamburg Congress had not produced a method of calculating the basic airmail conveyance rate, Congress instructed the Executive Council to continue following up the question in a general way, in consultation with ICAO and IATA, drawing the Council's attention to the relationship between the airfreight rates actually paid and the remuneration of the air conveyance of mail.

At its April–May 1985 session, the Executive Council therefore broached the question by noting the letter of 30 November 1984 from the IATA Director-General which expressed the air carriers' disappointment at the Congress decision to retain the basic rate of 1.74 g fr per t/km throughout the period of validity of the Acts of the Hamburg Congress.

However, before preparing its work programme, the 1985 EC considered it useful first of all to find out from postal administrations the importance of the basic inter-administration rate in setting the payment made to national or foreign airlines. The inquiry revealed that practically all the 84 administrations which had taken part in the consultation favoured the retention of a maximum basic rate in the Acts which would enable them to protect themselves in negotiations with the airlines without prejudicing their chances of obtaining more advantageous rates. IATA then stated that it would be unable to commit its members to comply with the 1948 agreement on the priority to be given to mail if the rate was not increased. The results of a consultation carried out in 1987 on the question of priority revealed that, in fact, the absence of an agreement did not, in general, cause any great difficulty.

In discussions with IATA, the question arose as to whether the amount of the rate should be established on the basis of airfreight rates or revenue. In fact, the 1986 ICAO statistics revealed that unit revenue from mail was more favourable to IATA than the unit revenue from merchandise, which was 61 percent of the mail rate. IATA maintained that if a link was to be established between mail revenue and merchandise revenue, the mail could no longer receive preferential treatment and would be subject to the other conditions that applied to freight. Finally, the Council considered that it was not desirable to establish a link with the freight rate. IATA subsequently announced that it agreed in principle that the rate to be paid on short-haul routes should be higher than the rate paid on long-haul routes. As a result, the study of this question was focussed on finding a system for calculating a degressive rate. Various consultations of Union administrations were conducted in this connection, making it possible, on the one hand, to update the world average weighted distance (which rose to 4220 km) and, on the other hand, to determine that the great majority of administrations rejected degressive rates and supported retention in the Acts of the single rate of 1.74 g fr.

During discussions within the EC, this position was reasserted by the majority of members of the Council despite IATA's insistence (expressed at the meeting of the IATA–UPU Contact Committee) on obtaining the introduction of degressive rates with a rate increase.

In the end, the EC decided to recommend to Congress that the status quo be retained as regards the basic airmail conveyance rate, namely *a single rate of 1.74 g fr per t/km.* A comprehensive report on the work of the EC is given in Congress – Doc 63.

48 *Principle and method of calculating internal air conveyance dues* (resolution C 14). The study carried out on this subject prior to the Hamburg Congress had culminated in retaining the right to collect internal air conveyance dues. However, Congress instructed the Executive Council to continue the study to see whether the right to collect such dues remained justified and, if necessary, to improve the existing system. As the results of the study showed that the right to collect internal air conveyance dues was justified, the 1986 EC decided to make a more in-depth study of certain aspects of the issue, especially the method of calculation that would be used for collection of such dues. Upon conclusion of the last consultation, conducted in 1988, the EC decided, on the one hand, to stipulate a minimum distance of 300 km below which the administration of destination would not be entitled to collect internal air conveyance dues and, on the other hand, to limit collection of these dues to the difference between air conveyance and surface conveyance costs with the rate not to exceed 1.74 g fr per t/km. The EC also endorsed the principle of the International Bureau calculating weighted average distances on the basis of the data supplied by the administrations. Details of the studies carried out by the EC are given in Congress – Doc 64.

49 *Redirection and return to origin of airmail correspondence* (resolution C 82). In order to improve the quality of the service offered to users, Congress introduced as a rule the redirection and return to origin of airmail letters and airmail postcards by the quickest route (air or surface). Resolution C 82 instructed the Executive Council to review the conditions in which items may be redirected in this way and to update and simplify the relevant regulations.

Having concluded at the end of the first part of the study that the systematic use of the quickest route (normally air) for the redirection and return to origin of airmail letters and airmail postcards did not in general present any difficulties, the Executive Council decided to continue the study to find out whether some problems of an economic nature could be overcome to make possible the systematic use of the same route for AO airmail items. A second consultation on this aspect of the problem in 1987 revealed that the cost of redirection or return to origin by air of AO items was insignificant compared with the total cost of airmail items and that administrations seemed to apply some weight limits for the items in question.

In conclusion, the Executive Council decided to recommend administrations which do not already systematically use the air route for the redirection and return to origin of AO airmail items to use that route to the greatest possible extent in accordance with their economic circumstances. This recommendation is the subject of proposal 4000.1.

50 *Shipping scientific specimens of hazardous substances by post* (resolution C 15). In this resolution, Congress instructed the Executive Council to study the feasibility of providing for a "small quantity" mailing exemption for certain hazardous materials in order to meet the scientific and commercial needs of research organizations, government agencies and commercial enterprises. Consultation of administrations on the kind of materials which might be sent as "scientific specimens" and the importance of the problem in international exchanges revealed that only 17 administrations had received requests to send such specimens and samples by post.

The World Health Organization (WHO) and the International Civil Aviation Organization (ICAO) think that these materials are already being sent by post illegally. Appropriate regulations for sending them by post would be useful and would also result in an improved level of safety.

However, IATA, which was the main body concerned by the question, vetoed this form of air conveyance claiming that controls were too difficult to apply and that its new regulations which came into force in 1988 introduced very restrictive provisions.

However, the Executive Council decided to continue the dialogue with IATA on this question in the IATA–UPU Contact Committee within the general framework of the sending of dangerous goods in airmail. In this connection, it decided, on the recommendation of the IATA–UPU Working Party responsible for studying the question, to undertake an awareness-enhancing campaign with postal customers and to improve the training of postal staff responsible for accepting and handling the dangerous goods currently admitted for airmail conveyance (IB circular 139 of 20 June 1988).

As part of its action, the Executive Council also organized, at its 1989 session and at the Washington Congress, an exhibition of the equipment and methods used by administrations in this regard, and developed publicity activities about hazardous substances in the post, in particular by preparing a poster, leaflets and video films which will be made available to the postal administrations.

Moreover, the EC deemed it necessary to keep this question on its work agenda after the Washington Congress, so as to take account of developments in this regard. This decision is the subject of resolution proposal 4000.3

51 *Delays in settlement of accounts* (recommendation C 71). In this recommendation, the 1984 Hamburg Congress asked administrations, among other things, to settle airmail accounts promptly. Within the framework of the joint IATA–UPU work it appeared necessary to go beyond that Congress recommendation by improving the legal arrangements so as to facilitate these payments which were a continued source of concern to airlines. Therefore, at the suggestion of the IATA–UPU Contact Committee, the Executive Council decided to make a proposal to Congress on amending the Convention, article 86, paragraph 2, b, aimed at facilitating settlement of accounts between postal administrations and air carriers (see proposal 4086.1).

52 *List of airmail distances.* This list is revised every five years by updating the coefficient of increase on a purely technical basis designed to establish the difference, for all the sectors in the List, between the great-circle distance from end to end and the sum of the great-circle distances from port of call to port of call over the shortest routes. The calculations made by IATA on the basis of the most recent airline timetables had produced an average coefficient of 3.25 percent. However, IATA, citing the Hamburg Congress decision on keeping the status quo as regards the basic airmail conveyance rate (see paragraph 47 above), suggested that the UPU should agree to keep the existing 4 percent coefficient of increase for the period of application of the Hamburg Acts.

The Executive Council felt it should accede to the IATA request and also accepted a proposal on deleting from the List sectors which were no longer operated on the understanding that new sectors should be added to the List even if they were used by fewer than three flights a week so as to provide administrations with a reference whatever the frequency of flights.

53 *Direct transhipment of airmails between different airlines* (resolution C 70). The Executive Council considered this question under the following four aspects:

a Substitute AV 7 delivery bill. Before the 1984 Hamburg Congress, IATA had raised with the UPU the matter of airmails for direct transhipment which arrived at airports without the AV 7 delivery bill. Airlines finding these mails forwarded them to the airport of destination but – in the absence of a supporting postal document – had difficulty in obtaining payment from the administration of origin of the mails. Following a prolonged discussion with the airlines on the need for and design of a substitute AV 7 form to be prepared in the absence of the original AV 7 bill, the EC adopted an AV 7 18bis substitute bill developed by

the IATA–UPU Contact Committee. This bill which will be used by the airlines was accepted by the postal administrations. Moreover, the EC adopted the guidelines for its use, as well as a proposal (4607.1) for amending the provisions of article 207 of the Detailed Regulations of the Convention. Also, the International Bureau was instructed to remind administrations of the importance of following the procedures specified in the practical form to be used for direct transhipments.

b Size and legibility of AV 7 delivery bills and AV 8 labels. In response to IATA concern at the fact that postal administrations used AV 7 bills and AV 8 labels which did not conform to the specimens given in the list of forms annexed to the Convention and at the poor legibility of some of these documents, the Executive Council instructed the IB to draw administrations' attention to these problems (IB circular 125 of 6 June 1988).

c Number of copies of the AV 7 delivery bill. In 1987, IATA had stressed the need for more copies of the AV 7 bill when there was transhipment between two flights of the same airline or between aircraft of two different carriers. The Executive Council considered that it was up to each administration to agree with the airline on the required number of AV 7 bills, since article 205 of the Detailed Regulations of the Convention provided for the preparation of these bills in five copies, a figure which had been accepted by IATA in the joint work done before the 1964 Vienna Congress.

d Identification of bags for transhipment. Upon a proposal by the IATA–UPU Contact Committee, the EC adopted a draft AV 8ter label (to be placed over of the normal AV 8) for faster identification of bags for transhipment and decided to amend accordingly article 208 of the Detailed Regulations of the Convention (proposals 4908.91 and 4608.1).

54 *Automated processing of the AV 7 delivery bill.* At its 1984 session, the CCPS assigned study 632 "Automated processing of AV 7 delivery bills" to Committee 3 (Mechanization, automation, computerization – Buildings and motor transport). This study, which was to be conducted by means of an inquiry among postal administrations, led to publication of a final report in the form of a brochure, but it had also been decided that the IATA–UPU Contact Committee would be invited to supply information on this subject pursuant to an experiment with the electronic transmission of forms AV 7, an experiment conducted between the United States of America and the Federal Republic of Germany. The representatives of the airlines were also to provide the Contact Committee with information on the freight-handling systems used by the air carriers.

The pilot test was conducted in 1988 between the exchange offices at Kennedy (New York) and Frankfurt airports. The results of the test submitted to the Operations Working Group of the IATA–UPU Contact Committee were analyzed at the same time as the information obtained from the airlines concerning the format of the messages, among other things.

On the basis of the report submitted by the Operations Working Group, Committee 6 (Airmail) recommended to the EC at its 1989 session the adoption of two proposals:

- one concerning standardized bar codes for identification of the mails;
- the other concerning standardized messages relating to the mails.

In adopting the draft recommendation pertaining to electronic messages (proposal 4000.2), the EC decided to assign consideration of the draft recommendation concerning the bar code to the Bar Codes Standards Maintenance Group for study of compatibility with the bar code adopted by the CCPS within the framework of study 643 which deals with the "Development of a system or systems for the computerized recording of registered items and parcels in the international service" (see also paragraph 27).

55 *Maximizing the air conveyance of mail* (resolution C 18). In this resolution, the Hamburg Congress instructed the Executive Council to obtain from administrations which had introduced maximization-oriented service data on their experience, to update, in agreement with the Inter-

national Air Transport Association (IATA), if necessary, the "Definitions and principles for the operation of maximization systems", and to take, in cooperation with IATA if appropriate, any other measures which might be of use in facilitating the increased use of the air conveyance of mail.

The Executive Council therefore assigned the work on maximization to the IATA–UPU Contact Committee, which culminated specifically in the preparation of a "manual on maximization" designed to help administrations in their negotiations with airlines, both nationally and regionally, and give maximization the boost it needed. At its 1989 session, the EC approved the Maximization Manual, which will be distributed to administrations as a Union publication (see also Congress Doc – 65).

56 *Airmail correspondence in transit à découvert – Statistical operations.* At its 1989 session, the EC noted that the coincidence of the statistical periods sought by the 1984 Hamburg Congress for airmail correspondence in transit à découvert, on the one hand (article 215, paragraph 1), and those for transit charges and terminal dues, on the other (article 173, paragraph 1), was not being achieved since a period of 14 or 28 days was stipulated for the former, and a period of one month for the latter. The amendments to be made to the relevant articles of the Convention and of the Detailed Regulations to correct this material error, approved by the EC, are the subject of proposals 4615.2, 4620.1 and 4904.1.

57 *ABC publications (World Airways Guide).* Under the provisions of article 227, paragraph 2, of the Detailed Regulations of the Convention, the International Bureau serves as intermediary between the UPU member country postal administrations and the firm ABC Travel Guides Ltd and takes out subscriptions for those administrations to the various ABC publications, primarily to ensure that they will have timely and reliable information about schedules and airlines. For some time now, the International Bureau and the administrations have been experiencing problems in their relations with ABC. In particular, delays in reception of the most important publication, the World Airways Guide, or failure to receive it at all did not give the administrations concerned time to draw up their airmail routeing schedules. Moreover, the complexity of the present management system generates serious accounting problems.

At its 1989 session, the Executive Council considered the issue on the basis of a memorandum submitted by the International Bureau and noted in particular, firstly, that the arrears owed by certain postal administrations and Restricted Unions were increasing and, secondly, that most of the administrations could easily procure ABC publications through intermediaries other than the International Bureau. In view of the foregoing, the EC decided to recommend to Congress the abrogation of article 227, paragraph 2, of the Detailed Regulations of the Convention (proposal 4627.1).

2.4 Parcel post

58 *Revision of land and sea rates* (resolution C 22). In this resolution, the 1984 Hamburg Congress instructed 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;

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 those studies to the next Congress.

a Outward and inward land rates

59 After deciding that the guideline rates should not be adapted to the variations in costs until the session preceding the Washington Congress, the EC set up a Working Party to consider this question.

The inquiry conducted revealed that:

- a simplification could be achieved by adopting rates of payment either per parcel or per kilogramme of gross weight of the mails, such a simplification being provided for in article 53 of the Agreement and article 149 of the Detailed Regulations;
- 75 percent of parcels are still paid for on the basis of the traditional methods (individual entry and bulk entry per weight step);
- most administrations favour a rate of payment per parcel or per kilogramme of gross weight of mails;
- most administrations wish to choose the method or methods of entry and accounting they think best suit the individual case. The rates of payment per parcel or the rates of payment per kilogramme of gross weight of mails should be based on costs, bearing in mind the guideline rates published in articles 46, 47 and 48 in the Postal Parcels Agreement.

In the light of these findings, the EC instructed the Working Party to calculate new guideline rates per parcel and per kilogramme of gross weight of mail for the land and sea rates, in particular for the outward and inward rates.

Considering that the proposed outward and inward land rates were too high and that even the existing ones were fairly high, the EC decided that the outward and inward guideline rates in article 46 of the Agreement should not be amended by the next Congress. The WP was therefore instructed:

i to take account, for the unit rates to be proposed, of the average weight of parcels closest to reality;

ii to consider the possibility of adopting a universal rate (combination of the guideline rate per parcel and the rate per gross kilogramme of the mail) on the basis of two components: fixed costs and variable costs.

In view of these considerations, the WP proposed the following as the inward and outward land rates per parcel and per kg of gross weight of the mail:

	g fr	SDR
– per parcel	12.24	4.00
– per kg of gross weight of the mail	1.22	0.40

These rates were approved by the EC and are the subject of proposal 5046.2.

The EC also adopted a draft resolution instructing the next EC to conduct a study on the possibility of introducing a universal rate combining the rate per parcel and the rate per kg of gross weight of the mail, based on two elements: fixed costs and variable costs (see proposal of a general nature 5500.2).

b Transit land rates and sea rates

60 The rates contained in articles 47 and 48 of the 1984 Hamburg Agreement were calculated on the basis of the letter-post transit charges according to the "comparative parcel-post/letter-post

method". It was decided, in accordance with resolution C 22, operative paragraph ii, to adjust these rates in the light of the revised letter-post transit charges.

The new letter-post scales offered two possibilities:

- *first variant*: use of the "least squares" method giving one equation of the curves of world average prices (1984 Hamburg method);
- *second variant*: use of the "least squares" method giving several equations on specific distance strata to make the scales more representative of the data supplied.

Committee 7 (Parcel Post) came out in favour of the first variant since it had been chosen by Committee 5 (Letter Post – Rate-fixing and payments). The rates in question, which were approved by the EC, are the subject of proposals 5047.2 and 5048.2.

The EC also adopted a draft resolution pertaining to the revision of the land and sea rates which will have to be carried out by the next EC (see proposal 5500.1).

61 *Possible introduction of a control mechanism for exceptional inward land rates* (resolution C 89). In this resolution, the 1984 Hamburg Congress instructed the Executive Council "to study the possibility of applying a control mechanism for exceptional inward land rates and to submit any proposals resulting from that study to the next Congress".

Article 46, paragraph 1, of the Postal Parcels Agreement, as amended by the Hamburg Congress, gives administrations the option of increasing their inward land rates up to the amount of their costs, provided that they do not exceed their outward land rates. Although this amendment had been made with a view to discouraging or even eliminating the need for making reservations on that subject in the Final Protocol of the Agreement, 68 administrations had still made reservations enabling them to set their inward land rates at a higher level than the outward ones. This move had provoked fears that some administrations were applying excessively high rates.

Three methods were mentioned as a means of defining a more satisfactory control mechanism, should one be required:

a publishing outward land rates in the Compendium of Information (Postal Parcels);

b abolishing the link between outward and inward land rates;

c increasing inward land rates up to a certain percentage.

A 1987 inquiry to that effect revealed that most of the 56 countries replying favoured:

- publishing guideline rates for outward and inward land rates in article 46 of the Agreement;
- publishing outward land rates in the Compendium of Information (Postal Parcels);
- reconsidering the principle according to which inward land rates may not be higher than outward land rates;
- revising article 46 of the Agreement: 37 of the 42 countries favoured partial liberalization, permitting inward land rates to exceed outward land rates by up to 30 percent;
- a control mechanism for exceptional inward land rates. Certain countries thought that an administration obliged to set inward land rates higher than outward ones should submit a declaration to the International Bureau certifying that costs relating to parcels received were not covered while a small minority preferred exact verification of such a shortfall.

On the basis of these results and bearing in mind the fact that the declaration to be presented to the IB did not have to be in the form of a justification, the EC endorsed the WP proposal on amending article 46 of the Agreement to introduce the following components:

- the possibility of increasing inward rates up to a maximum of 30 percent above the outward rates, subject to providing the International Bureau with justification for such higher rates;
- publication of the outward land rates in the Compendium of Information (Postal Parcels).

The amendments concerned are the subject of proposal 5046.3.

2.5 Postal financial services

A. General

62 In resolution C 10, supplemented by resolution C 81 and decision C 28, the Hamburg Congress instructed the EC to undertake a substantive revision of the Agreements whose usefulness is established, with a view to bringing them up to date, making them more flexible and simplifying them. To conduct the work resulting from this revision, the 1985 Executive Council set up an ad hoc Working Party. It also instructed the International Bureau to obtain administrations' views on the usefulness of the Agreements and their suggestions as to the revision of those Acts. The International Bureau's consultation was conducted by means of a questionnaire distributed under cover of circular letter 3450.8(C)1499 of 31 May 1985.

Usefulness of the Agreements concerning the postal financial services. The results of the IB consultation demonstrated the undeniable usefulness of the money orders, giro and cash-on-delivery services widely available in relations between UPU member countries. The corresponding Agreements are considered a legal basis which makes it possible to standardize the regulations and working methods at the international level and to facilitate cooperation between administrations in the development of their financial services. They also constitute reference documents in the event of irregularities and make it possible to solve disputes between administrations.

On the other hand, it was found that a large majority of administrations, including the signatories of the Acts implementing the services in question, opted for abolition of the Collection of Bills, International Savings and the Subscriptions to Newspapers and Periodicals Agreements, as well as that part of the Money Orders Agreement concerning postal travellers' cheques. The main reason for the disaffection from these services on the international level was the existence of other more efficient systems providing the same services. The volume of traffic involved and the small number of links over which it took place did not justify retention of the relevant regulations.

In view of this situation, it was decided to retain those Agreements whose usefulness was unanimously admitted, namely the Money Orders Agreement, with the exception of the part dealing with postal travellers' cheques, the Giro Agreement and the Cash-on-Delivery Agreement, and to abolish the part of the Money Orders Agreement dealing with postal travellers' cheques, as well as the Collection of Bills, the International Savings, and the Subscriptions to Newspapers and Periodicals Agreements.

So as to have a legal basis that would allow the administrations to provide or restore any of the services abolished should they wish to do so, it was suggested that a reference be inserted in article 6 of the Convention that could serve as a legal basis for the possible execution of the postal travellers' cheques, collection of bills and savings services (see section 2.3, A, above).

B. Money orders

63 As the Money Orders Agreement (with the exception of the part concerning postal travellers' cheques) had been endorsed by the 1986 EC, the Committee approved the specimen model agreement suggested by the WP for use as a working document for its revision (resolutions C 10 and C 81

and decision C 28). The Committee also instructed the WP to prepare an updated version of the Agreement taking account, among other things, of the proceedings of the 1987 EC and to submit it for comments to all Union member countries, then, following that consultation, to prepare a final document which would be submitted to the 1988 EC for approval. As instructed, the WP gave final consideration to the definitive version of the Money Orders Agreement and also decided on a practical and coherent manner of presenting the document. It approved a layout presenting the new "articles" of the Agreements followed immediately by the corresponding provisions of the Detailed Regulations numbered differently to make a clear distinction between the articles of the Agreement and those of its Detailed Regulations.

The WP then made the following general changes to the Agreement:

- rearranging some provisions, cutting the number of articles in the Agreement from 52 to 13, and those in the Detailed Regulations from 67 to 54;
- transfer of the optional provisions of the Agreement to the Detailed Regulations;
- simplifying overly specific provisions by deleting certain texts the application of which is optional and those which are not (or no longer) applied and, wherever possible, keeping those which are binding on all parties;
- replacing the terms "card money orders" by "ordinary money orders" and "list money orders" by "money orders exchanged by means of lists".

Finally, to facilitate consideration of the final document on money orders, on the one hand, and, on the other, to give effect to the comments made by postal administrations, it was decided that the texts established by the 1984 Hamburg Congress would appear on the left-hand side of the document, and those resulting from the WP proceedings on the right-hand side (the texts set out in this manner are given in proposal 6000.1 for submission to Congress for approval).

64 *Technical characteristics of the MP 1bis and MP 12bis money orders forms and practical information concerning their use (resolution C 24).* Sweden, the originator of the proposals seeking to create new forms MP 1bis and MP 12bis, was instructed to submit the characteristics of these forms to the IB. The main purpose of this resolution has been accomplished, in that Sweden duly submitted the characteristics in question to the IB and the administrations were notified of them by circular letter 3450.7(C)1129 of 31 January 1985. To date, 12 administrations have asked for the characteristics of the new forms. Any amendments to these forms will be made within the framework of the postal financial services revision work.

65 *Postal financial service (POSTFIN) telegrams.* In 1986, the ITU secretariat sent two proposals to the International Bureau for amending the provisions of Recommendation F.1. They can be summarized as follows:

When an incident occurs during the transmission of a telegram, the whole text of this telegram should be repeated. At present, in the case of "POSTFIN" telegrams, this repetition is done in the form of a service advice. The CCITT proposed that this feature be eliminated and that the procedure be the same as for all other categories of telegram, namely the telegram would be retransmitted by "AMPLIATION". This matter was placed before the Executive Council, which found that the change suggested by the CCITT did not present any operational problem for the postal administrations and decided to accept the principle of repetition of the telegram by "AMPLIATION".

As for the second proposal, at the present time, routine repetition is compulsory for isolated figures and mixed groups containing figures in the address or text part. The CCITT suggested that this routine repetition be made optional and that it be done only when the administration of origin considered it necessary. After a thorough consideration of the problem, the Executive Council decided, at its 1986 session, to accept the CCITT proposal seeking to eliminate the compulsory

routine repetition of isolated figures and mixed groups by substituting as a replacement measure the reinstatement of repetition of the amount written in words (see article RE–303, paragraph 6). As for the date on which these amendments would enter into force, a common (CCITT/UPU) date was proposed, namely 1 July 1990, subject to its being approved by the Plenary Assembly of the CCITT in November 1988 on the one hand, and by the 1989 Washington Congress on the other.

66 *New services for the transfer of funds based on telecommunication methods other than the telegraph.* The telegraph money order is a service available in most countries, but its use is gradually declining for two main reasons: its high cost and very relative speed. Consequently, some postal administrations which had been conducting bilateral tests wanted other faster and less costly methods to be developed at world level for the transfer of funds by telematic means using the telecommunications networks.

The question was placed before the 1988 EC, which expressed its agreement as to the usefulness of proposing to the CCITT of the ITU that it conduct a joint study with the UPU.

The proposal was approved by the CCITT which allocated the study to its Study Group I.

For its part, the UPU made a preliminary approach within EC Committee 8.

The study will be conducted initially as an inquiry among postal administrations.

C. Giro

67 In connection with the revision of the Giro Agreement (resolutions C 10, C 81 and decision C 28), the 1987 EC also instructed the Working Party to treat it according to the same method as the Money Orders Agreement. In the course of its meetings, the WP considered the revised version of that Agreement. It adopted the layout used for the money orders, which consisted of presenting the new "articles" of the Agreement followed immediately by the corresponding provisions of the Detailed Regulations numbered differently so as to clearly distinguish the articles of the Agreement from those of its Detailed Regulations.

The new layout, which was adopted for practical and instructional reasons, does not, of course, affect the institutional separation of the Agreements and their corresponding Detailed Regulations and in no way alters the normal procedure for signature and ratification of the Acts.

Accordingly, the amendments dealt mainly with the wording of the texts and arranging in a more logical way, by subject matter, with a new layout for the chapters and the articles of the Agreement and the corresponding Detailed Regulations. The number of articles in the Agreement was thereby reduced from 58 to 17.

It was then proposed that the chapter on giro travellers' cheques be deleted from the Agreement, as well as the part concerning instruments payable at giro centres, since it was found that these provisions are not used. As was done for the money orders, the revised texts relating to the Giro Agreement are submitted to Congress in proposal 7000.1.

68 *Technical characteristics of the postcheque form and postcheque guarantee card deposited with the International Bureau (resolution C 51).* The technical characteristics of these forms, as used by certain European administrations, were deposited with the International Bureau in 1980. The 1984 Hamburg Congress had asked the countries involved in the issue of postcheques to designate a spokesman who would be authorized to deposit with the IB any amendment to the aforementioned technical characteristics. The countries currently issuing postcheques agreed to

designate Great Britain as spokesman responsible for depositing with the IB any amendment to the aforementioned technical characteristics. That country will no doubt be involved in the ongoing revision of the postal financial services.

D. Cash-on-Delivery

69 The same procedure used for the Money Orders and Giro Agreements was applied to the texts of the Cash-on-Delivery Agreement, namely some provisions were regrouped, cutting the number of articles from 20 to 9; the optional provisions were transferred from the Agreement to the Detailed Regulations; the articles of the Agreement were followed immediately by their Detailed Regulations, etc. The revised version of this Agreement is submitted to Congress for its approval in proposal 8000.1.

2.6 EMS

70 On the basis of article 102, paragraph 6, r, of the General Regulations and in accordance with the provisions of article 6 of the Convention, the EC at its 1987 session adopted a framework agreement and framework regulations as well as a recommendation for implementing the transitional regulations governing the introduction of the Expedited Mail Service (EMS) (CE 2/1987).

Moreover, the CCPS submitted for approval by the EC the following proposals intended for Congress:

- proposal for an amendment to the Acts aimed at including in the Convention a definition of EMS as well as general principles concerning charges (proposal 2090.91);
- proposal for a resolution through which Congress would take note of the Framework Agreement and its Framework Regulations as well as the recommendations adopted in this connection by the CCPS (proposal 2000.15).

3 UPU bodies

3.1 Congress

A. Rules of Procedure

71 *Credentials of delegates* (decision C 88). Upon conclusion of the study conducted by the IB, two solutions were placed before the EC, reflecting the trends which had emerged during its 1986 and 1987 sessions. The first recommended a certain flexibility as regards delegates without credentials or whose credentials were found not to be in order, while the second proposed denying the right to vote to all those whose credentials were not found to be in order.

The EC opted for the first solution (see proposal 1703.1), which it supplemented by the measures approved in 1987 (decision CE 10/1987) intended to facilitate the deposit of credentials and to accelerate the procedure for approving them. Among other things, decision CE 10/1987 instructed the IB to:

- prepare model credentials which would be attached to the invitation to Congress;
- approach the Foreign Ministries of member countries, drawing their attention to the special requirements of the UPU with regard to credentials (especially the power of signature);

- take measures to expedite and accelerate the deposit of credentials, so that the Secretariat would have adequate time in which to prepare the documents for the Credentials Committee;
- provide for the Credentials Committee to meet immediately after the beginning of Congress and to submit its initial report during the first week of Congress.

72 *Provisions concerning the quorum and conditions of approval of proposals* (decision C 2). Within the spirit of proposals 1719.1 and 1721.2, submitted to the Hamburg Congress, the EC prepared draft amendments to articles 18, 19 and 20 of the Rules of Procedure of Congresses (see proposals 1718.1, 1719.1 and 1720.1).

B. Organization and functioning

73 *Duration of Congress* (resolution C 53). At the end of a study conducted with a view to reducing the duration of Congress to five weeks, the EC decided on several series of measures, namely:

1 Repetition of the measures applied during the previous Congress.

2 Strict compliance by the various Chairmen with the Rules of Procedure of Congresses and punctuality.

3 Certain suggestions to the IB and the host country, which can be summarized as follows:

a holding the inaugural and opening meetings of Congress on the same day;

b holding all-day Saturday meetings in the middle of Congress and evening meetings only if that proved unavoidable;

c retaining the long four-day excursion;

d holding the meetings of the Credentials Committee in the late afternoon after the other meetings;

e holding the constituent meetings of the EC and CCPS outside normal meeting hours;

f envisaging holding the ceremony of signing the Acts on the same day as the closing meeting;

g reducing the general debate to one day, or perhaps one day and a half, depending on the time available and the topic to be discussed.

(Decisions CE 17/1985 and CE 12/1986)

4 Appeal to postal administrations to limit the number of proposals for submission to the 20th Congress.

In its resolution CE 2/1988, the EC urgently appealed:

a to administrations to limit their proposals to be submitted and to strictly observe the measures already applied at the 1984 Hamburg Congress;

b to the Restricted Unions to conduct a preliminary and selective review of the proposals of their member countries.

3.2 Executive Council (EC)

74 *Geographical distribution of EC seats* (decision C 91). Upon conclusion of the study conducted on the basis of this decision, the EC did not deem it desirable to align UPU practice on that of the UN Regional Economic Commissions or of certain other specialized agencies, in view of the many problems that this would cause.

In another vein, since the APPU had not come forth with any further information on this matter, the EC at its April 1989 session confirmed the decision made in 1985, ie that the member countries of the Union should be divided into five geographical groups.

75 *Non-attendance of members of the EC and the CCPS at meetings of those bodies* (decision C 46). At the end of its study of proposals 1502.2/Rev 1, 1502.8 and 1504.1 assigned to it by Congress, the EC deemed it neither desirable nor useful to adopt sanctions against members of the EC and CCPS that did not participate regularly in the meetings of those bodies, but it did recommend that the Restricted Unions draw the attention of member countries which were candidates for EC and CCPS seats to their obligations if they were elected (decision CE 21/1985). It was also decided to urge postal administrations wishing to become members of the EC or the CCPS to carefully study the respective powers and duties of these bodies and the responsibilities they entail before submitting their application so that Congress could be sure of their assiduous attendance at the annual sessions of these bodies (resolution CE 5/1989).

3.3 Consultative Council for Postal Studies (CCPS)

A. General

76 The work of the CCPS, on which a report is submitted each year to the EC under the provisions of article 105, paragraph 2, of the General Regulations, is covered in Congress – Doc 17.

B. Organization and functioning

77 *Non-attendance of members of the EC and the CCPS at meetings of those bodies* (decision C 46). (See section 3.2.)

78 *Allowances and entertainment expenses of the Chairman of the CCPS.* On the basis of the conclusions of the study conducted by the IB, the EC decided, with effect from 1 January 1987, to grant allowances and entertainment expenses to the Chairman of the CCPS under the following conditions:

a when he has to make an official journey to attend meetings of the EC in his capacity of Chairman of the CCPS: reimbursement of travelling expenses and payment of an appropriate daily subsistence allowance, at the rates and on the conditions applicable to the Director-General of the International Bureau when travelling on similar official business;

b an annual sum of 7200 Swiss francs as compensation for expenditure of all kinds resulting from his duties.

(Decisions CE 26/1985 and CE 15/1986 and resolution CE 5/1987)

3.4 International Bureau

A. Staff

79 *Creation of new posts and development of the staff table.* As indicated by the chart hereunder, the Executive Council granted the International Bureau two posts in the Professional (P) category and one post in the General Services (G) category during the five-year period from 1 January 1985 to 31 December 1989, due, on the one hand, to the constant increase in the International Bureau's workload and, on the other, to the new tasks resulting from the international expedited mail (EMS) study and from the Declaration of Hamburg. Also, a P post was created for an English-French translator, with effect from 1 January 1989, as the result of the revision of the linguistic system approved by the 1974 Lausanne Congress. According to this decision, the cost of translation into French of documents received in English, Arabic and

Spanish is paid by the Union. This being the case, and since the English Language Group (ELG) did not intend to replace the translator who had been performing these duties and who retired as of 31 December 1988, the International Bureau itself had to engage a translator, as of 1 January 1989, who would be included in its own staff table.

The Executive Council also approved the creation, from 1 July 1989, of one P post and one G post in view of the International Bureau's new tasks aimed at enhancing the quality of and modernizing the international postal service. Thus, the total number of regular posts (staff table), which had remained unchanged for three years from 1 January 1983 (138 posts), was increased by six posts, including that of the English-French translator, during a period of four years beginning on 1 January 1986.

80 *Creation of new posts and development of the staff table* over the five-year period from 1 January 1985 to 31 December 1989:

Date	P Posts	G Posts	EC Decisions	Comments	Staff table Elected official	Senior official	P	G	*Total*
(1.1.83-1.1.84)	–	–	(10/1983)	(for information)	(2)	(16)	(39)	(81)	(138)
1.1.85	–	–	Ditto	–	2	16	39	81	138
1.1.86	+2	+1	25/1985	1 P for Section C (Airmail, EMS, quality of mail circulation) 1 P for Section I 1 G (Information and documentation)	2	16	41	82	141
1.1.87	–	–	–	–	2	16	41	82	141
1.1.88	–	–	–	–	2	16	41	82	141
1.1.89	+1	–	11/1988	1 English-French translator P post	2	16	42	82	142
1.7.89	+1	+1	16/1989	1 P and 1 G for Section C (Airmail, EMS, quality of mail circulation)	2	16	43	83	144
Total (1.1.85-31.12.89)	+4	+2	–	Staff table at 31.12.1989	2	16	43	83	144

81 *Changes in senior staff.* Pursuant to the election by the 19th Congress (Hamburg 1984) of Mr Félix Cicéron to the post of Deputy Director-General, with effect from 1 January 1985, a post

of Assistant Director-General (D 2) had become vacant. To fill this post, the Executive Council appointed as Assistant Director-General (D 2), with effect from 1 July 1985, Mr Jaime Ascandoni, Doctor of Laws, Director of International Affairs, General Directorate of Posts and Telecommunications, Spain (decision CE 24/1985). During the period from 1 January to 30 June 1985, Mr Sven Bäckström, Senior Counsellor (D 1), had been acting Assistant Director-General.

Owing to the retirement of Mr Abdel Kader BAGHDADI, the Executive Council promoted, with effect from 1 January 1989, Mr Moussibahou MAZOU, Senior Counsellor (D 1), to the position of Assistant Director-General (decision CE 9/1988).

82 *Amendments to the International Bureau Staff Regulations and Staff Rules.* The Executive Council took note of the various amendments which the Director-General, within the scope of his powers, made to the Staff Regulations and Staff Rules, in the light of the changes which had occurred in the United Nations common system.

83 *Staff remuneration.* The remuneration of International Bureau officials was adjusted on several occasions in accordance with the decisions taken by the relevant United Nations bodies and in application of the principle of parity of the conditions of service of International Bureau staff with those of the United Nations Office in Geneva.

Concerned by the effects of the depreciation of the US dollar on the remuneration in Swiss francs of officials in the Professional category and above, the Executive Council had authorized the Director-General to compensate provisionally, as from 1 January 1986, by means of an interim personal allowance, the losses in net remuneration (basic salary plus post adjustment) suffered by the staff members concerned because of currency fluctuations, guaranteeing them, on the basis of the official United Nations exchange rate in force on 1 January 1986 (1 US dollar = 2.09 Sfr), the equivalent in Swiss francs of the remuneration expressed in US dollars (decision CE 18/1986).

This local currency floor, which had been adopted by the Executive Council as an interim measure applicable until such time as a common solution was found within the United Nations system, was abolished with effect from 1 September 1986, on which date the International Civil Service Commission introduced a protective measure designed to alleviate the effects of currency fluctuations on the remuneration of Professional category staff and above.

84 *Seniority step.* The Executive Council decided, with effect from 1 June 1986, to abolish decision CE 6/1982 pertaining to the seniority step system in so far as officials in the Professional category (P) were concerned, and to retain it for officials in the General Services category (G), while aligning the wording of the said decision on that of resolution No 920 of the Administrative Council of the International Telecommunication Union (ITU), according to which the seniority step shall be granted only to G category staff members having 20 years of entirely satisfactory service with five of those years at the top of their grade (decision CE 17/1986).

85 *Amendment of the Regulations of the Social Fund for the staff of the International Bureau (RSF).* The Executive Council approved an amendment to article 18 of the Social Fund Regulations to allow, exceptionally, a capital payment to be granted on separation from service to temporary officials recruited on a contractual basis before the entry into force of those Regulations (1 January 1973) and who were not affiliated to the UPU Provident Scheme (resolution CE 6/1987). The case concerned two ladies who had worked for more than 17 years in the International Bureau cafeteria and who, at the time of their separation from service, did not have adequate social security coverage.

86 *Transfer to the International Bureau of the power to call for applications for the posts of Director-General and Deputy Director-General of the International Bureau* (see section 2.2).

B. UPU Provident Scheme

87 The UPU Provident Scheme, which was established on 1 January 1964 in the form of a fund within the meaning of the Swiss Civil Code and which comes under the supervision of the Swiss Federal Council, is administered by a Management Board of three members, namely the Chairman of the Executive Council, the Director-General of the International Bureau and a representative of the staff. Independently of the management report of the Provident Scheme attached to the annual Report on the work of the Union, the Management Board each year submitted a report to the Executive Council dealing with the following questions.

a Amendments to the Regulations of the Provident Scheme

The Executive Council approved the amendments made by the Management Board to the Regulations of the Provident Scheme (resolutions CE 5/1986 and CE 6/1987). These amendments concerned, on the one hand, the conditions governing participation of part-time staff in the Provident Scheme and, on the other, replacement of the concept of "Supervisory Authority of the International Bureau of the UPU" by a new provision offering all the desired guarantees in case of the dissolution of the Scheme or transfer of the International Bureau. Also, the Council ruled in favour of maintaining the Administrative Tribunal of the International Labour Organisation (ILO) as a court of appeal for the UPU Provident Scheme and asked the Swiss authorities to make an exception to Swiss legislation in this respect (decision CE 13/1987).

b Actuarial position

As the Regulations stipulate that an actuarial valuation must be carried out at least every three years, the technical balance-sheet of the Provident Scheme was drawn up by an independent actuary at 31 December 1985 and again at 31 December 1988. Both these appraisals indicated that the actuarial position of the Provident Scheme was balanced on the whole; the Executive Council took note of this fact and found that there was consequently no need to resort to the guarantees of the Union (decision CE 19/1986 and CE 18/1989).

C. Documents and publications

88 *"Compendium of Information on the Organization and Internal Services of Postal Administrations".* Following a study on the usefulness of publications, assigned by the Rio de Janeiro Congress to the Executive Council (resolution C 50), the latter approved the new presentation of the "Compendium of Information on the Organization and Internal Services of Postal Administrations" (decision CE 12/1984).

The new Compendium which contains information from a fair number of postal administrations and which was considerably simplified on the basis of formats proposed by the postal administrations of Canada and China (People's Rep), was distributed in 1987.

89 "Union Postale". Throughout the period 1985–1989, efforts were made to improve the periodical "Union Postale", which serves as the International Bureau's "calling card". As a result of these measures, the UPU now has a modern and interesting periodical (see section 6.5 hereunder).

90 *New edition of the UPU Memorandum – Publication of a "History of the UPU from 1948 to 1985".* In May 1982, the administration of the Hungarian People's Republic informed the International Bureau of its wish for a new edition of the "UPU Memorandum", a work tracing the most important events in the life of the Union from its foundation in 1874 up to 1949. Following a study conducted by the International Bureau on the financial implications of complying with this wish, the Hungarian postal administration submitted a formal opinion to the Executive

Council at its 1985 session, asking that it consider the possibility of carrying out such a project. The ad hoc Working Party established by the Executive Council to look into this matter found that it would not be desirable to commit relatively large sums of money for a new edition of a work which, in any event, was not up to date, and that it should be sufficient to reproduce it in an economical manner on the basis of the existing edition. On the other hand, it recognized the desirability of publishing a work that would summarize the recent history of the UPU, as a necessary sequel to the "UPU Memorandum". The 1987 EC approved the findings of the ad hoc Working Party and instructed the International Bureau, on the one hand, to arrange if possible for the "UPU Memorandum" to be reproduced at moderate cost and, on the other, to publish in French a "History of the UPU from 1948 to 1985" (decision CE 3/1987). The "UPU Memorandum", printed in 700 copies, was distributed to the postal administrations, in accordance with article 112 of the Detailed Regulations of the Universal Postal Convention. The "History of the UPU from 1948 to 1985" will be published in the second half of 1989 and distributed to administrations in November/December 1989.

91 *Publication of one or more books dealing with the influence of the Post in art.* In resolution C 33, the Hamburg Congress instructed the EC to consider the possibility of having one or more books published on the influence of the Post in art. Given the magnitude of the questions to be addressed and the possible financial implications, the Executive Council asked the same ad hoc Working Party which had looked into the possibility of a new edition of the "UPU Memorandum" to consider this project as well and report back. Moreover, it had been decided that to this end, the International Bureau would secure the assistance of UNESCO (decision CE 2/1987). Having considered the project, UNESCO informed the International Bureau that the cost of a work dealing only with painting and the graphic arts, containing 250 pages of text in *French* and 250 pages of illustrations, printed in 3000 copies, would be 130 000 US dollars, with the UPU being required at the outset to pay the publisher an advance of 80 000 US dollars. This amount would have been raised by having UPU member countries subscribe to 1000 copies at a cost of 80 US dollars each. An inquiry conducted among the administrations in this connection revealed that they were prepared to subscribe to only 550 copies of the work, for a total of 44 000 US dollars. Under those circumstances, to ensure that the Union budget would not have to bear that part of the funding not covered by the subscriptions, the EC, despite the undeniable interest that the publication of such a work would represent, decided to abandon the project for the time being (decision CE 13/1988).

92 *International List of Post Offices (ILPO).* At its March/April 1984 session, the Executive Council had decided not to submit to the Hamburg Congress a proposal aimed at publishing a new edition of the ILPO, the most recent edition of which dated back to 1977 (decision CE 12/1984). In May 1984, the ITU raised the possibility of publishing a reference work that would cover the needs of both the postal and the telecommunications services, a project that, moreover, offered financial advantages, since the costs of production would be shared by the two agencies. As the principle of considering the possibility of preparing such a work had been adopted by the EC at its 1985 session, the International Bureau was authorized to undertake a joint study on this subject with the ITU Secretariat.

After considering the results of the preliminary joint study conducted by the UPU and the ITU, into, among other things, the financial repercussions of the project, the EC decided to initiate an inquiry among the postal administrations (decision CE 16/1987). The ITU also undertook to conduct a similar inquiry.

The trends which emerged from the inquiry conducted by the UPU revealed that the principle of preparing a joint UPU/ITU list was accepted, as was the desirability of having it published as a loose-leaf binder, a format that had been approved by the 1988 Executive Council (decision CE 14/1988). On the other hand, the same inquiry showed that the postal administrations were divided as to the number of copies they would be prepared to obtain against payment, since they would purchase only 8225 copies (not counting sales to private individuals) compared with

4449 copies when the 1977 edition was published. Afterwards, Committee 10 of the 1989 EC recommended to the latter that it discontinue the study. However, pursuant to various statements in plenary session including that of the observer for the ITU, who stressed the special interest of his organization in the realization of this project, the EC decided to resume the work relating to it in conjunction with the ITU, as soon as the latter had completed certain preliminary studies concerning this question. In another vein, the possibility raised by the observer for the ITU to the effect that this task should be assigned jointly to the CCITT for the ITU and the CCPS for the UPU, was favourably received by the EC.

93 *Other publications.* The Executive Council took note of the updating and reprinting of the information leaflet "The Universal Postal Union (UPU), Specialized Agency of the United Nations". This leaflet, which was distributed to the postal administrations in 1986, provides brief information on the background, the development and the structure of the UPU. It is handed out almost every day to visitors at the International Bureau and to various categories of correspondents (international organizations, postal administrations, universities, private companies) and at exhibitions and fairs in which the UPU is a participant. Plans have been made for publication of two brochures with illustrations and comparative figures providing information about postal exchanges throughout the world. Like the publication entitled "The postal service in the world", the first of these brochures, which will be published during the second half of 1989, will stress the disparities that exist, in postal terms, between the developed countries and the developing ones. It will be sent to governments, postal administrations and the specialized agencies, especially the UNDP. On the other hand, the purpose of the second brochure will be to focus the attention of the major users, the public, journalists and people seeking information, on the development of postal exchanges throughout the world and the important role of the Post in the economic, social and cultural development of the international community.

94 *Definition of the terms "documentation", "document" and "publication".* In decision C 64, the Hamburg Congress instructed the Executive Council to carry out a study of a purely editorial nature to define the terms "documentation", "document" and "publication" as used in the Acts, and to submit to the next Congress proposals for bringing the Acts into line with the definitions adopted. Indeed, it had been found that in these texts, the terminology was used in a confused and sometimes arbitrary manner. In adopting the definitions of the above terms given in article 17 of the International Bureau's In-house Rules as the criterion of reference for bringing the Acts of the UPU into line, the Executive Council suggested that drafting amendments be made as indicated above to the text of a few articles of the Acts (see proposals 1507.1, 2509.1, 2511.1, 2512.1 and 4627.2).

D. Streamlining of the organization and functioning of the International Bureau

95 The process of streamlining the functioning of the International Bureau began with a study conducted over six months in 1985–1986 by two specialists from the United States of America and France. Their proposals were then studied in greater depth as regards organization and methods, and the increased use of informatics (1986–1987). At the same time, the structure of the IB divisions was considerably altered, so that all tasks and studies relating to informatics, statistics and general programming were regrouped into one Section.

The priority given to improving document production was thus broadly based on the development of informatics and more specifically of microinformatics. The first benefits derived from these improved resources were felt by the Logistics Section which now has some thirty computerized work stations producing letters and documents in six languages on computer media and hard copy. The speed and quality of document production were improved by the use of on-line laser printers and desk-top publishing which has replaced composition on card machines.

With the gradual installation in 1987, 1988 and 1989 of the equipment granted by the EC, the Bureau was able to begin initial capture of some texts and to apportion the physical production of documents on computer media among the Sections. At the same time, in late 1988 and in 1989, optical reading of the Acts in French, English and Spanish and their recording on diskettes will make it possible to speed up the updating and production of the Acts of Congress in these three languages (this kind of reading is not yet possible in Arabic).

In addition to the benefits in terms of the speed and quality of document production, the increased use of informatics affords the International Bureau a better opportunity of analyzing and using the data scattered among the various Sections. An initial effort in this direction was made for the benefit of Technical Cooperation which now enjoys automatic updating of data concerning completed or current cooperation activities.

With the takeover of the general programming function in accordance with a suggestion made by the specialists, it is possible to:

- recapitulate all the missions and tasks assigned to the IB over a five-year period;
- facilitate both the definition and the follow-up of action programmes year by year.

4 Finance

4.1 Financial regulations

96 In 1985, the Executive Council adapted the Financial Regulations to the amendments to the General Regulations made by the 1984 Hamburg Congress and to the text adopted by the 38th United Nations General Assembly concerning the "Additional terms of reference governing external audit" (decision CE 27/1985). In 1986, pursuant to the wish expressed by the External Auditor, the Executive Council ratified in the Financial Regulations the practice of bringing forward to the next financial year part of the credits relating to home leave in order to equalize the credits calculated in two-year cycles (decision CE 21/1986).

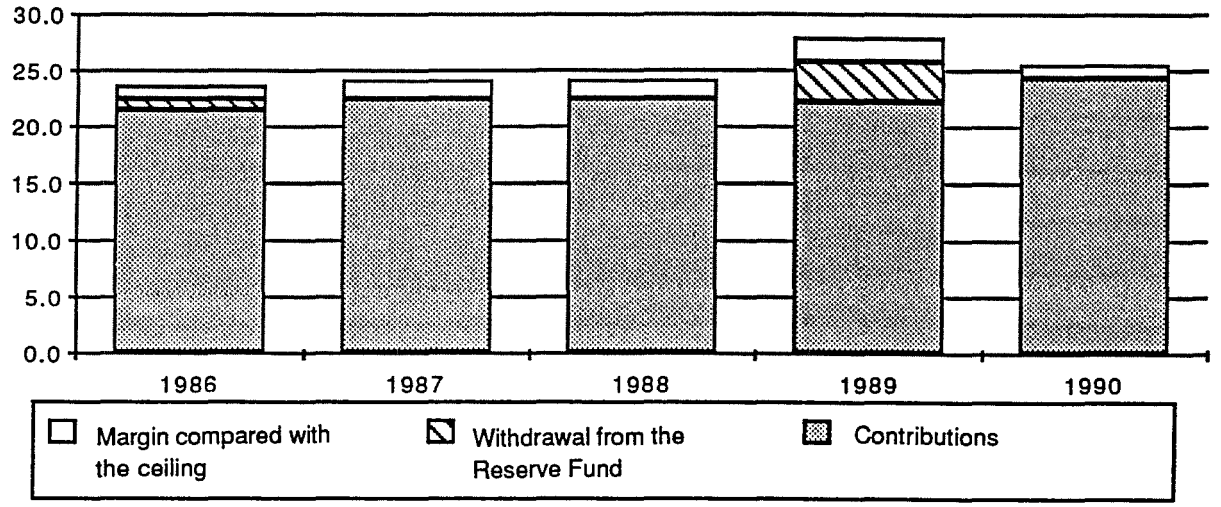
In 1989, the EC amended several articles of the Financial Regulations as required by the new system of financing the "special activities" introduced on 1 July 1989 and among other things, it created a new fund exclusively for these special activities which will provide the flexibility required, on the one hand, for financing unforeseen or urgent expenditure and, on the other, for carrying forward available credits from one financial year to another (decision CE 24/1989 and proposal 1502.5).

4.2 Budget

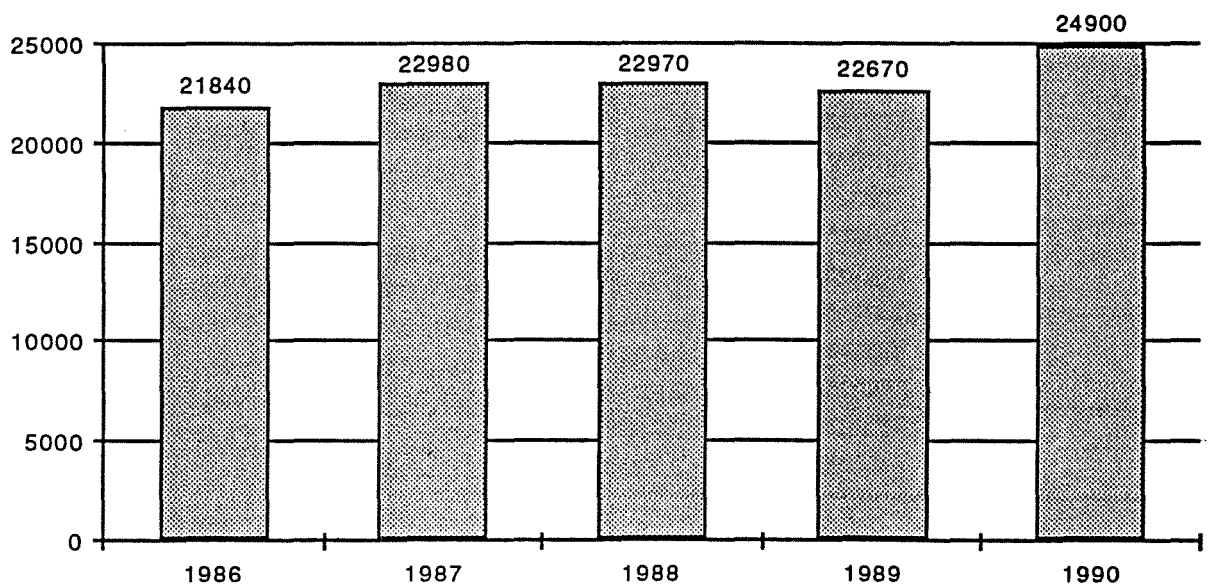
97 In accordance with article 102, paragraph 6, e, of the UPU General Regulations, the Executive Council examined and approved at each of its sessions the Union's budget for the following year. In accordance with article 124, paragraph 8, of the General Regulations, the contributions of member countries are fixed on the basis of the budget drawn up by the Executive Council. Accordingly the Council has also fixed the contribution unit each year. The Union's budgets and contribution units for 1986 to 1990 were drawn up for the following amounts in Swiss francs:

	1986	1987	1988	1989	1990
	Sfr	Sfr	Sfr	Sfr	Sfr
1 Budget					
a Net recurrent expenditure	22 381 360	22 497 420	22 487 630	22 965 000	24 389 550
b Expenditure relating to Congress	—	—	—	2 773 000	—
2 Ceiling of expenditure					
a Limits of annual recurrent expenditure					
– Sums fixed at General Regulations, article 124, paragraph 1	22 601 400	23 028 100	23 376 900	23 798 100	24 189 800
– Excess mentioned at General Regulations, article 124, paragraph 3	879 168	724 258	404 365	230 376	711 748
– Excess mentioned at General Regulations, article 124, paragraph 4	145 684	314 980	314 980	418 215	526 473
Total ceiling of recurrent expenditure	23 626 252	24 067 338	24 096 245	24 446 691	25 428 021
b Limit of expenditure relating to Congress fixed at General Regulations, article 124, paragraph 2	—	—	—	3 345 000	—
3 Margin compared with the ceiling					
– of net annual expenditure (2 a – 1 a)	1 244 892	1 569 918	1 608 615	1 481 691	1 038 471
– of Congress expenditure (2 b – 1 b)	—	—	—	572 000	–
4 Reserve Fund					
Payment into/withdrawal from the Reserve Fund	–1 000 000	—	—	–3 532 735	–
5 Contributions					
– Total receipts (1 a + 1 b + 4)	21 381 360	22 497 420	22 487 630	22 205 265	24 389 550
– Contribution unit	21 840	22 980	22 970	22 670	24 900
– Number of resolution	CE 1/1985	CE 1/1986	CE 1/1987	CE 1/1988	CE 1/1989

Budgets approved by the Executive Council
in relation to expenditure ceilings
(in millions of Sfr)



Amount of the contribution unit (Sfr)



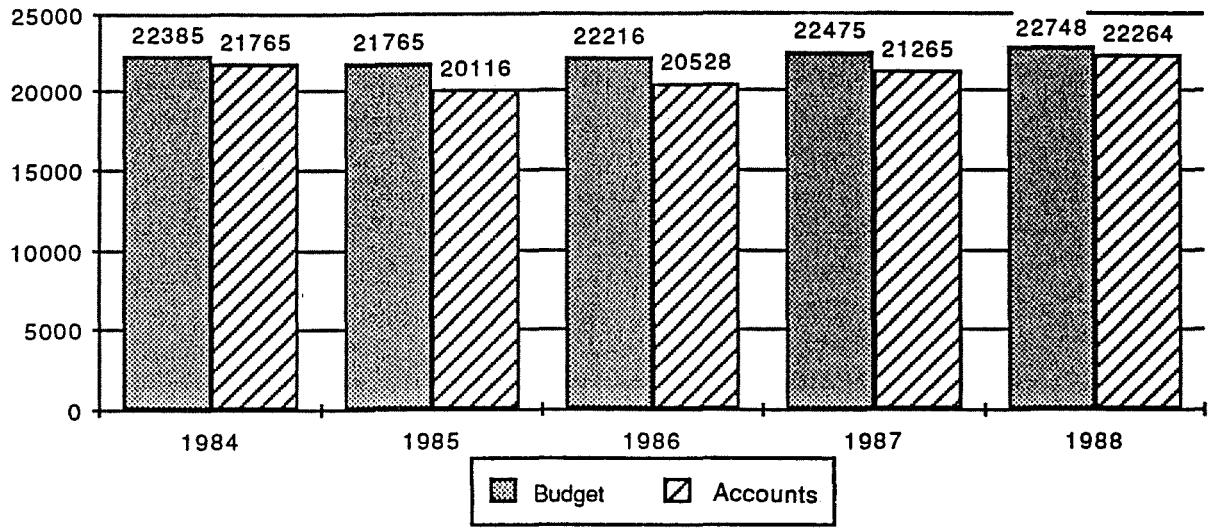
4.3 Accounts

98 Implementation of budgets. At each session, the Executive Council considered and approved the accounts of the Union and the relevant auditor's report, drawn up by the external auditor of the UPU's accounts and submitted to the Executive Council under article 37 of the Financial Regulations. Each year the Chairman of the Executive Council wrote to the Government of the Swiss Confederation to thank it for the care with which the auditing had been carried out. The financial operating report is part of the annual Report on the work of the Union and is thus communicated to all Union member countries. The implementation of the budgets for 1984 to 1988 was as follows:

	1984	1985	1986	1987	1988
	Sfr	Sfr	Sfr	Sfr	Sfr
1 Approved budget					
– Net recurrent expenditure	19 685 900.00	21 012 000.00	22 381 360.00	22 497 420.00	22 487 630.00
– Budget adjustment[1]	842 700.00	752 500.00	–165 200.00	–22 600.00	260 500.00
– Expenditure on Congress	1 856 600.00	—	—	—	—
Total	22 385 200.00	21 764 500.00	22 216 160.00	22 474 820.00	22 748 130.00
2 Accounts results					
– Net recurrent expenditure	20 196 043.28	20 115 984.73	20 528 494.83	21 265 048.44	22 264 276.44
– Expenditure on Congress	1 569 285.64	—	—	—	—
Total	21 765 328.92	20 115 984.73	20 528 494.83	21 265 048.44	22 264 276.44
3 Budget surplus (1–2)	619 871.08	1 648 515.27	1 687 665.17	1 209.771.56	483 853.56
Approval of the accounts Number of the resolution	CE 2/1985	CE 2/1986	CE 3/1987	CE 3/1988	CE 6/1989

1 The Director-General is authorized to withdraw from the Reserve Fund the additional credits required to deal with amendments made, after approval of the budget, to the salary scales, pension contributions or allowances, including the post adjustment allowance, as and when they are implemented by the United Nations in regard to its staff at Geneva and made applicable to the staff of the International Bureau of the UPU with effect from the same dates in accordance with staff regulations 3.1 and 3.5. When these amendments resulted in a reduction of the budget, an equivalent amount was paid into the Reserve Fund.

Expenditure compared with the budget
(in thousands of Swiss francs)



4.4 Reserve Fund

99 Under article 124, paragraph 9, of the General Regulations, the Executive Council fixes the amount of the Reserve Fund needed to cover shortfalls in Union financing. As the Reserve Fund is also used to balance the budget or to reduce the amount of member countries' contributions, it was through the budget that the Executive Council, rather than fix an arbitrary ceiling, decided each year what seemed to it a reasonable level for the Reserve Fund. Thus the Executive Council decided to allow the Reserve Fund to grow, so that it would be able, on the one hand, to bear the costs of the Washington Congress in 1989 and, on the other, to settle with Switzerland in 1991, if Congress approves, the balance of the sums advanced by that country under the former financial system and which the member countries had not yet reimbursed in their entirety. To this end, the Executive Council prepared a draft resolution for settling the accounts in arrears under the former financial system (proposal 03).

Since 1984, the Reserve Fund has moved as follows:

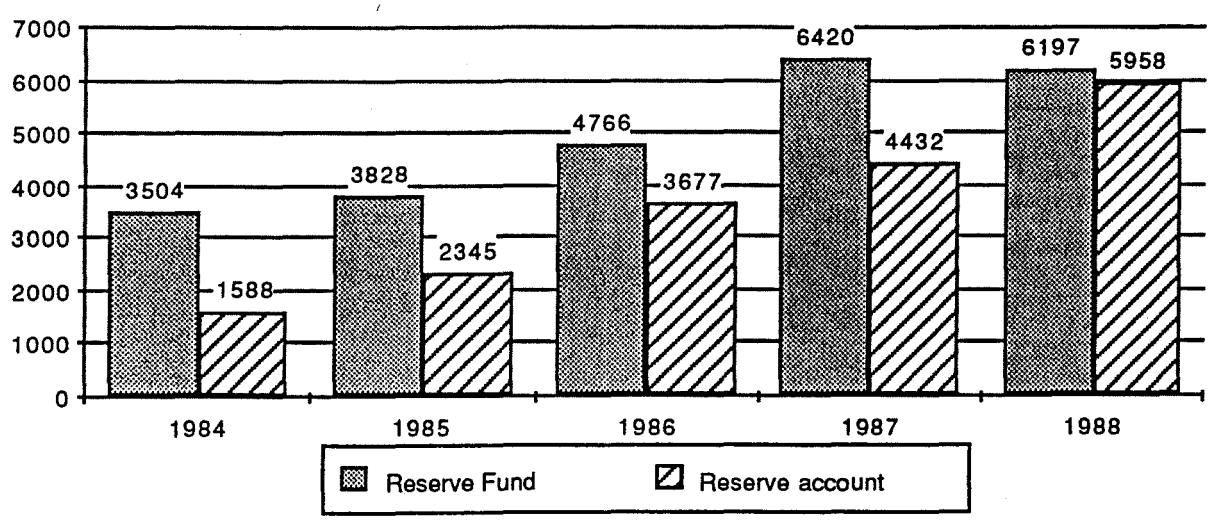
	1984	1985	1986	1987	1988
	Sfr	Sfr	Sfr	Sfr	Sfr
General position					
– at beginning of year	7 318 568.27	3 503 775.76	3 828 187.32	4 765 928.97	6 419 683.80
– inpayments	1 521 403.94	2 823 463.67	3 269 655.11	2 408 915.34	1 563 384.74
– withdrawals	–3 747 700.00	–1 742 500.00	–1 000 000.00	—	–260 500.00
– transfer to reserve account	–1 588 496.45	–756 552.11	–1 331 913.46	–755 160.51	–1 525 648.52
– at end of year	3 503 775.76	3 828 187.32	4 765 928.97	6 419 683.80	6 196 920.02

100 The reserve account, established by the Executive Council in 1984, is that portion of the Reserve Fund which is made up of debts difficult to recover, represented by debtors in arrears whose contributions and supplies are due for the years previous to the current financial year.

During the period under review, it moved as follows:

	1984	1985	1986	1987	1988
	Sfr	Sfr	Sfr	Sfr	Sfr
Reserve account	1 588 496.45	2 345 048.56	3 676 962.02	4 432 122.53	5 957 771.05

Development of the Reserve Fund
and of the reserve account
(in thousands of Sfr)



4.5 Problem of arrears at the UPU

101 Bearing in mind the concern expressed by the Secretary-General and after a lively discussion of this important and delicate issue, the EC adopted two draft resolutions (see proposals 03 and 04), one seeking to settle the take-over by the UPU of the arrears from the former financial system and to reimburse the funds owed to Switzerland, and the other laying down the principles to govern the recovery of arrears in general.

4.6 Selection of contribution class

102 In the light of the conclusions of the study conducted by the EC on the criteria for approving changes to a lower contribution class for defraying Union expenses by member countries between Congresses, the solution to this problem proved very delicate indeed. The criteria introduced by the ITU for application of this type of provision, which were borrowed from that organization, were not very specific and their application had proved random. Moreover, the financial situation of the ITU differed considerably from that of the UPU, as did the distribution of costs among the member countries of both organizations. That was why the EC reached the conclusion that it was not desirable to align UPU practice on that of the ITU and that the criteria stipulated in article 125, paragraph 6, of the General Regulations should be applied on a very restrictive and case-by-case basis.

The EC therefore approved the change of class of Lebanon from one contribution unit to half a unit for 1986 and 1987 (decision CE 4/1985), but rejected the requests submitted by Bolivia, Kiribati, Madagascar, Mauritius and Mozambique. Nevertheless, it ruled in favour of increased technical assistance to Mozambique to mitigate the problems currently facing that country (decisions CE 3/1985, CE 3/1986 and CE 4/1987).

4.7 Limits of Union expenditure

103 Instructed by Congress to study the advisability of fixing the expenditure ceiling amounts by resolution, the EC decided to maintain the status quo as regards the provisions of article 124 of the General Regulations.

4.8 Miscellaneous

104 *Consideration of the financial implications of proposals made by Executive Council Committees.* In accordance with article 12 of the EC Rules of Procedure, the Executive Council Finance Committee examined each year the financial implications of all the proposals submitted by Executive Council Committees before they were considered by the Council itself.

5 Technical cooperation

5.1 General

105 The broad lines of general UPU technical assistance policy for the period 1986–1990 on the basis of the Declaration of Hamburg and of Hamburg Congress resolutions C 37, C 38, C 66 and C 67 were in three parts, relating to general policy, the programme of action, and the studies:

a General policy

In this field, the UPU endeavoured to implement five basic concepts:

- integrating UPU assistance into the general framework of international strategy;
- increasing the volume of aid;
- making the aid more effective;
- tightening relations between the UPU and the Restricted Unions;
- developing relations between the UPU and the Regional Economic Commissions.

b General programme of action

The programme of action consisted of two inter-country components, namely the world programme which concerns all countries, and the regional programmes.

At world level, the activities concentrated on:

- rationalization of management;
- improvement of the quality of service;
- training;
- introduction of postal financial services on a general basis;
- development of information;
- technical cooperation among developing countries (TCDC);
- organization and functioning of international settlement services.

The regional-level programmes concerned measures specific to each region.

In addition, a special programme was prepared for the benefit of the least developed countries (LDC).

c The studies of a general nature dealt with:

- the preparation of a comprehensive action programme (1987–1990) and of an experimental coordinated project concerning the introduction of EMS;
- establishment of a world postal development plan;
- creation of an inter-administration fund for the development of postal services.

The latter two studies were undertaken within the framework of the Consultative Council for Postal Studies.

The following paragraphs report on the activities of the EC from 1984 to 1989.

For a detailed report and the action programme for the future, reference should be made to the EC documents about technical cooperation submitted to the Washington Congress (Congress – Docs 51 and 52).

106 *Relations with the UNDP and its bodies.* The UPU has redoubled efforts to assist countries in raising the awareness of the appropriate authorities regarding the needs of the Post and to obtain an increase from the UNDP in the amount of resources allotted to postal technical assistance. The presence of the UPU at meetings of UNDP bodies has made it possible to adapt technical assistance objectives and activities to the new policies of the United Nations system in general and those of the UNDP in particular.

107 *Country and intercountry programming*

a Country programming. Under current procedure, the Resident Representatives involve the agencies of the United Nations system in the programming exercise on the basis of the choices made by the countries concerned. Throughout the preparatory work for the fourth programming cycle, the International Bureau offered to help the majority of the administrations in preparing assistance projects for improving and developing postal services;

b As for intercountry programming, the International Bureau participated in defining the priority development objectives decided collectively by the government authorities in each

region. It also approached the central services of the UNDP with a view to obtaining funding for the new projects covered by the priorities. At the same time, measures were taken with a view, among other things, to attract the interest of certain international financing organizations to the projects in question. It should be noted that this latter activity has not yet produced any concrete results, especially since only a limited number of countries submit postal investment projects to international financing institutions.

108 *Transport and Communications Decade in Africa (1978–1988).* As the result of measures taken by the countries with the assistance of the International Bureau, a number of postal projects were initiated as part of the programme of the Transport and Communications Decade in Africa. On the whole, however, by the end of the Decade, relatively few postal activities had received support from the international community. It is to be hoped that, during the second Decade, the proclamation of which has been recommended, administrations will succeed in making their national authorities more aware of the need to modernize the postal service.

109 *Transport and Communications Decade for Asia and the Pacific (1985–1994).* The International Bureau, together with the Economic and Social Commission for Asia and the Pacific (ESCAP) and the APPU, took measures aimed at implementing postal projects in connection with the Transport and Communications Decade for Asia and the Pacific. Within the framework of the UPU contribution to the programme of action, consultants' missions to analyze the postal service situation were organized. A number of country and regional projects are being negotiated with local authorities or the central services of the UNDP.

110 *Technical cooperation among developing countries (TCDC).* In accordance with Hamburg Congress resolution C 67, the UPU is endeavouring to support TCDC activities by means of projects funded by the UNDP or through the UPU's own resources. Moreover, in order to encourage this type of cooperation, the International Bureau has published a general directory of consultant-specialists. Similarly, a brochure on the training activities planned by certain postal administrations is published every year in order to encourage the countries to give priority to the means available in the developing countries.

111 *Programme of action for the least developed countries (LDCs).* Activities in this area pursuant to Hamburg Congress resolution C 66 consisted of taking part in round table meetings, when the postal sector was concerned, and of negotiating at such meetings with donors to secure the financial resources needed to implement the projects. Moreover, a special programme funded from the UPU's own resources was conducted every year in those sectors deemed to be of priority concern. The balance-sheet for activities as a whole confirms that a substantial share of the UPU's financial resources was allocated to the LDCs.

112 *Financial situation of the UNDP and search for additional resources.* Since 1981, the drop in voluntary contributions from which the UNDP derives its resources has compelled that agency to limit the level of project expenditure to 55 percent of the indicative planning figures (IPF) for the period 1982–1986. This slowdown continued in 1984 and 1985 when contributions totalled 678.6 and 674.1 million US dollars respectively. The situation has improved since then and contributions reached a total of 788.7 million in 1986, 887.1 million in 1987 and 955 million in 1988. In view of this development, the annual expenditure on projects executed by the UPU increased from 1.6 million US dollars in 1984 and 1985 to 1.7 million in 1986 and 1987 and 2.2 million in 1988.

In accordance with Hamburg Congress resolution C 37, the International Bureau redoubled efforts to gain acceptance of requests submitted by the postal administrations and continued attempts to obtain supplementary assistance from the developed or rich countries. For the period 1984–1988, the International Bureau's approaches to the World Bank and the sub-regional and regional financial institutions did not yield the expected results .

113 *Participation of the Restricted Unions in the UPU technical assistance programme* (see section 6.1).

5.2 Administrative and financial questions

114 The Hamburg Congress laid down the principle according to which the UNDP must remain the chief source of financing for the UPU technical assistance programme. In this context, the Executive Council closely followed developments in UNDP allocations, expenditure on UPU projects under that programme and reimbursement by the UNDP of support costs incurred by the UPU in implementing the projects. Moreover, it approved each year the technical cooperation accounts for the funds assigned to the UPU by the UNDP.

115 *UNDP.* Expenditure on projects under the UNDP for the years 1984 to 1988 was as follows:

Year	UPU projects	Sectoral support	Total
	US $	US $	US $
1984	1 595 911	21 827	1 617 738
1985	1 611 632	26 968	1 638 600
1986	1 735 137	60 618	1 795 755
1987	1 650 894	55 265	1 706 159
1988	2 162 464	36 085	2 198 549

Expenditure on the UPU projects indicated above was derived from the IPFs, the special resources of the Programme and participation of the beneficiary countries in the costs. The expenditure for sectoral support was for consultants' missions in the programming field.

116 *Support costs.* The UNDP reimburses executing agencies a sum corresponding to a fixed percentage of the expenditure on UNDP projects executed by them in order to make up for the administrative costs incurred. According to the reimbursement system adopted by the UNDP Governing Council and which is applicable up to 1991, the UPU receives an amount corresponding to 22 percent of the costs of the UNDP projects executed.

The support costs incurred and reimbursed and the proportion of costs covered for the years 1984 to 1988 are as follows:

Year	UNDP support costs (1)	Actual UNDP support expenditure (2)	Proportion of cost covered (1)/(2)
	CHF	CHF	%
1984	521 116	2 113 538	24,66
1985	1 183 496	1 897 895	62,36
1986	690 492	1 774 188	38,92
1987	442 337	1 846 739	23,95
1988	733 808	2 009 755	36.51

Despite the increase in expenditure, the support costs recovered by the UPU since 1986 have decreased. This is essentially due to the fall in the exchange rate of the American dollar, which is the basis for reimbursement of support costs, in relation to the Swiss franc, the currency in which the expenditure was made. Consequently, the UPU's budget resources have had to bear a substantial part of the administrative and operational expenditure relating to the UNDP's technical cooperation programme.

117 *UPU Special Fund.* The untied contributions which supply the resources of the Special Fund amounted to approximately 330 000 Swiss francs in 1984 and exceeded 350 000 Swiss francs in 1985, the result of new contributors and of countries having raised their contribution. The figures, which had neared the 390 000 Swiss franc mark in 1986, decreased in 1987 and 1988 with totals of approximately 350 000 and 320 000 Swiss francs respectively, due to the decline of the American dollar and other currencies in relation to the Swiss franc.

For the period 1984–1988, the annual Special Fund programme included the funding of supplementary activities to assist the postal administrations in expanding their development potential, especially as regards vocational training. The resources available meant that choices could be made in terms of priority countries and activities, in keeping with Hamburg Congress resolution C 38.

In 1985, the Executive Council approved an amendment to the Regulations for the Administrative and Financial Management of the Special Fund and the UPU Financial Regulations by limiting the period during which an expenditure may be committed to the year of the programme only.

118 *More flexible increase and use of budget credits for consultants' missions.* The annual level of budget credits for consultants' missions was set at 1 180 000 Swiss francs up to 1985. Pursuant to Hamburg Congress resolution C 37 seeking a 40 percent increase in these credits allocated to technical assistance, the Executive Council approved at its May 1985 session a programme of activities for 1986 for a credit of 1 652 000 Swiss francs. This level was maintained up to 1989.

The idea of more flexible use of these credits, endorsed by the Executive Council since 1980, has allowed part of the credits to be allocated to fellowships and the purchase of small items of equipment, in principle relating to consultants' missions. A substantial portion was allocated to projects involving the least developed countries (LDC) and criteria were adopted for allocating the resources among the various regions to satisfy the requests for assistance received.

119 *Other sources of financing.* Several projects relating to Funds-in-Trust were initiated from 1984 to 1988. In addition to the hiring of four associate experts, two consultants' missions, eight fellowships and equipment were allocated to the International Programme for the Development of Communication (IPDC) administered by UNESCO, one consultant's mission was paid for by the UNDP's Office for Projects Execution, and a training course was financed by the United Nations Fund for Drug Abuse Control (UNFDAC). Also, the final phase of a project included in the programme of the Transport and Communications Decade in Africa was completed, thanks to the financial support of a donor country.

With regard to technical assistance in kind, the information received by the International Bureau about assistance supplied by administrations was transmitted to the Executive Council. This involved some 20 donor countries, including six which supplied tied contributions or contributions in kind to the UPU Special Fund.

5.3 Programming and implementation of programmes and projects

120 *Country programmes.* As part of the UNDP's country programming for 1987–1991 (4th programming cycle), 144 country programmes were approved by the 1985–1988 UNDP Governing Council. Despite the International Bureau's active participation in the programming work, the number of new postal projects adopted is fairly limited. Only 17 of the 144 programmes include postal projects. The International Bureau is continuing its efforts to stimulate the interest of national authorities in postal projects, in particular at the mid-term review of the programmes.

It is to be hoped that the programming, which is largely implemented by the UNDP, will continue and that increased International Bureau involvement in the field will make it possible to obtain more postal projects which correspond to the countries' needs.

121 *Regional programmes.* As part of the 4th regional programming cycle, the International Bureau approached the UNDP with a view to obtaining funding for new projects based on the priority objectives set by the Hamburg Congress or by the UNDP. Funding was obtained for less than ten. The International Bureau is continuing negotiations with the UNDP to have it reconsider the projects which have not yet been approved.

122 *Interregional programmes.* Every year since 1982, the UNDP has agreed to finance a "sectoral support" project in the postal services field. This project made it possible to finance short-term consultants' missions to analyze the situation of the postal services. Over the period 1984–1988, a fairly large number of countries benefitted from such missions.

123 *Activities under the UPU's own resources.* Every year, the EC approved the annual work programme under the UPU's own resources. This programme was essentially based on the priority objectives defined in Hamburg Congress resolution C 38 and on the activities in the comprehensive action programme 1987–1990, as well as on the Declaration of Hamburg in general.

124 *Implementation of projects and programmes.* The Executive Council paid particular attention to the implementation rate of projects financed under UNDP resources. In 1984, the implementation rate (74.4 percent) was slightly higher than the overall average of UNDP executing agencies.The following year, the rate was 81.2 percent, ie 6.8 percent higher than the 1984 figure. In 1986, the implementation rate dropped sharply (–7.1 percent), even though actual expenditure was higher (+7.7 percent) compared with 1985.

1987 marked the beginning of the 4th programming cycle and saw the approval of new regional and country projects. This year, the implementation rate reached a higher level (94.6 percent), but this increase can be attributed to the project reviews since actual expenditure fell compared with the previous year.

The programmes financed under the UPU budget and the Special Fund were implemented satisfactorily.

Various measures were taken by the International Bureau (greater participation of the beneficiary countries, appointment of national project directors, on-the-spot visits, etc) with a view in particular to further improving the implementation rate of projects while maintaining quality.

125 The number of experts, consultants and fellowships together with the cost of providing training and operational equipment are shown below for each year of the five-year period.

Year	Experts	Consultants	Fellowships	Equipment	
				US $	CHF
1984	46	36	272	276 257	122 569
1985	50	24	221	241 327	348 784
1986	49	32	271	412 729	541 803
1987	52	58	352	363 843	434 128
1988	67	49	407	370 432	330 384

Most of these experts were recruited under the UNDP–UPU projects and a few of them under funds-in-trust projects. Short-term missions (less than 12 months) represent 79 to 87 percent of the total number, depending on the year. The consultants are UPU consultants whose missions (which usually last 1 to 3 months) are financed under the UPU's ordinary budget. A great many fellowships were granted to those attending courses, study cycles or technical meetings held by the UPU on an intercountry basis (63 to 84 percent of the fellowships granted, depending on the years).

Expenditure on equipment shown in United States dollars relates to UNDP–UPU and IPDC–UNESCO projects; expenditure shown in Swiss francs concerns the UPU Special Fund and the UPU's ordinary budget. Most of the expenditure in Swiss francs arises from the Sahel project which is financed by Belgium's tied contribution to the UPU Special Fund.

5.4 Evaluation

126 The Executive Council was informed each year of the evaluation work carried out by the International Bureau on the basis of information collected about the results of experts' and consultants' missions, group training activities and individual practical training courses. In 1986, the format of the document usually presented to the Executive Council was rearranged in the interests of greater clarity. Since 1987, like the other agencies of the United Nations system, the UPU has been trying to make its evaluation work even more specific. Accordingly, in 1987 and 1988, the International Bureau conducted a certain number of on-the-spot evaluation missions to consider the results of completed activities in depth. The findings were notified to the heads of postal services in the countries concerned.

The International Bureau intends to pattern its evaluation work more closely on that of the other organizations.

6 External relations

6.1 Restricted Unions

127 Almost all the Restricted Unions with which the UPU maintains relations under article 8 of the Constitution attended EC meetings as observers.

In accordance with 1984 Hamburg Congress resolutions C 37 and C 38 and Executive Council resolution CE 6/1983, a cooperation agreement was concluded between the UPU and each of the following Restricted Unions: CAPTAC, APTU, UPA, PUAS, APU, PAPU, APPU. The International Bureau has tried as far as possible to involve the Restricted Unions in implementing the intercountry technical cooperation activities conducted by the UPU.

6.2 United Nations (UN)

128 *Relations with the United Nations (Hamburg Congress decision C 8).* On the basis of article IV of the UN–UPU Agreement and of Hamburg Congress decision C 8, the Secretary-General submitted each year to the Executive Council session, to supplement the information given in the annual reports on the work of the Union, several reports on various questions. The main ones are dealt with in the relevant chapters of this report (see Congress – Doc 22).

129 *Implementation by the specialized agencies of the Declaration on the Granting of Independence to Colonial Countries and Peoples (Hamburg Congress decision C 9).* The Secretary-General submitted to the Executive Council an annual report on the UN recommendations concerning the implementation by the specialized agencies of the Declaration on the Granting of Independence

to Colonial Countries and Peoples. These reports mentioned the various measures taken by the International Bureau concerning, for example, assistance to refugees and non-self-governing territories, assistance to the Palestinian People, relations with the newly independent countries and several resolutions of the United Nations General Assembly calling for cooperation by the specialized agencies in this field. The Council took note of these reports and resolutions (decisions CE 30/1985, CE 24/1986, CE 21/1987, CE 20/1988 and CE 28/1989) (see Congress – Doc 23).

130 *The International Civil Service Commission (ICSC)* was set up in 1974 by the United Nations General Assembly to ensure the regulation and coordination of conditions of service in the organizations in the United Nations common system. In 1975, the EC accepted the Statute of that Commission and at each of its sessions the annual reports of the ICSC to the United Nations General Assembly are submitted to it.

131 *International Programme for the Development of Communication (IPDC)* The Executive Council was kept regularly informed of the UPU's participation in the work of the IPDC Intergovernmental Council and of the postal technical cooperation activities conducted by the International Bureau as part of this Programme.

132 *United Nations Joint Inspection Unit (JIU).* Every year, since 1968, the International Bureau has submitted to the EC the reports of the Joint Inspection Unit (JIU) likely to be of interest to the UPU. Those reports relating to technical cooperation activities were first submitted to Committee 9. From 1985 to 1989, the Executive Council considered the sixteenth to twentieth reports on the activities of the JIU (July 1983 to June 1988) and took note of them (decisions CE 30/1985, CE 24/1986, CE 21/1987, CE 28/1988 and CE 28/1989).

133 *International years.* On the occasion of the International Year of Peace (1986), the International Bureau invited postal administrations to issue special postage stamps. In connection with the International Year of Shelter for the Homeless (1987), the International Bureau wanted to help stimulate awareness of this vital problem. Accordingly, the theme selected for the 1987 UPU letter-writing competition was "Letter to a homeless child in which you set forth the human duties and obligations to improve the living conditions of the homeless". The EC was informed of the International Bureau's measures in connection with the above-mentioned international years.

134 *United Nations Programme of Action for African Economic Recovery and Development 1986–1990.* Following its 13th extraordinary session in May 1986, the United Nations General Assembly had adopted a programme of action for African economic recovery and development 1986–1990 comprising the action principles as well as the measures to be taken to attain the programme's objectives. At its 1988 session, the EC was informed about the measures taken or planned by the UPU to contribute to this programme, about the constraints that might compromise the attempts made or planned and about future prospects.

6.3 Specialized agencies and International Atomic Energy Agency (IAEA)

135 *Relations with the specialized agencies.* The UPU cooperates actively with the other specialized agencies, in particular in the UN Administrative Committee on Coordination (ACC) and its subsidiary bodies.

Moreover, the legal services of these organizations regularly exchange information on the administrative and legal problems with which they have to deal during the year.

136 *International Telecommunication Union (ITU).* The long-standing relations between the UPU and the ITU developed first of all in the general framework of the ITU–UPU Contact Committee. These links were then intensified, in particular regarding electronic mail, a field on

which both Unions worked in CCITT Working Parties and Study Groups, where the UPU was represented by the International Bureau and by CCPS Sub-Working Party 503.

The activities of interest to the Executive Council as such are as follows:

a Postal financial services;

- POSTFIN money order telegrams:
  - the two Unions are cooperating closely to harmonize their regulations, bearing in mind developments in technology and the needs of the service;
- new services for the transfer of funds, based on means of telecommunication other than the telegraph:
  - the two Unions are studying the possibility of creating new high-performance services using means of telecommunication and telematics similar to comparable services offered by the banks.

These matters are being studied by EC Committee 8 and CCITT Study Group I (see also 2.5, B).

b Joint publication of the International List of Post and Telegraph Offices (ILPTO)

Fairly advanced negotiations are continuing within the respective supreme bodies to reconcile interests and publish a joint work for use by postal and telecommunications administrations (see also 3.4, C).

c Joint publication of the Bureaufax Directory (see also "Comprehensive report on the work of the CCPS 1984–1989", paragraph 120).

For CCPS–CCITT relations on electronic mail, see "Comprehensive report on the work of the CCPS 1984–1989", paragraphs 82 to 90.

6.4 Other organizations

137 *Customs Co-operation Council (CCC).* The UPU and the CCC maintain sustained relations at secretariat level. Moreover, in conformity with Hamburg Congress resolution C 49, the CCC–UPU Contact Committee was reconstituted with a view to continuing the study of problems relating to the simplification of customs treatment of postal items. This Committee is composed of five member countries on both sides and held four meetings, two at Berne (1986 and 1988) and two in Brussels (1987 and 1989). The questions dealt with are reported in section 2.3, B. In addition, the UPU was represented by Canada, Belgium and France at several meetings of the Customs Co-operation Council and its bodies, in particular at its 69th/70th Council sessions in Ottawa (1987), the 7th session of the Enforcement Committee (1988) and the Telematics Symposium (1988).

138 *International Air Transport Association (IATA).* Very close cooperation with IATA continued through the IATA–UPU Contact Committee which met twice and the Joint IATA–UPU Working Groups which held 16 meetings. The UPU was also represented as an observer at the 41st IATA annual General Assembly (Hamburg 1985).

139 *International Organization for Standardization (ISO).* Relations between the ISO and the UPU date back to 1960 and take the form of cooperation organized within the ISO–UPU Contact Committee which holds a meeting every year.

In view of the close links between the ISO's standardization work and CCPS studies, the latter body represents the UPU in its relations with the ISO. The situation regarding cooperation between the two bodies is described in the "Comprehensive report on the work of the CCPS 1984–1989", paragraphs 91 to 101.

140 *International organizations representing customers of the postal services.* In application of Hamburg Congress resolution C 34, the EC took various measures:

1 It invited all Union administrations to initiate and then develop at national level contacts with such organizations (decision CE 31/1985).

2 It conducted a survey which enabled it to make a non-exhaustive list of six bodies with which contacts would be established by the UPU (decision CE 14/1986), viz:

- the International Chamber of Commerce (ICC);
- the International Federation of the Periodical Press (FIPP);
- the International Publishers' Association (IPA);
- the International Federation of Newspaper Publishers (FIEJ);
- the Mail Advertising Service Association International (MASAI);
- the E.D.M.A. (European Direct Marketing Association).

3 In 1987, the EC:

- decided to allow these contacts to develop with the EC or the CCPS as circumstances required;
- invited the CCPS Steering Committee to extend the October 1987 symposium on the problems of the press and postal traffic (study 611) to one day, half of which could be organized with the associations representing the press, publishing and the book trade and would deal with all or some of the questions raised in the replies received from these organizations (decision CE 23/1987).

4 In 1988, it recommended measures likely to improve and strengthen the relations of the IB and Union administrations with the press (decision CE 23/1988).

141 *Organization of African Unity (OAU).* In postal matters, cooperation between the UPU and the OAU is mainly within the framework of permanent relations with the Pan African Postal Union (PAPU) which is a specialized agency of the Organization of African Unity. This cooperation was reinforced following the decisions taken at the Hamburg Congress, and a cooperation agreement between the UPU and PAPU was concluded in 1984.

In accordance with 1974 Lausanne Congress decision C 92 and 1979 Rio de Janeiro Congress resolution C 7, the OAU is invited to take part in the annual sessions of the EC.

Several postal technical assistance activities on behalf of the African countries were undertaken or considered by the UPU in cooperation with PAPU. Moreover, the UPU is currently cooperating on a regional project concerning Africa entitled "Establishment of an African economic community". A study about the possible merger of the Pan African Telecommunications Union (PATU) and PAPU has been included in the work programme of a consultant under that project.

142 *League of Arab States.* In the field of the postal services, the UPU maintains permanent cooperation both with the League of Arab States and with its specialized agency, the Arab Postal Union (UPA).

Since 1983, an exchange of information as well as permanent contacts have been established between the UPU and the UPA, in particular at the annual meetings of the respective Union bodies (EC of the UPU and the UPA, CCPS of the UPU). Furthermore, the League of Arab States and the UPA attended the Hamburg Congress at which technical assistance matters of interest to the developing countries in general and the Arab countries in particular were discussed.

In accordance with 1974 Lausanne Congress decision C 92 and 1979 Rio de Janeiro Congress resolution C 7, the League of Arab States is invited to take part in the annual sessions of the EC.

Several postal technical assistance activities on behalf of the Arab countries were undertaken or considered by the UPU in cooperation with the UPA with which the Union signed a cooperation agreement in 1987.

6.5 Public information

143 Information activities. The extension of the range of services provided by the Post and the appearance on the communications market of very active, resolute competition brought out the need for the UPU to develop public information about the Post. The Executive Council therefore approved the measures taken by the International Bureau to intensify its own activities within the framework of a coherent information policy as well as the measures taken in this field to support those of the postal administrations with a view to better familiarizing people with the Post, its services and improvements as well as the important role it plays in the economic and cultural development of peoples. These activities stem from the Declaration of Hamburg which urges the UPU "to develop and reinforce relations between the Post and its clientele (...), making governments and users more aware of the need to make the Post a dynamic undertaking (...) and giving it the structural and financial means necessary for its conversion". Moreover, the Hamburg Congress also adopted resolution C 37 which instructed the Director-General of the International Bureau to "support the public information activities undertaken by the administrations of the developing countries" and resolution C 38, according to which promotion of public information activities is among the UPU's technical assistance priorities.

The Executive Council supported the action taken by the International Bureau with a view to improving the Post's image, both at UPU and administration level. The former include measures implemented through "Union Postale" relations with the press, "World Post Day" events, the international letter-writing competition for young people, participation in exhibitions and fairs, the supply of information of all kinds to interested parties, the audiovisual lending service provided by the library (films and video cassettes), practical courses and information visits as well as the distribution of brochures and leaflets about the UPU. (See also under "Documents and publications", section 3.4, C, in particular "Other publications".)

At the level of the postal administrations, these activities consisted of supporting their advertising campaigns, in particular through the media, information campaigns on behalf of the Post for students, users, large firms and the public in general. In addition, regional study cycles on public information were organized.

144 *"Union Postale".* Over the period, the EC followed the introduction of various improvements to the periodical, such as a more pleasing presentation of the texts, boxes containing the salient points of the articles published, eye-catching titles and more sophisticated illustrations.

Following a study dealing with the application of a new publishing policy, the Executive Council decided at its 1987 session to:

- change the periodical's frequency from two-monthly to quarterly, with effect from 1988;
- shorten and restructure the "timbres-poste" (postage stamp) feature;
- keep the same system as in the past as regards the presentation of the periodical, comprising the seven language versions bound in a single brochure, as well as the same printing and dispatch system;
- keep the subscription rates the same, despite the transition from a two-monthly to a quarterly publication;
- support the International Bureau's efforts to increase receipts and make savings;

- authorize the addition of a second colour to the periodical, from 1988;
- invite postal administrations to distribute the periodical more widely within their services.

145 *Press relations.* The Executive Council approved the International Bureau's attempts to develop relations with the press and also noted certain related activities, including the constitution of a "press file", the publication of the Guide on "The practice of public communication in the Post", the launching of press releases to mark certain Union meetings and activities, the holding of press conferences and briefing sessions to publicize the latest developments in the Post, in particular EMS and electronic mail, the dissemination of a quarterly "UPU Newsletter" which was mainly intended for the press and heads of public and international relations in certain administrations, regular UPU presence at the weekly briefings at UN headquarters in Geneva and receiving journalists at the International Bureau. Following some activities, journalists produced articles favourable to the UPU, particularly EMS.

146 *World Post Day.* The Executive Council was informed of the cultural, social and sporting events with which the postal administrations commemorated World Post Day every year. Three of these events are of special importance: the presentation of prizes to the winners of the international letter-writing competition by the administrations concerned, the use for promotional purposes of the Day poster by almost all postal administrations and the dissemination through the local media of the message of the Director-General of the International Bureau. The slogan featured on the World Post Day poster is chosen by the Executive Council, at the International Bureau's suggestion, and is often inspired by the United Nations' periodic campaigns to help resolve problems concerning our planet as a whole, such as nature conservation, keeping peace, literacy, etc. Until 1987, the International Bureau had distributed a different poster every year. However, under the terms of Executive Council decision CE 24/1987, the poster distributed in 1988 bearing the slogan "The Post always and everywhere" will remain valid until 1990. Lastly, it should be said that the two latest posters for "World Post Day" were selected on the basis of competitions organized by the International Bureau among groups of Union member countries.

147 *International letter-writing competition for young people.* The international letter-writing competition for young people was created by resolution CE 7/1971, following the adoption of formal opinion C 67 by the Tokyo Congress, and has been in existence for 17 years. Throughout the period 1985–1989, the Executive Council was kept informed of the holding of the competition and chose the topic for each year, at the International Bureau's suggestion. Although the number of administrations participating never reached 30 percent of all UPU member countries, it has nevertheless steadily increased, however slightly, over the years. This is because the competition has become an increasingly well-known traditional event and thanks to the publicity given it each year by the participating administrations. An inquiry conducted by the International Bureau following an Executive Council decision showed that in 1987, 481 391 pupils took part in the competition at national level.

As for the World Post Day slogan, the International Bureau bases itself for the choice of competition subjects, as far as possible, on the campaigns conducted by the United Nations to make world public opinion more aware of a specific problem. A UNESCO jury continued to choose the international prizewinners who were awarded silver-gilt, silver and bronze medals as well as four mentions. The winners for the years 1984 to 1988 were participants from the following countries: Bangladesh, Canada, Ireland (1986 and 1987) and Brazil.

At its 1986 session, the Executive Council brought forward by one month (to 30 May of each year) the deadline for sending entries to the International Bureau so that UNESCO could announce the results of the competition at least two months before the prize-giving date (9 October of each year, the anniversary of the UPU's founding).

148 *Attendance at fairs and exhibitions.* The Executive Council had instructed the International Bureau to study the conditions under which the UPU could take part in international exhibitions and fairs in cooperation with the administrations of the host countries of these events on the basis of regulations to be established (decision CE 22/88). The conclusions of this study, which is currently under way, will also take account of the results of a consultation initiated in this field by the Joint United Nations Information Committee (JUNIC).

Between 1985 and 1989, the UPU took part in several philatelic exhibitions including those in Rome, Stockholm and Seoul. On average, it also participated in five book fairs per year, in particular those in Frankfurt, London, Geneva, Moscow and Leipzig, where the UPU advertised its activities and achievements through leaflets, brochures and CCPS studies.

149 *Exhibitions held at International Bureau headquarters.* At Executive Council and CCPS sessions, the International Bureau organized various exhibitions illustrating postal exchanges and top-of-the-range services, such as EMS, using panels and statistical tables.

150 *Film/audiovisual library.* The advent of new audiovisual techniques, in particular video cassettes, prompted postal administrations to use them more intensively, at the expense of films for which loan requests have recently dropped off. The Executive Council discussed this development. The International Bureau had built up a large stock of videocassettes dealing with the postal services and was able to supply them to the various administrations which requested them. For its part, the International Bureau purchased audiovisual equipment to enable it to screen the cassettes received and make copies. This equipment made it possible to illustrate and enhance Executive Council meetings also by showing video films and slides. In addition, the International Bureau was instructed by the Executive Council to conduct an inquiry into the possibility of producing videocassettes for postal training within the framework of regional schools (decision CE 17/1988).

The results of the inquiry indicate, on the one hand, that most administrations do not systematically use this medium for training purposes and, on the other, that three schools which responded to the survey (out of the six contacted) mentioned that videocassettes would be an important training tool, but that their production would require substantial assistance from the International Bureau. Finally, the 1989 EC instructed the International Bureau to reconsider the possibility of producing such educational media beginning in 1991, within the framework of technical assistance designed to improve training programmes in regional schools.

151 *Information specialist.* Following a request made at the 1983 Executive Council, the French postal administration made available to the International Bureau, free of charge and from May 1984 to April 1986, a specialist-consultant in postal public information. On the basis of his proposals and with his active participation, it was possible to attain important objectives, in particular in the press relations sector. With his help it was possible in particular to prepare the Guide on "The practice of public communication in the Post" which was distributed to all postal administrations.

IV. Conclusions

152 Upon conclusion of a term of office that yielded positive results, the EC expresses its satisfaction at having worked in the interest of the Union and of all member countries. Throughout this five-year period, it actively strove to ensure the proper conduct of all the studies assigned to it by the Hamburg Congress, whether suggested by postal administrations, the CCPS and the International Bureau, or undertaken at its own initiative.

153 As regards the postal service itself, the principal studies dealt with economic problems and new services, namely rate-fixing (letter post), payments (parcel-post rates, transit charges and terminal dues) and EMS.

154 Special mention should be made of the substantial effort put forth with a view to expanding EMS to a worldwide scale, which resulted, among other things, in the adoption of a common name and of a standard logo exclusively for this service, and which is currently being used by the postal administrations that have introduced this service, and more particularly in the preparation of the framework agreement governing it.

155 The study on revision of the postal financial services led to conclusions concerning the Agreements: elimination of some and continuation of the remainder as indicated above (see paragraph 62).

156 The study of universal postal regulations enabled the EC to retain a series of proposals about the organization, operation and working methods of Congress and the EC, advocating among other things a transfer of legislative power from Congress to the EC for reasons of efficiency and flexibility.

157 From the study of suggestions concerning the adaptation of Union operations to present-day business and technical requirements, the EC also drew a series of conclusions concerning an appropriate response to the challenge of the competition.

158 Substantial efforts were made and important decisions reached by the EC to strengthen the bonds linking the UPU and the other international organizations, especially the UN and the Restricted Postal Unions, the latter being increasingly closely associated with certain Union activities, particularly with respect to technical cooperation.

159 As regards postal technical assistance, it should be mentioned that the United Nations Development Programme (UNDP) still constitutes the main source of funding. Nevertheless, because of the magnitude and the urgency of needs, a great many measures were taken with the support of the EC in order to find additional resources and to mobilize all the means available, especially in behalf of the disadvantaged countries. Implementation of the concept of technical cooperation among developing countries (TCDC) was one of the choices that fostered the development of technical activities and increased their impact.

160 In the field of information and documentation, various measures were taken, pertaining, among other things, to:

- strengthening of public information activities on the basis of the Declaration of Hamburg and resolutions C 37 and C 18 (increased UPU participation in international fairs and exhibitions, press conferences and releases, reception of visitors at the International Bureau, etc);
- reorganization of World Post Day;
- modernization of the International Bureau film library;
- revision of various publications including "Union Postale", the "UPU Memorandum", the "Compendium of information on the organization and internal services of postal administrations", the "History of the UPU from 1948 to 1985", the "Universal Postal Union (UPU), specialized agency of the United Nations".

161 In terms of Union finances, the EC supported the Director-General's efforts to rationalize work methods and maintain a zero-growth budget so as to reduce the expenditure of member countries as much as possible during four years. In April 1989, the Council granted the funds needed for the urgent implementation of special activities to improve the quality of the

international postal service and to enable the UPU to contend more vigorously with the competition. Finally, it should be noted that the Council decided to finance the expenditure relating to the Washington Congress by withdrawal from the Reserve Fund, as had been done for the Hamburg Congress, thereby avoiding a sharp increase in the contribution share for 1989.

Bonn, 14 August 1989

For the Executive Council:

F KOLLER

Chairman

Annex I

Results of the work entrusted to the Executive Council by the Hamburg Congress

Congress resolution, decision, etc	Results	Report paragraph No
Decision C 2 Provisions concerning the quorum and conditions of approval of proposals	In accordance with the spirit of Hamburg Congress proposals 1719.1 and 1721.1, the EC prepared for Congress proposals to amend articles 18, 19 and 20 of the Rules of Procedure of Congresses (see proposal 1718.1, 1719.1 and 1720.1)	72
Resolution C 10 Consideration of the Agreements concerning the postal financial services (including the Subscription to Newspapers and Periodicals Agreement) Decision C 28 Provisions concerning the issue and payment of postcheques Resolution C 81 Forms of the Agreements concerning the postal financial services	As part of the revision of the Agreements on the postal financial services, the EC decided to retain only the Agreements the usefulness of which had been unanimously recognized, viz the Money Orders Agreement, with the exception of the part concerning postal travellers' cheques, the Giro Agreement and the Cash-on-Delivery Agreement, and to delete the part of the Money Orders Agreement concerning postal travellers' cheques, the Collection of Bills Agreement, the International Savings Service and the Subscriptions to Newspapers and Periodicals Agreements (see Congress – Doc 62)	62 and 63
Resolution C 14 Principle and method of calculating internal air conveyance dues	The Executive Council prepared for the benefit of Congress three proposals to amend articles 82 and 83 of the Convention and 51 of the Postal Parcels Agreement, to specify the methods of calculating internal air conveyance dues in accordance with resolution C 14 (proposals 4082.2, 4083.1 and 5051.1)	48

Congress resolution, decision, etc	Results	Report paragraph No
Resolution C 15 Scientific specimens of hazardous substances	It proved impossible to reach agreement with IATA which was most concerned by the question of transporting "small quantities" of scientific specimens of hazardous substances by air. However, the Executive Council decided to conduct, with IATA's cooperation, an awareness-raising campaign about the dangers of conveying hazardous goods by air-mail (exhibition at the 1989 EC and during the 1989 Washington Congress, distribution of video-cassettes, folders, posters). The EC also proposed that this matter be followed up after Congress (proposal 4000.3)	50
Resolution C 18 Maximizing the air conveyance of mail	In 1989, the Executive Council adopted a "Maximization Manual", prepared by the IATA–UPU Contact Committee "Maximization" Working Group, which is intended to help administrations in their negotiations with air carriers both at domestic and regional level, as well as to give maximization the boost it needs.	55
Resolution C 22 Revision of land and sea rates	The EC took the view that the present guideline rates for outward and inward rates are high and thought that they should not be changed by Congress. Furthermore, on the basis of the results of an inquiry, it calculated these guideline rates per parcel and per kilogramme of gross weight of the mails (proposal 5046.2)	58, 59, 67 and 69
	Moreover, the EC adjusted the transit and sea rates in line with the revised transit charges (proposals 5047.2 and 5048.2)	60
Resolution C 24 Technical characteristics and information concerning the use of the MP 1bis and MP 12bis forms deposited with the International Bureau	The main task involved in this resolution was executed by Sweden which duly deposited these characteristics with the International Bureau, and administrations were notified of them by circular letter 3450.7(C)1129 of 31 January 1985	64
Resolution C 32 World Post Day	The Executive Council chose between 1985 and 1989 the theme of World Post Day at the suggestion of the Director-General of the International Bureau (decision CE 24/1987)	146

Congress resolution, decision, etc	Results	Report paragraph No
Resolution C 33 Publication of one or more books dealing with the influence of the Post in Art	In compliance with the Executive Council decision (decision CE 2/1987), the International Bureau requested UNESCO's cooperation on implementing this idea. An inquiry opened among the postal administrations showed that the number of copies to which they would like to subscribe of a work in French on the influence of the Post in painting and the graphic arts would not provide the financial support requested of the Union by the publisher suggested by UNESCO. As the UPU was not able to stand the part of the financing not covered by the subscriptions, the Executive Council decided to temporarily abandon this idea (decision CE 13/1988)	91
Resolution C 34 Contacts with international organizations representing customers of the postal service	Within the framework of this study, the EC conducted various activities, viz: – inviting all administrations to organize contacts with these bodies at national level (decision CE 31/1985) – on the basis of the conclusions of the study, drawing up of a list of six international bodies with which the UPU can maintain relations (decision CE 14/1986) – inviting the CCPS Steering Committee to include some of these organizations in the October 1987 CCPS symposium (study 611) on the problem of the press and postal traffic (decision CE 23/1987)	140
Resolution C 37 Financing UPU technical cooperation activities	The EC took note of the action taken by the International Bureau, in particular to: – intensify its approaches to national and UNDP authorities to smooth the way for the success of requests presented by postal administrations; – support the public information activities conducted for that purpose by the postal administrations of the developing countries; – continue its efforts, with the cooperation of the Restricted Unions, as appropriate, with a view to seeking supplementary funds, particularly from the developed or rich countries, the World Bank and subregional and regional financial institutions	105, 112 and 127

Congress resolution, decision, etc	Results	Report paragraph No
Resolution C 38 UPU technical assistance priorities and principles	In approving the UPU programme of action for the period 1986–1990, the EC took account of the UPU priorities and principles of action selected by the Hamburg Congress. In addition, it strengthened relations between technical assistance activities and CCPS studies. Cooperation with the Restricted Unions and the Regional Economic Commissions was strengthened by joint measures (holding of courses, study cycles, etc)	105, 123 and 127
Resolution C 41 Principles and methods for the calculation of transit charge scales	The EC proposed new transit charge scales (see Congress – Doc 61 and proposal 3063.1)	41
Resolution C 42 Study on terminal dues	The EC proposed to introduce separate rates for LC and AO items in exchanges with large volumes of traffic. Moreover, the EC proposed to base the accounting for traffic subject to terminal dues on the actual weight (see Congress – Doc 60 and proposals 3064.1, 3064.91. 3065.2, 3067.2, 3067.91, 3067.92, 3556.1, 3562.1, 3564.1, 3565.1, 3568.1, 3569.91, 3570.1, 3571.1, 3572.91, 3573.1, 3574.1, 3575.1, 3575.91, 3576.1, 3577.1, 3577.91, 3577.94, 3577.92, 3577.93, 3578.1, 3580.1, 3581.2, 3582.1, 3583.1, 3584.1, 3585.1, 3586.1, 3687.2, 3588.2, 3589.1, 3590.1, 4606.1, 4619.1, 3912.2, 3912.3, 3912.4, 3914.1, 3915.1, 3915.2, 3915.3, 3916.1, 3917.1, 3917.91, 3917.92, 3918.1, 3918.2, 3918.91, 3920.1, 3920.2, 3928.1, 3928.2, 3962.1, 3000.3, 3000.4)	42
Resolution C 45 Basic airmail conveyance rate	The Executive Council, in conjunction with IATA, studied the possibility, on the one hand, of setting rates linked to the air cargo rates and, on the other, of instituting a system of degressive basic rates. However, on the basis of three consultations among postal administrations, it was decided in the end to abandon the idea of establishing formal links between cargo and airmail rates, and not to recommend the adoption of degressive rates. In another vein, having considered IATA's request for an increase in the present rate, the EC in the end decided to propose retention in the Acts of the single basic rate of 1.74 g fr which would be updated by the EC on the eve of each Congress (proposal 4000.4)	47

Congress resolution, decision, etc	Results	Report paragraph No
Decision C 46 Non-attendance of members of the EC and the CCPS at meetings of those bodies	After studying proposals 1502.2/Rev 1, 1502.8 and 1504.1, the EC considered that it was not advisable to adopt sanctions against members of these bodies which do not participate regularly in their proceedings It nevertheless recommended the Restricted Unions to draw the attention of member countries which are candidates for EC and CCPS seats to the obligations which would arise in the event of their election (decision CE 21/1985)	75
Resolution C 49 Reconstitution of the CCC–UPU (Customs Co-operation Council–Universal Postal Union) Contact Committee	By agreement with the CCC, the CCC–UPU Contact Committee was reconstituted. Its work dealt with the customs treatment of postal items (proposals 2543.91, 5538.91, 2933.91) Reconstitution of the CCC–UPU Contact Committee after the Washington Congress (proposal 2000.4)	137
Resolution C 50 Revision of transit charges	A survey of transit countries and mathematical research were conducted. The scales of transit charges were presented in a new way. The EC also planned new modes of transport for mail in transit (see Congress – Doc 61 and proposal 3063.1)	41
Resolution C 51 Technical characteristics of the postcheque form and postcheque guarantee card deposited with the International Bureau	The countries issuing postcheques designated Great Britain as the spokesman for informing the IB of any amendment to the above-mentioned technical characteristics	68
Resolution C 53 Duration of Congress	At the end of this study to reduce the duration of Congress to five weeks, the EC took several series of measures which can be summarized as follows: – repetition of the measures applied at the Hamburg Congress – strict observance by Chairmen of the Rules of Procedure of Congresses and of punctuality – certain suggestions made regarding the IB and the host country (see decisions CE 17/1985 and CE 12/1986) – an urgent appeal to administrations and Restricted Unions to limit the number of proposals for submission to Congress (see resolution CE 2/1988)	73

Congress resolution, decision, etc	Results	Report paragraph No
Resolution C 54 Amendment of the presentation of the List of Prohibited Articles	The Executive Council adopted a new List of Prohibited Articles based on the classification of the Brussels Harmonized System adopted by the Customs Co-operation Council (proposal 2500.4)	23
Resolution C 56 Study on international postal regulations	(See Congress – Doc 72 and proposals 1022.1, 1025.1, 1502.2, 1509.1, 1520.1, 1521.1, 1522.2, 1523.1, 1715.1, 1715.2, 1715.3, 2091.1, 5056.1, 01, 02)	12
Decision C 59 Rate-fixing for combined items	(See Congress – Doc 58 and proposal 3019.10)	39
Decision C 60 Rate-fixing on the principle of priority/non-priority mail and Resolution C 62 Rate-fixing and conditions for the acceptance of letter-post items	The EC proposed the co-existence of several rate-fixing systems (see Congress – Doc 59 and proposals 2018.1, 3019.5, 3019.91, 2027.1, 2028.1, 2031.2, 2032.1, 2032.91, 2032.92, 2034.1, 2035.1, 2035.2, 4071.1, 4071.91, 4072.1, 4073.1, 4074.1, 4075.1, 4076.1, 4077.1, 4079.1, 4080.1, 4081.1, 4082.1, 4090.1, 4321.1, 2509.3, 2513.91, 2524.91, 2539.1, 2541.2, 2550.1, 2554.3, 2555.1, 2560.1, 2562.1, 2564.1, 4600.1, 4601.1, 4602.1, 4612.1, 4613.1, 4614.1, 4615.1, 2908.1, 2909.1, 2000.1)	40
Decision C 64 Definition of the terms "documentation", "document" and "publication"	In view of the definitions given in article 17 of the International Bureau In-House Rules, the Executive Council suggested standardizing the terms "documentation", "document" and "publication" in the Acts (see proposals 1507.1, 2509.1, 2511.1, 2512.1, 4627.2)	94
Resolution C 66 UPU action on behalf of the least developed countries (LDCs)	The EC approved an annual technical assistance programme on behalf of the LDCs under the UPU's own resources. A report on the situation of the Post in the LDCs will be submitted to the 20th Congress (see Congress – Doc 53)	105 and 111
Resolution C 67 Technical cooperation among developing countries (TCDC)	The EC took note of the measures taken by the International Bureau to promote TCDC (see Congress – Doc 52)	105 and 110

Congress resolution, decision, etc	Results	Report paragraph No
Resolution C 70 Direct transhipment of airmails between different airlines	The Executive Council, in cooperation with IATA, prepared a replacement AV 7/C 18bis delivery bill and adopted the guidelines for its use, in keeping with the terms of resolution C 70. The Council also approved the use of an AV 8ter label for better identification of bags for transhipment (proposal 4906.1), and the corresponding amendment to article 208 of the Detailed Regulations of the Convention (proposal 4608.1); it recommended that administrations be reminded of the importance of following the procedures specified in the practical form to be used for direct transhipments and to ask IATA to ensure that its members were conscious of their responsibilities regarding these transhipments	53
Recommendation C 71 Settlement of airmail accounts	This recommendation was finally given concrete form in Executive Council proposal to Congress 4086.1 for amendment of article 86 of the Convention, aimed at facilitating the direct settlement of accounts between postal administrations and air carriers	51
Resolution C 79 Study with a view to establishing basic charges for letter-post items	The EC proposed making the provisions of article 19 of the Convention more flexible (see Congress – Doc 58 and proposals 1502.4, 3019.6, 3019.7, 3019.8, 3019.9, 3019.10, 3019.11, 3031.1, 3303.1, 3304.1)	38
Resolution C 82 Redirection and return to origin of correspondence by air	Having noted that the systematic use of the quickest route (air) for redirecting LC airmail items did not, in general, present any difficulty, the Executive Council ratified the relevant regulations and decided to recommend the use of the same route (air) for the redirection and return to origin of AO items (proposal 4000.1)	49
Decision C 85 Limits of Union expenditure	The study conducted by the EC resulted in maintaining the status quo regarding the provisions of article 124 of the General Regulations	103
Decision C 88 Credentials of delegates to Congress	In the light of the conclusions of this study, the EC did not adopt the idea of sanctioning credentials which are not in order by withholding the right to vote and opted for a certain amount of flexibility towards irregular or missing credentials; it instructed the International Bureau to take certain concrete measures in that respect (decision CE 10/1987 and proposal 1703.1)	71

Congress resolution, decision, etc	Results	Report paragraph No
Resolution C 89 Possible introduction of a control mechanism for exceptional inward land rates	The Executive Council adopted the possibility of increasing inward land rates up to a certain percentage above the outward rates, subject to this excess being justified to the IB. Furthermore, outward land rates should be published in the Compendium of Information (Postal Parcels) (proposal 5046.3)	61
Decision C 91 Geographical distribution of EC seats	The study conducted by the EC resulted in maintenance of the status quo	74

Annex II

List of Executive Council resolutions and decisions 1984–1989

Classification key

1	General affairs of the Union
1.1	Member countries
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1.3	
1.4	Report on the work of the Union
1.5	Miscellaneous
2	Acts of the UPU
2.1	General
2.2	
2.3	General Regulations
2.4	Convention
2.4.1	Questions common to the different international postal services
2.4.2	Letter post
2.4.3	Transit charges and terminal dues
2.4.4	Airmail
2.5	Parcel Post
2.6	Postal financial services
2.6.1	
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2.6.3	
2.6.4	
2.6.5	
2.6.6	
2.6.7	EMS
2.7	Declaration of Hamburg
3	UPU bodies
3.1	
3.2	Congress
3.2.1	
3.2.2	Organization and functioning
3.2.3	Miscellaneous
3.3	Executive Council (EC)
3.3.1	Rules of Procedure
3.3.2	Organization and functioning
3.3.3	Comprehensive report on the work of the Executive Council
3.3.4	Miscellaneous
3.4	Consultative Council for Postal Studies (CCPS)
3.4.1	
3.4.2	Organization and functioning
3.4.3	
3.4.4	Miscellaneous
3.5	International Bureau
3.5.1	Organization and functioning
3.5.2	Staff
3.5.2.1	Staff Regulations and Rules
3.5.2.2	UPU Provident Scheme
3.5.2.3	Social Fund
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3.5.3	Documents and publications
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4	Finance
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4.2	Budget
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5	Technical cooperation
5.1	General
5.2	Projects and other activities
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5.2.3	
5.2.4	Postal training
5.3	United Nations Development Programme (UNDP)

5.4	UPU Special Fund
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6	External relations
6.1	Restricted Unions
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6.4	Other organizations
6.4.1	International Air Transport Association (IATA)
6.4.2	Customs Co-operation Council (CCC)
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6.4.10	Miscellaneous
6.5	Public information

List of resolutions and decisions of the Executive Council

Classification key		Subject	Resolution No	Decision No
1	General affairs of the Union			
1.4	Report on the work of the Union	Approval of the report on the work of the Union 1984, 1985, 1986, 1987 and 1988		D 1/1985 D 1/1986 D 1/1987 D 1/1988 D 1/1989
1.5	Miscellaneous	Possible new edition of the Memorandum on the foundation and development of the UPU		D 2/1985
		a Publication of one or more books dealing with the influence of the Post in art		D 2/1986
		b New edition of the UPU Memorandum		
		Publication of a work in French on the influence of the Post in painting and the graphic arts		D 2/1987
		Publication of a "History of the UPU from 1948 to 1985"		D 3/1987
		Publication of a book on the influence of the Post in painting and the graphic arts		D 13/1988
		Reprinting of the "UPU Memorandum 1874–1949"		D 16/1988
2	Acts of the UPU			
2.1	General affairs	Function of depositary of the Acts of the Union		D 33/1985
		Combined use of the terms "delegate", "representative" and "plenipotentiary"		D 2/1989
		Approval of the report on international postal regulations		D 3/1989
		Submission of reservations to the Detailed Regulations		D 4/1989
2.3	General Regulations	Change of contribution class		D 3/1985
		Contribution classes: placing of Lebanon in a lower class		D 4/1985
		Request for a change to a lower class of contribution to the expenses of the Union		D 3/1986 D 4/1987

Classification key		Subject	Resolution No	Decision No
2.4	Convention			
2.4.1	Questions common to the various international postal services	Reconstitution of the CCC–UPU Contact Committee		D 5/1985
		CCC–UPU Contact Committee		D 4/1986
		Control of forwarding times		D 11/1986
		Quality of the world postal service (Declaration of Hamburg)	R 3/1986	
		Responsibility for conducting a study on remailing		D 5/1987
		CCC–UPU Contact Committee		D 6/1987
		Invitation to the postal and customs administrations of Belgium and Switzerland		D 7/1987
2.4.3	Transit charges and terminal dues	Study on calculating basic charges. Setting up of a WP (WP 1)		D 6/1985
		Study on the structure of charges according to new principles. Setting up of a WP (WP 2)		D 7/1985
		Study on terminal dues. Setting up of a WP (WP 3)		D 8/1985
		Setting up of two joint liaison groups		D 9/1985
		Calculation of the new transit charge scales for submission to the next Congress		D 10/1985
		Terminal dues for official International Bureau mail	Recommendation 4/1986	
		Transit charges and terminal dues for Restricted Unions' mail		D 5/1986
		Criticism of the data used in calculating transit charge scales		D 6/1986
		Calculation of the variants of transit charge scales – Submission to Congress		D 7/1986
		Transit charges and terminal dues for Restricted Unions' mail		D 8/1987
		Round table discussion on terminal dues		D 9/1987 D 2/1988

Classification key		Subject	Resolution No	Decision No
2.4.4	Airmail	Airmail. Setting up of a Working Party		D 11/1985
		Revision of airmail distances		D 12/1985
		IATA–UPU Contact Committee		D 13/1985 D 8/1986
2.5	Parcel post	Parcel Post. Setting up of a WP		D 14/1985
		Parcel Post. Formation of a Telematics WP		D 3/1988
2.6	Postal financial services	Postal financial services. Setting up of a WP		D 15/1985
		Consideration of the Agreements concerning the postal financial services		D 9/1986
2.6.7	EMS	EMS service	Recommendation 2/1987	
2.7	Declaration of Hamburg	Declaration of Hamburg		D 16/1985
		Quality of the world postal service	R 3/1986	
		Control of forwarding times		D 11/1986
3	UPU bodies			
3.2	Congress	Duration of Congress		D 17/1985 D 12/1986
3.2.2	Organization and functioning	Doyen of Congress		D 4/1988
		Invitations to the 20th Congress	R 2/1989	
		Congress Committees	R 3/1989	
		Preparation of reports instead of minutes at the meetings of certain Congress Committees	R 4/1989	
3.2.3	Miscellaneous	Delegates' credentials		D 10/1987
		Appeal to administrations and to Restricted Unions to limit the number of proposals for submission to the 20th Congress	R 2/1988	

Classification key		Subject	Resolution No	Decision No
		Topic for the general debate at the Washington Congress		D 5/1988
		Closure of the accounts of the 20th Congress (chapter 3 of the Union budget for 1989)		D 6/1988
		Presentation to Congress of certain proposals arising from the work of Committee 3 (General)		D 5/1989
		Presentation to Congress of certain proposals arising from the work of Committee 4 (Letter Post – Regulatory aspects)		D 6/1989
		Presentation to Congress of certain proposals arising from the work of Committee 5 (Letter Post – Rate-fixing and payments)		D 7/1989
		Presentation to Congress of certain proposals arising from the work of Committee 6 (Airmail)		D 8/1989
		Presentation to Congress of certain proposals arising from the work of Committee 7 (Parcel Post)		D 9/1989
		Presentation to Congress of certain proposals arising from the work of Committee 8 (Postal Financial Services)		D 10/1989
		Presentation to Congress of certain proposals arising from the work of Committee 9 (Technical Cooperation)		D 11/1989
		Presence of the media at the General Debate		D 12/1989
3.3	Executive Council			
3.3.1	EC Rules of Procedure	Rules of Procedure of the EC		D 18/1985
3.3.2	Organization and functioning	Vice-Chairmen of the Executive Council		D 1/1985 Hamburg
		Chairmen of the Executive Council Committees		D 2/1985 Hamburg
		Date of the 1985 Executive Council session		D 3/1985 Hamburg
		Vice-Chairmen of the Executive Council Committees		D 19/1985
		Duties of the Executive Council Committees		D 20/1985

Classification key		Subject	Resolution No	Decision No
		Non-attendance of members of the EC and the CCPS		D 21/1985
		Date of the next Executive Council session		D 22/1985 D 13/1986 D 11/1987 D 7/1988
		Parcel Post. Formation of a Telematics WP		D 3/1988
		Adapting the operation of the Union to present commercial and technical demands – International Bureau thoughts and suggestions. Establishment of a WP		D 8/1988
		Submission of reservations to the Detailed Regulations		D 4/1989
		Procedure for the authentication of the Detailed Regulations		D 13/1989
		Organization, operation and work methods of the EC and the CCPS		D 14/1989
		Submission of applications for the next EC and CCPS	R 5/1989	
3.3.3	Comprehensive report on the work of the EC	Approval of the comprehensive report on the work of the EC (1984–1989)		D 15/1989
3.3.4	Miscellaneous	Allowances of the Chairman of the CCPS		D 15/1986
		Allowances and entertainment expenses of the Chairman of the CCPS	R 5/1987	
3.4	CCPS	Approval of the annual report on the work of the CCPS		D 32/1985
3.4.2	Organization and functioning	Non-attendance of members of the EC and the CCPS		D 21/1985
		Organization, operation and work methods of the EC and the CCPS		D 14/1989
		Submission of applications for the next EC and CCPS	R 5/1989	

Classification key		Subject	Resolution No	Decision No
3.4.4	Miscellaneous	Travel expenses and allowances of the Chairman of the CCPS		D 26/1985
		Allowances of the Chairman of the CCPS		D 15/1986
		Allowances and entertainment expenses of the Chairman of the CCPS	R 5/1987	
3.5	International Bureau			
3.5.1	Organization and functioning	Setting up of a WP on streamlining the operation of the International Bureau		D 23/1985
3.5.2	Staff	Appointment of a new Assistant Director-General (D 2)		D 24/1985
		Seniority step		D 17/1986
		Loss of remuneration due to the depreciation of the United States of America (US) dollar against the Swiss franc (Sfr)		D 18/1986
		Increase with retroactive effect of basic salaries of General Service (G) category officials		D 12/1987
		Appointment of a new Assistant Director-General (D 2)		D 9/1988
		Increase with retroactive effect of basic salaries of General Service (G) category officials		D 10/1988
		Creation of a P 2/P 3 English-French translator post		D 11/1988
		Proposals, formal opinions and suggestions submitted by postal administrations		D 12/1988
		Creation of a P post and a G post		D 16/1989
3.5.2.1	Staff Regulations and Rules	Additional staff requirements. Staff table		D 25/1985
		Amendment of the International Bureau Staff Regulations		D 17/1989

Classification key	Subject	Resolution No	Decision No
3.5.2.2 Provident Scheme	Actuarial valuation of the UPU Provident Scheme		D 34/1985
	Amendments to the Regulations of the UPU Provident Scheme	R 5/1986	
	Actuarial position of the UPU Provident Scheme		D 19/1986 D 18/1989
	Amendments to the Regulations of the UPU Provident Scheme	R 6/1987	
	Court of appeal of the UPU Provident Scheme		D 13/1987
3.5.2.3 Social Fund	Amendment of the Regulations of the Social Fund for the staff of the International Bureau (RSF)		D 14/1987

Classification key		Subject	Resolution No	Decision No
3.5.3	Documents and publications	Possible new edition of the Memorandum on the foundation and development of the UPU		D 2/1985
		a Publication of one or more books dealing with the influence of the Post in art		D 2/1986
		b New edition of the UPU Memorandum		
		Periodical "Union Postale"		D 20/1986
		Publication of a work in French on the influence of the Post in painting and the graphic arts		D 2/1987
		Publication of a "History of the UPU from 1948 to 1985"		D 3/1987
		Subscription rates of the periodical "Union Postale"		D 15/1987
		International List of Post Offices		D 16/1987
		"Timbres-poste" (Postage stamps) feature of the periodical "Union Postale"		D 17/1987
		Frequency of the periodical "Union Postale"		D 18/1987
		Publication in the periodical "Union Postale" of the text that won the gold (silver-gilt) medal of the international letter-writing competition for young people		D 19/1987
		Publication of a book on the influence of the Post in painting and the graphic arts		D 13/1988
		Publication of a List covering the needs of both the postal and the telecommunications services		D 14/1988
		Conservation of International Bureau documentation		D 15/1988 D 20/1989
		Reprinting of the "UPU Memorandum 1874–1949"		D 16/1988
		Producing videocassettes for postal training		D 17/1988
		Setting up of a data base at the International Bureau		D 19/1989
		Publication of a List covering the needs of both the postal and the telecommunications services		D 21/1989
		Producing videocassettes for postal training		D 22/1989
		Dangerous goods in airmail		D 23/1989

Classification key		Subject	Resolution No	Decision No
4	Finance			
4.1	Financial Regulations	Amendments to the UPU Financial Regulations		D 27/1985 D 21 /1986 D 24/1989
4.2	Budget	Budget of the Universal Postal Union for 1986, 1987, 1988, 1989 (including the expenditure relating to the 20th Universal Postal Congress)	R 1/1985 R 1/1986 R 1/1987 R 1/1988 R 1/1989	
		1988 budget – Credit transfers		D 18/1988
		1989 budget – Additional expenditure in 1989		D 25/1989
4.3	Accounts	Approval of the Universal Postal Union accounts for 1984, 1985, 1986, 1987, 1988 and of the relevant Audit Reports	R 2/1985 R 2/1986 R 3/1987 R 3/1988 R 6/1989	
		Approval of the accounts concerning the funds assigned to the UPU by the UNDP for financial years 1984, 1985, 1986, 1987 and 1988	R 3/1985 R 6/1986 R 4/1987 R 4/1988 R 7/1989	
		Reserve Fund		D 28/1985 D 22/1986
4.5	Miscellaneous	Change of contribution class		D 3/1985
		Contribution classes: placing of Lebanon in a lower class		D 4/1985
		Requests for a change to a lower class of contribution to the expenses of the Union		D 3/1986 D 4/1987
		Approval of the UPU Special Fund programme for 1989 and of the Special Fund supplementary programme for 1988		D 19/1988
		Closure of the accounts of the 20th Universal Postal Congress (chapter 3 of the Union budget for 1989)		D 6/1988

Classification key		Subject	Resolution No	Decision No
5	Technical cooperation			
5.1	General	Development by the UPU of a comprehensive technical assistance action programme	R 4/1985	
5.2	Projects and other activities			
5.2.4	Postal training	Producing videocassettes for postal training		D 17/1988
5.3	United Nations Development Programme (UNDP)	Approval of the accounts concerning the funds assigned to the UPU by the UNDP for financial years 1984, 1985, 1986, 1987 and 1988	R 3/1985 R 6/1986 R 4/1987 R 4/1988 R 7/1989	
5.4	UPU Special Fund	Approval of the UPU Special Fund programme for 1986, 1987, 1988, 1989 and 1990 and of the Special Fund supplementary programme for 1988 and 1989		D 29/1985 D 23/1986 D 20/1987 D 19/1988 D 26/1989
6	External relations			
6.1	Restricted Unions	Transit charges and terminal dues for Restricted Unions' mail		D 8/1987
		The competitive threat – CEPT action on quality of service		D 27/1989
6.2	UN			
6.2.5	Miscellaneous	Relations with the UN and other international organizations		D 30/1985 D 24/1986 D 21/1987 D 20/1988 D 28/1989
6.4	Other organizations			
6.4.1	International Air Transport Association (IATA)	IATA–UPU Contact Committee		D 13/1985 D 8/1986

Classification key		Subject	Resolution No	Decision No
6.4.2	Customs Co-operation Council (CCC)	Reconstitution of the CCC–UPU Contact Committee		D 5/1985
		CCC–UPU Contact Committee (next meeting)		D 4/1986 D 6/1987
		Invitation to the postal and customs administrations of Belgium and Switzerland		D 7/1987
		Raising the limit for the free admission of family parcels. Submission to the CCC		D 22/1987
		CCC–UPU Contact Committee (next meeting)		D 21/1988
6.4.10	Miscellaneous	Contacts with national bodies representing customers of the postal services		D 31/1985 D 14/1986
		Relations with the International Criminal Police Organization (INTERPOL)		D 10/1986
		Contacts with international bodies representing customers of the postal services		D 23/1987
6.5	Public information	International letter-writing competition for young people		D 16/1986
		Publication in the periodical "Union Postale" of the text that won the gold (silver-gilt) medal of the international letter-writing competition for young people		D 19/1987
		World Post Day		D 24/1987
		UPU participation in international exhibitions		D 22/1988
		Press relations		D 23/1988
		International letter-writing competition for young people		D 24/1988
		UPU participation in international exhibitions and fairs		D 29/1989

Congress – Doc 17

Comprehensive report on the work of the Consultative Council for Postal Studies

1984 – 1989

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Attachments

1 CCPS sessions and Steering Committee meetings

2 CCPS work programme for the period 1984–1989

3 ISO meetings at which the Union was represented

4 List of decisions, recommendations and formal opinions of the 1984 Hamburg Congress which concern the Consultative Council for Postal Studies

5 List of proposals and documents submitted to the 20th Congress by the Consultative Council for Postal Studies

6 List of resolutions and decisions of the Consultative Council for Postal Studies 1984–1989

7 Participation in CCPS studies (member countries and non-member countries)

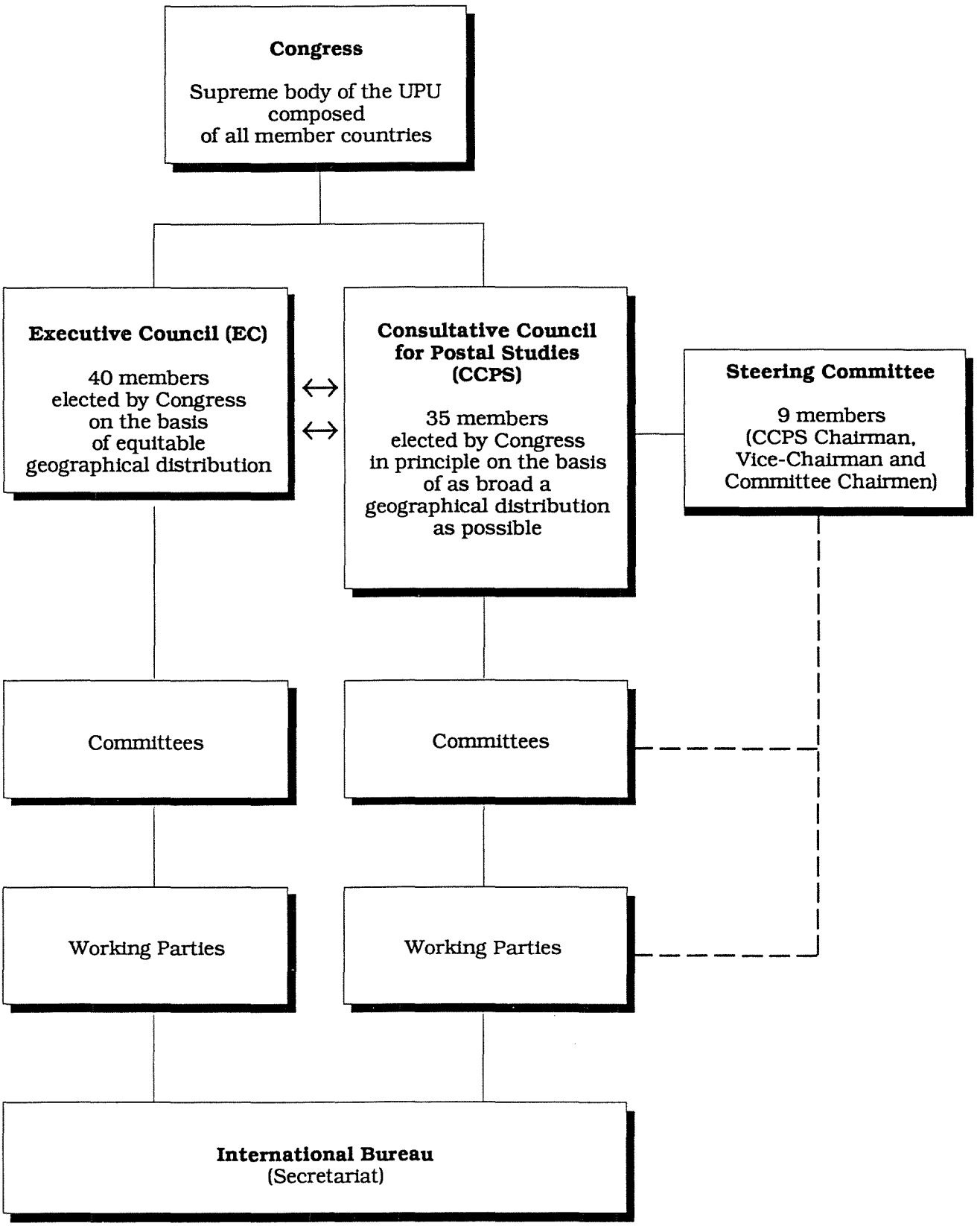
Foreword

1 In accordance with article 105, paragraph 3, of the General Regulations, the Consultative Council for Postal Studies shall prepare for Congress a comprehensive report on its work.

2 In application of those provisions the Council elected by the Hamburg Congress has prepared the present report on the principal results of its work.

NB. – This report does not contain work specifically conducted by the EC, CCPS and the IB to implement the Declaration of Hamburg; the result of this work is the subject of the "Joint Report by the EC, CCPS and International Bureau to Congress on the implementation of the Declaration of Hamburg" (Congress – Doc 21).

The Consultative Council for Postal Studies within the framework of the Universal Postal Union



A. Background to the Consultative Council for Postal Studies

Organic development

3 The Consultative Committee for Postal Studies, created by the 1957 Ottawa Congress, was virtually a theoretical body since it functioned only as Committee 3 of the 1964 Vienna and 1969 Tokyo Congresses and played no effective role between Congresses. In reality, it was its Management Council which carried out the role of permanent and active body.

4 To avoid confusion between the CCPS as a permanent body and as a Congress Committee and wishing to give the said Management Council a status more in accordance with reality, the 1969 Tokyo Congress abolished the Consultative *Committee* for Postal Studies and replaced the Management Council by a "Consultative *Council* for Postal Studies" (CCPS), to which it gave all the tasks previously entrusted to the Committee and its Management Council.

5 At the same time, the Tokyo Congress specified the objectives and functions of the CCPS, particularly in regard to the problems of technical cooperation, education and vocational training of concern to the new and developing countries. It also decided, for economic reasons, that CCPS sessions would be held at the Union headquarters, but left open the possibility for the CCPS to meet elsewhere than at Berne, if circumstances warranted it.

6 In addition, the 1964 Vienna Congress sanctioned a state of affairs which had existed since 1960 and adopted a provision officially recognizing the existence of a Steering Committee composed of the Chairman and Vice-Chairmen of the CCPS (the Vice-Chairmen used to chair the Sections, called "Committees" since the 1969 Tokyo Congress). As the 1979 Rio de Janeiro Congress created the post of Vice-Chairman of the CCPS, the composition of the CCPS is currently as follows: Chairman, Vice-Chairman, Chairmen of CCPS Committees.

7 The relationship of the CCPS to the other bodies of the Union conforms to the organizational chart on page 6.

8 The 1969 Tokyo Congress specified the actual role which the CCPS was to play in the Union as a study body, and at the same time gave it the possibility of itself submitting proposals to Congress. The 1974 Lausanne Congress not only confirmed the direction taken by the 1969 Tokyo Congress as regards the organization of the CCPS but also gave it complete freedom both to prepare a work programme satisfying the priority concerns expressed by member countries of the Union and to decide the most efficient way of dealing with the study subjects thus chosen.

9 Between 1976 and 1978, with the 1979 Rio de Janeiro Congress in mind, the Consultative Council for Postal Studies carried out an important study on its organization and activities the conclusions of which were reflected in Rio de Janeiro Congress resolutions C 4, C 43, C 44 and C 78, which guided the CCPS elected in 1979 in fulfilling its mandate. Although the CCPS could be considered as having functioned in a generally satisfactory manner over the 1979–1984 five year period, certain observations were made on the occasion of the Council's 25th anniversary.

10 After examining these observations and in the light of its experience during its term of office, the CCPS elected by the Rio de Janeiro Congress felt able to communicate certain views and opinions to the CCPS to be elected by the Hamburg Congress. These were listed in the Comprehensive report on the work of the CCPS (Congress – Doc 2). In this way, amendments were made to the Rules of Procedure and the guidelines for the preparation of questionnaires, analysis of replies, general records and reports were incorporated into the "Procedure for conducting studies of the CCPS".

11 The current CCPS also carried out a wide-ranging review on improving its organization and operation to give them the flexibility and effectiveness required by the new situation of the Post and its competitive environment. The results of this review were the subject of documents submitted to the 1988 CCPS session (CCEP 1988 – Doc 9 and Doc 10) and at the same time of proposals to be submitted to Congress. (See also Congress – Doc 69.)

CCPS member countries

12 The 1984 Hamburg Congress maintained the number of members of the CCPS at 35 and elected the following members: Algeria, Argentina, Australia, Austria, Bangladesh, Belgium, Brazil, Canada, China (People's Rep), Cuba, Egypt, Finland, France, Germany, Fed Rep of, Great Britain, India, Indonesia, Italy, Japan, Kenya, Morocco, Netherlands, New Zealand, Pakistan, Spain, Sri Lanka, Sudan, Switzerland, Tanzania (United Rep), Thailand, Tunisia, USSR, United States of America, Yugoslavia, Zimbabwe.

Chairman, Vice-Chairman, Committees and Secretary-General

13 At its constituent meeting (24 July 1984), the CCPS elected Tunisia as Chairman and Canada as Vice-Chairman. It also decided to set up the following seven Committees and designated seven countries to serve as their Chairmen (decision CCEP 4/1984):

Committee 1 Traffic development
Chairman: People's Republic of China

Committee 2 Postal operations
Chairman: Argentina

Committee 3 Mechanization, automation, computerization – Buildings and motor transport
Chairman: Great Britain

Committee 4 Quality of service
Chairman: Yugoslavia

Committee 5 Staff
Chairman: Kenya

Committee 6 Management
Chairman: Morocco

Committee 7 International Post: High-speed services and work resulting from the Declaration of Hamburg
Chairman: Spain

14 The Director-General of the International Bureau carries out the duties of Secretary-General to the CCPS.

Steering Committee

15 The Chairman, Vice-Chairman and Chairmen of the seven Committees form the CCPS Steering Committee.

Sessions

16 The CCPS has held all its annual sessions in Berne (attachment 1). Sessions generally lasted two weeks. In principle, eight days are devoted to meetings of the Working Parties, symposia and Committees and the last two days to plenary meetings.

17 The Steering Committee met on the occasion of every annual CCPS session. It also held five meetings outside the annual CCPS sessions, during the annual EC sessions, as is shown on the table reproduced in the above-mentioned attachment 1.

18 The member countries of the Union were informed of the proceedings and the results of the work of the CCPS and its Steering Committee by means of a Summary Record and the documents of the CCPS which were sent to them after every session.

B. Work of the Consultative Council for Postal Studies

Chapter I

Work programme 1984–1989

19 By resolution C 31, the Hamburg Congress approved the work programme proposed and decided in resolution C 87 to put the provisions relating to the Consultative Council for Postal Studies into immediate effect.

20 At the meeting held on 24 July 1984 in Hamburg, the CCPS fixed the powers of its various Committees. It was not until its annual October 1984 session in Berne that it assigned the studies to the Committees, decided on the work methods to be used by the various studies, appointed the member countries to act as reporting or coordinating countries and set up the Working Parties. During the same October 1984 session, the CCPS instructed the Steering Committee to consider any permanent studies to be reactivated and took note of the study assigned to it by the Hamburg Congress following a proposal by Gabon (CCEP 2/1984 – Doc 3a/Add 2).

21 The work programme as adopted by Congress contains:

- 23 study subjects comprising a minimum programme which the CCPS should in any case carry out;
- 12 study subjects representing a reserve programme implementation of which was left to the Council to decide;
- 7 subjects or topics which Congress had asked the CCPS to study either alone or in cooperation with the Executive Council.

22 The work programme carried out, as shown in attachment 2, is as follows:

- 38 new study subjects: 611, 612, 613, 614, 615, 616, 621, 622, 623, 624, 625, 626, 627, 631, 632, 633, 634, 635, 636, 641, 642, 643, 644, 645, 651, 652, 653, 654, 661, 662, 663, 664, 665, 666, 667, 671, 672, 673;
- 2 studies divided into two parts each: 641 (1 and 2), 661 (1 and 2);
- 1 permanent study not coming under a Committee: A 19;
- 2 reactivated permanent studies: C 104 and 503;
- 19 supplementary studies coming under the main study 671 – EMS.

23 A number of these studies were conducted by the CCPS at the specific request of the 1984 Hamburg Congress. As their conclusions should be brought to the attention of the Washington Congress, they are enumerated below.

Studies assigned to the CCPS by Congress (separate decisions)

a Study 616 "Study on the international registered and insured services and the introduction of an international recorded delivery service" (resolution C 65)

24 The study, conducted by a Working Party for which Australia is the reporting country, began with the distribution of a basic document to the WP members to demarcate the field of the study and define its elements.

25 The study dealt with the present registered and insured services and in particular with the admission of items, charges, transmission, delivery, inquiries, liability and indemnities.

26 The initial results of the study show that administrations are satisfied with the present handling provisions in the service, so no further study will be conducted of the regulations in force. Improvements seem to be called for as regards inquiry procedures.

27 The 1987 CCPS instructed the reporting country to examine the possibilities of replacing the present registered and insured services, either by a two-tier system offering an international recorded delivery service and an insured letter service, or a three-tier system comprising the present registered and insured services supplemented by a recorded delivery service. Proposals for amending the Acts are to be made to Congress on this basis.

28 As study 616 has been completed, the 1988 CCPS decided:

a to publish the report of the study as a brochure in the Collection of Postal Studies;

b to submit to Congress certain proposals for amending the regulations about processing inquiries and about the new simplified registration system entitled "Recorded delivery service". (See list of proposals in attachment 5.)

b Study 626 "Receptacles used for conveying mail (bags, trays, intra-container modules, etc)" (decision C 61, formal opinion C 77)

29 Congress instructed the CCPS to carry out the study and, after completing its work, to draw up proposals, as appropriate, for Congress.

30 The coordinating country of the study (United States of America) started its work by:

- using the results already obtained in study 509/531 "Use of containers for transporting international mail – Transfer of mails" carried out by the CCPS in the 1979–1984 programme;
- encouraging administrations to make practical tests in the field of international mail exchange in trays and other containers, in accordance with Hamburg Congress formal opinion C 77;
- carrying out bilateral exchanges of international mail between the United States of America, on the one hand, and the administrations of Canada, Great Britain, Japan, Netherlands and the Federal Republic of Germany, on the other;
- preparing a questionnaire bearing in mind the initial results of the tests with a view to determining the possibilities and benefits of using such receptacles in the international service.

31 Having considered the draft report of the study and the results of the practical tests using trays for the conveyance of mail, the 1988 CCPS endorsed the main conclusion of the study which was to recommend postal administrations to use receptacles other than mailbags for the conveyance of mail.

c Study 627 "Return to origin of undelivered parcels" (decision C 86)

32 Having adopted new provisions on undelivered parcels under which an undelivered parcel was to be returned to the sender's country of residence and not to the country of origin of the parcel, the 1984 Hamburg Congress instructed the CCPS to carry out a study designed to evaluate the practical results of the application of the amendments made to the Acts (Postal Parcels Agreement, articles 29, 33 and 34 and Detailed Regulations, article 138).

33 The questionnaire on the study was prepared on that basis to enable administrations to provide information on the experience already acquired since application of the new provisions concerning the return of undelivered parcels.

34 According to the conclusions reached by the reporting country of the study (China (People's Rep)) and submitted to the 1988 CCPS, postal administrations:

- consider that the system adopted by the Hamburg Congress has more advantages than disadvantages and should therefore be kept;
- on the other hand favour an improvement in the system and bringing the provisions of the Agreement and its Detailed Regulations into line with one another.

35 The 1988 CCPS was asked to give its views on:

- the conclusions of the study (CCEP 1988/C 2 – Doc 3.7);
- the 11 proposed amendments for submission to the 20th Congress,

but considered it inappropriate to introduce into the Parcels Agreement/Detailed Regulations excessively strict regulations in that field and consequently rejected the proposed amendments for the 20th Congress.

d Study 635 "Packaging used for the conveyance of postal items" (decision C 21)

36 This study was conducted in two stages, the first of which consisted of sending all Union member countries a preliminary questionnaire designed to find out which administrations provided or planned to provide a service for selling packaging for the conveyance of postal items or whether they had authorized other bodies to do so, and the type of packaging offered to customers.

37 On the basis of the 90 replies received, the coordinating country (Finland) prepared an interim report which was sent to the ISO and the postal members of the ISO–UPU Contact Committee.

38 The second stage of the study started with the dispatch of a questionnaire to administrations which had already introduced a service for selling packaging. Analysis of the replies revealed the difficulty of defining international standards because of the diversity of the materials chosen to make the packaging for postal items.

39 Approving the study report, the 1986 CCPS noted the difficulty of defining standards but still decided to send the report to the ISO for consideration and any suggestions as it had been instructed by the Hamburg Congress (decision C 21).

40 The CCPS noted however that the result of the study should serve to improve packaging standardization and to adapt it better to international postal traffic. It therefore approved the proposed recommendation for submission to Congress covering the closing of packing bags, the marking of the position of the address area, reserving an area for affixing stamps, as well as the contrast between the packaging and the printed markings (see proposed recommendation in attachment 5).

41 The final report of study 635 was distributed to postal administrations under cover of circular letter No 4435-635(D)2223 of 22 December 1986.

e Study 636 "Address area on documents – Constituent elements of a postal address" (resolution C 83)

42 In resolution C 83, the 1984 Hamburg Congress instructed the CCPS to pursue, in conjunction with the ISO, the study of the question relating to the "address area on the layout key for trade documents", which was the subject of ISO standard 6422.

Background to the question

43 It was at its 1982 session that the CCPS expressed concern about draft standard ISO/6422 concerning the layout key for trade documents. Indeed, the area on that form designated for the addressee's address did not strictly coincide, with regard to dimensions and position, with the requirements of the postal services of some countries, when the form was sent in a panel envelope (CCEP 2/1984 – Doc 3b).

44 The matter was put before the ISO in a CCPS resolution and the ISO agreed, at the 8th meeting of the ISO–UPU Contact Committee on 24 October 1983, to suspend for 12 months the procedure for publishing the standard, pending the conclusions of the work of an ad hoc ISO–UPU Working Group set up for that purpose, the UPU contribution being based on Joint Group A 1/A 2/A 3 for which Switzerland was the reporting country. The consultations in the Joint Group produced a counter-proposal for submission to the ad hoc Working Group under which the address area could be:

- on the right or on the left, and
- could take six lines of writing with 1/6 of an inch (4.23 mm) between lines,

but it emerged that it was too late to make such changes to the form which was already widely used in several countries and admitted by many organizations.

45 The ISO–UPU Contact Committee meeting, endorsing the ad hoc Group's conclusions, therefore confined itself to allowing standard ISO/6422 to be published with notes specifying that it was possible to increase the number of lines of the address and of characters per line, by using writing with 1/8 of an inch (3.175 mm) between lines and characters spaced 2.12 mm apart. At the same time, at the express request of the postal delegation on the Contact Committee, a further note should appear in the standard drawing users' attention to the fact that documents based on the layout key sent in panel envelopes might not always meet all the criteria of standardized items as defined by the UPU and therefore might not be able to benefit from the preferential rates or handling provided by some postal administrations.

46 The CCPS was also informed about ISO preparation of a draft standard ISO/8439 which affected all forms and which, if it was adopted, would, in time, have repercussions on the layout key. That prospect largely affected discussions on the draft standard ISO/6422 in the CCPS and the ISO–UPU Contact Committee.

47 Therefore, noting that the address area provided for in that preliminary draft standard already took better account of UPU needs, the CCPS considered that all efforts should be concentrated in that direction, so that the final version of the standard corresponded to the concerns of postal administrations as a whole, as such concerns had been defined by the CCPS.

48 A new Joint ISO–UPU Working Group was therefore set up to follow the work in liaison with the relevant ISO Technical Committees, while the CCPS selected as the basis for the work a proposal for the address area finalized by the reporting country (Switzerland). The CCPS also gave its agreement in response to the ISO wish for the study to be supplemented to include the component elements of a postal address (CCEP 2/1984 – PV 3) in a study with the same number and the following title and continuing the work done by Joint Group A 1/A 2/A 3: "Study 636 – Address area on documents – Constituent elements of a postal address".

Work done within the framework of study 636 and draft standard "ISO/DIS/8439 Basic rules for the design of forms"

49 The standardization work conducted in conjunction with the ISO continued in a new Working Group called "ISO/TC 154/SC 2/WG 5" which replaced the Joint ISO–UPU Working Party which had been dissolved. Since its creation in spring 1987, WG 5 had been instructed to draw up recommendations on standardizing the addressing of mail for conveyance by the Post, including electronic mail.

50 WG 5 (ISO) has thus studied the following questions:

- postal address: Dimensions of address block and its position on documents
- envelopes: Dimensions and position of the transparent panel
- postal address: Structure
- postal address: Bringing traditional mail and electronic mail into line with one another.

51 At the same time, other questions were under study in postal administrations, eg:

a the possible revision of article 20 of the Convention (paragraph 1, a, iii) and of article 113 of the Detailed Regulations (paragraph 1, d and e);

b the possible use of codes for representing the names of countries (ISO standard 3166) in postal addresses.

52 The results of the inquiries showed that postal administrations favoured some changes in the regulations; three proposals for submission to Congress were drafted to the desired effect (cf CCEP 1988/C 3 – Doc 3.6a). (See proposals to Congress listed in attachment 5.)

53 As regards the second question, the postal administrations which gave their views did not favour replacing in the postal address the name of the country of destination written in full by the ISO alpha-2 code (ISO standard 3166); many reasons were given for this rejection, chiefly the numerous drawbacks entailed in using the code.

54 It should be pointed out that the work undertaken with the ISO within the framework of study 636 is far from finished and should be continued under the programme of the next CCPS elected at the 1989 Washington Congress. This work will also cover other subjects proposed by postal administrations such as "the position of the sender's address in the top left-hand corner", "problems of postal coding", etc.

f Study 671 "International expedited mail (EMS)" (resolution C 25)

55 In accordance with instructions from the Hamburg Congress (resolution C 25), the CCPS conducted this study on a very broad front completing 19 supplementary studies and holding five highly successful symposia in Berne between 1984 and 1988. The reports on the symposia and on study 671 on EMS as a whole were published as brochures (series 155) in the Collection of Postal Studies.

56 The most significant results of this study were the adoption of regulations (Framework Agreement and Framework Regulations) and numerous decisions relating to operating and expanding EMS and their immediate application after confirmation by the Executive Council. (See attachment 6 "List of resolutions and decisions of the CCPS" and attachment 5 "List of proposals and documents submitted to the 20th Congress by the CCPS".)

57 The considerable expansion of EMS both as regards the size of the network and the quality of the services as well as marketing and inter-administration relations is eloquent testimony to the all-round completion of the mission assigned to the CCPS by the Hamburg Congress.

g Draft study concerning "the possibility of drawing up a world postal development plan – Possible creation of Regional Postal Development Commissions"

58 This study subject stems from the final report of Committee 9 (Technical Cooperation) approved by the 1984 Hamburg Congress at its 18th meeting (23 July 1984). As such, it was possible to consider that Congress had instructed the CCPS to carry out the study proposed by Gabon although no formal decision had been taken in the matter.

59 In view of the various implications of this study which it was considered should cover both planning and programming aspects as well as those of technical cooperation and structures, the CCPS instructed the Steering Committee to define ways and means of conducting such a study.

60 At its May 1986 meeting, the Steering Committee instructed the International Bureau to submit a document setting out the factors and suggestions which could serve as the basis of discussion so that it could give a ruling on the advisability of undertaking the study concerned.

61 The International Bureau document stressed the availability in the UPU of certain statistical data and studies showing the situation of the Post in the world. Some information on ITU experience with the operation of structures similar to the ones suggested by Gabon was also given in the document.

62 The ensuing discussion, which also covered the cost-benefit ratio of the study and the not very conclusive experience of the ITU, speakers were unanimous in their views which may be summarized as follows:

- data on the level of postal development in the world were available in various UPU publications, supplemented by those collected under the Declaration of Hamburg or current studies;
- the creation of Regional Commissions was not considered advisable because of the financial implications and the role played by the Restricted Unions in the various regions;
- ITU experience was inconclusive and would not be transferrable to the UPU's case in any event.

63 In view of the unanimity of the opinions expressed and the arguments put forward, the Steering Committee considered that there was no reason to undertake the study proposed by Gabon and that the International Bureau should inform Gabon of that decision.

64 In decision CCEP 25/1986, the CCPS concurred in the Steering Committee's view concluding that it was not advisable to undertake such a study; Gabon was informed of this decision.

h Study 673 "Declaration of Hamburg. Collection and analysis of information on the standard of the postal service on a world scale" (Congress – Doc 101/Rev 1)

65 As mentioned in the note to this report, it does not contain information about what has been specifically done by the EC, the CCPS and the International Bureau to implement the Declaration of Hamburg. The result of these activities is contained in the "Joint report by the EC, CCPS and IB to Congress on the implementation of the Declaration of Hamburg" (Congress – Doc 21)

Multilingual Vocabulary of the International Postal Service

a Presentation, printing and distribution of the fifth edition

66 In accordance with the instructions given to Working Party A 19 by the 1984 CCPS, the fifth edition of the Multilingual Vocabulary, of which the issue was announced in International Bureau Circular 124 of 30 May 1988, includes the terms and expressions of the fourth edition (subject to any changes made by the first and second supplements) as well as the new terms and expressions arising from the Acts of the Hamburg Congress and from CCPS studies. In addition, out-moded terms and expressions or those which have no particular postal meaning have been deleted, while Portuguese has been included in the Vocabulary.

67 Work on the preparation of the fifth edition of the Vocabulary was carried out by the members of the expanded Working Party A 19* together with the International Bureau and certain reporting countries of CCPS studies on the basis of options chosen in expanded Working Party A 19 and at annual CCPS sessions dealing with the content and presentation of the new edition of the Vocabulary.

68 The fifth edition of the Vocabulary is in the form of a loose-leaf binder and contains some 1156 terms and expressions with their definitions in French and translations in seven other languages (German, English, Arabic, Chinese, Spanish, Portuguese and Russian).

69 As compared with the fourth edition, the new page presentation features a vertical (rather than horizontal) arrangement of the translations of the terms into the various languages. This new arrangement, as well as being in accordance with ISO Recommendation 1149 "Layout of multilingual classified vocabularies", makes for ease of use, to some extent, and reduces the cost of any updates.

70 At the time this document was drafted, distribution of the 3000 copies of the fifth edition printed was as follows:

- 1652 copies distributed to postal administrations free and against payment;
- 17 sold to private individuals;

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* The expanded Working Party A 19 consists of the members of WP A 19 (Belgium, France and Switzerland) and the representation of the following language groups:

- Arabic: Lebanon
- Chinese: China (People's Rep)
- English: Great Britain
- German: Germany, Fed Rep of
- Portuguese: Portugal
- Russian: USSR
- Spanish: Spain

- 82 distributed to the staff members and library of the International Bureau;
- 1249 copies in reserve for later distribution and conference requirements.

b Next update

71 For the next update of the Vocabulary which, under the 1986 CCPS decision could appear after the Washington Congress, during the 1991–1992 period, it seems appropriate to remind the reporting and coordinating countries of CCPS studies of their duty to define, where applicable, terms with a particular postal meaning and to send such definitions to the International Bureau for the attention of the reporting country of Working Party A 19 for inclusion in the Multilingual Vocabulary of the International Postal Service (cf Procedure for conducting CCPS studies, paragraph 4.3, h).

Chapter II

Relations with the Executive Council

72 In accordance with General Regulations, articles 102, paragraph 6, f, and 105, paragraph 2, the CCPS has regularly prepared an annual report on its work which its Chairman has submitted to each session of the Executive Council, which noted them.

73 At the same time, the CCPS cooperated with the EC in accordance with its field of responsibility and the following Congress decisions:

a Resolution C 34

"Contacts with international organizations representing customers of the postal services"

In agreement with the EC, the CCPS held, within the framework of study 611 "Press and postal traffic", a symposium attended by international organizations representing the "Publishers" (press and book trade) and the postal administrations of CCPS member countries (October 1987), following which it was decided to set up a "Publishers–UPU Contact Committee made up of the three international organizations mentioned in paragraph 102 and eight postal administrations (decision CCEP 4/1988).

The 1988 CCPS was informed of the results of the proceedings of the first meeting to that Contact Committee by the reporting country for study 611 (France) in an oral report to CCPS Committee 1.

The report of the first meeting of the Contact Committee, held on 26 October 1988, which was submitted to the April 1989 Steering Committee, was distributed to Contact Committee and CCPS members.

b *Resolution C 25*

"International high-speed mail service (EMS)"

The work done by the CCPS within the framework of study 671 "EMS service" in cooperation with the EC mainly covers the preparation and approval of the Framework Agreement and Framework Regulations. The texts concerned will be submitted to Congress and a decision will be taken on inserting some of them into the Acts of the Union.

c *Declaration of Hamburg*

(CCPS study 673)

The results of the mail monitoring operations carried out by the EC, CCPS and International Bureau under the Declaration of Hamburg were communicated to the EC and the CCPS using a mutually agreed system.

The Coordination Committee on the Declaration of Hamburg which played an important part as a think-tank and coordinator liaised between the bodies. All the work on the Declaration of Hamburg is contained in the "Joint report by the EC, CCPS and IB to Congress on the implementation of the Declaration of Hamburg" (Congress – Doc 21).

Chapter III

Technical cooperation

74 With regard to technical cooperation, the duties of the CCPS are set out in article 104, paragraph 9, of the General Regulations and in resolution C 43 of the Rio de Janeiro Congress.

75 On the basis of that resolution and the practice followed since 1976, the CCPS considered each year a report prepared by the International Bureau on technical cooperation, which kept it in touch with the problems to be solved by the administrations of developing countries and with the action taken by the International Bureau to help them within the framework of the priorities set. The CCPS was thus able to make appropriate comments on this subject.

Studies of particular concern to developing countries.

76 Since one of the duties assigned to the CCPS is to carry out studies designed to enable Union member countries and, in particular, the developing countries to benefit from the results of the work conducted in an appropriate technical framework on a world scale, the CCPS has paid constant attention to the problems of the administrations of developing countries and has endeavoured to conduct the studies so as to respond as far as possible to the concerns of those administrations.

77 It should be stressed in this connection that a large proportion of the studies in the CCPS work programme were of more interest to developing countries (28 studies or 66 percent) and that 9 studies (21 percent) concerned them specifically.

78 All these studies which cover the whole range of postal administrations' activities are aimed at raising the level of the Post in the following fields:

- management, organization and development of services;
- modernization and improvement of services, mechanization, automation and computerization;
- introduction of new services;
- orientation of studies and technical assistance dimension.

79 The reporting and coordinating countries of the studies as well as the Committee Chairmen were asked to take wide account of EC and CCPS decisions on the orientation of studies as indicated in the Declaration of Hamburg and on the technical assistance dimension (CL 4255/4310(D)1802 of 5 September 1986 and CL 4310(D)1225 of 11 March 1988):

- the "technical assistance" dimension to be introduced into certain CCPS studies (resolution CE 4/1985);
- the orientation of studies as indicated in the Declaration of Hamburg (decision CCEP 6/1985).

80 Through all these activities, the CCPS may consider that it has made a contribution to the smooth development of postal services in the young and developing countries.

Chapter IV

Relations with international organizations

81 The CCPS has close relations with the ITU and the CCITT as well as with the ISO which may be termed organized cooperation. The CCPS has also just arranged regular contacts with the international organizations representing press publishers and the book trade. These relations can be summarized as follows:

International Telecommunication Union (ITU)

82 CCPS–ITU relations up to 1979 were maintained within the general framework of the ITU–UPU Contact Committee. These regular relations developed rapidly from 1982 to become close cooperation in three ways:

- work of Sub-Working Party 503 on electronic mail;
- CCPS attendance of CCITT meetings;
- activities linked to the CCITT–CCPS Contact Committee.

a SWP 503 work – Electronic mail

83 Established at the 1986 CCPS session, SWP 503 (electronic mail) carries out its work in conjunction with the CCITT study groups dealing with questions of special interest to postal administrations. Involved is the preparation of regulations (new and revised Recommendations) relating to the facsimile (telefax and bureaufax) and message-handling services particularly as regards physical delivery and the postal address.

84 SWP 503 which represents the UPU at CCITT meetings is responsible for studying questions of concern to the Post, submitting its conclusions and reports to the CCPS and distributing to administrations any relevant documentation.

b CCPS attendance of CCITT meetings

85 In general, the CCPS is represented at all CCITT meetings to which it is invited. Attendance through SWP 503 (members and secretariat) is regular and may be termed very active, particularly in Study Groups I, III and VII as well as at Plenary Assemblies. The CCPS makes a contribution to the study of all questions concerning the Post and the UPU, such as:

- Electronic mail (Facsimile, electronic message handling, Bureaufax table)
- Postal financial services – "POSTFIN" telegrams
- International List of Post and Telegraph Offices
- Addressing – standardization

86 At the same time, the CCITT is invited to CCPS meetings including the symposium on electronic mail which it regularly attends.

c Activities connected with the CCITT–CCPS Contact Committee

87 The CCITT–CCPS Contact Committee was created in application of resolution CCEP 1/1983 and of resolution No 11 of the Eighth CCITT Plenary Assembly held in Torremolinos in 1984. This structure was preceded by the "CCITT–UPU ad hoc Sub-Group (Bureaufax)" which was responsible between 1982 and 1985 for defining a single, universal facsimile service (between public bureaux). This Sub-Group met several times to discuss the Bureaufax service.

88 The CCITT–CCPS Contact Committee, which meets alternately in Berne and Geneva at no fixed frequency (depending on the subjects to be discussed), held two meetings, one in Berne in May 1986 and one in Geneva in October 1987.

The next meeting of the CCITT–CCPS Contact Committee (third) will be held in Berne at a date to be set later on the basis of the questions to be discussed.

89 During the second meeting in Geneva (16 October 1987), the Contact Committee considered the following questions:

- List of Post and Telegraph Offices (ILPTO)
- Bureaufax table (improvement of content)
- Addressing – Message handling – Telegraph money orders
- CCITT work of interest to the CCPS
- CCPS work of interest to the CCITT
- Review of the Contact Committee's terms of reference and work methods
- Next meeting of the Contact Committee.

d Development of ITU–UPU cooperation

90 In all the fields in which ITU–UPU cooperation has been introduced, particularly between the CCITT and the CCPS, the two organizations have taken steps to make it productive and to promote it thanks to the structures set up and the spirit of frank collaboration between the two partners. The 9th Plenary Assembly of the CCITT, held in Melbourne, Australia, in November 1988, confirmed this trend by authorizing the continuation of the special relationship established within the framework of the CCITT–CCPS Contact Committee and by approving the study subjects proposed by the UPU (CCPS SWP 503) for the CCITT 1989–1992 study period. The CCPS, for its part, intends to maintain this line of conduct and to expand the areas of cooperation so as to ensure that the work of the two Unions is complementary and beneficial to their member administrations.

International Organization for Standardization (ISO)

a Historical review of ISO–UPU cooperation

91 ISO–UPU cooperation dates back to 1960 when a first meeting was held in Paris on 14 and 15 November and the ISO–UPU Contact Committee was formed. That Committee then met alternately in Geneva (1961, 1965, 1972, 1983, 1985 and 1987) and in Berne (1962, 1969, 1978, 1984, 1986 and 1988 – 13th meeting).

92 Since the 1979 Rio de Janeiro Congress the Union has been represented on the Contact Committee by the member countries appointed by the CCPS. The CCPS elected by the 1984 Hamburg Congress thus appointed the following members: CCPS Chairman (Tunisia), CCPS Vice-Chairman (Canada), Chairman of CCPS Committee 3 (Great Britain) and the reporting country of study 636 (former Joint Group A 1/A 2/A 3) (Switzerland), it being understood that countries interested in the questions on the Committee's agenda could attend as experts on the proposal of the Chairman of Committee 3 (decision CCEP 2/1984 – PV 4).

b Aim of ISO–UPU cooperation

93 The activities of the two organizations cover several fields and subjects which are of concern to the Post and its environment.

94 When a subject is of direct concern to the Post, a Working Group is set up to prepare the standardization texts or to take an active part in so doing. That was the case with Working Group WG 5 set up in 1987 to continue the work begun by the Joint ISO–UPU Working Party.

95 WG 5 is specifically concerned with finalizing draft standard ISO/DIS 8439 "Basic rules for the design of forms".

96 WG 5 held five meetings (27 April 1987, 21 September 1987, 14 March 1988, 12 September 1988 and 13 March 1989).

97 Cooperation between the ISO and the UPU is not confined to the ISO–UPU Contact Committee and WG 5 but also takes place in some ISO Committees and Sub-Committees. In such cases, the Union is represented as an observer, in principle, by the postal administration of the country in which the meeting is held.

98 The Union took part, in this capacity, in the work of the Technical Committees described in attachment 3, "ISO meetings at which the Union was represented".

In accordance with the 1971 CCPS decision, the reports on these meetings prepared by the administrations representing the Union were sent to all CCPS members.

99 The Union also attends, as an observer, wherever possible, the ISO General Assemblies which define the general policies of that organization in standardization matters. It was represented, for instance, at the general assemblies in Geneva (September 1979), Toronto (September 1982) and Prague (September 1988).

100 The ISO for its part is invited to participate in CCPS meetings and is regularly represented there.

c 13th meeting of the ISO–UPU Contact Committee

101 The report of the 13th meeting of the ISO–UPU Contact Committee, which was held in Berne on 28 October 1988, was submitted to the April 1989 Steering Committee acting within the framework of the powers delegated to it by the CCPS.

International organizations representing the publishing and the book trade

102 Cooperation with the following press and publishing organizations was prompted by the need felt by both Post and customers to solve the problems encountered in posting, routeing and delivery as well as related questions such as rate-fixing and quality of service:

- the International Federation of the Periodical Press (FIPP);
- the International Publishers' Association (IPA);
- the International Federation of Newspaper Publishers (FIEJ).

103 These three international organizations took part in the symposium held at Berne on the UPU's initiative on 22 October 1987 and in the first meeting of the "Publishers–UPU" Contact Committee on 26 October 1988. As stated in paragraph 73 of this document, because the report of the "Publishers–UPU" Contact Committee could not be submitted to the CCPS, it was subsequently submitted for consideration to the April 1989 Steering Committee acting within the framework of the powers delegated to it by the CCPS.

Chapter V

Publications issued under the auspices of the CCPS

a "Computers in the postal service" catalogue

104 This publication contains the data concerning computers in the postal service of member countries, arranged by field of application and equipment used, on more than 800 sheets in four binders.

105 A consultation carried out among member countries of the EC and CCPS on the usefulness of the catalogue revealed that, in its original form, it no longer meets the needs of the administrations concerned, whereas the cost of updating it is not inconsiderable.

106 However, in the discussions in the CCPS in 1983, several delegations emphasized the usefulness of keeping global documentation on computers at the International Bureau for reference purposes, especially for the developing countries.

107 Therefore, to take the result of the consultation and the opinions expressed into account, the CCPS decided to set up a Working Party to devise a system enabling information on computers in the postal service to be sent out regularly in a simplified form. On the basis of the Working Party's report, the 1984 CCPS decided not to formally abolish the catalogue but to stop updating it, to introduce a biennial supplement to this catalogue and to instruct the International Bureau to collect in 1985 (with a view to the preparation of the first supplement) information about the latest achievements of administrations and their projects for using computers in the postal service.

108 The Working Party responsible for continuing the study and submitting a report on the various aspects to the 1985 CCPS came out in favour of using the sheet that had already been used for collecting data for the Catalogue supplement in future and decided that this supplement would be published as a binder with two-yearly updates (decision CCEP 12/1985).

109 Update 1 of the supplement to the Catalogue was carried out in two phases:

- collection of information from administrations (CL 4435–320(D)1640 of 30 June 1987);
- distribution to the administrations of the update 1 sheets for insertion into binder 114.1 (supplement) in 1988.

b Catalogue of Postal Equipment

110 This publication contains, in the form of descriptive illustrated sheets inserted in five binders (Counters – Posting – Sorting – Transport – Delivery), information on technical characteristics of operational equipment used by postal administrations.

111 It is kept up to date by inserting sheets on new developments and removing those on equipment which is no longer used. By 1982, eleven supplements had been published.

112 At the same time as they were consulted on the usefulness of the Computer Catalogue, the administrations were also asked for their views in 1982 on the Catalogue of Postal Equipment. The consultation showed that the latter catalogue is widely used. The CCPS therefore decided to retain this publication, but its contents and presentation and the conditions for its updating were the subject of study 623 on the 1984–1989 work programme adopted by the 1984 Hamburg Congress (resolution C 31).

113 At its 1985 session, the CCPS decided that, pending the results of this study, the Catalogue would not be updated (decision CCEP 11/1985).

114 The 1987 CCPS adopted the conclusions and recommendations of the study and instructed the International Bureau to prepare in 1988 an update of the Catalogue to be distributed to the postal administrations early in 1989 (decision CCEP 24/1987).

c Guide to Modernization of Postal Services

115 CCPS studies generally culminate in a report which is distributed in the Collection of Postal Studies and in a summary – prepared by the reporting country – which is published in "Union Postale". Offprints of these summaries in each of the languages used in the periodical constitute the Guide to Modernization of Postal Services. Since the Rio de Janeiro Congress, the summaries of study reports have been published and catalogued in the Guide with two binders:

- binder 1: documents published from 1961 to 1980
- binder 2: offprints published from 1 January 1981.

d Catalogue of additional services (binder 144)

116 Binder 144 which acts as a source of inspiration and as a data bank for administrations was published in 1984 following the conclusions of study 502 on "using the postal network (including agency services) for non-postal activities – Extending post office functions".

117 The Catalogue consists of three binders containing information classified according to four fields of activity:

Chapter 1: General information
Chapter 2: Counter operations
Chapter 3: Postal items operations
Chapter 4: Services provided by delivery staff but not connected with delivery
Chapter 5: Other fields

In principle it was planned to update this Catalogue every three years.

118 The 1985 CCPS decided to update the Catalogue regularly (decision CCEP 10/1985) and instructed the International Bureau to do so in two phases:

- collection of information (CL 4415–144(D)1900 of 1 October 1986);
- distribution to the administrations early in 1989.

119 Parallel to the work of updating binder 144, ten monographs prepared by administrations on their experience with new services will be published. These monographs will constitute annexes to the report of study 615 "New services provided to customers".

e Other works published or updated on the initiative of the CCPS

120 The following four publications should be mentioned:

- Manual of Rules and Procedures for forwarding International Mail (binder 134), original 1983 edition updated (for the first time) in July 1987 taking account of the 1984 Hamburg regulations;
- EMS Operational Guide and supplement;
- EMS Manual;
- Bureaufax Table published in cooperation with ITU and updated regularly on the basis of information notified by the administrations.

Chapter VI

Organization and operation of the CCPS

121 From 1976 to 1978, the CCPS conducted an important study on its organization and functioning; the results and conclusions which were felt to be satisfactory were submitted to the 1979 Rio de Janeiro Congress.

122 The CCPS nevertheless thought it advisable to stimulate a general review of the Council's organization and functioning (CCEP 1987 – Doc 9) as it had already done in 1982 on the occasion of its 25th anniversary.

123 The results of this review were submitted to the CCPS in 1988 in CCEP 1988 – Doc 10 and resulted in a certain number of proposals submitted by postal administrations, the International Bureau and the Steering Committee.

124 The amendments proposed cover the following fields:

a International Bureau proposals:
  - CCPS five-year work programme: concept and method of implementation;
  - CCPS work methods and procedures;
  - establishment of a "Research and Development Group" in the CCPS;
  - conduct of certain studies by consultant-specialists.

b Proposals by postal administrations:

- study questionnaires (shortening...);
- establishment of a computerized database at the International Bureau;
- curtailment of plenary sessions;
- accelerating the conduct of studies and the distribution of results;
- additional powers for the CCPS to draw up standards.

c Proposals by the Steering Committee with the aim of correcting and simplifying certain practices, thus improving the work of the CCPS.

125 If adopted, some of these proposals should result in the amendment of either the UPU Acts (article 104 of the General Regulations) or of the CCPS Rules of Procedure and of its annex "Procedure for conducting ...". (See proposal to Congress listed in attachment 5.)

Chapter VII

Thoughts on the execution of the work of the CCPS during the period 1984–1989

126 Although the work of the CCPS was executed in accordance with the familiar, institutionalized process it changed in many ways because of the increased interest shown in most of the studies due to the measures taken as regards the organization and conduct of the meetings, exhibitions and press conferences and lastly to the urgent, topical nature of the questions dealt with. All these aspects are highlighted in the following points:

- participation in studies (member countries and non-member countries);
- organization and conduct of meetings and other events;
- numerous decisions for immediate application.

a Participation in CCPS studies (member countries and non-member countries)

127 Of the 60 studies on the programme, including 41 main studies and 19 related studies (or sub-studies), 28 were conducted by the inquiry method and 32 by the Working Party method; in each case, the study was conducted by a postal administration acting as coordinating country for an inquiry and as reporting country for a Working Party.

128 Administration participation in the studies was strong and widely distributed, as can be seen in the two tables (I and II) annexed to this document (attachment 7). Some revealing figures are set out below.

129 Of the 32 studies conducted using the Working Party method (reporting country), 23 were conducted by administrations from industrialized countries and 9 by administrations from developing countries. Of the 28 studies conducted by the inquiry method (coordinating country), 23 were conducted by industrialized countries and 5 by developing countries. It should be noted that the CCPS elected by the Hamburg Congress comprises 16 industrialized and 19 developing countries. Thus, taken overall, the developing countries conducted about one quarter of the studies on the programme; this seems to be an average participation.

130 As regards Working Party participation, it is comforting to note that 35 countries (8 industrialized and 27 developing countries) which are not members of the CCPS participated in the studies (Working Parties) at an average rate of 5 studies per industrialized country and 3 per developing country. This proportion is higher for CCPS member countries where the average is 16 studies per industrialized country and 6 per developing country. The highest participation among CCPS member countries was 24 studies for one industrialized country and 17 for one developing country; in the case of countries which are not members of the CCPS, the figure was 15 studies for both groups (ICs and DCs).

b Organization of meetings and other events

131 The four annual sessions of the CCPS held in 1985, 1986, 1987 and 1988 were busier than usual because of the 9 symposia and 8 Working Party meetings held within the framework of the Committees. Besides the symposia, Working Parties, Committees and plenary meetings, there were other events organized to ensure publicity for and promotion of postal products and services: exhibitions of material (operational and publicity), press conferences, film shows, etc.

c Numerous decisions for immediate application

132 The many decisions taken by the CCPS during the five-year period 1984–1989 are of an urgent nature and call for immediate application because most of them deal with topical issues and enact solutions and corrective measures.

133 Thus, 13 decisions were taken in 1984, 21 in 1985, 30 in 1986, 28 in 1987 and 26 in 1988, ie a total of 118 decisions for the period 1984–1989, of which 9 were resolutions, 19 recommendations and 90 decisions. For purposes of comparison, the annual average was 23 decisions for this five-year period as compared with 9 decisions for the previous five-year period (1979–1984).

134 It should also be said that the majority of decisions concern the development of EMS and improvement of the quality of the service in a competitive environment, a further indication of their topical nature and the urgency of their application (cf List of CCPS resolutions and decisions annexed to this document (attachment 6)).

C. Draft work programme for the future Consultative Council for Postal Studies

I. Preparation of the draft programme

135 According to article 104, paragraph 12, of the General Regulations, "the Consultative Council shall, at its last session before Congress, prepare for submission to Congress the draft work programme of the next Council, taking into account the requests of member countries of the Union and of the Executive Council".

136 With this in view and in accordance with the established practice, the future programme was prepared in keeping with the policies and ideas formulated by the 1987 CCPS when it considered the stock-taking document dealing with this subject (CCEP 1987 – Doc 9).

137 The administrations of Union member countries were thus invited to submit study subjects of importance and interest to a large number of Union countries and corresponding to their main priority needs (IB circular letter No 4001(D)2030 of 20 November 1987); similarly, the Restricted Unions were asked to indicate, on the one hand, those studies of interest to all Union countries which they had undertaken and, on the other hand, those which they planned to undertake (circular letter No 4001(D)2031 of 20 November 1987).

II. Proposals by administrations and the International Bureau

138 Of the 37 administrations which answered the consultation, whether before or after the deadline (12 February 1988):

- thirteen administrations said they had no study subjects to propose;
- twenty-four administrations proposed 97 new subjects for study;
- ten administrations made comments, observations or suggestions.

139 Of the four Restricted Unions which responded to the consultation, three sent in a list of the studies currently under way and of those which they planned to undertake. The subjects mentioned are either of regional scope or have already been dealt with by the CCPS, or else have been re-included as proposals for the programme currently in preparation.

140 The International Bureau submitted to the CCPS a number of proposals and suggestions prepared by a Working Party established on the initiative of the Director-General. These proposals, which cover the following aspects, were dealt with in a separate document (CCEP 1988 – Doc 10):

- the design of the work programme, with a view to giving it more flexibility and allowing for the possibility of its being revised every year as a function of new realities;
- CCPS work methods, with a view to achieving greater effectiveness and enrichment of the work;
- creation within the CCPS of a "research and development group" whose role would be among other things, to crystallize and disseminate commercial and technological knowledge and innovations with applications to the postal sector, especially as regards equipment, new products and market studies, and to promote contacts and exchanges of experience among research centres.

141 As in the past, the International Bureau is including among its other proposals:

- new study subjects proposed by the International Bureau;
- a list of permanent studies that could be reactivated;
- a list of studies from the 1984–1989 programme which could be reinstated because of their importance or the need to continue them;
- a list of the studies held in reserve for the 1984–1989 programme.

III. Administrations' suggestions on the form and content of the work programme

142 According to the suggestions made, the draft 1989–1994 programme must be characterized by both effectiveness and speed, and must correspond in form and content to the ideas expressed during the 1987 CCPS discussions, which are reproduced below:

a adaptation of the CCPS workload to the resources available to it;

b elimination of subjects of limited scope for which a solution can be found on a bilateral basis;

c preference to be given to subjects relating to the development of postal techniques and the needs of the world of the 21st century, dealing with:

- constant improvement of the quality of service and introduction of procedures that will increase productivity and reduce costs;
- the search for innovations aimed at resisting the competition and implementing forward-looking services that draw on every advancement in the field of communications;

  the use of new management methods that will allow the Post to discard the old wait-and-see attitudes and to anticipate events rather than endure them.

143 The postal administrations also suggested that the next work programme be prepared in consideration of the following observations and ideas formulated by some of them:

a the studies should deal with:

- the possible and probable effects of measures for privatization and deregulation of State enterprises, especially the Post, around the world;
- the latent problem of the precarious level of development of the postal service in most of the developing countries and how these countries can be made to benefit from modern management and operational techniques;
- measures such as will place the administrations in a position of strength at the dawning of the 21st century;
- improvement of the world postal network, which includes amendment of those aspects of international postal regulations which become inexpedient, definition and establishment of structures to allow the international Post to contend with its competitors, and concrete organizational and equipment measures defined in common for the benefit of the Post in the developing countries;
- measures aimed at vying with the competitors, satisfying customers' demands, developing new services and accelerating the handling of the mail;

b the work programme, which should be neither too extensive nor too rigid, and should make provision for the CCPS to deal with urgent matters on a priority basis.

IV. Adapting ways and means of implementing the work programme to the objectives to be attained

144 With regard to implementation procedures, there was a broad consensus in favour of adopting dynamic formulas combining the two main features of the symposium method: rich and productive discussions and conclusions applicable in the short term.

145 Moreover, some administrations made a few suggestions which are summarized below and which relate, among other things, to determination of objectives, speed of implementation, choice of appropriate methods and application of the results:

a for each subject there should be an objective capable of being reached within the five-year cycle of the CCPS (preferably in less than five years);

b each subject should be addressed by a small group of countries (rather than by assigning a study to a single administration) consisting only of accredited experts (including outside consultants if necessary), specializing in the subject under consideration;

c achieve positive results in less than five years by using the symposium method;

d expedite the conduct of the studies and also distribute the results quickly to avoid the possibility of the studies being outdated even before they are published;

e avoid overly long and overly scientific documents and questionnaires;

f organize the CCPS sessions so as to avoid the same questions being discussed twice; the "plenary sessions" part could be cut short.

V. Draft work programme submitted to the 1988 CCPS

146 In consideration of all the ideas put forth and the suggestions concretely formulated, it was proposed to the 1988 CCPS that it submit to the 20th Congress a draft programme along the following lines and comprising a fairly limited basic programme and a small reserve programme:

a among the hundred or so subjects received a preliminary selection was made of 26 studies totalling 53 subjects proposed by administrations and which, because of their usefulness to a great many administrations and the urgency of the underlying problems, merit study within the framework of the CCPS;

b among these 26 shortlisted studies, it was proposed that the Council identify:

- certain priority studies to be conducted as soon as possible;
- fourteen studies which, because of their technical nature or their urgency, could be dealt with by specialists recruited for the purpose with the cooperation and under the supervision of the Working Parties and Committee Chairmen;
- six studies requiring only a recompilation of data which could be handled by the International Bureau by means of inquiries/papers;

c despite the interest presented by some of the subjects proposed, it was suggested that they not be included in the basic programme lest they overload it; this is why they were included in the reserve programme, the launching of which would be decided by the next CCPS in consideration of its workload.

147 The Council was informed that the draft programme to be submitted to Congress would in no way prejudice the general policies or main ideas adopted after the general debate, nor the structure and work methods established.

VI. Draft programme resulting from the proceedings of the CCPS Working Party

148 At the end of its work, the 1988 CCPS approved the broad lines of the draft submitted to it and took a number of decisions, including one to create a Restricted Working Party which it instructed:

a to specify the aims of the studies and the results to be achieved;

b to refine selection of the subjects for study on the basis of urgency and priorities and to establish deadlines for completion;

c to make a preliminary classification of studies by Committee;

d to formulate a more comprehensive definition of the working methods;

e to submit the results of the Working Party's work to the April 1989 CCPS SC acting within the framework of the powers delegated to it.

149 On the basis of the results of the work of the CCPS Working Party which met on 13 January 1989, the International Bureau finalized the documents to be submitted for approval to the April 1989 CCPS SC, which then adopted the following documents:

- the draft resolution with a footnote referring to a Congress – Doc to which the work programme, subdivided into six fields of activity, would be attached;
- the Congress – Doc comprising the ideas, thoughts and guidelines of the outgoing CCPS for the incoming CCPS as well as the study profiles and the list of symposia and committees to be held. (See decision CCEP 6/1989 and attachment 6.)

D. Conclusion

150 The sixth CCPS celebrated its 30th anniversary in 1987 at a session which, like the four others of the 1984–1989 five-year period, was marked by a great many productive activities and attracted very substantial participation by experts and leaders.

151 Thanks to this atmosphere of heightened awareness and renewed interest shown by the administrations and the pace of work that the Council set itself, the many, significant achievements detailed in this report now stand to the credit of the CCPS, with some 60 studies completed and embodied in 118 decisions and several proposals to be submitted to the 20th Congress. Another noteworthy point is that these decisions and proposals deal, on the one hand, with new or amended regulations featuring flexibility of application and, on the other, with substantial improvements in standards of service and management and with the modernization of operating systems.

152 Innovative or improved working methods enabled the CCPS to shorten the time required for completion of the studies, to organize more productive discussions and exchanges, and to take more concrete action with regard to marketing new products as well as the traditional post, thereby ensuring that the postal market was regained, retained, or expanded, as the case may be.

153 With such eloquent results, the Council was able to enrich its Collection of Postal Studies with some 40 new brochures or binders and a great many other new, re-issued or updated publications, whether of a promotional or an operational nature, the quality and content of which clearly show that the policies of the Declaration of Hamburg and the technical assistance aspect were given full consideration.

154 In this spirit marked by an appreciable change in its fields of activity, the Council began consideration of a more exhaustive transformation of its structures and methods in such a way as to set itself targets and methods coinciding with administrations' interests and concerns. The Council therefore submits to the 20th Congress proposals for improvement and a work programme containing innovative ideas like:

- including in the Acts a text explicitly recognizing and specifying the role of the CCPS in preparing and updating postal technical and operational standards which it has already assumed de facto, both in the field of EMS and of bar codes, as well as in the standardization work done in conjunction with the ISO and the ITU;
- preparing an adjustable work programme bearing in mind new realities and based on streamlined and updated work methods with studies conducted by specialists, numerous symposia and faster completion and application of results;
- introducing new technologies and procedures into the operational and marketing systems through specific studies proposed in these fields;
- exchanging technical data and information by establishing a computerized database and in meetings of heads of research and study centres.

155 With the future of the Post linked to this ultimate programming task, the outgoing CCPS offers its wealth of experience to its successor and the benefit of its eloquent results, with best wishes for its success.

Berne, 20 February 1989

For the Consultative Council for Postal Studies:

A HOUISSA

Chairman

CCPS sessions and Steering Committee meetings

Sessions	Place and date	Chairman	Vice-Chairman	Committee Chairmen	Secretary-General	Member countries represented (number)	Member countries not represented	Observers and guests
1984	Hamburg 24 July Constituent meeting	M Balma Director-general of Posts, Tunisia	J G Halpin National Director, International Postal Affairs, Canada	C 1 – China (People's Rep) C 2 – Argentina C 3 – Great Britain C 4 – Yugoslavia C 5 – Kenya C 6 – Morocco C 7 – Spain	M I Sobhi Director-General	CCPS 35		
1984	Berne 29 October to 2 November Session and Steering Committee	M Balma Director-General of Posts, Tunisia	J G Halpin National Director, International Postal Affairs, Canada	C 1 – China (People's Rep) C 2 – Argentina C 3 – Great Britain C 4 – Yugoslavia C 5 – Kenya C 6 – Morocco C 7 – Spain	M I Sobhi Director-General	CCPS 33 SC 8	Bangla-desh Kenya Kenya	– EC Chairman – EC Vice-Chairmen (Benin, USSR) – CEPT, UPA, PUAS, APU, PAPU, APPU, NPU – OAU, ITU, ISO – NMC: Paraguay, Portugal
1985	Berne 29 April and 3 May Steering Committee	M Balma Director-General of Posts, Tunisia	J G Halpin National Director, International Postal Affairs, Canada	Y Cong (China (People's Rep)) A C Eguren (Argentina) D G Foot (Great Britain) Mrs O Ilic (Yugoslavia) Z D Mwakitele (Kenya) M Aoujil (Morocco) J Ascandoni (Spain)	A C Botto de Barros Director-General	SC 9		

Sessions	Place and date	Chairman	Vice-Chairman	Committee Chairmen	Secretary-General	Member countries represented (number)	Member countries not represented	Observers and guests
1985	Berne 7 to 17 October Session and Steering Committee	M Balma Director-General of Posts, Tunisia	J G Halpin National Director, International Postal Affairs, Canada	Y Cong (China (People's Rep)) A C Eguren (Argentina) D G Foot (Great Britain) Mrs O Ilic (Yugoslavia) Z D Mwakitele (Kenya) J de Frutos (Spain)	A C Botto de Barros Director-General	CCPS 34 SC 8	Morocco Morocco	– EC Chairman – EC Vice-Chairmen (Benin, USSR) – APPU, CAPTAC, CEPT, UPA, PUAS, APU, PAPU, NPU – League of Arab States, OAU – ITU, ISO – NMC: Bulgaria (People's Rep), Denmark, German Dem Rep, Hungarian People's Rep, Korea (Rep), Paraguay, Polish People's Rep, Sweden
1986	Berne 22 April and 8 May Steering Committee	M Balma Director-General of Posts, Tunisia	J G Halpin National Director, International Postal Affairs, Canada	Y Cong (China (People's Rep)) A C Eguren (Argentina) D G Foot (Great Britain) Mrs O Ilic (Yugoslavia)[1] Z D Mwakitele (Kenya) M A Hassikou (Morocco)[2] J de Frutos (Spain)	A C Botto de Barros Director-General	SC 9		Germany, Fed Rep of, reporting country. Study 503 (meeting on 8 May only)
1986	Berne 20 to 31 October Session and Steering Committee	M Balma Director-General of Posts, Tunisia	J G Halpin National Director, International Postal Affairs, Canada	Y Cong (China (People's Rep)) A.C Eguren (Argentina) D.G Foot (Great Britain) Mrs O Ilic (Yugoslavia) Z.D Mwakitele (Kenya) M Aoujil (Morocco) J de Frutos (Spain)	A C Botto de Barros Director-General	CCPS 35 SC 9		– EC Chairman – EC Vice-Chairman (Jordan) – CAPTAC, CEPT, UPA, PUAS, APU, APPU, NPU – ITU, ISO, OAU, League of Arab States

1 For the meeting of 22 April only.

2 For the meeting on 8 May only.

Sessions	Place and date	Chairman	Vice-Chairman	Committee Chairmen	Secretary-General	Member countries represented (number)	Member countries not represented	Observers and guests
1986 (cont)								– NMC: Bulgaria (People's Rep), Czechoslovakia, Denmark, German Dem Rep, Hungarian People's Rep, Korea (Rep), Nigeria, Norway, Polish People's Rep, Portugal, Sweden – SC 20 October Germany, Fed Rep of, reporting country. Study 503
1987	Berne 15 May Steering Committee	M Balma Director-General of Posts, Tunisia	J G Halpin National Director International Postal Affairs, Canada	H Liu (China (People's Rep)) A C Eguren (Argentina) D G Foot (Great Britain) Mrs O Ilic (Yugoslavia) Z D Mwakitele (Kenya) M Aoujil (Morocco) J de Frutos (Spain)	A C Botto de Barros Director-General	SC 9		
1987	Berne 19 to 30 October Session and Steering Committee	M Balma Director-General of Posts, Tunisia	J G Halpin National Director International Postal Affairs, Canada	Y Cong (China (People's Rep)) D G Foot (Great Britain) Mrs O Ilic (Yugoslavia) C E Muga (Kenya) M Aoujil (Morocco) J de Frutos (Spain)	A C Botto de Barros Director-General	CCPS 33 SC 8	Algeria Argentina Argentina	– EC Chairman – EC Vice-Chairman (Jordan) – CAPTAC, CEPT, APTU, UPA, PUAS, APU, PAPU, APPU, NPU – ITU, ISO, League of Arab States – NMC: Chile, Czechoslovakia, Denmark, German Dem Rep, Hungarian People's Rep, Korea (Rep), Nigeria, Polish People's Rep, Portugal, United Arab Emirates, Zaire

Sessions	Place and date	Chairman	Vice-Chairman	Committee Chairmen	Secretary-General	Member countries represented (number)	Member countries not represented	Observers and guests
1988	Berne 2 and 5 May Steering Committee	M Balma Director-General of Posts, Tunisia	J.G Halpin National Director, International Postal Affairs, Canada	Y Cong (China (People's Rep)) A C Eguren (Argentina) D G Foot (Great Britain) Mrs O Ilic (Yugoslavia) C C Musundi (Kenya) M Aoujil (Morocco) J de Frutos (Spain)	A C Botto de Barros Director-General	SC 9		France (reporting country study 611)
1988	Berne 17 to 28 October Session and Steering Committee	A Houissa Director-General of Posts, Tunisia	J G Halpin National Director, International Postal Affairs, Canada	Y Cong (China (People's Rep)) A C Eguren (Argentina) D G Foot (Great Britain) Mrs O Ilic (Yugoslavia) C C Musundi (Kenya) M Aoujil (Morocco) J de Frutos (Spain)	A C Botto de Barros Director-General	CCPS 33 SC 9	Algeria Bangla-desh	– EC Chairman – EC Vice-Chairman (Jordan) – CAPTAC, CEPT, UPA, PUAS, APU, PAPU, APPU and NPU – ITU, ISO, OAU, League of Arab States – NMC: Bulgaria (People's Rep), Chile, Colombia, Czechoslovakia, Denmark, German Dem Rep, Greece, Guinea, Hungarian People's Rep, Korea (Rep), Lesotho, Polish People's Rep, Portugal – Doyen of the 20th Congress
1989	Berne 24 and 28 April Steering Committee	A Houissa Director-General of Posts, Tunisia	J G Halpin National Director, International Postal Affairs, Canada	Y Cong (China (People's Rep)) A C Eguren (Argentina) D G Foot (Great Britain) Mrs O Ilic (Yugoslavia) C C Musundi (Kenya) M Aoujil (Morocco) J de Frutos (Spain)	A C Botto de Barros Director-General	SC 9		

CCPS work programme, 1984–1989

Study numbers and subjects *Reporting/Coordinating country* *References to 1984 Hamburg Congress decision*	*Results of studies* *Documents distributed or to be distributed*
Committee 1: Traffic development **611** The press and postal traffic: – relations with the publishers of newspapers and periodicals – place of the press in postal traffic – handling of newspapers and periodicals in postal operations (posting, forwarding, delivery) – financial results (rates applied, profits or losses/coverage of losses) Reporting country: France Resolution C 31. WP: 21 countries	Symposium in 1987 among postal administrations (Part I) and with international organizations representing the press and book trade (Part II) Creation of the "Publishers–UPU Contact Committee" (1st meeting 1988) Final report Publications – symposium brochure (1989) – study report brochure (1989) – study summary (1989)
612 Organization of public relations and marketing services in developing countries Coordinators: Egypt International Bureau Resolution C 31. Inquiry	Final report and Operational Guide Publications – study report brochure (No 157) – Binder-guide "The practice of public communication in the Post" (No 157.1) – study summary (1989)
613 Philately – issue and organization of the sale of postage stamps – Philatelic products Reporting country: Thailand Resolution C 31. WP: 27 countries	Final report Publications – study report brochure (No 171) – study summary (1989)

Study numbers and subjects *Reporting/Coordinating country* *References to 1984 Hamburg Congress decision*	*Results of studies* *Documents distributed or to be distributed*
614 Publicity for postal services Reporting country: Italy Resolution C 31. WP: 9 countries	Final report Publications – study report brochure (No 169) – study summary (1989)
615 New services provided to customers Coordinating country: Morocco Resolution C 31. Inquiry	Final report (digest and monographs of certain new services) Publications – study report brochure (1989) – study summary (1989) – updating of the Catalogue of additional services (binder No 144) (see paragraphs 116 to 119 of this report)
616 Study on the international registered and insured services and the introduction of an international recorded delivery service Reporting country: Australia Resolution C 65. WP: 29 countries	Final report Proposals to 20th Congress (see list in attachment 5) in particular those concerning the creation of the "recorded delivery service" Publications – study report brochure (1989) – summary of study (1989)
C 104 Postal market research Reporting country: France Permanent study (reactivated). WP: 17 countries	Symposium 1988 (see report CCEP 1988/C 1 – Doc 4.1/Annex 1) Publication – symposium brochure (1989)

Study numbers and subjects *Reporting/Coordinating country* *References to 1984 Hamburg Congress decision*	*Results of studies* *Documents distributed or to be distributed*
Committee 2: Postal operations **621** The "Express" letter-post service and its future in UPU member countries Coordinating country: Switzerland Resolution C 31. Inquiry	Decisions CCEP 24/1986, 23/1987 and 14/1988 (confidential nature of the information collected during the study and retention of the Convention provisions on "Express" items unchanged) Final report Publications – study report distributed to postal administrations under cover of CL 4425–621(D)1070 of 20 January 1989 – study summary (1989)
622 Warehousing and storing parcels before and after sorting Coordinating country: Cuba Resolution C 31. Inquiry	Final report Publications – study report brochure (1989) – study summary (1989)
623 Study of the content, format, updating, etc of the "Catalogue of Postal Equipment" Rapporteurs: Netherlands, and International Bureau Resolution C 31. WP: 9 countries	Final report Publications – study report distributed to postal administrations under cover of CL 4425–623(D)1120 of 12 February 1988 – study summary (1989) – updating of the "Catalogue of Postal Equipment" (1989)
624 Delivery routes – Determination of parameters – Fixing the workload of delivery staff Reporting country: Algeria Resolution C 31. WP: 13 countries	Final report Publications – study report brochure (1989) – study summary (1989)

Study numbers and subjects *Reporting/Coordinating country* *References to 1984 Hamburg Congress decision*	*Results of studies* *Documents distributed or to be distributed*
625 Statistics of empty mailbags Coordinating country: Great Britain Resolution C 31. Inquiry	Resolution 2500.1 submitted to the 20th Congress (Methods for improving the return of empty mailbags, and the corresponding Congress – Doc 75) Final report Publications – study report brochure (1989) – study summary (1989)
626 Receptacles used for conveying mail (bags, trays, intra-container modules, etc) Coordinating country: United States of America Resolution C 61 and formal opinion C 77. Inquiry	Final report Publications – study report brochure (1989) – study summary (1989) (See also paragraphs 22 to 31 of this report)
627 Return to origin of undelivered parcels Reporting country: China (People's Rep) Decision C 86. WP: 19 countries	Final report Publications – study report brochure (1989) – study summary (1989) (See also paragraphs 22 to 35 of this report)
Committee 3: Mechanization, automation, computerization – Buildings and motor transport **631** Automation and computerization of post office counter operations and related management functions Reporting country: France Resolution C 31. WP: 23 countries	Symposium in 1986 (summary in CCEP 1986 – Doc 4.3/Annex 1) Final report Publications – study report and symposium brochure (1989) – study summary (1989)

Study numbers and subjects *Reporting/Coordinating country* *References to 1984 Hamburg Congress decision*	*Results of studies* *Documents distributed or to be distributed*
632 Automated processing of AV 7 delivery bills Reporting country: United States of America Resolution C 31. WP: 12 countries	Pilot trial between the United States of America and Germany, Fed Rep of Bar code and identification systems proposed to the 20th Congress together with those of study 643 Final report Publications – study report brochure (1989) – study summary (1989)
633 Compatibility between postage-stamp detection systems and code-reading systems in the automatic sorting of mail Reporting country: Argentina Resolution C 31. WP: 8 countries	Final report Publications – study report brochure (No 172) – summary of study (1989)
634 Optical reading in letter sorting Reporting country: United States of America Resolution C 31. WP: 14 countries	Final report Publications – study report brochure (No 172) – study summary (1989)
635 Packaging used for the conveyance of postal items Coordinating country: Finland Decision C 21. Inquiry	Proposal to 20th Congress 2500.5 Final report Publications – study report distributed to postal administrations under cover of CL 4435–635(D)2223 of 22 December 1986 – study summary (1989) (See also paragraphs 36 to 41 of this report)

Study numbers and subjects *Reporting/Coordinating country* *References to 1984 Hamburg Congress decision*	*Results of studies* *Documents distributed or to be distributed*
636 Address area on documents – Constituent elements of a postal address Reporting country: Switzerland Resolution C 83. WP: 16 countries	Proposals to 20th Congress 2020.2, 2503.4 and 2513.5 Reports on the three inquiries conducted Publications – sub-study report brochures (1989) – study summary (1989) (See also paragraphs 43 to 54 of this report)
Committee 4: Quality of service **641** Organization of the counter services – Control of operations and the quality of services rendered to users *Part I:* Professional quality control in the counter service *Part II:* Organization of the counter service. Versatility and specialization of operations Reporting country: Netherlands Reporting country part II: Portugal Resolution C 31. WP: 28 countries	Final report on both parts of the study Publications – study report brochure (1989) – study summaries (1989)
642 Improving the standard of international mail circulation Reporting country: India Resolution C 31. WP: 36 countries	Symposium 1987 (summary in CCEP 1987/C 4 – Doc 3.2b) 4 CCPS resolutions and one decision in 1987. Publications – symposium brochure (No 161)

Study numbers and subjects *Reporting/Coordinating country* *References to 1984 Hamburg Congress decision*	*Results of studies* *Documents distributed or to be distributed*
643 Development of a system or systems for the computerized recording of registered items and parcels in the international service Reporting country: Great Britain Resolution C 31. WP: 13 countries	Proposals to the 20th Congress 2006.3, 1504.2 and Congress – Doc 67, dealing in particular with the bar code and unique identification of items system Creation of a permanent Working Party "Electronic Transmissions Standard Maintenance Group" Study to be continued
644 Determining the standard and form of services provided for the public: criteria and methods Reporting country: India Resolution C 31. WP: 14 countries	Final report Publications – study report brochure (1989) – study summary (1989)
645 Computerized management of mail transport Coordinating country: USSR Resolution C 31. Inquiry	Final report Publications – study report brochure (No 160) – study summary (1988)
Committee 5: Staff **651** Legal status of postal administrations (government department, public corporation, etc) – Advantages and disadvantages of various types of status and problems involved in changing from one system to another Coordinating country: India Resolution C 31: Inquiry	Final report Publications – study report brochure (No 158) – study summary (1988)

Study numbers and subjects *Reporting/Coordinating country* *References to 1984 Hamburg Congress decision*	*Results of studies* *Documents distributed or to be distributed*
652 Adaptation of postal administrations to new social requirements of the staff Reporting country: Spain Resolution C 31. WP: 13 countries	Final report Publications – study report brochure (No 170) – study summary (1989)
653 Staff information and communication structures in postal administrations Reporting country: Spain Resolution C 31. WP: 13 countries	Final report Publications – study report brochure (No 165) – study summary (1989)
654 Postal training – commercial training Reporting country: Spain Resolution C 31. WP: 18 countries	Final report Publications – study report brochure (1989) – summary of study (1989)
Committee 6: Management **661** Productivity in postal services Reporting country: Australia Resolution C 31. WP: 20 countries	Final report Publications – study report brochure (1989) – study summary (1989)
662 Financing postal activities Reporting country: United States of America Resolution C 31. WP: 20 countries	Final report Publications – study report brochure (No 159) – study summary (1989)

Study numbers and subjects *Reporting/Coordinating country* *References to 1984 Hamburg Congress decision*	*Results of studies* *Documents distributed or to be distributed*
663 Financing postal projects in developing countries Reporting country: Egypt Resolution C 31. WP: 17 countries	Final report Publications – study report brochure (No 166) – study summary (1989)
664 Principle and extent of liability of administrations for postal items in the internal service Coordinating country: Japan Resolution C 31. Inquiry	Final report Publications – study report brochure (No 162) – study summary (1988)
665 Cooperation between postal administrations and basic local communities for provision of postal services Coordinating country: Tanzania (United Rep) Resolution C 31. Inquiry	Final report Publications – study report brochure (No 163) – study summary (1989)
666 Monitoring of local administration through the setting of targets and/or establishment of budgets Reporting country: Finland Resolution C 31. WP: 14 countries	Final report Publications – study report brochure (1989) – study summary (1989)

Study numbers and subjects *Reporting/Coordinating country* *References to 1984 Hamburg Congress decision*	*Results of studies* *Documents distributed or to be distributed*
667 Use of basic statistics for management of postal services in developing countries Reporting country: Pakistan Resolution C 31. WP: 19 countries	Final report Publications – study report brochure (1989) – study summary (1989)
Committee 7: International Post: High-speed services and work resulting from the Declaration of Hamburg **671** EMS (former title: International expedited mail) Coordinating country: Canada Resolution C 25. WP: 31 countries	Proposals to 20th Congress 2000.15 and 2090.91 Publications – symposia brochures (No 155) – comprehensive report brochure (1989) – study summary (See also paragraphs 55 to 57 of this report)
671.1 EMS (former title: International expedited mail) – Operations Reporting country: United States of America	
671.11 Standardized labelling and numbering Lead country: Canada	Study completed; cf decisions CCEP 3/1989, 10/1987 and 1/1988
671.12 Computer-based tracking and tracing Lead country: Canada	Study completed; cf decision CCEP 9/1986
671.13 Network development Lead country: Great Britain	Study in progress; implementation of a pilot project for à découvert EMS items between Australia, Canada and Great Britain

Study numbers and subjects *Reporting/Coordinating country* *References to 1984 Hamburg Congress decision*	*Results of studies* *Documents distributed or to be distributed*
671.14 Delivery standards Leaders: United States of America International Bureau	Publication of EMS Operational Guide; cf decision CCEP 4/1985
671.15 Performance measurement Lead country: Finland	Study in progress; EMS quality of service pilot test conducted in May 1988. Permanent system to be established
671.16 Relations with Customs Lead country: France	Study completed; cf decision CCEP 10/1986
671.2 EMS (former title: International expedited mail) – Marketing Reporting country: Netherlands	
671.21 Harmonization of EMS product specifications Lead country: Australia	Study completed; cf decision CCEP 2/1986
671.22 Market research and development Lead country: United States of America	Study completed; cf decision CCEP 7/1986
671.23 Competitor profiles Lead country: Great Britain	Study completed; cf decision CCEP 8/1986 and publication of "EMS Press Review"

Study numbers and subjects *Reporting/Coordinating country* *References to 1984 Hamburg Congress decision*	*Results of studies* *Documents distributed or to be distributed*
671.24 Product and service image Lead country: Netherlands	Study completed; cf decision CCEP 3/1986 and publication of "EMS in-House Style Manual"
671.25 Customer information Lead country: New Zealand	Study completed; cf decision CCEP 6/1986
671.26 Customer service standards Lead country: Netherlands	Study completed; cf decision CCEP 2/1988
671.3 EMS (former title: International expedited mail) – Inter-administration affairs Reporting country: Thailand	
671.31 Imbalance compensation Lead country: Switzerland	Supplementary study in progress; cf decision CCEP 11/1986
671.32 Inter-administration liability Lead country: Japan	Study completed; cf decision CCEP 9/1987
671.33 New entrants Leader: international Bureau	Study completed; cf decision CCEP 4/1985. Technical cooperation implemented
671.34 Framework Agreement Lead country: Switzerland	Study completed; cf decision CCEP 12/1986 and CE 2/1987

Study numbers and subjects *Reporting/Coordinating country* *References to 1984 Hamburg Congress decision*	*Results of studies* *Documents distributed or to be distributed*
671.35 EMS News Working Party: United States of America, Netherlands, International Bureau	Study completed; cf decision CCEP 3/1985; publication of EMS News, merged in January 1989 with EMS Press Review
671.36 Mechanisms for insurance and guarantees Lead country: Great Britain	Results published in 1987 symposium brochure No 155.3
671.37 EMS bags Leader: International Bureau	Study in progress
672 The postal financial services and new electronic payment systems Reporting country: Belgium Resolution C 31. WP: 18 countries	Final report 1988 CCPS recommendation (CCEP 3/1988) Publications – study report brochure (No 168) – study summary (1989)
673 Declaration of Hamburg (on the UPU's role in the integration of postal networks): Study conducted in the form of several transmission-time tests Reporting country: Spain Congress – Doc 101/Rev 1. WP: 10 countries	(See paragraph 65 of this report) and Congress – Doc 21 "Joint report to Congress by the EC, CCPS and International Bureau on the implementation of the Declaration of Hamburg"

Study numbers and subjects *Reporting/Coordinating country* *References to 1984 Hamburg Congress decision*	*Results of studies* *Documents distributed or to be distributed*
503 Electronic mail and other advanced message systems Reporting country: Germany, Fed Rep of Rio de Janeiro resolutions C 78 and C 83 Permanent study reactivated following the creation of SWP 503 comprising 10 countries	– Creation of SWP 503 (decision CCEP 17/1986) to monitor work done in conjunction with the CCITT and to coordinate postal administrations' views on all questions for submission to the CCITT on behalf of the UPU – Symposium (1988) (brochure No 167) (See also paragraph 83 of this report)
A 19 Multilingual Vocabulary of the International Postal Service Reporting country: Belgium Rio de Janeiro resolution C 78 WP: 3 countries Expanded WP: 10 countries	(See paragraphs 66 to 70 of this report)

Congress – Doc 17/Attachment 3

1 ISO meetings at which the Union was represented

(ISO Committee or Sub-Committee – date of meeting – Administration or International Bureau participating)

1 Thirteenth meeting of ISO/TC 6/SC 2 "Paper, board and pulps/Test methods and quality specifications for paper and board", North Sydney, from 21 to 25 May 1984. Australia.

2 Seventh meeting of ISO/TC 122/SC 2 "Packaging/Sacks", Ottawa, 10 and 11 September 1984. Canada.

3 Sixth meeting of ISO/TC 122 "Packaging", Ottawa, from 12 to 14 September 1984. Canada.

4 Twenty-first meeting of ISO/TC 46 "Documentation", London, 10 May 1985. Great Britain.

5 Seventh meeting of ISO/TC 154 "Documents and data elements in administration, commerce and industry" and meetings of Subcommittees ISO/TC 154/SC 1 "Terminology", ISO/TC 154/SC 2 "Documents" and ISO/TC 154/SC 3 "Data elements and interchange formats", Gaithersburg, MD (United States of America), from 29 April to 3 May 1985. France and Switzerland.

6 Thirteenth plenary meeting of ISO/TC 104 "Freight containers", Solna (Stockholm), from 20 to 24 May 1985. Sweden.

7 Fourth meeting of ISO/TC 68/SC 5 "Banking/Telecommunication messages in banking", Paris, 13 and 14 June 1985. France.

8 Eighth meeting of Technical Subcommittee ISO/TC 122/SC 2 "Packaging/Sacks", Valkenburg, 15 to 17 October 1986. Finland.

9 Fourteenth meeting of Technical Subcommittee ISO/TC 6/SC 2 "Paper, board and pulps – Test methods and quality specifications for paper and board", Manchester, 23 and 24 October 1986. Great Britain.

10 Ninth meeting of Technical Committee ISO/TC 6 "Paper, board and pulps", Manchester, 30 October 1986. Great Britain.

11 Meeting of Technical Subcommittee ISO/TC 154/SC 3 "Documents and data elements in administration, commerce and industry – Data elements and interchange formats", Paris, 23 and 24 April 1987. France.

12 Eighth meeting of ISO/TC 154 and its Technical Subcommittees SC 1, SC 2 and SC 3, West Berlin, from 7 to 11 September, France, Switzerland and the International Bureau.

13 Ninth meeting of Technical Committee ISO/TC 122/SC 2 "Packaging/Sacks", Aix-en-Provence, 3 to 5 May 1988. France.

14 First meeting of the Maintenance Agency for International Standard ISO 7372 "Trade Data Elements Directory (UNTDED)", Geneva, 13 September 1988. International Bureau.

II. Meetings of other standardization bodies at which the Union was represented

1 Second meeting of ARSO/TC 1 "Basic and general standards" and of ARSO/TC 8 "Transport and communications", Nairobi, 20 and 22 November 1984. Kenya.

2 Third meeting of ARSO/TC 1 "Basic and general standards" and of ARSO/TC 8 "Transport and communications", Nairobi, 7 and 8 November 1985. Kenya.

Congress – Doc 17/Attachment 4

List of decisions, recommendations and formal opinions of the 1984 Hamburg Congress which concern the Consultative Council for Postal Studies

Number	Nature of the decision	Title
–	–	– Declaration of Hamburg on the role of the UPU in the integration of national postal networks
C 1	Resolution	– Congress Committees
C 3	Resolution	– Preparation of reports instead of minutes at the meetings of Congress Committees
C 5	Decision	– Approval of the "Comprehensive report on the work of the Consultative Council for Postal Studies 1979–1984"
C 21	Resolution	– Packaging used for the Conveyance of postal items
C 25	Resolution	– International high-speed mail service (EMS)
C 29	Recommendation	– Greater participation of the developing countries in the work of the Consultative Council for Postal Studies
C 30	Resolution	– Quality control
C 31	Resolution	– CCPS work programme for 1984–1989
C 34	Resolution	– Contacts with international organizations representing customers of the postal services
C 35	Resolution	– New edition of certain Union publications
C 38	Resolution	– UPU technical assistance priorities and principles
C 61	Decision	– Receptacles used for conveying mail (bags, trays, intra-container modules, etc)
C 65	Resolution	– Study on the international registered and insured services and the introduction of an international recorded delivery service
C 77	Formal opinion	– Receptacles other than bags used for mail conveyance
C 84	Decision	– Entry into force of the Acts of the 1984 Hamburg Congress
C 86	Resolution	– Return to origin of undelivered parcels
C 87	Resolution	– Immediate application of the provisions adopted by Congress relating to the Executive Council (EC) and the Consultative Council for Postal Studies (CCPS)

List of proposals and documents submitted to the 20th Congress by the Consultative Council for Postal Studies

Number of proposal	Hamburg texts		References to this report
	Act	Article	
–	Congress – Doc 17. CCPS five-yearly report (1984–1989)		This report
–	Congress – Doc 21. Joint report to Congress on the implementation of the Declaration of Hamburg		Part B, chapter I, h, paragraph 65
020	Resolution. CCPS work programme for 1989–1994		Part C, paragraphs 135 to 149
–	Congress – Doc 69. Work programme for 1989–1994		Part C, paragraphs 135 to 149
2500.1	Resolution. Methods for improving the return of empty mailbags		Attachment 2. Study 625
–	Congress – Doc 75. Return of empty mailbags		Attachment 2. Study 625
2500.5	Recommendation. Packaging used for the conveyance of postal items		Part B, chapter I, paragraphs 36 to 41. Study 635
1504.2	General Regulations. Composition, functioning and meetings of the CCPS	104, paragraph 9, fbis	Attachment 2. Study 643
1504.3	General Regulations. Composition, functioning and meetings of the CCPS	104, paragraph 12	Part B, chapter VI, paragraphs 122 to 125
2006.91	Convention. Use of bar codes and unique identification system for items, receptacles and related documents	6bis, to be created	Attachment 2. Study 643
–	Congress – Doc 67	6bis, to be created	Attachment 2. Study 643
2020.2	Convention. Standardized items	20, paragraph 1, a, iii	Part B, chapter I, paragraphs 49 to 52. Study 636
2513.4	Convention. Detailed Regulations. Address. Make-up	113, paragraph 1, d	Part B, chapter I, paragraphs 49 to 52. Study 636

Number of proposal	Hamburg texts Act	Article	References to this report
2513.5	Convention. Detailed Regulations. Address. Make-up	113, paragraph 1, e	Part B, chapter I, paragraphs 49 to 52. Study 636
2042.2	Convention. Inquiries	42, paragraphs 1 and 4	Part B, chapter I, paragraphs 24 to 28. Study 616
2547.5	Convention. Detailed Regulations. Inquiries. Registered items and insured letters	147, paragraph 12	Part B, chapter I, paragraphs 24 to 28. Study 616
2058.4	Convention. Payment of indemnity	58, paragraphs 2 and 4	Part B, chapter I, paragraphs 24 to 28. Study 616
2000.14	Convention. Detailed Regulations. Proposal of a general nature "Recorded delivery items service"	43bis, 44bis, 48, 49, 50bis, 52, 58, 58bis, 131bis, 136, 157bis, form C 4bis, form C 5	Part B, chapter I, paragraphs 24 to 28. Study 616
–	Congress – Doc 76		
2000.15	Resolution. EMS. (Regulations, EC and CCPS powers)		Part B, chapter I, paragraphs 24 to 28. Study 616
2090.91	Convention. EMS	90bis to be created	Part B, chapter I, f, paragraphs 55 to 57

UNIVERSAL POSTAL UNION
INTERNATIONAL BUREAU

Compendium of resolutions and decisions of the Consultative Council for Postal Studies (CCPS)

1984 – 1989

BERNE, 1989

INTERNATIONAL BUREAU OF THE UNIVERSAL POSTAL UNION

NB. – The resolutions, recommendations and decisions adopted by the Consultative Council for Postal Studies should be quoted by indicating:

- the nature of the decision (resolution, recommendation, decision);
- the body (CCEP);
- the number (1 to 28) followed by a stroke and the year (/1987) (/1988).

Examples:

Resolution CCEP 1/1987

Recommendation CCEP 8/1987

Decision CCEP 10/1988

Classification key for the resolutions, recommendations and decisions of the CCPS 1984 – 1989

1	Universal Postal Union
1.1	General topics concerning the Union
1.2	UPU Acts
1.3	Restricted Unions
1.4	Publications
1.5	Information
1.6	Miscellaneous
2	CCPS: Status – Organization
2.1	Rules of Procedure
2.2	Organization and functioning
2.3	Chairmanship – Vice-Chairmanship – Secretariat
2.4	Miscellaneous
3	CCPS – Work
3.1	Sessions
3.2	Steering Committee
3.3	Committees and Working Parties
3.3.1	Traffic development (C 1)
3.3.2	Postal operations (C 2)
3.3.3	Mechanization – Computerization – Standardization (C 3)
3.3.4	Quality of service (C 4)
3.3.5	Staff (C 5)
3.3.6	Management (C 6)
3.3.7	High-speed services – Declaration of Hamburg (C 7)
3.4	CCPS publications
3.4.1	Collection of Postal Studies
3.4.2	Catalogues
3.4.3	Multilingual Vocabulary
3.4.4	CCPS documents
3.5	Annual report of the CCPS to theEC
3.6	Five-yearly report of the CCPS to Congress
3.7	Work programme of the next CCPS
4	CCPS – Relations with the other bodies
4.1	Congress
4.2	Executive Council
4.3	International Bureau
5	Technical cooperation
5.1	Report to the CCPS
5.2	CCPS studies and technical coop eration
5.2.1	Technical assistance dimension
5.2.2	Study policy and priorities
5.2.3	Miscellaneous
6	External relations
6.1	United Nations (UN)
6.2	Specialized agencies
6.2.1	ITU-CCITT
6.2.2	ILO
6.2.3	Other specialized agencies
6.3	Other international organizations
6.3.1	IATA
6.3.2	CCC
6.3.3	Organizations representing the customers of the Post
6.3.4	Miscellaneous

List of resolutions and decisions of the CCPS 1984 – 1989

Classification key		Nos of the resolutions, recommendations and decisions	Subject
1	Universal Postal Union		
1.1	General affairs of the Union	D 25/1988	Implementation of the Declaration of Hamburg: Joint report to Congress by the EC, the CCPS and the International Bureau
1.6	Miscellaneous	D 11/1989	Representation in the UPU of several postal bodies from the same country: legal aspects
2	CCPS: Status–Organization		
2.1	Rules of Procedure	D 2/1984	Application of the relevant provisions of the Rules of Procedure of the former CCPS
		D 6/1984	Approval of the CCPS Rules of Procedure
		D 18/1985	Amendment to the Rules of Procedure of the CCPS
2.2	Organization and functioning	Rec 19/1985	Provision of written information on the progress of studies
		D 28/1986	Late contributions from postal administrations for meetings of the CCPS and its bodies

R = Resolution
Rec = Recommendation
D = Decision

Classification key		Nos of the resolutions, recommendations and decisions	Subject
		D 11/1987	a Non-advisability of holding a CCPS session in 1989, the year of the 20th Congress
			b Delegation, at the 1988 session, of powers to the Steering Committee of the CCPS to settle any issue under CCPS jurisdiction that might still be unresolved
		D 7/1988 D 6/1989	Draft 1989–1994 work programme – Organization and operation of the CCPS after the Washington Congress
		D 8/1988	Allocation to the CCPS of the role of body responsible for preparing and updating postal technical standards
		D 7/1989	Next meetings of the CCPS and CCPS SC
		D 8/1989	Telematics. Apportionment of tasks between the EC and CCPS
2.3	Chairmanship. Vice-chairmanship. Secretariat	D 3/1984	Chairmanship and vice-chairmanship of the CCPS
		D 20/1988	Message of appreciation from the CCPS to its former Chairman
3	CCPS. Activities		
3.1	Sessions	D 5/1984	1984 CCPS session
		D 13/1984	Place, date and duration of the 1985 CCPS session

R = Resolution
Rec = Recommendation
D = Decision

Classification key		Nos of the resolutions, recommendations and decisions	Subject
		D 21/1985	Place, date and duration of the 1986 CCPS session
		D 30/1986	Place, date and duration of the 1987 CCPS session
		D 28/1987	Place, date and duration of the 1988 CCPS session
3.2	Steering Committee	D 21/1988	Delegation of CCPS powers to the Steering Committee
		D 7/1989	Next meetings of the CCPS and the CCPS SC
3.3	Committees and Working Parties	D 4/1984	Establishment and functions of the CCPS Committees
		D 14/1987	Creation of Working Group "ISO/TC 154/SC 2/WG 5 – Addressing"
		D 9/1989	Creation of the Electronic Transmissions Standards Maintenance Group
3.3.1	Traffic Development (C 1)	D 22/1986	Advisability of inviting international press organizations to the symposium of study 611 "The press and postal traffic"
		D 25/1986	Inadvisability of undertaking the study concerning the possibility of drawing up a world postal development plan and possible creation of regional postal development commissions
		D 16/1987	Continuation of the part of study 616 concerning inquiry procedures

R = Resolution
Rec = Recommendation
D = Decision

Classification key		Nos of the resolutions, recommendations and decisions	Subject
		D 4/1988	Creation of the "Publishers–UPU" Contact Committee
		D 17/1988	Results of the studies conducted within the framework of CCPS Committee 1
3.3.2	Postal operations (C 2)	D 14/1985	Address area on documents and constituent elements of a postal address
		D 15/1985	Terms and symbols for mail-processing machines
		D 24/1986	Confidential nature of the information collected when conducting study 621
		R 1/1987	Handling of international mail
		R 2/1987	Control and improvement of transmission times
		R 3/1987	Surface mails – Use of containers and transmission by air of a copy of the documents relating to the mail
		R 4/1987	Dispatch of surface mail by air (S.A.L.)
		D 12/1987	Recommendation concerning packaging used for the conveyance of postal items (study 635) for submission to the next Congress
		D 13/1987	Resolution concerning the return of empty mailbags (study 625) for submission to the next Congress

R = Resolution
Rec = Recommendation
D = Decision

Classification key		Nos of the resolutions, recommendations and decisions	Subject
		D 14/1987	Creation of Working Group ISO/TC 154/SC 2/WG 5 – Addressing
		D 23/1987	Confidential nature of the information collected when conducting study 621
		D 25/1987	Use of receptacles other than bags for the exchange of international mails (study 626 – 1984 Hamburg Congress formal opinion C 77)
		D 14/1988	Results of the studies conducted within the framework of CCPS Committee 2
3.3.3	Mechanization, computerization, standardization (C 3)	D 7/1984	Trade Data Elements Directory
		D 9/1985	Trade Data Elements Directory
		D 12/1987	Recommendation concerning packaging used for the conveyance of postal items (study 635) for submission to the next Congress
		D 15/1987	Guidelines for the continuation of study 636 (Addressing)
		D 18/1987	Development of computerized systems for processing airmail documents compatible with those used by airlines

R = Resolution
Rec = Recommendation
D = Decision

Classification key		Nos of the resolutions, recommendations and decisions	Subject
		D 21/1987	Development of a system or systems for the computerized recording of registered items and parcels in the international service (conclusions of study 643)
		D 6/1988	Proposals for amendment of article 20 of the Convention and article 113 of the Detailed Regulations regarding the addressee's address
		D 15/1988	Results of the studies conducted within the framework of CCPS Committee 3
3.3.4	Quality of service (C 4)	R 1/1985	Collection and analysis of information on the standard of the postal service on a world scale (Declaration of Hamburg)
		D 7/1985	Creation of a team of specialists responsible for collecting and analyzing information on the state of the world postal network
		R 1/1986	Quality of the world postal service
		D 14/1986	Standard of the postal service on a world scale: corrective measures and continuation of the monitoring work
		D 15/1986	a holding a symposium on the standard of international mail circulation within the framework of the 1987 CCPS session b putting of study 642 in reserve

R = Resolution
Rec = Recommendation
D = Decision

Classification key	Nos of the resolutions, recommendations and decisions	Subject
	D 16/1986	Meeting of Working Party 643 during the 1987 CCPS session
	R 1/1987	Handling of international mail
	R 2/1987	Control and improvement of transmission times
	R 3/1987	Surface mails – use of containers and transmission by air of a copy of the documents relating to the mail
	R 4/1987	Dispatch of surface mail by air (S.A.L.)
	R 6/1987	Worldwide quality control of the EMS service
	Rec 7/1987	Unique identification of items, receptacles and related documents in the international EMS, letter-post and parcel-post services
	D 19/1987	Use of airlines other than the national carrier
	D 21/1987	Development of a system or systems for the computerized recording of registered items and parcels in the international service (conclusions of study 643)
	Rec 1/1988	Unique identification of items, receptacles and related documents in the international EMS, letter-post and parcel-post services

R = Resolution
Rec = Recommendation
D = Decision

Classification key		Nos of the resolutions, recommendations and decisions	Subject
		D 5/1988	Proposal to Congress for incorporation in the Convention of a new article on bar codes
		D 18/1988	Results of the studies conducted within the framework of CCPS Committee 4
		D 4/1989	EMS logo
3.3.5	Staff (C 5)	D 13/1988	Results of the studies conducted within the framework of CCPS Committee 5
3.3.6	Management (C 6)	D 9/1988	Measures to ensure the safety of postal services and users and to protect them from terrorism
		D 16/1988	Results of the studies conducted within the framework of CCPS Committee 6
3.3.7	High-speed services – Declaration of Hamburg (C 7)	R 1/1985	Collection and analysis of information on the standard of the postal service on a world scale (Declaration of Hamburg)
		Rec 3/1985	Unique identification for items in the EMS service
		D 4/1985	EMS (formerly International expedited mail)
		D 5/1985	Apportionment between the EC, CCPS and the International Bureau of action relating to the Declaration of Hamburg
		D 8/1985	Declaration of Hamburg

R = Resolution
Rec = Recommendation
D = Decision

Classification key	Nos of the resolutions, recommendations and decisions	Subject
	Rec 2/1986	Concrete measures for improving the EMS service
	Rec 3/1986	Use of a corporate identity programme for EMS
	Rec 4/1986	Harmonization of EMS product specifications
	Rec 5/1986	Increased standardization of labelling for EMS items
	Rec 7/1986	Market research and development of the EMS service
	Rec 9/1986	Elements of an electronic information exchange in the EMS service
	Rec 11/1986	Compensation for imbalances in EMS
	D 12/1986	EMS Framework Agreement and Framework Regulations
	D 13/1986	1987 EMS symposium
	D 17/1986	Establishment of SWP 503 with responsibility for electronic mail and the work done jointly with the ITU CCITT
	R 5/1987	Speeding up of the implementation of CCPS recommendations concerning the EMS service
	R 6/1987	Worldwide quality control of the EMS service

R = Resolution
Rec = Recommendation
D = Decision

Classification key	Nos of the resolutions, recommendations and decisions	Subject
	Rec 7/1987	Unique identification of items, receptacles and related documents in the international EMS, letter-post and parcel-post services
	Rec 8/1987	EMS performance measurement
	Rec 9/1987	Inter-administration liability for EMS items
	Rec 10/1987	Increased standardization of labelling for EMS items
	D 20/1987	Invitation to IATA to attend the 1988 EMS symposium
	D 22/1987	Holding of a symposium on electronic mail in 1988
	Rec 2/1988	Customer service standards
	Rec 3/1988	Postal financial services
	D 11/1988	EMS: Optimization strategies for the 1990s
	D 12/1988	Results of the studies conducted within the framework of CCPS Committee 7
	D 25/1988	Implementation of the Declaration of Hamburg: Joint report to Congress by the EC, the CCPS and the International Bureau
	D 26/1988	Declaration of Hamburg: Coordination Committee's report
	D 4/1988	EMS logo

R = Resolution
Rec = Recommendation
D = Decision

Classification key		Nos of the resolutions, recommendations and decisions	Subject
3.4	CCPS publications	D 18/1986	Publication of summaries of CCPS studies in "Union Postale"
3.4.1	Collection of Postal Studies	D 5/1989	Use of information contained in the Collection of Postal Studies
3.4.2	Catalogues	D 10/1984	"Computers in the postal service" catalogue
		D 10/1985	Updating of the Catalogue of Additional Services (binder 144)
		D 11/1985	Catalogue of Postal Equipment
		D 12/1985	"Computers in the postal service" catalogue
		D 24/1987	Updating of the Catalogue of Postal Equipment
3.4.3	Multilingual Vocabulary	D 9/1984	Multilingual Vocabulary of the International Postal Service
		D 13/1985	Multilingual Vocabulary of the International Postal Service
		D 20/1986	Multilingual Vocabulary of the International Postal Service
3.5	Annual report of the CCPS to the EC	D 1/1984	Annual report on the work of the CCPS submitted to the EC at its March 1984 session
		D 20/1985	Annual report on the work of the CCPS submitted to the EC at its 1985 session
		D 29/1986	Annual report on the work of the CCPS submitted to the EC at its 1986 session

R = Resolution
Rec = Recommendation
D = Decision

Classification key		Nos of the resolutions, recommendations and decisions	Subject
		D 27/1987	Annual report on the work of the CCPS submitted to the EC at its 1987 session
		D 19/1988	Annual report on the work of the CCPS submitted to the EC at its 1988 session
		D 1/1989	Annual report on the work of the CCPS submitted to the EC at its 1989 session
3.6	Five-yearly report of the CCPS to Congress	D 24/1988	Preliminary draft comprehensive report to the 20th Congress on the work of the CCPS (1984–1989)
		D 2/1989	Draft five-yearly comprehensive report to the 20th Congress on the work of the CCPS (1984–1989)
3.7	Work programme of the next CCPS	D 17/1987	Preparation of the 1989–1994 CCPS work programme
		D 7/1988 D 6/1989	Draft 1989–1994 CCPS work programme – Organization and operation of the CCPS after the Washington Congress
4	CCPS – Relations with the other bodies		
4.1	Congress	D 10/1989	Submission to the 20th Congress of proposals arising from the work of the CCPS
4.2	Executive Council	D 8/1989	Telematics. Apportionment of tasks between the EC and CCPS

R = Resolution
Rec = Recommendation
D = Decision

Classification key		Nos of the resolutions, recommendations and decisions	Subject
5	Technical cooperation		
5.2.1	Technical assistance dimension	Rec 2/1985	Technical assistance with a view to the development of EMS
		D 21/1986	Action to be taken by reporting and coordinating countries to introduce a "technical assistance" dimension into CCPS studies
5.2.2	Orientation of studies and priorities	D 6/1985	Orientation of studies and priorities as indicated in the Declaration of Hamburg
		D 26/1986	Non-reactivation of certain permanent studies
		D 27/1986	Keeping of studies 637, 638 and 639 in reserve
		D 15/1987	Guidelines for the continuation of study 636 (Addressing)
		D 23/1987	Confidential nature of the information collected during the conduct of study 621
6	External relations		
6.2.1	ITU-CCITT	D 12/1984	Relations between the CCITT and the CCPS
		D 17/1986	Establishment of Sub-Working Party 503 with responsibility for electronic mail and the work done jointly with the ITU CCITT

R = Resolution
Rec = Recommendation
D = Decision

Classification key		Nos of the resolutions, recommendations and decisions	Subject
		D 23/1988	Relations with the ITU-CCITT. Continuation of activities of common interest and strengthening of ITU-UPU and CCPS-CCITT cooperation
6.2.2	ILO	D 17/1985	UPU participation in the work of the ILO Joint Committee for Postal and Telecommunications Services
6.3	Other international organizations	D 7/1984	Trade Data Elements Directory
		D 8/1984	ISO-UPU Contact Committee
		D 11/1984	CCPS representation on the Joint ISO-UPU Working Party
		D 9/1985	Trade Data Elements Directory
		D 14/1985	Address area on documents and constituent elements of a postal address
		D 15/1985	Terms and symbols for mail-processing machines
		D 16/1985	Relations with national standardization bodies
		D 14/1987	Creation of Working Group ISO/TC 154/SC 2/WG 5 – Addressing
		D 22/1988	Relations with the ISO. Continuation of standardization activities and strengthening of ISO-UPU cooperation

R = Resolution
Rec = Recommendation
D = Decision

Classification key		Nos of the resolutions, recommendations and decisions	Subject
		D 3/1989	Relations with the ISO: Meetings held between October 1988 and April 1989
6.3.1	IATA	D 18/1987	Development of computerized systems for processing airmail documents compatible with those used by the airlines
		D 19/1987	Use of airlines other than the national carrier
		D 20/1987	Invitation to IATA to attend the 1988 EMS symposium
6.3.2	CCC	Rec 10/1986	Relations with Customs
6.3.3	Organizations representing customers of the Post	R 6/1986	Customer information
		D 22/1986	Advisability of inviting international press organizations to the symposium of study 611 "The press and postal traffic"
		D 26/1987	Relations with the international press and publishing organizations
		D 4/1988	Creation of the Publishers-UPU Contact Committee
6.3.4	Miscellaneous	Rec 8/1986	Competitor profiles
		D 19/1986	Packaging sold by postal administrations
		D 23/1986	Exhibition of publicity material used by postal administrations to promote their products

R = Resolution
Rec = Recommendation
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PARTICIPATION IN CCPS STUDIES

Member countries of the CCPS: Table I

Non-member countries of the CCPS: Table II

TABLE 1

C	CCPS member countries	Chairman, Vice-Chairman of CCPS Committee Chairmen	Conduct of studies as: (C): Coordinator (R): Reporting country (A): Coordinating/lead country	Participation in studies (number of Working Parties)
1	Algeria		(R) 1	9
2	Germany, Fed Rep of		(R) 1	11
3	United States of America		(R) 5, (A) 3 = 8	15
4	Argentina	C 2	(R) 1	9
5	Australia		(R) 2, (A) 1 = 3	20
6	Austria		–	7
7	Bangladesh		–	5
8	Belgium		(R) 2	14
9	Brazil		–	11
10	Canada	CCPS V-Ch	(C) 1, A (2) = 3	13
11	China (People's Rep)	C 1	(R) 1	12
12	Cuba		(A) 1	8
13	Egypt		(R) 1, (A) 1 = 2	8

1 Number of studies

Main	41
Related	19
Total	60

2 Number of studies conducted by

Inquiry (coordinating country)	28
Working Party	32

3 Number of meetings

Symposia	9
Working Parties	8

4 Participation in study Working Parties

	IC*	DC**
Number of countries	16	19
Maximum number of studies in which one country participated	24	17
Minimum number of studies in which one country participated	8	0
Average	16	6

* = Industrialized country.
** = Developing country.

CCPS member countries		Chairman, Vice-Chairman of CCPS Committee Chairmen	Conduct of studies as: (C): Coordinator (R): Reporting country (A): Coordinating/lead country	Participation in studies (number of Working Parties)
14	Spain	C 7	(R 4)	11
15	Finland		(R) 1, A (2) = 3	17
16	France		(R) 3, (A) 1 = 4	24
17	Great Britain	C 3	(R) 1, (A) 4 = 5	21
18	India		(R) 2, (A) 1 = 3	4
19	Indonesia		–	6
20	Italy		(R) 1	14
21	Japan		(A) 2	11
22	Kenya	C 5	–	–
23	Morocco	C 6	(A) 1	8
24	New Zealand		(A) 1	8
25	Pakistan		(R) 1	10
26	Netherlands		(R) 3, A (3) = 6	20
27	Sudan		–	5
28	Sri Lanka		–	10
29	Switzerland		(R) 1, (A) 3 = 4	13
30	Tanzania (United Rep)		(A) 1	9
31	Thailand		(R) 2	10
32	Tunisia	CCPS Ch	–	17
33	USSR		(A) 1	14
34	Yugoslavia	C 4	–	8
35	Zimbabwe		–	6

5 Conduct of studies

	IC*	DC**
(C)	1	0
(R)	23	9
(A)	23	5
	47	14

* = Industrialized country.
** = Developing country.

TABLE II

Non-member countries of the CCPS		Participation in the studies as:	
		Reporting country	Working Party member
1	Benin		2
2	Bulgaria (People's Rep)		1
3	Cameroon		12
4	Central African Rep		6
5	Chile		1
6	Cyprus		2
7	Congo (People's Rep)		1
8	Korea (Rep)		1
9	Denmark		4
10	Dominica		3
11	Ecuador		1
12	Ethiopia		1
13	Greece		1
14	Guinea		2
15	Haiti		2
16	Hungarian People's Rep		10
17	Iraq		9
18	Lesotho		2
19	Lebanon		2
20	Mexico		1
21	Nigeria		15
22	Norway		1
23	Papua New Guinea		3

1 Participation of non- member countries in studies

	IC*	DC**
Number of countries	8	27
Maximum number of studies per country	15	15
Minimum number of studies per country	1	1
Average	5	3

* = Industrialized country.
** = Developing country.

Non-member countries of the CCPS	Participation in the studies as:	
	Reporting country	Working Party member
24 Paraguay		2
25 Polish People's Rep		3
26 Portugal	(R) 1	3
27 Germany, Fed Rep of		3
28 Romania (Soc Rep)		1
29 Sierra Leone		5
30 Sweden		15
31 Swaziland		3
32 Czechoslovakia		5
33 Venezuela		1
34 Zaire		5
35 Zambia		7

Congress – Doc 18

Director-General's report

1985–1989

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I. Introduction

1 At the end of the term of office entrusted to me by the Hamburg Congress for the period 1985–1989, I believe it desirable to submit a summary report to the 20th Universal Postal Congress containing my comments on the work of the Union during the past five years, as a means of informing it about the measures I found it expedient to take in order to guide and direct the work of the International Bureau within the context of the programme outlined by the preceding Congress.

2 It is understood that an annual report on the work of the Union was submitted to the Executive Council at each of its sessions, in accordance with article 102, 1, of the General Regulations of the UPU; that permanent body, which is responsible for ensuring the continuity of the work of the Union between Congresses, was thus able to appreciate whether the tasks entrusted to the International Bureau were duly carried out and whether the means that had been placed at its disposal had been properly used.

3 Moreover, this document is intended as a supplement to the five-yearly reports of the Executive Council and the Consultative Council for Postal Studies (cf Congress – Docs 16 and 17) and to the report on the implementation of the Declaration of Hamburg (cf Congress – Doc 21), thereby giving an overall view of the activities undertaken for the benefit of the Union since the Hamburg Congress.

4 When I assumed my duties in January 1985, I stated my intention of focusing on a number of ideas which I considered useful in terms of making postal activity more dynamic and thereby guaranteeing its future. Without claiming these to be exhaustive, I alluded to certain broad lines of my proposal which was founded on the principle under which priority would be given to basic issues, namely:

- the faithful implementation of the decisions adopted by Congress seeking to improve the postal service as a whole; in this connection, the 1984 Hamburg Congress had just made a decisive step by adopting the "Declaration of Hamburg", a document of very great importance since it consolidated the main aspects of a modern and efficient postal system – based on speed, regularity and reliability – which, by means of the activities advocated, would be able to withstand the onslaughts of other means that were encroaching upon postal territory; the "Declaration of Hamburg" called on all sectors concerned to work diligently towards the implementation of ideas capable of being applied without delay;
- the accomplishment of the tasks entrusted to the International Bureau by the Executive Council and by the Consultative Council for Postal Studies.

5 In connection with the objectives stated in the Constitution of the UPU, I felt that the International Bureau should take measures focusing on:

- adapting the International Bureau's work methods to a system more compatible with requirements, by revising its organizational structure;
- adopting an even more stimulating attitude as regards the technical assistance programme developed jointly with specific UN bodies, in keeping with the "Declaration of Hamburg" and the results of the studies entrusted to the CCPS in this connection;
- tightening the links with the Restricted Unions in consideration of their role in regional fields, while strengthening the objectives of the UPU;
- expanding participation in the EMS service, given its importance as a factor for increasing mail exchanges, based on the speed and reliability of transmission, with a resultant increase in demand and additional resources;
- ensuring the necessary expansion of creativity, which we must promote as the logical source of the new means required for the introduction of additional postal services.

6 During the first few months of my term of office, I identified and addressed other areas in need of special attention. Among other things, these related to increasing the rationalization of International Bureau operations, reducing its expenditure to a strict minimum and raising its revenue to the maximum.

7 The following sections are intended to give Congress an overview of my management from 1985 to 1989.

II. Relations with Union member countries

8 One of my first concerns during the past five years was to maintain and strengthen relations with member countries in order to ensure the necessary cohesion which is the strength of our Union.

9 Although in principle, Congress meets only every five years, direct and frequent communications between member countries and the UPU are ensured by the many contacts resulting from the paramount need to maintain a dialogue and the exchange of information, and by the cooperative activities through which the objectives of the Union are achieved in an appropriate manner.

10 Thus the International Bureau, under the control of the Executive Council, strove to maintain with the postal administrations not only the customary links of liaison, information and consultation, but also a wide range of relations intended to give greater dynamism to the various aspects of the life of the Union.

11 First of all, my attention was directed to the independent countries which were not yet members of the Union so that they would join and thereby help to sustain the universality of the UPU. Thus, with the entry of three new countries (Brunei Darussalam, St Christopher and Nevis and Western Samoa), the number of member countries is now 170.

12 Contacts with the senior officials of postal administrations took on a variety of forms depending on the circumstances. Thus, every opportunity was taken to gather information on the operation, the problems and the wishes of postal administrations. Exchanges of correspondence, experts' and consultants' missions and visits by members of senior management and other International Bureau officials were used to advantage in achieving the objective of sustaining the vitality of relations with Union member countries.

13 Also, in addition to the technical cooperation activities which are the subject of part V of this report, other technical action was organized regarding postal service management, with the participation of many postal administrations. I refer to the following activities in particular:

A. Quality control monitoring operations

14 Since 1986, pursuant to the Declaration of Hamburg, the International Bureau has organized transmission-time monitoring operations. Because the results of this activity are given in considerable detail in Congress – Doc 21, there appears to be no need to dwell on them here, although one should note the fundamental change which has occurred in this area in terms of relations with member countries.

15 Indeed, at the end of every monitoring operation, the International Bureau made a detailed analysis of each link and, where necessary, sent an individual letter to the administration concerned urging it to look more closely at transmission times that seemed unduly long and to take such corrective measures as were deemed appropriate. Each participating administration was also asked to inform the International Bureau of whatever corrective measures it had taken.

16 I am pleased to say that a very great amount of high-quality correspondence was exchanged in this connection, sometimes becoming a genuine dialogue through which specific problems were studied in detail and, in many cases, solutions found. In addition to these concrete results, I was happy to note that a new spirit had been established which took the shape more especially of keener interest and a different approach to problems.

B. Technical meetings

17 *EMS Symposia*: Since 1985, four symposia on EMS were held in Berne on the occasion of the annual session of the CCPS. These symposia provided the postal administrations with:

- an effective and fast means of adopting worldwide standards for the EMS service;
- international attention for such innovations as the international "same-day" service, computerized tracking and tracing of EMS items, and EMS marketing strategies;
- a free discussion during which postal administrations could analyze the state of EMS worldwide – especially the situation of EMS as compared with the services offered by competitors and what should be done to increase the EMS share of the market.

18 Pursuant to these symposia, the CCPS adopted recommendations for harmonizing the image, quality and standards of EMS worldwide.

19 Also, the CCPS is submitting a proposal to the Washington Congress calling for inclusion in the Convention of general provisions concerning EMS as well as a draft resolution which, among other things, would take note of the EMS Framework Agreement and the provisions contained in the above-mentioned recommendations.

20 *Symposium on the press and postal traffic*, organized on the occasion of the 1987 session of the CCPS. The first part of the symposium was reserved exclusively for the postal administrations, whereas the second part was open to the postal administrations and international organizations representing the press, publishing and the book trade.

21 *Symposium on the quality of mail circulation*, held in 1987, through which, owing to the merit of the written and oral papers presented, it was possible to review the principal problems of the day and to seek a solution. Several of the conclusions and recommendations that resulted from the proceedings of this symposium continue to have an important positive effect on international exchanges.

22 *Round Table on terminal dues*. The Round Table met in Berne in April 1989 to consider the question of terminal dues and, in a climate of constructive dialogue, to seek a consensus for solving one of the most widely discussed problems of the UPU. The Round Table was very successful in terms of organization and results. Indeed, almost half the member countries of the Union attended the meeting and, thanks to the spirit of cooperation and understanding displayed by the participants, a near-consensus was reached on a terminal dues system that takes account not only of the interests of all the parties concerned but also of the nature of the mail for which handling costs at destination are to be remunerated.

23 *Symposium on automation and computerization of post office counter operations and related management functions*. This symposium was held in 1986 and provided an opportunity to discuss the studies and the ways and means relating to computerization of postal counters. It also was the occasion for wide-ranging sharing of experiences in this field. Emphasis was placed on improving the standard of customer services (in particular by means of versatile counters), productivity, staff working conditions and the image of the Post, without overlooking the increase of revenue and the reduction of expenditure. The symposium also made it possible to heighten the awareness of participants regarding computerization as a basic factor for improving and diversifying customer services and accordingly stressed the need to use computerization as a weapon and a means for standing up to the competition.

24 *Symposium on electronic mail.* Held in 1988, this first symposium on electronic mail had two main objectives affecting both the present and the future:

- to prepare a summary of the activities carried out jointly by the CCPS and the CCITT and within the framework of the experience of administrations operating that service;
- to determine for the 1990s the field for study and development of the electronic mail network operated by the Post.

In conclusion, the symposium reaffirmed that electronic mail does not compete with the traditional letter post and that the two services are mutually complementary and together provide the range of services sought by postal customers as a result of technological progress. The Post must therefore take action to assume its rightful place on the market which has thus been opened.

25 *Symposium on mail and parcel services in the face of competition.* This symposium was held in 1988 and its principal aim was to arouse the interest of the international postal community in the problems of the struggle against the growing competition on the postal market. Among the general conclusions identified through the many papers and fruitful discussions, one should mention:

- the need to identify and develop the four major postal markets: press, letters, goods, advertising;
- the need to segment these four markets, which are highly diversified and have different competitors, in terms of the concept of speed;
- the need to conduct market research at national level and the desirability for the CCPS to make it available in some suitable format to those administrations which have neither the means nor the technical expertise to conduct such research in their own countries;
- the need for administrations to offer the complete range of services, to improve the quality of the entire international postal chain, and to institute a fair system of payment for the services that enhance the competitive edge in order to stand up to private competitors to whom deregulation, the opening of borders and the growth of demand offer a great many opportunities.

C. Information

26 Another important sector having to do with relations with UPU member countries is that of information.

27 The need to introduce an effective information system in any enterprise no longer needs to be demonstrated. What holds true for business in general also holds true for postal administrations and the UPU.

28 At a time when the postal monopoly is declining in favour of competitors determined to take over the most profitable part of the postal market, postal administrations have understood the desirability of showing the public their ability to adapt quickly to new circumstances.

29 Both the 1969 Tokyo (resolution C 11) and the 1979 Rio de Janeiro (resolutions C 101 and C 38) Congresses had already stressed the desirability of strengthening public information activities aimed at enhancing the awareness of users and of the government authorities of the various countries as regards the fundamental role of the Post as a factor for economic, social and cultural development.

30 As a result of the incursions of the competition, public information has suddenly become the focus of postal administrations' concerns. It is no longer a question of dwelling on passive information limited to describing traditional services: we must take the lead and show the customers and the government authorities that postal services can radically transform their structures and give new vitality to their forms of action. It is this transformation which is reflected, among other things, in the Declaration of Hamburg.

31 Fully aware of the importance of information, the International Bureau, guided by the Executive Council and joining its efforts with those of the postal administrations, has endeavoured to implement a coherent policy along two main lines:

- intensification of its own information activities;
- development of activities in support of those contemplated by the postal administrations in this field.

Intensification of its own activities

32 The International Bureau intensified its information activities, especially those listed below:

a Periodical "Union Postale": it underwent important changes, in both appearance and content.

b Information campaigns in favour of the Post: systematic activities with specific targets were initiated (international letter-writing competition for young people, messages, posters and slogans for World Post Day, participation in book fairs and philatelic and international exhibitions).

c Relations with the press: however, because the impact of the measures taken was not conclusive, relations with the press were suspended as part of a move to place less urgent International Bureau activities in abeyance. It was agreed that these relations should be developed mainly at country level.

d Audiovisual: to take account of new audiovisual techniques, it proved desirable to provide videocassettes as part of the lending service alongside traditional films on reels.

e Information visits: in this area, an increasingly large rise in the number of visitors has been noted.

International Bureau activities in support of those contemplated by postal administrations

33 The International Bureau among other things contributed to World Post Day activities held in various countries, by ensuring distribution of the UPU Director-General's message and of posters printed for the occasion, as well as the screening of films and videocassettes on the postal service. The International Bureau also continued to organize the international letter-writing competition for young people. Wherever information services were either non-existent or inadequate, the member countries concerned were urged to introduce or improve them, so that they would be able to initiate publicity activities consistent with their means.

34 They were provided with support in this connection through the distribution of three publications dealing with the development of public relations activities as well as the conduct of effective advertising campaigns:

- the study entitled "Organization of public relations and marketing services in developing countries";
- the guide entitled "The practice of public communication in the Post" (a supplement to the foregoing study);
- the study entitled "Publicity for postal services".

35 The first study was conducted jointly by the postal administration of Egypt and the International Bureau. The guide was prepared by the International Bureau with the assistance of an information specialist. Lastly, the study "Publicity for postal services" was conducted by Italy.

36 Technical cooperation activities in the field of information were organized by the International Bureau for the benefit of the developing countries. They consisted more particularly of training activities in this area.

37 In the field of information, in addition to the publications mentioned above, the International Bureau:

- published the periodical "Union Postale";
- re-issued the "UPU Memorandum" (1874-1949);
- published the "History of the UPU from 1948 to 1985";
- published a brochure containing information on the flows of postal exchanges throughout the world;
- published a "Catalogue of audiovisual material".

III. Active cooperation with the Executive Council and the Consultative Council for Postal Studies

38 Generally speaking, the International Bureau as the secretariat of the Executive Council provided the latter with sustained support to enable it not only to perform its tasks as a management body, but also to conduct the 38 studies assigned to it by Congress. It endeavoured to gather as much information as possible either from other organizations in the United Nations family or from the postal administrations. Moreover, it strove to formulate several working assumptions and options so that the Executive Council would be in a position to select the most suitable solutions.

39 These studies covered the full range of subjects within the purview of the Executive Council. They related not only to its own management but also to problems of interest to the entire Union, such as the means of achieving the objectives of the Declaration of Hamburg, relations with the Restricted Unions, technical cooperation programmes and public information activities.

40 Very special attention was paid to studies concerning the structure of the Union aimed at providing it with a more flexible organization more responsive to the needs of a modern enterprise. Several problems were considered, including the possibility on the one hand of streamlining the conduct of Congress and shortening its duration and, on the other hand, of granting legislative powers to the Executive Council. The Executive Council considered the various options submitted by the International Bureau pursuant to the studies the latter had conducted.

41 To prepare its work, the Executive Council instituted several working parties and contact committees:

- Executive Council Working Party to study suggestions on the operation of the Union (three meetings in 1988 and 1989);
- Working Party on calculating basic charges (three meetings in 1987, 1988 and 1989);
- Working Party on rate-fixing according to new principles (two meetings in 1988 and 1989);
- Terminal Dues Working Party (seven meetings between 1986 and 1989);
- Working Party on revision of land and sea rates (four meetings between 1986 and 1989);
- Working Party on the revision of the Agreements concerning the postal financial services (seven meetings between 1986 and 1989);
- IATA–UPU Contact Committee (two meetings, plus 14 meetings of its three Working Groups);
- CCC–UPU Contact Committee (four meetings from 1986 to 1989).

42 The International Bureau also provided substantial assistance to the CCPS by cooperating closely with the reporting or coordinating countries for the start-up and conduct of the 60 studies on the programme, 41 of which were main studies and 19 supplementary studies or sub-studies,

and in some cases by serving as joint rapporteur or joint coordinator. The trend during this five-year period was to assign a more active role to the International Bureau in the various stages of progress of the studies. The results indicated that it would be desirable to continue along these lines.

43 A greater CCPS awareness of the problems of modern postal service management was demonstrated by the holding of many working party meetings and symposia, each one for the purpose of considering a specific topic of vital importance to the postal administrations of developing and developed countries alike. In addition to the symposia listed in section II, we should mention eight working party meetings dealing with the following fields:

- Study 643: Bar codes and unique identification system for postal items (two meetings in 1987 and 1988);
- Study 661: Productivity in postal services (one meeting in 1985);
- Study 666: Monitoring of administration through the setting of targets (one meeting in 1986);
- Study 503: Electronic mail (two meetings in 1986)
- Study A 19: Multilingual Vocabulary (two meetings in 1986).

Also worthy of note were the five meetings of the Addressing Working Group (study 636) held within the framework of relations with the ISO.

44 It should be noted that, pursuant to guidelines laid down by the CCPS, the International Bureau endeavoured to provide the developing countries with substantial assistance so that they would be able to take part in CCPS studies in one capacity or another. A certain improvement was noted in this regard, especially with respect to the contributions made by these administrations to a number of studies and symposia of real interest and capable of providing a solution to their problems.

45 More extensive use of the conclusions set out in the CCPS studies was ensured by supplying the experts and consultants recruited for technical cooperation programmes with the brochures of the Collection of Postal Studies, the results of quality of service monitoring operations, EMS publications and other CCPS documents, so that they could take them into consideration in carrying out the technical assistance projects. The International Bureau ensured that the "technical assistance" dimension was reflected in the conclusions of the reports prepared by the reporting and coordinating countries for the studies.

46 In its capacity as a consultation and information centre, the International Bureau distributed the following new publications within the framework of studies 671 (EMS) and 673 (Declaration of Hamburg):

- EMS Operational Guide and its supplement containing detailed delivery standards
- the EMS House-style Manual
- EMS Press Review
- 126-point quality control of international mail circulation.

47 Moreover, it updated many publications, such as:

- Catalogue of additional services offered to the public or under study (binder 144)
- Computers in the postal service (binder 114)
- Guide to Modernization of Postal Services
- Catalogue of postal equipment.

IV. Cooperation with international organizations

48 Although a report on the relations maintained by the UPU with the United Nations and other international organizations is given in Congress – Doc 22, I think it desirable to provide the following additional information about the policy followed by the International Bureau in such relations.

A. Relations with the United Nations

49 As a specialized agency of the UN, the UPU takes an active part in international activities within the framework of the United Nations.

50 During the past five years, relations of cooperation, founded on the Agreement signed in 1947 between the UN and the UPU, have continued to grow and have taken on various forms depending on the fields and the organizations concerned.

51 The International Bureau was represented at meetings dealing with subjects of interest to the UPU, in particular within the Economic and Social Council (ECOSOC), the Administrative Committee on Coordination (ACC), the International Civil Service Commission (ICSC), the United Nations Development Programme (UNDP), etc. The important decisions taken at these meetings were brought to the attention of the Executive Council for its information and to obtain such instructions as were required.

52 As regards relations between the UPU and the UNDP, it should be borne in mind that there is a link between the attention paid to the postal sector by the governments of the countries themselves and the resources made available to them by the UNDP through the UPU for postal development. It follows that although the UNDP remains the principal source of funding for UPU technical activities, that agency's share is decreasing considerably. Indeed, from 71 percent during the period 1979–1983, the financial contribution of the UNDP in favour of the Post in the developing countries for the five-year period 1984–1988 now amounts to no more than 56.8 percent of all the resources mobilized. Nevertheless, as will be noted upon perusal of the specific documents submitted to Congress on this subject, relations between the UNDP and the UPU remain marked by a spirit of productive cooperation, as indicated by the favourable changes initiated two years ago with respect to consideration of postal requirements in certain regions.

53 I have continued to make equally systematic approaches to the UNDP Resident Representatives in order to heighten their awareness of the role of the Post in economic and social development at a time when many countries are looking for some way to contain the economic crisis they are facing.

B. Cooperation with the Restricted Postal Unions

54 Cooperation with the Restricted Unions, the special partners of the UPU, is founded on article 8 of the Constitution. It was intensified over the last five-year period, especially as regards technical cooperation.

55 In accordance with Hamburg Congress resolutions C 37 and C 38 and Executive Council resolution CE 6/1983, cooperation agreements were concluded between the UPU and each of the following Restricted Postal Unions: CAPTAC, APTU, UPA, PUAS, APU, PAPU, APPU.

56 To translate these cooperation agreements into action, the International Bureau endeavoured wherever possible to carry out joint financing projects with these regional agencies. In one concrete case, this resulted in a tripartite UNDP–UPU–Restricted Union project for the implementation of which the Restricted Union in question made a substantial intellectual and financial contribution.

57 Relations with the Restricted Unions also led to the mutual exchange of observers at the meetings of the respective bodies and an intensive exchange of information and documentation.

C. Relations with other international organizations

58 The International Bureau maintained close relations with some specialized agencies of the United Nations and with other international organizations, both governmental and non-governmental, regarding all sorts of matters of common interest.

59 As regards technical assistance, the International Bureau sustained and developed cooperative links with several international agencies, such as the World Bank, UNESCO and the United Nations Regional Economic Commissions. These links took the form, among other things, of a UPU contribution to the definition of regional multisector programmes and an increasingly systematic exchange of information for the purpose of coordinating and mobilizing resources.

60 The UPU over the past five years received effective cooperation from certain Regional Economic Commissions which supported postal projects, both before the governments of the beneficiary countries and before the UNDP.

61 Measures were taken jointly with the senior officials of the postal service of certain countries to heighten World Bank awareness of the need to pay greater attention, and later on to allocate appropriate financial resources, to the modernization of postal management and operating systems in the developing countries.

62 It is also interesting to note that initial contacts were made with international press and publishing organizations, among them the International Federation of the Periodical Press (FIPP), the International Publishers' Association (IPA) and the International Federation of Newspaper Publishers (FIEJ), and that a consultative body (the Publishers–UPU Contact Committee) was established.

V. Postal technical cooperation

63 During the five years that followed the Hamburg Congress, I felt I should work towards establishing a technical assistance programme to support the modernization of the postal service in the developing member countries. This was with a view to responding to the imperatives of equilibrium and interdependence between all Union member countries. Development aid was also consistent with the concept of solidarity advocated by all international authorities to achieve a world of peace, harmony and well-being for all. With regard to the Post, reference may be made to the documents submitted to Congress on the subject of technical cooperation which expand on the various elements hereunder concerning, among other things, the general policy, the principles of action, the activities initiated, as well as the new approaches deemed necessary in the light of the experience acquired.

A. General policy and principles of action

64 UPU policy on development assistance is intimately linked to that of the United Nations system as a whole and more especially to that of the UNDP. Nevertheless, because of the specific nature of its mandate and the priority objectives established by the Hamburg Congress, the International Bureau endeavoured to implement a programme of action that would take account mainly of the priorities defined by that Congress and of the needs expressed by the postal administrations of the beneficiary countries. The action programme dealt with countries and with fields in need of priority attention.

65 As regards the countries, it must be admitted that although preference was given to the disadvantaged countries, it was necessary to take account of both the universal nature of development aid and the deterioration of the economic situation of an ever-increasing number of Third World countries. It follows that the number of beneficiary countries remained especially large, and this prevented the International Bureau from conducting activities in each country such as would have had a genuine impact on the operation of the service. It must nevertheless be

added that the most substantial resources were concentrated first and foremost on the needs of the least developed countries (LDCs). These countries not only benefited from activities in support of the developing countries as a whole, but they were also allocated resources for the implementation of a programme designed especially for them.

B. Activities

66 Although rationalization of management, improvement of the standard of service and training remain the sectors for which aid was requested, the activity of the UPU considerably exceeded the boundaries of those main fields because of the variety of situations and the magnitude of the needs of the countries concerned.

67 Notwithstanding the modest amount of the resources available, activities were very numerous, whether they involved assistance with restructuring management systems, improving the quality of operational services – in particular the quality of mail circulation and delivery – and creating a marketing structure or setting up training activities in various fields.

68 As a means of raising awareness among government authorities and senior officials of the administrations of the major problems of postal management, a number of meetings were arranged in all regions. Among them were:

- the symposia for African heads of postal management (Paris 1985, Rugby 1986);
- the management symposium for Arab country Chairmen and Directors-General of Posts (Dubai 1987);
- the interregional symposium on postal operation and management strategies (Beijing 1988);
- the meeting of Postmasters-General and Conference of Ministers in charge of the Post of the English-speaking countries of the Caribbean (Georgetown 1988);
- the symposium of Directors-General and Conference of Ministers in charge of the Post of the African countries south of the Sahara (Nairobi 1988).

69 During the five-year period under discussion, several specialized training courses, study cycles and technical meetings were held in all regions of the world in accordance with the requirements observed. Special attention was paid to those fields deemed to be top-priority, namely settlement of international accounts, planning, costing and rate-fixing, public information, etc.

70 Although the activities carried out responded to requests by the countries, there remains a great deal to be done in order to measure their impact and to assess how much benefit the administrations were able to derive from them.

C. Evaluation

71 The work undertaken in this area seeks to assess the relevance of the activities in terms of project design, execution and follow-up, and to determine what use the countries have made of the aid granted. It must be admitted that owing to the inadequacy of the means employed by the International Bureau, the results of the evaluation work provide only approximate information about the impact of the aid granted on the operation of the services in question. In the last while, I have endeavoured to make the organization of evaluation missions in the field more systematic, so that the International Bureau could more accurately measure the advantage derived by the countries from the assistance granted to them by the international community.

D. Financial resources

72 One cannot place too much stress on the inadequacy of financial resources in relation to the needs expressed by the countries. Moreover, because of the difficult economic situation being experienced by all developing countries, it seemed that the postal sector was not being given the necessary attention by the government authorities as regards investments. Also, development assistance programmes submitted to the international community by the governments seldom include postal projects. The result in real terms is that the postal share of public development assistance is decreasing from one period to the next. By way of example, the share allocated by the UNDP for postal projects, which during the period 1972–1976 had accounted for 0.5 percent of the total resources of that agency, was reduced to 0.3 percent for the five-year period 1984–1988. Luckily, the supplementary resources obtained under the UPU budget, the Special Fund and multilateral assistance allowed the crucial needs of the countries to be met. The fact remains, however, that an effort must be made both by the beneficiary countries themselves and by the international community to increase the flow of resources allocated to postal development. I made every possible effort to stimulate further still the sense of solidarity which prevails in relations between Union member countries.

73 Also, it seemed necessary to resort in an increasingly systematic manner to technical cooperation among developing countries (TCDC) and to adopt new policies based among other things on the strategies advocated by the United Nations bodies and which respond to the collective and individual needs of the developing countries.

E. Technical Cooperation among Developing Countries (TCDC)

74 During the past five years, the International Bureau endeavoured to implement projects aimed at promoting "horizontal" technical cooperation. The projects carried out in this area are varied and deal with training consultants to serve in other developing countries and calling on the technical and financial cooperation of countries in the same region, whether to carry out consultants' missions or to receive trainees.

75 The best system of technical cooperation among developing countries and towards which the International Bureau intends to work consists in introducing procedures through which the countries will be able to help each other directly, with no UPU intervention.

F. New policies

76 Subject to their adoption by the Washington Congress, the main policies that will govern postal technical assistance over the next five years will deal with:

- the search for greater coherence in national and regional objectives or plans;
- the need to more systematically tailor the assistance provided to the level of the requesting countries;
- the pursuit of progress based on a short-term and long-term vision of postal development in the countries in question;
- the funding of integrated projects that will be subject to the conclusion of an obligatory development contract binding upon the UPU and each beneficiary country and seeking concrete objectives to be achieved following a specific schedule.

77 So that the UPU may be closer to the "theatre of operations", a system will be introduced to heighten its presence in the field with respect to technical assistance matters. The desirability of such a presence is all the more obvious in that consultation about the programming of development aid and the distribution of resources by sector are being organized in an increasingly systematic manner at country and regional levels.

VI. Financial management

78 The main preoccupation has been to maintain a zero-growth budget from the year 1987; this has been accomplished thanks to drastic savings along with measures for rationalizing work methods and the increased use of data processing.

79 The restrictive budget policy combined with the judicious use of the Reserve Fund made it possible to reduce the contribution unit for 1988 and 1989 to an amount below that of the preceding year, even though 1989 will have to bear the special expenses relating to the holding of the Washington Congress.

80 It seemed of primary importance to urgently implement special activities beginning in 1989 to improve the quality of the international postal service and to enable the UPU to stand up to the competition. The financial and human resources required by these measures, which were approved by the Executive Council, entailed financial repercussions which Congress will have to discuss, after which it is expected once again to maintain the budget at zero growth.

81 Another very important problem is that of recovering contribution arrears, the increase of which is threatening the sound administration of Union finances. In addition to the publication of circulars, the dispatch of numerous letters of reminder and action taken by myself and my colleagues, we emphasized measures for clearing the arrears by means of the International Bureau clearing system provided for in Hamburg Congress resolution C 36. Since the latter measure constitutes one of the most effective means of recovery, it would be desirable to expand the scope of the clearing operations conducted by the International Bureau.

82 For further information pertaining to financial management from 1984 to 1988, please refer to my report on the finances of the Union (Congress – Doc 19).

VII. The International Bureau

A. Staff

83 Pursuant to the election by the 19th Congress (Hamburg 1984) of Mr Félix Cicéron to the post of Deputy Director-General with effect from 1 January 1985, an Assistant Director-General (D 2) post was left vacant at the International Bureau. To fill it, the Executive Council appointed as Assistant Director-General (D 2), with effect from 1 July 1985, Mr Jaime Ascandoni, Doctor of Laws, Director of International Affairs, General Directorate of Posts and Telecommunications, Spain.

84 With the retirement of Mr Abdel Kader Baghdadi, a post of Assistant Director-General became vacant. To fill it, the Executive Council promoted to the grade of Assistant Director-General (D 2) with effect from 1 January 1989 Mr Moussibahou Mazou, Senior Counsellor (D 1) at the International Bureau.

85 The Executive Council authorized me to compensate provisionally, as from 1 January 1986, by means of an interim personal allowance, the losses in net remuneration (basic salary plus post adjustment) suffered by staff members in the Professional (P) category and above because of currency fluctuations, guaranteeing them, on the basis of the official United Nations exchange rate in force on 1 January 1986 (1 US dollar = 2.09 Sfr), the equivalent in Swiss francs of the remuneration expressed in US dollars.

86 The International Civil Service Commission (ICSC) having introduced, with effect from 1 September 1986, for all the organizations of the United Nations common system, a remuneration correction factor (RCF) aimed at reducing the effects of the currency fluctuations on the remuneration of staff members in the Professional and Senior categories, I decided to apply that measure to the UPU officials as from the same date. Thus, I made use of the previously mentioned EC authorization only for the period from 1 January to 31 August 1986.

87 With regard to posts in the Professional category and above, new officials were of course recruited on the basis of their professional qualifications and their abilities, but also on the basis of equitable geographical distribution, in accordance with article 4.2 of the International Bureau Staff Regulations. The number of countries represented at the International Bureau, as of 1 January 1989, was 47.

88 The Hamburg Congress had authorized the recruitment of additional staff for the years from 1986 to 1990, on the basis of one Professional (P) category official and one General Service (G) category official each year. Accordingly, the International Bureau had the possibility of establishing four P posts and four G posts during the period from 1986 to 1989. During that period, however, the creation of four P posts and of two G posts only was requested, with resultant savings of two G posts.

B. New tasks

89 The development and harmonization of EMS, as well as the transmission-time monitoring operations for ordinary mail (beginning in 1986) and for EMS (beginning in 1988) resulted, quite naturally, in a substantial increase in the workload of the International Bureau: production of copious documentation, exchange of messages with the administrations, processing and distribution of the data collected.

90 Moreover, an increasingly urgent need was felt to bring the operation of the Union into line with present-day business and technical requirements. The desire to take measures to safeguard and enhance the quality of, and to modernize, the international postal service was also a subject of concern for the bodies of the Union and this is why it was possible to initiate part of the activities contemplated in Congress – Doc 73 during the second half of 1989, after the EC had taken a decision along these lines, by allocating the necessary financial means. Although recruitment then became possible and was indeed carried out, it has been found that these new tasks entailed a significant increase in the workload of the units responsible for staff management, logistics, translation and document production.

C. Organization, rationalization, productivity

91 Upon conclusion of the Hamburg Congress which had allocated new tasks to the International Bureau, I felt it necessary to take measures to enhance the efficiency of this permanent body of the UPU, within the limits of the resources available, especially through more rational employment of the staff and wider use of modern technology (informatics, word processing, document reproduction).

92 In this connection, it proved essential that an in-depth review be conducted of International Bureau working methods so as to rationalize the workload even more and derive maximum benefit from the means available, and so that it would be able to respond more satisfactorily to the expectations of Union member countries. Such a study could, had it been necessary, have been conducted by senior officials of the International Bureau, but it was feared that being accustomed to the situation as it was, they would not have had the perspective required to bring it to a satisfactory conclusion. Hence the idea of employing a Working Party instead, that would be made up of a limited number of organization and methods specialists supplied by a few postal administrations.

93 In 1985, the Executive Council expressed its support for the establishment of a team of specialists; these were subsequently supplied without charge by the postal administrations of France and the United States of America. They conducted in-depth analyses of the organization and work methods of the International Bureau and made a fair number of recommendations, the implementation of which resulted in savings of time and equipment as well as a higher standard of work. In this connection, I must mention the very positive attitude of the staff members who accepted the reforms and contributed through their efforts to their application.

94 The changes to the organization and operation of the International Bureau were frequently accompanied by the introduction of new or more efficient means. Priority was given to improving the production of documents and the use of informatics was largely based on a stock of microcomputers and terminals linked to the central unit, which in four years grew from 14 (terminals) to 85 (20 terminals and 65 microcomputers). This equipment programme resulted in higher productivity and eliminated duplication and retyping of texts and made it possible to obtain the same level of quality for all documents produced by the International Bureau in the various languages. It also contributed to more effective use of the data already available, both financial and operational, for the benefit of technical cooperation.

95 Many internal training activities were conducted by specialist officials of the Bureau to supplement the investment in the equipment itself.

96 Other positive points should be noted, including the computerized processing of the data from the transmission-time monitoring operations, the automation and improved control of data acquisition from accounting documents and the increasingly systematic use in the Bureau of microcomputer capabilities including the designing of a data base project for the internal needs of the Bureau.

97 The streamlining process will have to be continued so that the International Bureau may fully respond to the demands of modern management and accomplish the tasks imposed by change.

98 I must add that up till now, the rationalization activities have not resulted in a budget overrun or in an increase in expenditure, the management of the International Bureau being inspired by a constant concern for thoroughness and economy. As a result of that same concern, provisions are being considered for eliminating or reducing certain International Bureau activities as much as possible and for simplifying and limiting Union documentation.

VIII. Conclusion and prospects for the future

99 The context surrounding the Post in the world of today comprises elements hostile to its traditional operation and its development.

100 Despite the enormous possibilities offered by modern technology (high-speed means of transport, mechanization, automation, electronics, informatics), the undeniable fact is that in many countries, the Post has entered a process of deterioration and that the quality of postal services is still inadequate.

101 The postal institution, which for a long time had been protected by the monopoly, is now in competition with private enterprises that are wresting the most lucrative part of the market away from it.

102 Fortunately, there are glimpses of light and hope in this sombre picture. Indeed, in adopting the Declaration of Hamburg, the 19th Universal Postal Congress marked the beginning of a new era for the international postal community and for the UPU itself. The Congress formally declared that the UPU must actively participate in strengthening the international postal service as a whole and in improving the standard and speed of international mail circulation and postal exchanges. The Declaration listed the main measures to be taken and urged the administrations and the Restricted Unions to set everything in motion to achieve those objectives. Naturally, the permanent bodies of the Union were instructed to take appropriate measures in this regard as well.

103 Thus, since 1985, I have focused the activity of the International Bureau on the implementation of the principles and priorities set out at Hamburg. The various reports submitted to the Washington Congress constitute summary records of UPU activity during the past five-year period and it is the responsibility of Congress to assess that activity.

104 As regards the future of the Post, I believe that we can be somewhat optimistic provided we are willing to "build" that future through our own effort.

105 Without prejudice to the decisions of Congress, I believe it desirable to mention a few facts that have been identified and analyzed by the permanent bodies of the Union and a few principles derived from them, which could serve as the basis of an action programme for the years to come.

106 Above all, I am convinced that the only way for the Post to play its role effectively in modern society is to respond fully to the needs of its customers as regards the range of the services offered and their quality.

107 In this regard, it is essential that the Post enjoy a degree of administrative and financial autonomy conferred by an appropriate status that will allow it to implement effective management.

108 It thus seems clear that the Post must be able to manage its own staff and be capable of deciding its rates and of administering the revenue generated by terminal dues.

109 The Post must achieve a balanced financial situation through a mechanism to offset the deficit caused by providing service to rural areas with the profit derived from serving the urban areas, especially from business mail and new services such as EMS or any other high-yield service. Moreover, the Post should be entitled to financial compensation for certain constraints inherent in its public service status or for certain reduced rates imposed upon it by governments for political or social reasons.

110 As a business, the Post must make use of the tools that are essential to any modern management (market research, planning, cost analysis and differentiated rate-fixing).

111 As for relations with its customers and the public, it is obvious that the Post as a service enterprise must define and implement a new policy founded on the development of advertising and public information measures. It must adopt and apply a systematic policy of being receptive and attentive to customers.

112 It is also essential that the Post introduce a system or a mechanism for monitoring the quality of the service, based on appropriate service standards. In this connection, I must point out that the Executive Council of the UPU has instructed the International Bureau to implement, as early as 1989 and 1990, a project to safeguard and enhance the quality of, and to modernize, the international postal service.

113 Moreover, it is important that the Post be able to offer new services that, by their nature and quality, will meet the needs of the customers, and similarly, that it adapt its traditional services by modernizing and improving them and thereby making them more competitive in the marketplace. For its part, EMS requires special management and its own human and material resources.

114 The international postal network constitutes a major asset for achieving the objectives of the international postal community and contending with the competition. It should therefore be given special attention; the general principles of its management should be decided in a context of interdependence of national postal networks and of the solidarity that should prevail between postal administrations. Measures and innovations designed to strengthen and modernize the international network will have to be studied and if possible applied within the framework of the UPU, which should be empowered to act in matters concerning improvement of the international postal service.

115 There is no doubt that postal traffic flows will have to be studied systematically if mail circulation is to be accelerated, especially by taking appropriate action regarding the operation of the international transit centres and the offices of exchange.

116 International mail should be given the same handling priority as domestic mail. This principle, obvious and simple as it may be, unfortunately does not always command the respect it should.

117 Another important field that deserves our attention is that of staff. As the effectiveness of the postal service depends to a very large extent on the human factor, all questions concerning the management and employment of staff are of capital importance. Thus, training and development of supervisory staff, and of management staff in particular, should be ensured on a systematic and permanent basis. It is essential that the Post enjoy a certain autonomy in recruiting and managing its staff. Finally, it is of primary importance that the Post provide attractive working conditions for its staff, thereby ensuring its support for the measures it will take to enhance the effectiveness of its activities and improve its image.

Berne, 4 September 1989

A C BOTTO DE BARROS

Director-General

Congress – Doc 19

Director-General's report on the finances of the Union

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In this document, "Swiss franc" (the Union's currency of account) is abbreviated to "Sfr".

Foreword

According to a well-established tradition, the Director-General of the International Bureau submits a report on the Union's finances to Congress. Although the present report is essentially a financial one, its scope goes well beyond that of a simple submission of accounts or estimates of future expenditure in that it also gives a general view of the International Bureau's management. On the one hand it reflects the implementation of the tasks entrusted to the Bureau by the Hamburg Congress, and on the other it shows the infrastructure essential to the work which must be undertaken over the next five-year period.

It is for Congress to assess the volume of work to be given to the International Bureau, including that arising from new proposals adopted by Congress, and afterwards to act fairly by providing the Bureau with sufficient resources for it to be able to carry out fully and efficiently the tasks which member countries expect of it. Congress will thus establish a medium-term work programme, granting an adequate financial framework within which the Executive Council and the Bureau management will be able to ensure that the proposed activities develop dynamically, while keeping that development at as economic and balanced a tempo as possible.

As staff costs make up the greater part of the International Bureau's expenditure, the basis of an effective control of such expenditure resides in the authorized staff strength and optimum organization of the work as a whole. That is why I thought it of prime importance to have attached to this report as annex 1 the International Bureau organizational chart giving the staff table – as submitted to the Executive Council in April 1989 – since this staff strength was used as a basis for estimating the 1990 budget and thus represents the main point of departure for Congress to fix the net expenditure ceilings for future years.

The present report is patterned on the practice followed at previous Congresses and takes particular account of the trends revealed in discussions at recent Congresses, which tried to provide for a reasonable growth of the Bureau's staff strength and organization over the next five-year period. It should be recalled in this connection that although one speaks of a five-year period when referring to the normal interval between two Congresses, Congress is called upon to make decisions for the period of five years ending with the entry into force of the Acts of the subsequent Congress, ie 1991–1995.

The report falls broadly into two parts.

Part I, entitled "Financial situation on the eve of the Washington Congress", gives the results of the financial years 1984–1988 (final approval of which is a matter for Congress) and the situation of the various Union Funds, and reviews the arrears position and the outstanding events which have influenced the Union's finances since the Hamburg Congress. A report is also given on the debtor and creditor situation and the position of the Union's own funds.

While part I deals more with a de facto situation, part II, entitled "Decisions to be taken by the Washington Congress", sets out the factors which Congress has to consider in fixing the expenditure ceilings for the next five-year period. This part could not be completed at the present time since certain expenditure, such as that relating to the subsequent Congress, can be assessed only during the Washington Congress.

We thought it would be useful to give, in annex 2 to this report, an overall view of our Union's present financial system, some aspects of which differ considerably from those of the systems in other organizations of the United Nations family. This description will certainly benefit member countries which did not belong to the Executive Council and those which did not experience the transition from the former financial system to the new system of self-financing.

Part I

Financial situation on the eve of the Washington Congress

1 Net expenditure ceilings set by Congress

The Union's accounts submitted for final approval by the Washington Congress cover the five-year period 1984–1988. It should be made clear that this period is governed partly by the financial system of the Rio de Janeiro Congress (1981–1985) and partly by that of the Hamburg Congress (1986–1990) as shown below:

Years	1979	1980	1981	1982	1983	1984	1985	1986	1987	1988	1989	1990	1991
Financial systems			Rio de Janeiro financial system					Hamburg financial system					
Five-yearly accounts	Accounts approved by the Hamburg Congress					Accounts submitted for approval by the Washington Congress							

The annual expenditure ceilings for the activities of the Union's bodies were set by the Rio de Janeiro Congress and subsequently by the Hamburg Congress as follows:

A. Rio de Janeiro financial system

1 For each year from 1981 to 1985, article 124, paragraph 1, of the Rio de Janeiro General Regulations set the limit which net annual recurrent expenditure was not to exceed.

2 A limit, set at 1 750 000 Swiss francs, was provided for in article 124, paragraph 2, of the Rio de Janeiro General Regulations for expenditure relating to the 19th Congress.

3 The limits set on annual expenditure, as provided for under 1 and 2 above, may, according to article 124, paragraph 3, of the Rio de Janeiro General Regulations, be exceeded by the Executive Council to take account of increases in salary scales, pension contributions and allowances, including post adjustments, approved by the United Nations for application to its staff working in Geneva.

4 The Executive Council is also authorized, by article 124, paragraph 4, of the General Regulations, to adjust the amount of expenditure other than that relating to staff on the basis of the Swiss consumer price index.

B. Hamburg financial system

1 For each year from 1986 to 1990, article 124, paragraph 1, of the Hamburg General Regulations sets the limit which net annual recurrent expenditure is not to exceed.

2 A limit, set at 3 345 000 Swiss francs, is provided for in article 124, paragraph 2, of the Hamburg General Regulations for expenditure relating to the 20th Congress.

3 The limits set on annual expenditure as provided for under 1 and 2 above may, according to article 124, paragraph 3, of the Hamburg General Regulations, be exceeded by the Executive Council to take account of increases in salary scales, pension contributions and allowances, including post adjustments, approved by the United Nations for application to its staff working in Geneva.

4 The Executive Council is also authorized, by article 124, paragraph 4, of the General Regulations, to adjust the amount of expenditure other than that relating to staff on the basis of the Swiss consumer price index.

The following table shows precisely the statutory ceilings for net expenditure authorized for each of the years in question covered by the Acts of the Rio de Janeiro Congress (1984 and 1985) and by those of the Hamburg Congress (1986–1988).

Year	Financial system	Nature of expenditure	Ceiling set by Congress in Gen Regs, art 124	Excess authorized under Gen Regs, art 124, para 3 at time of budget preparation	Excess authorized under Gen Regs, art 124, para 3 during year of budget implementation[2]	Gen Regs, art 124, para 4	Statutory limit on authorized expenditure
			Sfr	Sfr	Sfr	Sfr	Sfr
1984	Rio de Janeiro	Recurrent	18 187 800	+ 2 197 761	+ 842 700	+ 952 014	22 180 275
		Non-recurrent[1]	1 750 000	+ 106 600	–	–	1 856 600
		Total	19 937 800	+ 2 304 361	+ 842 700	+ 952 014	24 036 875
1985	Rio de Janeiro	Recurrent	18 556 400	+ 3 003 330	+ 752 500	+ 1 056 260	23 368 490
1986	Hamburg	Recurrent	22 601 400	+ 879 168	– 165 200	+ 145 684	23 461 052
1987	Hamburg	Recurrent	23 028 100	+ 724 258	– 22 600	+ 314 980	24 044 738
1988	Hamburg	Recurrent	23 376 900	+ 404 365	+ 260 500	+ 314 980	24 356 745

1 Ceiling set by the Rio de Janeiro Congress for expenditure relating to the 1984 Hamburg Congress.
2 Adjustments withdrawn from or paid into the Reserve Fund.

2 Results for financial years 1984–1988

A. General remarks

The results for the financial years 1984–1988 were published and commented on in the Reports on the work of the Union for the years in question and were submitted for the approval of the Executive Council. Annex 3 to this report recapitulates the Union's accounts for those five years in the form of a comparative table.

In accordance with article 124, paragraph 10, of the General Regulations and article 35 of the UPU Financial Regulations, the external auditing of the Union's accounts is carried out by the Government of the Swiss Confederation, which has declared its readiness to continue acting as external auditor of the UPU's accounts free of charge. Apart from the formal and physical auditing of the accounts, the external auditor is entitled to make comments on the efficiency of financial procedures, on the accounting system, on internal financial control and, in general, on the administration and management of the organization. The annual accounts, accompanied by the relevant audit report, were submitted each year to the Executive Council which regularly approved them.

It is proposed that Congress express its thanks to the Government of the Swiss Confederation for the generous help it has given with the Union's finances. A draft resolution to this effect is given in annex 4.

It is the prerogative of Congress finally to approve the Union's accounts on the basis of the annual financial reports, the conclusions of the auditor and the summarized table of figures given in annex 3. For this purpose, the Congress Secretariat has available, for members of the Finance Committee, the original auditor's reports for those years.

B. Budget of the Union and fixing of contributions

Under the self-financing system in force since 1 January 1981, the Executive Council approves the definitive budget for the following year and at the same time fixes the amount of the contributions which member countries must pay by not later than the first day of the financial year to which the budget refers so that the International Bureau has the financial resources needed to meet the authorized expenditure.

As the present financial system no longer allows the budget for the current year to be adjusted as before, in May 1980 the Executive Council adopted the following procedure:

a Contributions are payable in advance on the basis of the budget which the Council approves during the year preceding the financial year.

b The budget for the current financial year is not adjusted.

c The credits budgeted for the remuneration of staff (salaries and allowances) are based on the scales applied by all the United Nations organizations in Geneva at 1 January of the year in which the budget is examined and contain no reserve for adjustments taking effect after that date. But, since such adjustments are nonetheless applicable to UPU officials (General Regulations, article 124, paragraph 3), the supplementary credits required are withdrawn from the Reserve Fund, which must be maintained at a level high enough to meet this contingency.

d Subject to the supplementary credits mentioned in c above, increases likely to affect the other categories of expenditure (particularly general expenditure) are included in the budget; this concerns both actual increases and increases due to inflation.

C. Evolution of expenditure

The following table gives the evolution of net expenditure for the years 1984–1988 as compared with the statutory limit of expenditure (ceiling), the budget approved by the Executive Council (including supplementary credits) and the amount of contributions.

Year	Ceiling of authorized expenditure	Net budget approved by the Executive Council[1]	Net budget including the supplementary credits under Gen Regs, art 124, para 3	Actual net expenditure	Actual contributions	Amount of contribution unit
	Sfr	Sfr	Sfr	Sfr	Sfr	Sfr
1984	24 036 875	21 542 500	22 385 200	21 765 329[2]	18 672 500	17 500
1985	23 368 490	21 012 000	21 764 500	20 115 985	20 059 600	18 800
1986	23 461 052	22 381 360	22 216 160	20 528 495	21 381 360	21 840
1987	24 044 738	22 497 420	22 474 820	21 265 048	22 497 420	22 980
1988	24 356 745	22 487 630	22 748 130	22 264 276	22 510 600	22 970

1 Not including payments into or withdrawals from the Reserve Fund.

2 Including Sfr 1 569 286 of expenditure relating to the 1984 Hamburg Congress.

From 1984 to 1988 net recurrent expenditure rose each year by an average of 2.56 percent, quite a small increase when it is considered that the cost of living in Switzerland went up by about 2 percent per year over this period and that the International Bureau had to cope with the new work assigned to it by the Hamburg Congress, in particular quality control of the international postal service.

There have been irregular currency fluctuations which have somewhat disturbed the regularity of expenditure: the exchange rate for the US dollar in relation to the Swiss franc ranged between Sfr 1.29 (January 1988) and Sfr 2.83 (March 1985), ending up in December 1988 at Sfr 1.44, whereas the Rio de Janeiro and Hamburg Congresses had taken a basic rate of Sfr 1.62 and Sfr 2.18 for 1 US dollar respectively to fix the expenditure ceilings. The effects of these fluctuations on the finances of the Union were felt on the salaries and allowances paid to officials in the Senior and Professional categories (under the United Nations common system) and in the sums which the UNDP reimburses to the UPU for the administrative costs of technical cooperation.

The various factors affecting the Union's finances are dealt with in greater detail in chapter D below, which analyzes the "Accounts of the Universal Postal Union for 1984–1988" given in annex 3.

D. Detailed analysis of the accounts

a GROSS RECURRENT EXPENDITURE

From 1984 to 1988, total gross recurrent expenditure increased from Sfr 21 806 372.53 in 1984 to Sfr 24 091 904.28 in 1988, giving an average annual increase of 2.62 percent.

1 Staff expenditure

Development of the staff strength can be seen as follows:

Date	International Bureau staff table approved by the Executive Council					Vacant posts			
	Elected officials	Senior category	Professional category	General services	Total	Senior category	Professional category	General services	Total
1.1.1984	2	16	39	81	138	–	–	3	3
1.1.1985	2	16	39	81	138	1	–	0.5	1.5
1.1.1986	2	16	41	82	141	–	1	2.5	3.5
1.1.1987	2	16	41	82	141	–	3	1	4
1.1.1988	2	16	41	82	141	–	1	2.5	3.5

This table shows that during the five-year financial period 1984–1988, the Executive Council granted two new Professional category (P) posts and one new General Service category (G) post, bringing the total number of posts in the staff table from 138 at 1 January 1983 to 141 at the end of 1988.

Given that the accounts submitted for approval by the Washington Congress cover the years 1984–1988 (governed in part by the Rio de Janeiro Congress and in part by the Hamburg Congress), whereas the creation of new posts authorized by Congress applies to the five-year period of the subsequent financial system as approved by a Congress, we felt it useful to show below the decisions taken by the last two Congresses with respect to the creation of new posts and the more restrictive use thereof made by the Executive Council.

Year	New posts authorized by Congress			New posts actually decided by the Executive Council			Total staff table
	P	G	Total	P	G	Total	
Rio de Janeiro financial system							
1981	1	1	2	0	1	1	135
1982	1	1	2	1	–1	0	135
1983	1	1	2	1	2	3	138
1984	1	1	2	0	0	0	138
1985	1	1	2	0	0	0	138
1981–85	5	5	10	2	2	4	
Hamburg financial system							
1986	1	1	2	[illegible]	1	3	141
1987	1	1	2	0	0	0	141
1988	1	1	2	0	[illegible]	0	141
1989	1	1	2	2[1,2]	1[2]	3	144
1990	1	1	2	0	0	[illegible]	144
1986–90	5	5	10	4	2	6	

1 One P post (English-French translator) was created at 1 January 1989 (conversion to a staff table post of a service previously provided by the English Language Group and reimbursed by the International Bureau).

2 One P post and one G post were created as of 1 July 1989 for special activities to improve the quality of the international postal service.

Between 1984 and 1988, staff expenditure (which represented 80.21 percent of budgetary expenditure for 1988) increased on the average by 2.54 percent per year. Apart from the extra costs occasioned by the three posts created in 1986, the increase in expenditure on staff is due to the regulation step increases and to adjustments in the salary scales decided by the United Nations for its staff working in Geneva, which are applicable to International Bureau officials with effect from the same dates. In consequence, the staff costs of the Berne headquarters (excluding UPU consultants) rose by 2.1 percent per year between 1984 and 1988. This creditable result was achieved thanks to the suggestions of the specialists made available to the International Bureau free of charge by the United States and French administrations to analyze the International Bureau's work methods. Their proposals led to greater streamlining, through a better distribution of labour and the centralizing of translation and document production services on the one hand, and on the other through more extensive computerization, in particular with regard to word processing.

In regard to consultants' remuneration and mission costs, it should be recalled that, in accordance with Hamburg Congress resolution C 37, the relevant credits were increased by 40 percent from 1 January 1986. These amounts have been employed with flexibility in that they have also been used for fellowships and equipment connected with the missions carried out by UPU consultants in the countries receiving this form of technical assistance. It should be noted that this policy would have been impossible without the cooperation of most administrations which made consultants available to the UPU while continuing to pay their salaries. Since in such cases the UPU pays only an incentive bonus and travel costs and allowances, the total aid given with the help of these administrations is much greater than is suggested by a perusal of the Union's expenditure figures alone.

2 *Other operating expenditure of the International Bureau*

Between 1984 and 1988, the International Bureau's operating costs went up 11.72 percent, for an average of 2.93 percent per year.

Article 21 – Cost of premises: During the period under review, fuel prices declined sharply. The energy-saving measures advocated by the Hamburg Congress were reviewed, yielding less expensive solutions, as was also the case concerning the technical facilities for simultaneous interpretation, for which Congress had planned a complete overhaul. Accordingly, the cost of premises remained fairly stable over the five-year period.

Article 22 – Furniture and office machinery: As a result of the analyses conducted in 1985 and 1986 by the work methods specialists made available to the International Bureau by the United States and French administrations, credits were released in 1987 and 1988 to supply the International Bureau with the equipment needed to computerize clerical work and document production.

Article 23 – Travelling expenses: On the average, airline fares went up approximately 7 percent in the period under review. International Bureau staff mission costs increased because we attended more meetings of UNDP regional and interregional bodies within the framework of technical cooperation and strengthened our ties with the Restricted Unions and administrations in general. In preparation for Congress, the Working Parties of the Executive Council met more frequently in 1988. The Executive Council also decided in resolution CE 5/1987 to pay the travel expenses of, and a daily subsistence allowance to, the Chairman of the CCPS to attend Executive Council meetings.

Article 24 – Office expenditure: Further to recommendation CE 4/1986 to exempt official International Bureau mail from terminal dues, since 1986 Switzerland has granted a reduction of 28 percent on postage of said mail. In addition, certain international telecommunications rates have gone down several times since 1986.

Article 25 – Production of documents and publications: Printing and binding of the Hamburg Congress documents (especially outside printing and binding of the Annotated Acts) was a big expenditure item in the 1985 and 1986 accounts. It should also be noted that, from 1986, there was a big increase in the subsidy for the cost of producing the documents in Chinese, German, Portuguese and Russian, in accordance with Hamburg Congress resolution C 63.

Article 26 – "Union Postale": As of 1988, the frequency of issue of "Union Postale" was reduced from six issues per year to four.

Article 27 – Library, audiovisual and public information: In view of the Executive Council's decision to use a single poster with the same slogan from 1988 for three years running, the printing cost of enough posters for the three years in question are shown against the 1988 accounts.

Article 28 – Declaration of Hamburg: In application of the Declaration of Hamburg, the Executive Council tasked the International Bureau with the monitoring and analysis of the quality of the world postal network as from 1986.

Article 29 – Sundry expenditure: The cost of hospitality increased because of the rise in entertainment costs which was higher than price increases generally in Switzerland. The dip in expenditure in 1986 on contributions to the operating costs of United Nations bodies stems from the delay by the United Nations accounting services in submitting the relevant invoices. Pursuant to resolution CE 5/1987, as of 1 January 1987, the Chairman of the CCPS is entitled to a lump sum as compensation for expenditure of all kinds resulting from his duties, on the same basis as the Chairman of the Executive Council.

b NON-RECURRENT EXPENDITURE

Expenditure relating to the 1984 Hamburg Congress

The 1984 financial year bore the costs of the Hamburg Congress (travel of secretariat, technical arrangements for interpretation, production of documents during Congress, etc), on which expenditure came to Sfr 1 569 285.64 and so did not reach the ceiling fixed by Congress at Sfr 1 750 000 (Rio de Janeiro General Regulations, article 124, paragraph 2).

c ADMINISTRATIVE RECEIPTS

Administrative receipts generally fluctuated considerably during the five-year period for the following reasons:

Article 211 – Reimbursement of costs: Expressed in US dollars, the reimbursement of the administrative costs of technical cooperation projects remained fairly stable from 1984 to 1987. However, converted into Swiss francs, the reimbursement of these support costs was affected by the weakening of the US dollar during this period.

Article 212 – Publication sales: Income from the sale of publications to administrations varies from one year to another according to the publications programme. Receipts for 1986 were particularly high owing to the sale of Hamburg Congress documents.

Article 213 – Letting of premises: Income from the letting of offices and conference rooms was in line with changes in the Swiss market in this connection. In 1988, the International Bureau recovered some rented offices to centralize its services in the main building.

Article 219 – Sundry receipts: Incidental, unforecast receipts are many and unpredictable in nature.

d PAYMENTS INTO AND WITHDRAWALS FROM THE RESERVE FUND

With the introduction of the new financial system two new chapters have been added to the traditional budgetary accounts of the Union, namely, an expenditure chapter for payments into the Reserve Fund (chapter 4) and a receipts chapter for withdrawals from it (chapter 22).

Chapter 4 – Payments into the Reserve Fund: Under article 22 of the UPU Financial Regulations, the budgetary credits cancelled at the end of each financial year are paid into the Reserve Fund.

Chapter 22 – Withdrawals from the Reserve Fund: As from 1981, the Executive Council authorized the Director-General to withdraw from the Reserve Fund the supplementary credits required for financing the increases in staff remuneration decided by the UN after approval of the budget. These supplementary credits amounted to Sfr 842 700 in 1984, Sfr 752 500 in 1985 and Sfr 260 500 in 1988. However, since a negative situation obtained in 1986 and 1987, payments of Sfr 165 200 in 1986 and Sfr 22 600 in 1987 were made into the Reserve Fund. In 1984, a withdrawal of Sfr 2 905 000 was made from the Reserve Fund to maintain the amount of the contribution unit at the same level as in 1983 in spite of the additional expenditure for Congress. In 1985 and 1986, the Executive Council withdrew Sfr 990 000 and Sfr 1 000 000 respectively to reduce both the contribution unit and the level of the Reserve Fund, which was felt to be too high.

e CONTRIBUTIONS

During the five-year period under review the contributions of member countries developed as follows:

Year	Number of member countries	Number of contribution units	Amount of contribution unit	Total amount of contributions
1984	168	1067	17 500.00	18 672 500.00
1985	168	1067	18 800.00	20 059 600.00
1986	168	979	21 840.00	21 381 360.00
1987	168	979	22 980.00	22 497 420.00
1988	169	980	22 970.00	22 510 600.00

3 Rise in the cost of living

As the International Bureau settles its accounts almost entirely in Swiss francs, this being the currency of account, the rise in the cost of living in Switzerland plays an important role in the increase in expenditure and especially in staff costs. The continuous rise in prices is reflected in the Swiss consumer price index, the evolution of which is shown in the following table:

Year	Swiss consumer price index Base December 1982 = 100	Increase (in percent) over 1983	the preceding year
1983	100.9	–	–
1984	103.9	+ 2.9	+ 2.9
1985	107.4	+ 6.4	+ 3.4
1986	108.2	+ 7.2	+ 0.8
1987	109.8	+ 8.8	+ 1.4
1988	111.8	+ 10.8	+ 1.9

The average increase for the five-year period 1984–1988 was thus around 2 percent per year. The Executive Council, in cooperation with the Director-General, paid special attention to the effects of the rise in prices by drawing up the budget at the lowest possible level commensurate with the needs of the Union. To this end, the draft budget indicates for each budgetary item the percentage increase over the budget of the previous year and distinguishes in the case of general expenditure between actual increases and increases due to inflation. In addition, effective measures are being taken as regards the implementation of the budget by means of strict verification of the expenditure committed and by the procedure of calling for tenders.

The rise in the cost of living affects the Union's expenditure in two different ways, depending on whether it is a question of:

a staff expenditure; or
b other operating costs of the International Bureau.

a Effect of inflation on staff expenditure

According to article 124, paragraph 3, of the Hamburg General Regulations, the Executive Council is authorized to exceed the expenditure ceiling in order to apply to International Bureau staff the increases in salary scales, pension contributions and allowances, including post adjustments, approved by the United Nations for its staff working in Geneva.

This mechanism for adjusting staff costs to the rise in the cost of living was introduced as from the 1969 Tokyo Congress. Since then, Congress fixes the expenditure ceiling on the basis of the last budget approved by the Executive Council, in which staff costs are based on the United

Nations salary scales in force at the beginning of the year in which the budget is drawn up, regardless of any future increase which would at that time be hypothetical. The adjustments decided by the United Nations after this base date are applied to the UPU staff with effect from the same dates but are regarded as unaffected by the ceiling.

The increases in staff expenditure covered by the General Regulations and decided by the United Nations during the years 1984–1988 were brought to the attention of the Executive Council as given in the table below. It should be stated that, as from 1981 (new financial system) these adjustments were made in two stages, viz:

a inclusion in the budget of adjustments made between the date selected for fixing the expenditure ceiling and the beginning of the year in which the budget is approved; and

b "supplementary credits" withdrawn from the Reserve Fund for the adjustments made after approval of the budget. When these adjustments result in a negative balance, as was the case in 1986 and 1987, the budget is revised downward and the surplus paid into the Reserve Fund.

Year	Increases in staff expenditure (unaffected by ceiling) approved by the United Nations for				Total (2+3+4+5)	Increase (in percent) over	
	Senior and Professional category staff	General Service staff	pensions (including cost-of-living allowance for pensioners)	the subsistence allowance payable to secretariat staff in Hamburg		the base selected by Congress	the previous year
1	2	3	4	5	6	7	8
	Sfr	Sfr	Sfr	Sfr	Sfr		
Rio de Janeiro financial system – Base: salary scales on 1.1.1979							
1984 a Budget	1 131 955	226 202	839 604	106 600	2 304 361		
b Supplementary credits	466 600	372 700	3 400	–	842 700		
Total	1 598 555	598 902	843 004	106 600	3 147 061	26.0	3.7
1985 a Budget	1 468 018	464 875	1 070 437	–	3 003 330		
b Supplementary credits	238 400	452 800	61 300	–	752 500		
Total	1 706 418	917 675	1 131 737	–	3 755 830	33.2	5.7
Hamburg financial system – Base: salary scales on 1.1.1984							
1986 a Budget	358 510	185 906	334 752	–	879 168		
b Supplementary credits	–543 300	343 000	35 100	–	–165 200		
Total	–184 790	528 906	369 852	–	713 968	4.9	–
1987 a Budget	–36 542	546 406	214 394	–	724 258		
b Supplementary credits	–242 400	189 400	30 400	–	–22 600		
Total	–278 942	735 806	244 794	–	701 658	4.7	–0.2
1988 a Budget	–259 800	667 881	–3 716	–	404 365		
b Supplementary credits	–11 900	241 200	31 200	–	260 500		
Total	–271 700	909 081	27 484	–	664 865	4.5	–0.2

However, this table calls for the following remarks. As a result of the strict application of the freeze on the salaries of Senior and Professional category staff decided by the United Nations, staff expenditure on these categories declined consecutively by 1.5 percent in 1986, 4.4 percent in 1987 and 3.0 percent in 1988, whereas expenditure for G category staff increased by 1.4 percent in 1986, 4.3 percent in 1987 and 2.9 percent in 1988. This produced a slight reduction in staff expenditure overall for the last three years of the five-year period.

b Effects of inflation on the other operating costs of the International Bureau

The rise in prices directly affects expenditure other than that relating to staff, ie expenditure relating to the building (heating, maintenance, repairs, cleaning, insurance, etc), travel costs, the cost of producing documents, purchase of furniture, machinery, equipment and sundry costs.

Article 124, paragraph 4, of the General Regulations gives the Executive Council the possibility of adjusting each year the amount of expenditure (other than that relating to staff) included in the ceiling on the basis of changes in the Swiss consumer price index. This method of indexing is quite similar to the one used for staff expenditure (see a above) except that the International Bureau is not authorized to withdraw supplementary credits from the Reserve Fund in order to finance increases in general expenditure arising after approval of the budget.

The adjustments in expenditure other than those relating to staff which the Executive Council is authorized to make by virtue of article 124, paragraph 4, of the General Regulations are as follows:

Year	Swiss consumer price index CPI		Adjustment of expenditure other than that relating to staff	Increase (in percent) over	
	Date	Index		the base selected by Congress	the previous year
			Sfr		
Rio de Janeiro financial system – Base: Sfr 4 056 300 based on December 1978 CPI = 81.0					
1984	December 1982	100.0	952 014	23.5	5.5
1985	December 1983	102.1	1 056 260	26.0	2.1
Hamburg financial system – Base: Sfr 5 023 600 based on December 1983 CPI = 102.1					
1986	December 1984	105.1	145 684	2.9	–
1987	December 1985	108.5	314 980	6.3	3.3
1988	December 1986	108.5	314 980	6.3	0.0

4 Advances by the Government of the Swiss Confederation

a Former financial system

Until the end of 1980, the Government of the Swiss Confederation made the necessary advances for running the International Bureau, in accordance with article 122, paragraph 7, of the General Regulations (Lausanne 1974). In resolution C 17, the Rio de Janeiro Congress instituted a plan whereby the sums advanced by Switzerland for the 1979 and 1980 financial years would be repaid

to that country over the years 1981–1990 by instalments of 20 percent of actual 1979 expenditure over the period from 1981 to 1985 and then of 20 percent of actual 1980 expenditure over the period from 1986 to 1990. In principle, the whole of the debt under the former financial system should therefore be repaid to the Government of the Swiss Confederation by the end of the 1990 financial year. Congress – Doc 71 and proposal 03 propose the liquidation of this debt. Without taking into account the loan for the building (see chapter 6 below), the debt to Switzerland for the expenditure of the Union and of the translation services operating in connection with the International Bureau has evolved as follows:

	1984	1985	1986	1987	1988
	Sfr	Sfr	Sfr	Sfr	Sfr
Advances	17 843 764	15 249 516	12 721 034	10 288 940	8 165 198
Interest on overdue payments	644 392	724 029	574 048	598 244	672 646
	18 488 156	15 973 545	13 295 082	10 887 184	8 837 844

The figure for 1988 breaks down as follows:

	Swiss francs	Percent
Last two instalments of 20% of expenditure to be billed in 1989 and 1990	4 475 581	50.64
Contributions for financial years 1979 (5 instalments) and 1980 (first 3 instalments)	1 469 363	16.63
Contributions for financial years prior to 1979	580 158	6.56
Supplies and services to member countries	42 633	0.48
Interest on overdue payments (Union member countries)	628 869	7.12
Translation services (including interest on overdue payments)	512 100	5.79
Cash received in December 1988. paid to Switzerland in January 1989	1 129 140	12.78
	8 837 844	100.00

To repay this sum, the UPU is dependent on its member countries making their payments, especially those which have long overdue arrears. These arrears are discussed in chapter 5 below.

b New financial system

Article 124, paragraph 10, of the General Regulations provides that, in the case of temporary financing shortfalls, the Government of the Swiss Confederation may be asked to make the necessary short-term advances on conditions to be fixed by mutual agreement. During discussions on the practical ways and means of applying the new financial system, the Swiss Government stated that such advances would be made at the rate of interest corresponding to the average cost of the short-term loans of the Swiss Confederation. Since 1981, the Union's funds have always been sufficient to avoid recourse to such advances.

5 Arrears

Since, despite the establishment of a new financial system in 1981, the former financial system (based on advances made by the Government of the Swiss Confederation) will continue to subsist until 1990, the debt situation relating to each system should be examined separately.

a Former financial system

The debts under the former financial system include all bills for contributions and supplies sent to member countries up to the end of 1980 and the bills for actual expenditure in 1979 and 1980 sent to member countries up to the end of 1988 in accordance with Rio de Janeiro Congress resolution C 17.

The arrears due from member countries in relation to these debts are as follows:

Date	Contributions	Supplies	Statutory interest	Total
	Sfr	Sfr	Sfr	Sfr
End 1984	1 639 095	63 445	616 864	2 319 404
End 1985	1 761 028	54 417	693 935	2 509 380
End 1986	1 243 375	51 715	507 093	1 802 183
End 1987	1 423 872	44 419	562 619	2 030 910
End 1988	1 497 671	42 633	628 869	2 169 173

b New financial system

As regards the new financial system, in force since 1 January 1981, the arrears situation has developed as follows:

Date	Contributions	Supplies	Statutory interest	Total
	Sfr	Sfr	Sfr	Sfr
End 1984	1 014 871	244 991	328 634	1 588 496
End 1985	1 486 810	344 082	524 157	2 345 049
End 1986	2 372 744	548 311	755 907	3 676 962
End 1987	2 916 252	500 648	1 015 223	4 432 123
End 1988	4 095 658	535 381	1 326 732	5 957 771

It should be noted that, following the practice of other agencies in the United Nations system, these two tables do not yet include contributions for the current financial year as arrears even though they are already liable to interest on overdue payments, in accordance with article 124, paragraph 8, of the General Regulations.

Throughout the period under review, the International Bureau has continued to make every effort to obtain payment of arrears relating to the former as well as the new financial system. In addition to reminders, the Bureau issues six-monthly circulars listing member countries with their contributions in arrears. It also makes sure that this problem is brought up when it happens to carry out missions to debtor countries.

The International Bureau regularly invites member countries experiencing major difficulties in paying off their arrears of contributions to use their credit balances under the six-monthly general liquidation accounts for transit charges and surface-mail terminal dues to clear their debts to the UPU in accordance with Hamburg Congress recommendation C 36. Unfortunately, since the Hamburg Congress decided to make this clearing procedure optional, it has lost considerable force. Particularly with regard to liquidating the UPU's debt to Switzerland and in consideration of the repeated comments of the External Auditor on this issue, the Executive Council also considered the arrears problem. Its viewpoint is reflected in Congress – Doc 71 and proposal 04 on the recovery of sums due from member countries with substantial arrears.

6 Union's building

A full survey of the Union's commitments must include the finances of the International Bureau building. It will be recalled that the site does not belong to the Union, but is leased to it on a 99-year peppercorn rent renewable for the same period.

The construction of the building was financed by a grant of Sfr 1 000 000 from the City and Canton of Berne and a loan of Sfr 18 189 082.80 from the Swiss Confederation. Interest is payable at 3 percent per annum, and the loan is repayable in 40 equal instalments of Sfr 786 903 until the year 2010. At the end of the 1988 financial year, the amount outstanding on the loan was Sfr 12 540 806.

7 Reserve Fund

In accordance with article 124, paragraph 9, of the General Regulations and the provisions adopted by the Executive Council in 1980 when the new financial system was introduced (article 22 of the Financial Regulations), the Reserve Fund may be used for three distinct purposes:

a to cover shortfalls in financing so as to avoid as far as possible the recourse to loans;

b to balance the budget or reduce the amount of contributions;

c to finance the supplementary credits resulting from increases in staff remuneration decided by the United Nations.

The Reserve Fund is maintained by:

a the budgetary credits cancelled at the end of each financial year, which include:

  i the budgetary surpluses of the financial year, and

  ii the residue of credits left over from the "account for credits granted for previous year";

b interest payments to the Union;

c the profit realized on the supply of postal identity cards, international reply coupons and postal travellers' cheques;

d the credits which the Executive Council decides to include in the Union budget to adjust the Fund.

In order to show in the balance-sheet the amount available in the Reserve Fund for financing purposes, a "reserve account" for debtors in arrears was introduced in 1984. The balance of this account must correspond to the total arrears due from member countries under the financial system in effect since 1981. It represents that portion of the Reserve Fund tied up by these hard-to-collect debts. As at 31 December 1988, the amount due from member countries in respect of contributions and supplies for the years 1981–1987 was Sfr 5 957 771.05 and total transfers from the Reserve Fund to the reserve account came to the same amount.

Each year, the level of the Reserve Fund is fixed by the Executive Council which, in accordance with the arrangements laid down in the UPU Financial Regulations, also supervises how it is used. During the period 1984–1988, the accounts of the Reserve Fund evolved as follows:

	1984	1985	1986	1987	1988
	Sfr	Sfr	Sfr	Sfr	Sfr
Balance at start of the financial year	7 318 568.27	3 503 775.76	3 828 187.32	4 765 928.97	6 419 683.80
Inpayments					
a Cancelled budgetary credits:					
i budgetary surpluses of the financial year	654 871.08	1 686 115.27	1 687 665.17	1 209 771.56	506 823.56
ii surpluses from previous financial year (residue of account for credits granted for previous year)	144 894.37	258 001.35	463 118.76	331 791.38	158 710.78
b Interest payments to the Union	704 880.20	849 458.90	938 329.85	828 747.25	880 214.85
c Profit from supply of postal identity cards, international reply coupons and postal travellers' cheques	16 758.29	29 888.15	15 341.33	16 005.15	17 635.55
d Credits included in budget	–	–	–	–	–
Total income	1 521 403.94	2 823 463.67	3 104 455.11	2 386 315.34	1 563 384.74
Withdrawals					
Supplementary credits to adjust staff remuneration in accordance with UN decision	842 700.00	752 500.00	(165 200.00)	(22 600.00)	260 500.00
Withdrawal to reduce contribution	2 905 000.00[1]	990 000.00	1 000 000.00	–	–
Transfer to the reserve account for debtors in arrears	1 588 496.45	756 552.11	1 331 913.46	755 160.51	1 525 648.52
Total expenditure	5 336 196.45	2 499 052.11	2 166 713.46	732 560.51	1 786 148.52
Balance at end of financial year	3 503 775.76	3 828 187.32	4 765 928.97	6 419 683.80	6 196 920.02

[1] Including a sum of Sfr 1 856 600 relating to expenditure on the 19th Congress.

In reviewing the Reserve Fund in March 1984, the Executive Council took the view that in future the Fund should be maintained at a high enough level to be able to continue effectively its present three-fold function, though it was recognized that in the long term consideration might be given to using it for other purposes. Accordingly, and conscious of the repayment to be made to the Government of the Swiss Confederation at the end of the 1990 financial year under the financial system in effect prior to 1981, the Executive Council recommends in proposal 03 to Congress that the available balance in the Reserve Fund be used to settle this debt to Switzerland. Of course, this use of the Reserve Fund in no way constitutes a write-off of the arrears due from the member countries concerned.

8 Social Fund for the UPU International Bureau staff

The Social Fund was originally set up by the 1957 Ottawa Congress for cases in which the social security measures taken by the Union proved insufficient. Its original purpose was subsequently extended to cover the granting of loans, gifts or allowances to help Bureau staff members or their survivors and to promote and subsidize staff cultural, sporting and social activities, in accordance with regulations applicable as from 1 January 1973.

The Social Fund belongs to the Union, although its assets are separate from the Union's other property. It is run by a Joint Administrative Board comprising five staff members, two of whom are appointed by the Director-General of the International Bureau and three by the Staff Association Committee. The main resources derive partly from payments made annually by the Swiss PTT Corporation under an agreement between that Corporation and the International Bureau and partly from the yield on the Fund's capital. At 31 December 1988, that capital amounted to Sfr 2 548 657.20. In 1978, the Executive Council decided to hold the capital in reserve for any social security mishap.

9 UPU Special Fund

The UPU Special Fund, set up by the Executive Council in 1966 and consolidated by the 1969 Tokyo Congress, gives the Union additional facilities for helping postal administrations increase their development potential, especially vocational training. It is financed solely by voluntary contributions from member countries and Restricted Unions and by any donations from international, governmental and non-governmental organizations. Contributions may be in cash or kind, but only section A "Cash contributions" is referred to in this report.

The income and expenditure of the UPU Special Fund regular programmes were as follows:

UPU Special Fund programme	1984	1985	1986	1987	1988
	Sfr	Sfr	Sfr	Sfr	Sfr
Contributions	335 444	358 650	393 980	357 979	359 162
Programme expenditure	320 921	220 190	235 831	225 603	438 398

Besides the regular programme, the Fund also administered contributions to special programmes from Belgium and China (People's Rep), the finances of which have been as follows:

Special programmes	1984	1985	1986	1987	1988
	Sfr	Sfr	Sfr	Sfr	Sfr
Contributions	260 217	293 916	65 080	299 483	82 423
Programme expenditure	236 316	270 668	415 472	282 164	125 585

At the end of the 1988 financial year, the UPU Special Fund's resources amounted to Sfr 1 211 245.89, including Sfr 321 617.70 for the special programmes financed by Belgium and China (People's Rep) and Sfr 192 475.00 for the programmes under way on 31 December 1988. In May 1988 and April 1989, the Executive Council fixed the 1989 Special Fund programmes at Sfr 509 800 for 1989 and at Sfr 400 000 for 1990.

Should the Washington Congress give final approval to the accounts of the Union for the years 1984 to 1988, it may wish to adopt the draft resolution given in annex 5.

Part II

Decisions to be taken by the Washington Congress

1 Role of Congress

As stated in annex 2, Congress has to fix the Union's maximum expenditure for the period covered by its decisions, ie, separate ceilings for:

i ordinary (recurrent) expenditure for each year in the next financial period; and

ii special expenditure relating to the subsequent Congress and any definite non-recurrent work to be done during that period but not in a specific year.

These ceilings have to be included in article 124, paragraphs 1 and 2, of the General Regulations.

2 Next financial period

Article 124 of the current General Regulations lays down the expenditure limits for 1986 to 1990, the period covered by the Hamburg Acts.

The new financial period should run from 1991 to 1995 (annex 13) even if the Washington Acts do not go into force until after 1 January 1991. In that case, a resolution should be adopted to the effect that the ceiling for 1991 shall apply as from 1 January of that year (see proposed text in annex 14).

3 Method proposed for fixing the ceilings

A. Ordinary recurrent annual expenditure

In view of the procedure followed by previous Congresses, it would seem that the Washington Congress could fix the ceiling for ordinary recurrent annual expenditure to be inserted in the General Regulations, article 124, paragraph 1, as follows:

i take as a basis the latest full Union budget, namely that for 1990 as drawn up by the Executive Council at its April 1989 session (see annex 6);

ii extrapolate from this basis by adding (or removing) two distinct elements:

- the normal growth factors needed to enable the International Bureau to do the *Union's existing work*. This element will be fixed on the basis of the data given below by the International Bureau. These factors are regulation step increases for staff, emoluments of additional staff to deal with the normal expansion of its work, the updating (to offset rising costs) of budgetary credits allocated to technical assistance, the replacement of equipment and machines and the upkeep of the UPU building and its technical installations;

- the *financial effects of new activities and the decisions made by the Washington Congress*, which will be calculated while Congress is in progress for inclusion in the ceilings for the years in question;

iii thereby fix the maximum net expenditure on the Union's ordinary recurrent activities for each of the years 1991 to 1995.

B. Exceptional non-recurrent expenditure

This consists in expenditure relating to specific activities not renewed each year and for which a separate ceiling has to be fixed in the Acts of the Union. An outstanding example is the 21st Congress which will follow the Washington one.

The ceiling for expenditure on the 21st Congress to be inserted in the General Regulations, article 124, paragraph 2, can only be fixed during the Washington Congress when the venue of the 21st Congress is known.

4 Exceeding the ceilings fixed by Congress

By fixing the above expenditure ceilings, the Union would have a clear financial framework for drawing up its annual budget. However, the General Regulations include strict provisions under which these ceilings may be exceeded to meet unavoidable expenditure resulting from the following circumstances.

A. Rise in the cost of living

Since the expenditure ceilings will be based on the salary scales and the prices in force when the 1990 budget is drawn up and do not take account of rises in the cost of living likely to take place in the next five-year period, the *Executive Council* is authorized:

i to exceed the limits laid down to take account of increases in the salary scales, pension contributions or allowances, including post adjustments, approved by the United Nations for application to its staff working in Geneva (General Regulations, article 124, paragraph 3);

ii to adjust, each year, the amount of expenditure other than that relating to staff on the basis of the Swiss consumer price index (General Regulations, article 124, paragraph 4).

B. Major unforeseen repairs to the building

The Executive Council, or in case of extreme urgency the Director-General, may authorize the prescribed limit to be exceeded to meet the cost of major unforeseen repairs to the International Bureau building provided, however, that the overrun does not exceed Sfr 65 000 per annum (General Regulations, article 124, paragraph 5).

For all other cases in which the ceilings fixed by Congress prove inadequate to ensure the smooth running of the Union, they may only be exceeded with the approval of the majority of Union member countries, after they have been consulted in accordance with article 124, paragraph 6, of the General Regulations.

5 Ceilings of ordinary recurrent expenditure proposed for 1991–1995

Following the method described in part II, chapter 3, this chapter deals with the elements to be taken into consideration in fixing the annual ceilings of ordinary recurrent expenditure actually calculated in annex 10.

A. Basis for fixing the expenditure ceiling for the next five-year period

The starting point is the sum of Sfr 24 389 550 (rounded up for convenience to Sfr 24 390 000) representing the total net expenditure in the Union's budget for 1990 as approved by the Executive Council in April 1989. That budget is given in detail in annex 6.

B. Expenditure on staff needed to handle the present duties and their expansion

The 1990 budget, taken as the basis for fixing the ceiling, comprises 144 staff posts, viz: 2 elected officials, 16 Senior, 43 Professional (P) and 83 General Service (G) category (details are given in the organizational chart in annex 1).

To be able to handle the work of the Union, the ceiling must take account of the following factors:

i Regulation step increases

To the basic amounts taken into account in the 1990 budget for the remuneration of the 144 staff posts should be added the financial effect of regulation step increases in the same grade from 1991 to 1995.

ii Extra staff

Although, on the whole, the present organization of the International Bureau seems appropriate to the Union's needs thanks to the streamlining of work and increased computerization, a limit has been reached to economizing. Although it may be possible to do without more staff to handle the current workload, the requisite human resources to carry out the new activities submitted for Congress's approval are indispensable.

The last three Congresses, Lausanne, Rio de Janeiro and Hamburg, authorized the creation of one Professional category (P) post and one General Service (G) post per year on average during the five-year period governed by the Acts of each of these Congresses. This gave a blanket authorization to the Executive Council to create new posts as necessary (for needs that could not be specifically identified during Congress) over the following five years. Breaking with this practice, the International Bureau recommends to the Washington Congress that it authorize, as of 1991, the creation of the new positions concretely proposed in the various documents on the new activities to be undertaken urgently as of that date, on the understanding that no new post would be created during the years 1992–1995. These proposals (discussed under D below) are summarized in the following table which also allows for a slight strengthening of the administrative support staff (1 P and 1 G); this group has not been increased (but rather reduced) for many years, whereas its workload will expand still further.

Origin of proposal	Nature of activity	No of posts to be created in 1991	
Congress – Doc 19/Annex 9	Creation of a computerized data base at the International Bureau	1 P	1 G
Congress – Doc 21, para 134	Establishment of transmission-time monitoring as a permanent activity:		
	a regular mail monitoring	1 P	1 G
	b EMS mail monitoring	–	1 G
Congress – Doc 73, para 33	Project to enhance the quality of and modernize the international postal service	1 P	–
Congress – Doc 19	Additional staff (administrative support) to cope with expansion of the workload and new activities	1 P	1 G
Total of new posts to be created from 1991 to 1995		4 P	4 G

iii Activities of UPU consultants

In accordance with Hamburg resolution C 37, the annual budgetary credits for UPU consultants' missions were increased by 40 percent and raised from Sfr 1 180 000 in 1985 to Sfr 1 652 000 from 1986. In addition, these credits can be used flexibly to finance fellowships and equipment connected in principle with UPU consultants' missions. The Washington Congress has been asked to consider proposal 016, in which the Executive Council suggests that the budgetary credits available for technical assistance be increased by 10 percent to make up for inflation since the 1984 Hamburg Congress. Should this proposal be accepted, the amount would be increased to Sfr 1 817 200 as from 1991 and provision would have to be made in the 1991–1995 ceilings for an increase of Sfr 165 200 in this sum over the Sfr 1 652 000 already included in the 1990 budget. Expenditure ensuing from increased UPU presence in the field in the area of technical assistance (proposal 019) will be charged against these credits.

C. *Other operating expenditure of the International Bureau*

Subject to other decisions by Congress on specific proposals of which we are not yet aware, the ceiling must allow for the following:

i Replacement of International Bureau equipment and machines

The 1974 Lausanne Congress rejected the suggestion that a replacement fund for equipment should be set up, but decided to include in the expenditure ceiling for each year a set amount for the gradual replacement of this equipment, on the understanding that the Executive Council would have discretion to release the requisite annual credits when it approved the budget. Since this was also the approach adopted by the 1979 Rio de Janeiro and 1984 Hamburg Congresses, we assume that the Washington Congress will also wish to follow the same practice. Accordingly, the International Bureau has drawn up a capital expenditure plan for the next financial period (1991–1995) that spreads spending as evenly as possible over each of the five years in question. In the interests of comprehensive planning, office machines, printing equipment, computer equipment (minicomputer, desktop-

publishing and word-processing equipment), and official cars are all included. The overall plan for equipment replacement is set out in detail in annex 7, on the basis that provision need only be made in the ceiling for capital expenditure in excess of the Sfr 298 000 already included in the 1990 budget on which the ceiling for 1991–1995 recurrent expenditure is set.

ii *Upkeep of the UPU building and its installations*

The 1974 Lausanne Congress rejected the proposal for setting up a building maintenance fund and opted for five-year planning of expenditure on the upkeep of the building and its installations. Accordingly, the International Bureau has drawn up the spending plan which should be taken into account in fixing the expenditure ceilings for 1991–1995 in addition to the routine expenditure on maintenance, surveillance and repairs already included in the regular budget. This programme and its cost (including overhauling the windows and blinds, renovation of the simultaneous interpretation facilities in the conference rooms, and replacement of the telephone switchboard) are shown in detail in annex 8, spread out evenly at Sfr 435 000 annually over the five-year period. If Congress approves these suggestions and in view of the Sfr 285 000 already included in the 1990 budget, provision should be made for a further sum of Sfr 150 000 in the expenditure ceiling for each of the years 1991–1995.

D. *Implementation of new activities and stepping up of special activities*

Subject to any decisions Congress may take on the proposals submitted to it as set out in annex 9 to this report and in Congress – Docs 21 and 73, the ceiling should make allowance for the following:

i *Creation of a computerized data base at the International Bureau*

This idea, initially examined as part of the work of the EC Working Party mandated to study suggestions on the operation of the Union, was considered by the Executive Council in April 1989, which approved the phased implementation of a computerized data base at the International Bureau. As detailed in annex 9, provision should be made in the recurrent expenditure ceiling for the next five-year period for additional human and financial resources costed at Sfr 346 000 for the first two years 1991 and 1992, followed by Sfr 196 000 for the subsequent three years.

ii *Establishment of transmission-time monitoring of international mail as a permanent activity*

Congress – Doc 21 (Implementation of the Declaration of Hamburg) proposes to the Washington Congress that the action taken further to the Declaration of Hamburg be continued and stepped up by making quality control a permanent activity of the UPU. In this vein, a detailed analysis of the human and material resources required is given in Congress – Doc 21, paragraph 134. In view of the funds already provided for in the 1990 budget, it is recommended that Congress make a further annual allowance in the expenditure ceiling for 1991–1995 of:

- Sfr 221 000 for ordinary mail monitoring;
- Sfr 222 000 for EMS mail monitoring.

iii *Special activities to adapt the operation of the Union to present commercial and technical demands*

In its report on this subject (Congress – Doc 73), the Executive Council proposes the implementation of a permanent project to safeguard and enhance the quality of, and to modernize, the international postal service. Since the Council decided at its April 1989 meeting that work should be begun on part of the task without delay, as of the second half of 1989, the necessary measures were taken forthwith so that Sfr 702 000 have already been provided for in the 1990 budget for the new "Special activities" required for this project. If the

Washington Congress intends to implement fully the permanent project proposed in Congress – Doc 73, it will have to make further provision in the annual expenditure ceilings for 1991–1995 of the additional amounts shown in paragraphs 33 and 37 of that document, estimated at:

- Sfr 512 000 for activities to enhance the quality of and modernize the international postal service; and
- Sfr 111 000 for the increased use of specialists for certain tasks and studies.

E. Financial effects of the other decisions to be taken by the Washington Congress

While the items discussed above concern the Bureau's existing work and the new activities proposed by the Executive Council, the ceiling will also have to cover the financial impact of the decisions taken by the Washington Congress itself on other proposals submitted by member countries. Under Tokyo Congress resolution C 17, which we consider still applies to the 20th Congress, the Secretary-General has to assess the annual expenditure entailed by each proposal with potential financial impact for the Union until the next Congress. The financial impact will be quantified at that time and Congress will have to rule on them and then take this into account when setting the definitive expenditure ceiling to be included in the General Regulations, article 124.

F. Activities that could be shelved, cut back or eliminated

At the April 1989 Executive Council meeting, certain member countries expressed the opinion that expenditure entailed by a new activity programme should be offset by cuts in existing non-priority programmes.

A careful study of this suggestion by the International Bureau has shown that almost all its activities flow from the Acts of the Union and that potential cost-saving initiatives of any significance depend at the moment on Congress itself. Apart from the fact that hasty action in an area where the future of the Union is at stake would not be very wise, prior consultation of member countries should be undertaken in most cases, informing them fully on the services provided, their cost, reliability, and possible improvement; this would enable them to make an informed decision and give them the opportunity to propose other measures that might better suit Union activities to their current needs.

That being the case, the International Bureau feels that the wisest solution would be for Congress to instruct the Executive Council to review the whole issue after critical analysis of the activities of all the Union's bodies. A draft resolution along these lines is attached at annex 11. The Council should, under the expanded powers envisaged for it, take the necessary decisions immediately

While I must point out that hasty cutting by Congress itself without serious study could be prejudicial to the Union at the present time, action should nevertheless be taken as promptly as possible. In the event that the Washington Congress shares this view it could give the Executive Council the authority to immediately eliminate, cut back or shelve activities it deemed obsolete or non-priority. In light of the review it will have to conduct forthwith, the Council would also be instructed to reduce accordingly the ceiling of recurrent expenditure to be fixed by Congress in article 124 of the General Regulations.

G. Possible postponement of 21st Congress

The last sentence of article 124, paragraph 1, of the General Regulations stipulates that: "The basic limit for 1990 shall also apply to the following years in case the Congress scheduled for 1989 is postponed". It is proposed that the Washington Congress update this provision by laying down that the basic limit for *1995* should also apply to the following years in case the Congress scheduled for *1994* is postponed. In practical terms, this means that as the Washington Congress will have fixed the ceiling for each of the years from 1991 to 1995 in accordance with a recurrent method based on an initial amount of Sfr 24 390 000, the ceiling applicable to subsequent years in the event of postponement of the 21st Congress would be fixed by using the same method to extrapolate the limit set for 1995.

6 Ceiling of exceptional non-recurrent expenditure

For the reasons already given in part II, B, chapter 3, a clear distinction should be made between the ceiling of annual expenditure proper (ordinary recurrent expenditure) and the ceiling to be fixed for exceptional expenditure which does not recur every year.

On the basis of the information currently available to us, the following non-recurrent expenditure would have to be provided for up to 1995.

A. Ceiling of expenditure on the 21st Congress

In order to fix a separate expenditure ceiling for the 1994 Congress, that expenditure will have to be assessed, which can only be done during the Washington Congress, because it depends mainly on where the 21st Congress meets. Such an estimate is very difficult to make and will only be approximate, owing to the many imponderables.

So as to simplify the work of Congress, we thought it useful to give in annex 12 a table showing, for comparative purposes, the actual expenditure incurred for the 18th Congress (Rio de Janeiro 1979) and 19th Congress (Hamburg 1984) along with the expenditure ceiling and the budget for the 20th Congress (Washington 1989). It has to be realized that account will have to be taken of all the factors allowed for in connection with the Rio de Janeiro Congress and the Washington Congress (including any cost-of-living increases in the meantime) and price levels in the prospective host country.

B. Other non-recurrent expenditure

At the moment we know of no particular work to be done during the next five years. Accordingly, and subject to any exceptional work decided upon by the Washington Congress, the only expenses (apart from the cost of the following Congress) are those for major unforeseen repairs to the International Bureau building provided for in article 124, paragraph 5, of the General Regulations.

Conclusions

While part I of this report gives in detail the results of the accounts for 1984–1988 to which Congress will be asked to give final approval, the purpose of part II is to provide as full a summary as possible of the financial resources which the International Bureau will need for the programme decided on by Congress for the next five years. Drawing up financial forecasts for so long a period is difficult enough as it is because work tends to increase and we do not yet know some of the policies which Congress may wish to pursue. While it is true that the recurrent expenditure ceiling proposed for the next financial period represents a relatively substantial increase for 1991 because of the new activities that must be urgently implemented to improve the quality of the international postal service, it should be stressed that it remains stable through 1992–1995 so that the average increase projected for the entire five-year period is only 2.27 percent a year, a figure significantly lower than for the financial systems set by the Rio de Janeiro Congress (3.03 percent) and the Hamburg Congress (3.02 percent).

To understand the parts played by the ceiling and the budget in UPU finances, it should be remembered that the ceiling of expenditure fixed by Congress is purely restrictive; it does not represent the level of actual annual expenditure determined by the Executive Council. The annual budget is the expression of the current real needs as assessed in due course by the Executive Council and the Director-General; these latter supervise in that way, as efficiently and economically as possible, the implementation of the action programme assigned to them by Congress. The result is that, while the level of actual expenditure has to be lower than the ceilings provided for by Congress, it may even be considerably lower if needs do not develop according to the estimates on which these ceilings are based.

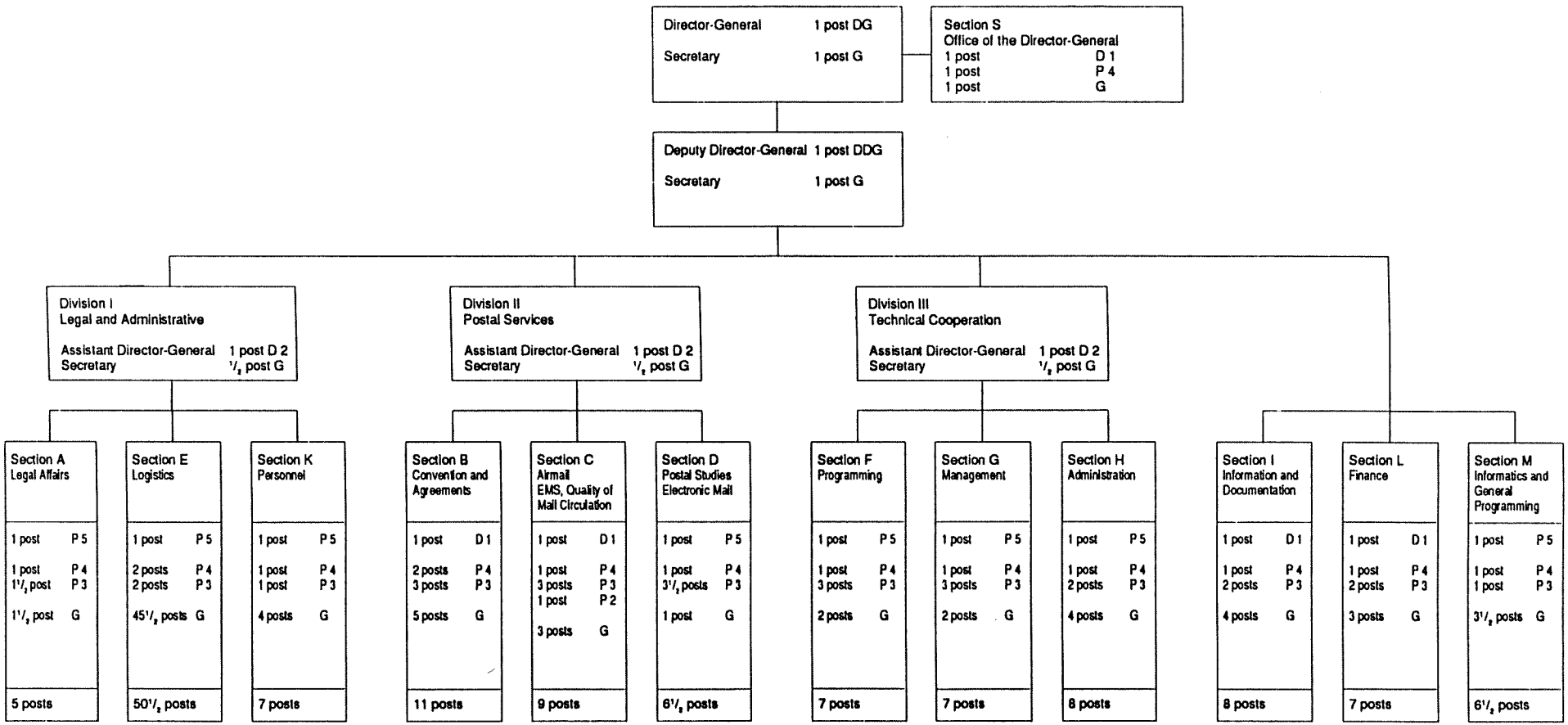
Over the past five years, the Executive Council and the International Bureau have shown a constant concern to prepare the annual budget at the lowest possible level compatible with the needs of the Union. If Congress is prepared to grant the annual ceilings indicated by the present estimates of the cost of the action programme drawn up, it can do so in the certainty that the International Bureau, when preparing the annual budget, and the Executive Council in approving it, will make every effort to observe, as in the past, maximum economy compatible with the real needs of the Union.

Berne, 6 September 1989

A C BOTTO DE BARROS
Director-General

Organizational chart of the International Bureau of the Universal Postal Union

Budgeted posts included in the 1990 Union budget



The staff table approved by the Executive Council in April 1989 (decision CE 16/1989) provides for 144 posts, viz 2 elected officials' posts, 16 Senior, 43 Professional and 83 General Service category posts.

DG	Director-General	1 post	2 elected officials
DDG	Deputy Director-General	1 post	
D 2	Assistant Director-General	3 posts	16 Senior
D 1	Senior Counsellor	5 posts	
P 5	Counsellor	8 posts	
P 4	Assistant Counsellor	15 posts	43 Professional (P)
P 3	First Secretary	27 posts	
P 2	Second Secretary	1 post	
G	General Services	83 posts	83 General Services (G)

Congress – Doc 19/Annex 1

Congress – Doc 19/Annex 2

Description of the present financial system of the UPU

1 Principles of the Union's financial system

The fundamental principles of the financing system of the Union set up by the 1979 Rio de Janeiro Congress are as follows:

i Congress fixes the expenditure limits relating to the activities of Union bodies (ceilings) applicable during the next financial period (Constitution, article 21, paragraph 1, and General Regulations, article 124).

ii Within the framework of the ceiling fixed by Congress, the Executive Council considers and approves the annual budget for the following year submitted by the Director-General of the International Bureau (General Regulations, article 102, paragraph 6, c) and fixes in consequence the contribution of each member country.

iii The contributions of member countries are calculated on the basis of the budget and must be paid in advance but not later than the first day of the financial year to which the budget refers. After that date, contributions are subject to interest on overdue payments at 3 percent per annum for the first six months and 6 percent per annum from the seventh month (General Regulations, article 124, paragraph 8).

iv The currency of account is the Swiss franc, which is used for fixing the ceiling, establishing the budget, keeping the books and, as a general rule, for payments to be made to the Union.

v To cover shortfalls in Union financing, a Reserve Fund is employed, the amount of which is fixed by the Executive Council (General Regulations, article 124, paragraph 9).

vi The Government of the Swiss Confederation supervises the bookkeeping and audits the accounts of the International Bureau. In the event of temporary financing shortfalls, it also makes the necessary short-term advances on agreed conditions (General Regulations, article 124, paragraph 10).

2 Role of Congress – Fixing the expenditure ceiling

Congress assumes three main tasks, namely:

- giving final approval to the accounts of the Union for the previous financial period (Financial Regulations, article 37, paragraph 2);
- examining the financial consequences of proposals involving expenditure for the Union up to the next Congress (Tokyo Congress resolution C 17);
- fixing the limits of expenditure relating to the activities of Union bodies (ceilings) applicable during the next financial period (Constitution, article 21, paragraph 1, and General Regulations, article 124).

The main task of Congress in the field of finance is to fix the limit which the Union's net expenses (gross expenditure minus administrative receipts) may not exceed during the five-year period following the coming into force of the new Acts. The provisions of the Acts governing the expenditure ceiling are contained in the Constitution, article 21, paragraphs 1 and 2, and in the General Regulations, article 124, paragraphs 1 to 6.

The provisions of these articles prompt the following comments:

a Congress fixes separate ceilings, viz the ceiling of normal expenditure (recurrent expenses) for each year of the period during which the Acts of Congress will be in force, and ceilings of special expenditure relating to the convening of the following Congress and to any specific, non-recurrent tasks to be carried out during the same period, where the year of implementation cannot be fixed precisely.

b Provisions relating to the exceeding of the normal annual expenditure ceiling are laid down to meet the expenditure inevitably involved in:

- postponement of the meeting of the next Congress (General Regulations, article 124, paragraph 1, last sentence);
- increases in salary scales, pension contributions or allowances, including post adjustments, approved by the United Nations for application to its staff working in Geneva (General Regulations, article 124, paragraph 3);
- the adjustment to the cost of living of expenditure other than that relating to staff (General Regulations, article 124, paragraph 4);
- major unforeseen repairs to the International Bureau building (General Regulations, article 124, paragraph 5);
- exceptional circumstances, it being understood that such exceeding of the limits must be approved by the majority of member countries of the Union after due consultation (General Regulations, article 124, paragraph 6).

Fixing the ceilings raises delicate problems because there is sometimes a certain amount of confusion between the notion of "ceiling" and that of "budget". The role of Congress is not to lay down in advance the detailed budgets for the next five years, but consists in medium-term planning of the UPU's activities, fixing a framework within which the Executive Council will subsequently approve each annual budget for the next financial period.

3 Role of the Executive Council

a Tasks of the Executive Council

In financial matters, the annual tasks of the Executive Council are:

i to consider and approve the annual budget of the Union (General Regulations, article 102, paragraph 6, c);

ii to fix the contributions of member countries (General Regulations, article 124, paragraph 8);

iii to fix the amount of the Reserve Fund (General Regulations, article 124, paragraph 9).

These three tasks are clearly reflected in the structure of the annual budget of the Union.

b Structure and form of the budget

The annual budget of the UPU takes the form of a single budget, broken down by nature of expenditure and covering both normal annual expenditure and expenditure related to the meeting of Congress. The structure of the budget is laid down in articles 8 and 9 of the Financial Regulations, which divide the budget into five chapters of expenditure, viz three chapters of recurrent expenditure "Staff expenditure" (chapter 1), "Other International Bureau operating costs" (chapter 2), "Special Activities" (chapter 3), a special chapter "Expenditure relating to Congress" (chapter 8) and a chapter "Maintenance of Funds" (chapter 9) in which the Executive Council decides on the budgetary credits needed so as to fix the amounts of the Reserve Fund and the Special Activities Fund at a reasonable level in the light of financing needs. For their part, the receipts are divided into four chapters, viz a chapter relating to the "Contribution of member countries" (the Executive Council shares out total net expenditure among all member countries according to the contribution classes referred to in the General Regulations, article 125, paragraph 1), a chapter entitled "Administrative receipts" (reimbursement of costs, sales of publications, letting of premises, etc), a chapter devoted to "Receipts from special activities" and a chapter "Withdrawal from Funds" in which the Executive Council fixes the amount that may, if necessary, be withdrawn from the Reserve Fund to stabilize or reduce the contributions of member countries and from the Special Activities Fund to finance certain urgent special activities.

The budget chapters are subdivided into articles and items (on this subject, see the Union budgets for 1989 and 1990 in annex 6 to this report).

c Consideration and approval of the budget

The draft budget is first given detailed consideration by the Executive Council Finance Committee, then by the Council itself which adopts a resolution in which it approves the Union budget and fixes the contribution unit and any payments into or withdrawals from the Reserve Fund. The approved budget and the related Executive Council resolution are then sent in appropriate form to all member countries of the Union together with the bill relating to their contribution. In pursuance of the UN–UPU Agreement, the budget approved by the Executive Council is also sent to the United Nations.

4 Role of the Director-General of the International Bureau

a Draft budget

The Director-General prepares the draft annual budget of the Union at the lowest possible level consistent with the requirements of the Union and submits it in due course to the Executive Council for consideration (General Regulations, article 109, paragraph 2, a).

For each of the items included the budget document gives the figures from the current budget and the accounts of the previous year and provides a full justification of the credits requested by setting out the reason for differences in relation to the previous budget. The draft budget is accompanied by explanatory annexes requested by the Executive Council or which the Director-General regards as necessary or useful.

b Implementation of the budget

In approving the budget, the Executive Council authorizes the Director-General to commit expenditure and make the corresponding payments up to the amount of the credits allocated.

c *Supplementary credits*

Subject to his making a report to the next session of the Executive Council, the Director-General is authorized to commit, over and above the credits allocated, the amounts required to cover expenditure incurred by increases in staff remuneration decided on by the United Nations. In case of extreme urgency, the Director-General is authorized to commit the necessary expenditure to meet the cost of major unforeseen repairs to the International Bureau building, up to the amounts fixed in article 124, paragraph 5, of the General Regulations.

The funds required for these particular cases are withdrawn from the Reserve Fund, with the result that the contributions paid by member countries for the current financial year are not affected by these supplementary credits.

5 Reserve Fund

The Reserve Fund is primarily used for covering shortfalls in Union financing. It serves as the first buffer in the event that income from contributions, supplies billed to administrations and other debtors is delayed and does not suffice to meet the current obligations of the Union. However, the Executive Council may also provide for withdrawals from the Reserve Fund either to balance the budget or to limit the level of this Fund and reduce the amount of member countries' contributions. Under this provision, the Executive Council authorized the Director-General to draw from the Reserve Fund the supplementary credits needed to cover increases arising, after the budget was approved, in salary scales, pension contributions or allowances, including post adjustments, as and when these were implemented by the United Nations for all UN staff working in Geneva and made applicable to the staff of the UPU International Bureau with effect from the same date. If these scale adjustments are less than the credits budgeted for, an equivalent amount is paid into the Reserve Fund.

The Reserve Fund is maintained by:

a budgetary credits cancelled at the end of each financial year;

b the surplus of the interest paid to the Union over that paid by the Union to the Government of the Swiss Confederation;

c the profit realized each year on the supply of postal identity cards, international reply coupons and postal travellers' cheques;

d the credits included in the Union budget to adjust the Fund.

From the foregoing it follows that the balance of the Reserve Fund is not available in its entirety but is in part composed of debts that it is hoped to recover eventually. To bring out more clearly in the Union balance-sheet that part of the Reserve Fund actually available for financing purposes, the Executive Council decided to show separately in the form of a "reserve account" that part of the Reserve Fund made up of debts difficult to recover and owed by debtors in arrears whose contributions and payments for supplies (including the cost of simultaneous interpretation for the Union's bodies) are still outstanding for the years previous to the current financial year.

6 Special Activities Fund

In 1989, the Executive Council created a completely separate fund to manage the credits earmarked for special activities. With a similar role to that of the Reserve Fund, the Special Activities Fund allows for the necessary flexibility to finance unforeseen or emergency expenditure and to carry forward available credits from one financial year to another (see Congress – Doc 73 and proposal 1502.5).

7 Financing of the Union

The financing of Union expenditure is chiefly covered by the annual contributions of member countries which, in accordance with article 124, paragraph 8, of the General Regulations, must be paid in advance. In the case of financing shortfalls, the Director-General first turns to the Reserve Fund (the level of which is fixed by the Executive Council in the light of requirements) and then, in the last resort, to short-term advances by the Government of the Swiss Confederation which the latter has stated it is ready to make on the conditions obtainable on its country's financial market.

It should be emphasized that the contributions cover only 90 percent of gross budgetary expenditure since this expenditure is partly financed from administrative receipts (reimbursement of costs, sales of publications, rent of premises, etc) and by the withdrawals which the Executive Council decides to make from the Reserve Fund.

Financing requirements are higher than the amount of actual budgetary expenditure for the year because of extra-budgetary expenditure arising from the cost of obtaining supplies of international reply coupons, postal identity cards, postal travellers' cheques and other items supplied by the International Bureau – ABC publications for example – and the cost of simultaneous interpretation for the Union's bodies. Admittedly, these costs are recovered as soon as possible from the member countries concerned, but it remains that such extra-budgetary expenditure is a burden on Union finances during the period needed to recover it

Thus, in contrast to most other agencies of the United Nations family, the UPU (like the ITU) does not possess a working capital fund to cover its financing needs but relies mainly on the contributions which member countries pay in advance and on the possibility of using, in case of need, its Reserve Fund to avoid as far as possible the recourse to loans.

8 Currency of account

The Union expenditure ceilings mentioned in article 124 of the General Regulations are expressed in Swiss francs.

The choice of this currency was quite a natural one because the International Bureau's expenses are incurred in the country in which the Union has its headquarters and are almost entirely in Swiss francs. In addition to the fact that Swiss francs are laid down in the UPU Financial Regulations as the currency of account for preparing the budget and keeping the Union's accounts, this currency must also be used as a general rule for payments to the Union (mainly payment of contributions). However, the latter may be made in other currencies, provided they can be converted into the currency of account. In that case, the payments are evaluated and brought to account at the official rate applied at the time of collection.

9 Role of the Government of the Swiss Confederation

a Winding up of the former financial system

When the Union's self-financing system was established, the Rio de Janeiro Congress accepted the offer of the Government of the Swiss Confederation to grant the UPU a period of ten years in which to repay the advances it made at the time the financial system was changed. Accordingly the 1979 Rio de Janeiro Congress, in resolution C 17, instituted a plan for amortizing the actual expenditure in 1979 and 1980 to be repaid by member countries in instalments of 20 percent over the years 1981 to 1985 for 1979 expenditure and over the years 1986 to 1990 for 1980 expenditure. Each year the International Bureau billed these instalments separately at the same time as the following year's contribution, unless the administration concerned had already repaid in advance its contributions for 1979 and 1980.

In accordance with the provisions in force before the change of system, the sums due to the Swiss Government are chargeable with interest in favour of that Government at the rate of 5 percent per annum reckoned from 31 December of the year in which the bill is sent. The same applies to arrears in respect of years prior to 1979 (resolution C 17). The International Bureau keeps separate accounts and pays regularly to the Government of the Swiss Confederation the sums received in respect of contributions and supplies relating to the years prior to 1981.

Since the transitional period provided for under Rio de Janeiro Congress resolution C 17 will expire at the end of 1990, it is up to the Washington Congress to decide on the winding up of the former financial system, particularly as regards arrears still outstanding from member countries at that time (see Congress – Doc 71 and proposal 03.)

b Supervision of the accounting and auditing of the Union's accounts

In accordance with article 124, paragraph 10, of the General Regulations, the Government of the Swiss Confederation supervises the International Bureau's accounting and appoints an external auditor who, at no cost to the Union, audits the form and substance of the Union's accounts (including the technical cooperation, special services and translation services accounts). The external auditor writes an annual report for the Executive Council and may make observations not only on the financial procedures and the accounting system proper but also in a general way on the administration and management of the Union.

c Advances

In accordance with article 124, paragraph 10, of the General Regulations, the Government of the Swiss Confederation also agreed to make the necessary advances should the Union have temporary financing difficulties. In contrast to the former system, this financial service has a time limit – it concerns short-term loans of less than one year – and a charge is made. However, it has been agreed that the rate of interest chargeable to the UPU will correspond to the average cost of the Swiss Confederation's short-term loans.

10 Financing of the translation services operating in connection with the International Bureau

When the new financial system for the Union was set up, the spokesmen of the Arabic, English, Portuguese, Russian and Spanish Language Groups stated that the financial system of the Union would be applicable, mutatis mutandis, to their translation services operating in connection with the International Bureau at Berne, with the result that each translation service must be self-supporting since the financial regulations of the Union are applicable to them by analogy.

Congress – Doc 19/Annex 3

Accounts of the Universal Postal Union for 1984–1988

Item	Account totals 1984	1985	1986	1987	1988
	Sfr	Sfr	Sfr	Sfr	Sfr
Chapter 1 Staff expenditure					
Article 11 Basic salaries and related allowances					
111 Basic salaries	8 329 795.70	9 609 284.10	8 511 424.05	8 181 268.20	8 376 847.70
112 Post adjustment	2 463 344.10	1 551 538.10	2 509 482.70	3 101 088.85	3 349 273.85
113 Non-resident allowances	27 658.60	27 450.00	26 100.00	26 100.00	25 800.00
114 Other allowances	46 171.65	6 358.55	1 496.00	0.00	1 706.20
115 Overtime	19 413.05	2 346.20	11 321.45	0.00	709.85
116 Auxiliary staff	349 087.60	294 421.95	145 683.85	110 885.55	42 008.05
117 Transitional personal allowance	–	–	100 104.40	–	–
Total article 11	11 235 470.70	11 491 398.90	11 305 612.45	11 419 342.60	11 796 345.65
Article 12 Dependants' allowances					
121 Family allowances	348 299.75	364 229.00	341 495.85	347 948.40	343 526.35
122 Home leave	243 559.25	314 730.80	297 720.20	166 957.40	295 645.15
123 Children's education grants	270 319.75	297 391.55	305 977.00	309 450.15	298 309.15
124 Travel of family members	10 807.45	14 962.50	4 770.95	12 314.70	6 848.35
Total article 12	872 986.20	991 313.85	949 964.00	836 670.65	944 329.00
Article 13 Costs of recruitment and separation from service					
131 Installation grants	12 375.00	49 660.00	53 700.00	59 400.00	32 820.00
132 Removal expenses	92 000.00	48 114.35	80 328.20	56 005.05	83 873.00
133 Travelling expenses on appointment or separation from service	22 035.30	25 346.25	48 469.35	33 769.80	26 099.85
134 Repatriation grants	218 396.80	88 715.45	87 232.35	35 671.50	103 510.15
Total article 13	344 807.10	211 836.05	269 729.90	184 846.35	246 303.00
Article 14 Social security					
141 Sickness insurance	203 538.45	205 357.15	243 174.20	260 122.85	397 233.70
142 Collective accident insurance	19 413.10	19 134.45	18 789.90	23 726.40	21 992.10
143 Insurance allowances	179 360.85	216 489.60	231 981.55	251 586.80	250 441.45
144 Contributions to the Provident Scheme	2 210 098.80	2 334 064.20	2 441 885.90	2 487 252.35	2 600 111.35
145 Cost-of-living allowance for retired staff	1 204 732.45	1 346 703.90	1 373 172.20	1 274 177.50	1 373 610.85
146 Medical examinations	16 970.00	19 023.35	21 430.90	16 957.60	22 685.80
Total article 14	3 834 113.65	4 140 772.65	4 330 434.65	4 313 823.50	4 666 075.25

Item	Account totals 1984	1985	1986	1987	1988
	Sfr	Sfr	Sfr	Sfr	Sfr
Article 15 Hospitality allowances					
151 Hospitality allowances of the Director-General and the Deputy Director-General	19 500.00	19 500.00	19 500.00	19 500.00	19 500.00
Total article 15	19 500.00	19 500.00	19 500.00	19 500.00	19 500.00
Article 17 UPU consultants' remuneration and missions					
171 UPU consultants' remuneration	118 720.38	97 371.17	131 501.29	159 000.38	149 082.15
172 UPU consultants' missions	440 299.45	358 351.46	517 154.65	487 335.74	489 905.19
173 Fellows basically linked to UPU consultants' missions	475 149.29	580 724.19	620 040.16	553 338.39	818 938.60
174 Minor supplies and documents basically linked to UPU consultants' missions	60 741.18	82 036.10	223 589.15	393 998.50	88 253.83
175 Printing and translation of UPU consultants' reports	22 393.84	12 694.35	19 999.90	9 967.05	20 165.90
176 Telephone calls, telegrams and telex messages connected with 171 to 174	28 278.11	17 512.91	37 915.25	47 792.28	83 536.81
179 Other costs arising from UPU consultants' missions	86 667.80	495.82	1 153.55	567.36	2 117.52
Total article 17	1 232 250.05	1 149 186.00	1 551 353.95	1 651 999.70	1 652 000.00
Grand total chapter 1	17 539 127.70	18 004 007.45	18 426 594.95	18 426 182.80	19 324 552.90
Chapter 2 Other operating expenditure of the International Bureau					
Article 21 Premises					
211 Loan repayment to Swiss Confederation	786 903.00	786 903.00	786 903.00	786 903.00	786 903.00
212 Heating and air-conditioning	203 908.30	152 567.35	165 617.55	97 462.00	59 984.35
213 Electricity and water	124 610.85	132 458.80	130 471.05	138 184.25	134 166.95
214 Upkeep of premises and installations	239 823.15	278 510.90	152 142.15	256 875.85	295 802.20
215 Upkeep of garden and indoor plants	28 060.00	31 815.35	29 917.95	30 233.65	30 939.60
216 Cleaning	202 429.35	224 277.40	200 485.70	206 443.75	243 207.70
217 Insurance of building	28 702.90	28 800.10	30 507.70	28 679.45	28 679.45
Total article 21	1 614 437.55	1 635 332.90	1 496 045.10	1 544 781.95	1 579 683.25

Item		Account totals 1984	1985	1986	1987	1988
		Sfr	Sfr	Sfr	Sfr	Sfr
Article 22	***Furniture and office machinery***					
221	Purchase of furniture	36 388.00	45 533.60	24 547.50	50 431.50	59 253.90
222	Purchase of office machinery	168 260.90	97 391.50	93 037.70	1 722.50	4 188.00
223	Purchase of machinery for printing documents and publications	118 312.50	74 130.95	0.00	32 635.00	51 795.00
224	Upkeep of furniture and office machinery	63 177.40	73 834.20	82 488.35	39 576.10	37 654.55
225	Upkeep of equipment for printing documents and publications	38 814.65	35 731.20	51 016.80	22 794.85	25 381.60
226	Insurance of furniture and machinery	4 580.90	6 051.80	6 051.80	6 051.80	6 192.60
227	Purchase of computer equipment	–	–	–	177 793.05	308 767.75
228	Maintenance of computer equipment	–	–	–	52 042.35	48 574.20
Total article 22		429 534.35	332 673.25	257 142.15	383 047.15	541 807.60
Article 23	***Travelling expenses***					
231	Travel of International Bureau staff on official business	239 513.35	281 291.40	293 109.15	268 052.85	309 244.81
232	Travel of EC and CCPS member country representatives	148 150.98	173 126.20	156 568.99	125 528.55	173 626.10
233	Travel and daily allowances of EC and CCPS Chairmen	15 653.45	13 525.30	11 425.55	21 272.85	18 943.35
234	Travel of EC invitees	3 910.50	0.00	0.00	0.00	0.00
Total article 23		407 228.28	467 942.90	461 103.69	414 854.25	501 814.26
Article 24	***Office expenditure***					
241	Postage	215 885.65	191 023.70	159 459.14	145 370.55	152 292.05
242	Telegram and telex	29 651.50	41 937.11	42 447.01	38 124.07	33 417.03
243	Telephone and telefax	69 588.10	69 993.75	62 044.85	64 463.65	70 314.40
244	Office supplies	64 542.15	56 753.80	66 515.60	80 647.45	72 585.65
245	Transport costs	592.95	303.25	1 331.75	480.00	412.00
246	Supplies for computer processing	7 871.10	10 021.70	10 230.05	13 016.45	24 948.10
Total article 24		388 131.45	370 033.31	342 028.40	342 102.17	353 969.23
Article 25	***Production of documents and publications***					
251	Translation costs	98 421.65	132 636.25	141 858.60	199 241.05	185 334.55
252	Outside printing and binding	106 211.00	278 251.16	439 791.50	62 140.94	231 497.40
254	Offset printing materials	41 702.65	46 576.35	48 932.55	37 518.60	38 156.45
255	Offset paper	154 883.90	95 446.50	32 976.80	76 457.65	53 426.70
256	Production of photocopies	70 146.30	62 308.00	73 816.50	91 166.50	98 997.45
257	Photocopying paper	4 434.00	9 408.65	10 507.20	14 496.30	13 354.65
258	Production of documents and publications in Spanish	237 620.70	235 243.10	130 250.99	99 031.80	133 424.26
259	Production of documents and publications in Chinese, German, Portuguese and Russian	159 993.10	159 975.70	430 224.49	448 222.75	423 097.50
Total article 25		873 413.30	1 019 845.71	1 308 358.63	1 028 275.59	1 177 288.96

Item	Account totals 1984	1985	1986	1987	1988
	Sfr	Sfr	Sfr	Sfr	Sfr
Article 26 "Union Postale"					
261 Authors' and translators' fees	89 153.50	65 931.75	92 991.95	99 979.78	67 418.65
262 Printing costs	249 572.45	278 157.95	293 731.65	244 782.05	223 485.40
264 Distribution costs	4 722.10	4 311.95	11 782.60	9 470.95	4 114.45
Total article 26	343 448.05	348 401.65	398 506.20	354 232.78	295 018.50
Article 27 Library, audiovisual and public information					
271 Library	23 125.17	23 710.02	18 768.92	19 604.85	21 446.24
272 Audiovisual	814.90	50.00	25 500.00	15 776.60	4 927.05
273 Public information	45 459.30	51 354.45	34 227.38	42 946.12	80 583.74
Total article 27	69 399.37	75 114.47	78 496.30	78 327.57	106 957.03
Article 28 Declaration of Hamburg					
281 Printing of control cards	–	–	29 661.00	21 041.00	37 272.60
282 Data capture	–	–	15 335.25	23 543.45	25 381.40
Total article 28	–	–	44 996.25	44 584.45	62 654.00
Article 29 Sundry costs					
291 General hospitality expenses of Union	57 137.90	64 565.90	63 799.70	80 819.50	67 034.40
292 Special hospitality expenses of EC Chairman	661.75	389.60	0.00	0.00	0.00
293 Lump-sum allowance of EC and CCPS Chairmen	9 000.00	9 000.00	9 000.00	16 200.00	16 200.00
294 Contribution to the operating costs of United Nations bodies	50 781.37	41 965.64	25 138.63	41 461.05	52 925.16
296 Official cars	4 642.30	5 357.25	3 865.60	4 918.70	5 178.45
297 Currency exchange losses and bank charges	6 333.96	2 737.50	6 442.87	1 326.90	1 930.04
299 Sundries	13 095.20	1 894.63	2 345.30	1 576.55	4 890.50
Total article 29	141 652.48	125 910.52	110 592.10	146 302.70	148 158.55
Grand total chapter 2	4 267 244.83	4 375 254.71	4 497 268.82	4 336 508.61	4 767 351.38
Chapter 3 Expenditure relating to Congress					
Article 31 Travel of secretariat					
311 Travel expenses and insurance	95 754.25	–	–	–	–
312 Subsistence allowance	825 198.30	–	–	–	–
313 Auxiliary staff	31 837.49	–	–	–	–
Total article 31	952 790.04	–	–	–	–

Item	Account totals 1984	1985	1986	1987	1988
	Sfr	Sfr	Sfr	Sfr	Sfr
Article 32 Technical facilities for simultaneous interpretation					
321 Technical facilities for simultaneous interpretation	304 268.37	–	–	–	–
Total article 32	304 268.37	–	–	–	–
Article 34 Communications and transport costs					
341 Postage	169.48	–	–	–	–
342 Telegrams and telex	1 512.28	–	–	–	–
343 Telephones and telefax	1 893.00	–	–	–	–
344 Transport	11 801.87	–	–	–	–
Total article 34	15 376.63	–	–	–	–
Article 35 Production of documents during Congress					
351 Production of documents during Congress	197 863.37	–	–	–	–
Total article 35	197 863.37	–	–	–	–
Article 39 Sundry costs					
391 Additional premises	3 489.68	–	–	–	–
392 Office equipment	270.07	–	–	–	–
393 Hospitality expenses	11 823.05	–	–	–	–
399 Sundry and unforeseen	83 404.43	–	–	–	–
Total article 39	98 987.23	–	–	–	–
Grand total chapter 3	1 569 285.64	–	–	–	–
Chapter 4 Payment into Reserve Fund					
Article 41 Payment into Reserve Fund	654 871.08	1 686 115.27	1 852 865.17	1 232 371.56	506 823.56
Grand total chapter 4	654 871.08	1 686 115.27	1 852 865.17	1 232 371.56	506 823.56
Grand total of expenditure	24 030 529.25	24 065 377.43	24 776 728.94	23 995 062.97	24 598 727.84
Chapter 20 Member countries' contributions					
Article 201 Member countries' contributions	18 672 500.00	20 059 600.00	21 381 360.00	22 497 420.00	22 510 600.00
Grand total chapter 20	18 672 500.00	20 059 600.00	21 381 360.00	22 497 420.00	22 510 600.00

Item		Account totals 1984	1985	1986	1987	1988
		Sfr	Sfr	Sfr	Sfr	Sfr
Chapter 21	**Administrative receipts**					
Article 211	***Reimbursement of costs***					
2111	Technical cooperation administrative costs	521 115.89	1 183 496.34	690 492.16	442 336.97	733 807.96
2112	Cost of services provided for language groups	105 959.70	136 167.45	156 764.35	164 213.90	179 033.45
2113	Postage and air surcharges	22 681.40	8 079.44	8 075.53	9 396.80	9 140.25
2114	Reimbursed taxes	53 814.88	63 184.22	36 696.71	65 865.46	84 506.15
Total article 211		703 571.87	1 390 927.45	892 028.75	681 813.13	1 006 487.81
Article 212	***Publication sales***					
2121	Sale of publications to administrations	242 469.90	172 646.55	756 450.20	131 781.50	205 136.25
2122	Sale of publications to private individuals	13 268.18	13 728.21	23 779.45	19 908.70	15 427.55
2123	Subscriptions to "Union Postale" paid by administrations	44 841.00	40 603.00	37 156.60	37 661.00	39 102.75
2124	Subscriptions to "Union Postale" paid by private individuals	3 860.65	3 854.25	3 546.90	3 805.75	3 311.05
2125	Advertising in "Union Postale"	37 896.65	20 793.45	25 131.75	46 329.99	21 750.85
Total article 212		342 336.38	251 625.46	846 064.90	239 486.94	284 728.45
Article 213	***Letting of premises***					
2131	Rent	406 765.06	413 947.10	411 215.50	438 887.17	433 057.67
2132	Tenants' share of costs	139 578.80	144 249.75	122 812.10	108 439.65	94 874.00
Total article 213		553 525.90	555 465.25	561 699.27	541 497.32	501 639.06
Article 219	***Sundry receipts***					
2191	Currency exchange gains	530.51	16.02	15.83	0.70	0.07
2199	Incidental receipts	10 364.59	65 243.25	95 560.19	34 844.88	34 772.45
Total article 219		10 895.10	65 259.27	95 576.02	34 845.58	34 772.52
Grand total chapter 21		1 610 329.25	2 263 277.43	2 395 368.94	1 497 642.97	1 827 627.84
Chapter 22	**Withdrawal from Reserve Fund**					
Article 221	***Withdrawal from Reserve Fund***	3 747 700.00	1 742 500.00	1 000 000.00	0.00	260 500.00
Grand total chapter 22		3 747 700.00	1 742 500.00	1 000 000.00	0.00	260 500.00
Grand total of Union receipts		24 030 529.25	24 065 377.43	24 776 728.94	23 995 062.97	24 598 727.84

Item	Account totals 1984	1985	1986	1987	1988
	Sfr	Sfr	Sfr	Sfr	Sfr
SUMMARY					
I. Recurrent expenditure of Union					
Chapter 1 Staff expenditure	17 539 127.70	18 004 007.45	18 426 594.95	18 426 182.80	19 324 552.90
Chapter 2 Other operating expenditure of the International Bureau	4 267 244.83	4 375 254.71	4 497 268.82	4 336 508.61	4 767 351.38
A. Gross expenditure (chapters 1 + 2)	21 806 372.53	22 379 262.16	22 923 863.77	22 762 691.41	24 091 904.28
B. Administrative receipts (chapter 21)	1 610 329.25	2 263 277.43	2 395 368.94	1 497 642.97	1 827 627.84
C. Net expenditure (A – B)	20 196 043.28	20 115 984.73	20 528 494.83	21 265 048.44	22 264 276.44
II. Expenditure relating to Congress (chapter 3)	1 569 285.64	–	–	–	–
III. Payment into Reserve Fund (chapter 4)	654 871.08	1 686 115.27	1 852 865.17	1 232 371.56	506 823.56
IV. Withdrawal from Reserve Fund (chapter 22)	3 747 700.00	1 742 500.00	1 000 000.00	0.00	260 500.00
V. Total net expenditure to be covered by member countries' contributions (chapter 20) (I + II + III – IV)	18 672 500.00	20 059 600.00	21 381 360.00	22 497 420.00	22 510 600.00

Congress – Doc 19/Annex 4

Draft resolution

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.

Washington, Chairman of Congress

Congress – Doc 19/Annex 5

Draft resolution

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.

Washington, Chairman of Congress,

Congress – Doc 19/Annex 6

Budgets of the Union for 1989 and 1990 as approved by the Executive Council

EXPENDITURE

Item		1988 accounts[1]	1989 budget	1990 budget
		Sfr	Sfr	Sfr
Chapter 1 – Staff expenditure				
Article 11 – Basic salaries and related allowances				
111	Basic salaries	8 376 847.70	8 111 700	8 793 900
112	Post adjustments	3 349 273.85	3 736 200	3 335 400
113	Non-resident allowances	25 800.00	26 100	26 100
114	Other allowances	1 706.20	5 000	5 000
115	Overtime	709.85	5 000	5 000
116	Auxiliary staff	42 008.05	121 000	130 000
Total article 11		11 796 345.65	12 005 000	12 295 400
Article 12 – Dependants' allowances				
121	Family allowances	343 526.35	385 100	424 400
122	Home leave	295 645.15	302 000	302 000
123	Children's education grants	298 309.15	381 800	404 200
124	Travel of family members	6 848.35	12 500	12 500
Total article 12		944 329.00	1 081 400	1 143 100
Article 13 – Costs of recruitment and separation from service				
131	Installation grants	32 820.00	45 200	48 000
132	Removal expenses	83 873.00	145 200	150 000
133	Travelling expenses on appointment or separation from service	26 099.85	58 500	66 000
134	Repatriation grants	103 510.15	97 000	90 000
Total article 13		246 303.00	345 900	354 000
Article 14 – Social security				
141	Sickness insurance	397 233.70	417 700	433 800
142	Collective accident insurance	21 992.10	23 600	23 900
143	Insurance allowances	250 441.45	256 600	267 600
144	Contributions to the Provident Scheme	2 600 111.35	2 653 800	2 784 400
145	Cost-of-living allowance for retired staff	1 373 610.85	1 427 000	1 460 000
146	Medical examinations	22 685.80	23 200	23 700
Total article 14		4 666 075.25	4 801 900	4 993 400

[1] Although the 1988 accounts have already been given in annex 3, it seems worth repeating them for the purpose of comparison.

Item		1988 accounts	1989 budget	1990 budget
		Sfr	Sfr	Sfr
Article 15 – Hospitality allowances				
151	Hospitality allowances of the Director-General and the Deputy Director-General	19 500.00	19 500	19 500
Article 17 – UPU consultants' remuneration and missions				
171	UPU consultants' remuneration	149 082.15	190 000	165 000
172	UPU consultants' missions	489 905.19	655 000	665 000
173	Fellows basically linked to UPU consultants' missions	818 938.60	650 000	674 700
174	Minor supplies and documents basically linked to UPU consultants' missions	88 253.83	95 000	65 300
175	Printing and translation of UPU consultants' reports	20 165.90	20 000	20 000
176	Telephone calls. telegrams and telex messages connected with 171 to 174	83 536.81	40 000	60 000
179	Other costs arising from UPU consultants' missions	2 117.52	2 000	2 000
Total article 17		1 652 000.00	1 652 000	1 652 000
Total chapter 1		19 324 552.90	19 905 700	20 457 400
Chapter 2 – Other operating expenditure of the International Bureau				
Article 21 – Premises				
211	Loan repayment to Swiss Confederation	786 903.00	787 000	787 000
212	Heating and air-conditioning	59 984.35	130 000	130 000
213	Electricity and water	134 166.95	145 000	145 000
214	Upkeep of premises and installations	295 802.20	225 000	285 000
215	Upkeep of garden and indoor plants	30 939.60	33 000	33 000
216	Cleaning	243 207.70	215 000	235 000
217	Insurance of building	28 679.45	32 000	32 000
Total article 21		1 579 683.25	1 567 000	1 647 000
Article 22 – Furniture and office machinery				
221	Purchase of furniture	59 253.90	60 000	63 000
222	Purchase of office machinery	4 188.00	7 000	7 000
223	Purchase of machinery for printing documents and publications	51 795.00	5 000	18 000
224	Upkeep of furniture and office machinery	37 654.55	42 000	42 000
225	Upkeep of equipment for printing documents and publications	25 381.60	45 000	31 000
226	Insurance of furniture and machinery	6 192.60	7 000	7 000
227	Purchase of computer equipment	308 767.75	263 000	263 000
228	Maintenance of computer equipment	48 574.20	74 000	72 000
Total article 22		541 807.60	503 000	503 000

Item		1988 accounts	1989 budget	1990 budget
		Sfr	Sfr	Sfr
Article 23 – Travelling expenses				
231	Travel of IB staff on official business	309 244.81	271 200	301 400
232	Travel of EC and CCPS member country representatives	173 626.10	186 100	205 300
233	Travel and daily allowances of EC and CCPS Chairmen	18 943.35	22 200	46 500
234	Travel of EC invitees	0	5 000	0
Total article 23		501 814.26	484 500	553 200
Article 24 – Office expenditure				
241	Postage	152 292.05	210 000	200 000
242	Telegram and telex	33 417.03	50 000	45 000
243	Telephone and telefax	70 314.40	75 000	75 000
244	Office supplies	72 585.65	80 000	83 000
245	Transport costs	412.00	1 500	1 500
246	Supplies for computer processing	24 948.10	25 000	27 000
Total article 24		353 969.23	441 500	431 500
Article 25 – Production of documents and publications				
251	Translation costs	185 334.55	50 000	60 000
252	Outside printing and binding	231 497.40	113 000	308 000
253	Outside word processing and typing	0	0	20 000
254	Offset printing materials	38 156.45	54 000	84 000
255	Offset paper	53 426.70	120 000	179 000
256	Production of photocopies	98 997.45	100 000	80 000
257	Photocopying paper	13 354.65	18 000	25 000
258	Production of documents and publications in Spanish	133 424.26	180 000	205 000
259	Production of documents and publications in Chinese, German, Portuguese and Russian	423 097.50	480 000	480 000
Total article 25		1 177 288.96	1 115 000	1 441 000
Article 26 – "Union Postale"				
261	Authors' and translators' fees	67 418.65	70 000	70 000
262	Printing costs	223 485.40	180 000	220 000
264	Distribution costs	4 114.45	8 500	8 000
Total article 26		295 018.50	258 500	298 000

Item		1988 accounts	1989 budget	1990 budget
		Sfr	Sfr	Sfr
Article 27 – Library, audiovisual and public information				
271	Library	21 446.24	26 000	42 500
272	Audiovisual	4 927.05	9 000	10 000
273	Public information	80 583.74	31 000	28 700
Total article 27		106 957.03	66 000	81 200
Article 28 – Declaration of Hamburg[1]				
281	Printing of control cards	37 272.60	–	–
282	Data capture	25 381.40	–	–
Total article 28		62 654.00	–	–
Article 29 – Sundry costs				
291	General hospitality expenses of the Union	67 034.40	50 000	87 000
292	Special hospitality expenses of EC Chairman	0	2 000	2 000
293	Lump-sum allowance of EC and CCPS Chairmen	16 200.00	16 200	16 200
294	Contribution to the operating costs of United Nations bodies	52 925.16	52 100	53 700
296	Official cars	5 178.45	10 000	10 000
297	Currency exchange losses and bank charges	1 930.04	2 000	2 000
299	Sundries	4 890.50	13 000	13 000
Total article 29		148 158.55	145 300	183 900
Total chapter 2		4 767 351.38	4 580 800	5 138 800
Chapter 3 – Special activities				
Article 31 – Safeguarding and enhancing the quality of the international postal service				
311	Remuneration of quality-of-service consultants	–	0	189 000
312	Travel of quality-of-service consultants	–	0	108 000
313	Printing of control cards	–	20 000	30 000
314	Data capture	–	40 000	100 000
315	Overheads	–	–	20 000
319	Other activities	–	–	0
Total article 31		–	60 000	447 000

[1] As from 1989, article 28 has been transferred to chapter 3 and incorporated in article 31.

Item		1988 accounts	1989 budget	1990 budget
		Sfr	Sfr	Sfr
Article 32 – Engagement of specialists for special tasks				
321	Remuneration of specialists for CCPS studies	–	–	50 000
322	Travel of specialists for CCPS studies	–	–	13 000
323	Remuneration of specialists for special work	–	–	100 000
324	Travel of specialists for special work	–	–	26 000
329	Other costs of specialists	–	–	0
Total article 32		–	–	189 000
Total chapter 3		–	60 000	636 000
Total gross recurrent expenditure (chapters 1 + 2 + 3)		24 091 904.28	24 546 500	26 232 200
Chapter 8 – Expenditure relating to Congress				
Article 81 – Travel of secretariat				
811	Travel expenses and insurance	–	556 000	–
812	Subsistence allowance	–	1 062 000	–
813	Auxiliary staff	–	50 000	–
Total article 81		–	1 668 000	–
Article 82 – Technical facilities for simultaneous interpretation				
821	Technical facilities for simultaneous interpretation	–	496 000	–
Article 84 – Communications and transport costs				
841	Postage	–	3 000	–
842	Telegrams and telex	–	5 000	–
843	Telephones and telefax	–	7 000	–
844	Transport	–	60 000	–
Total article 84		–	75 000	–
Article 85 – Production of documents during Congress				
851	Production of documents during Congress	–	464 000	–

Item		1988 accounts	1989 budget	1990 budget
		Sfr	Sfr	Sfr
Article 89 – Sundry costs				
891	Additional premises	–	10 000	–
892	Office equipment	–	5 000	–
893	Hospitality expenses	–	20 000	–
899	Sundry and unforeseen	–	35 000	–
Total article 89		–	70 000	–
Total chapter 8		–	2 773 000	–
Chapter 9 – Maintenance of Funds				
Article 91 – Payment into Reserve Fund				
911	Payment into Reserve Fund	506 823.56	0	0
Article 92 – Payment into Special Activities Fund				
921	Payment into Special Activities Fund	–	–	0
Total chapter 9		506 823.56	0	0
Grand total of expenditure (chapters 1 + 2 + 3 + 8 + 9)		24 598 727.84	27 319 500	26 232 200

RECEIPTS

Item	1988 accounts	1989 budget	1990 budget
	Sfr	Sfr	Sfr
Chapter 20 – Member countries' contributions	22 510 600.00	22 205 265	24 389 550
Chapter 21 – Administrative receipts			
Article 211 – Reimbursement of costs			
2111 Technical cooperation administrative costs	733 807.96	624 400	764 100
2112 Cost of services provided for language groups	179 033.45	160 000	180 000
2113 Postage and air surcharges	9 140.25	10 000	10 000
2114 Reimbursed taxes	84 506.15	55 000	60 000
Total article 211	1 006 487.81	849 400	1 014 100
Article 212 – Publication sales			
2121 Sale of publications to administrations	205 136.25	150 000	240 000
2122 Sale of publications to private individuals	15 427.55	18 000	15 000
2123 Subscriptions to "Union Postale" paid by administrations	39 102.75	38 000	39 000
2124 Subscriptions to "Union Postale" paid by private individuals	3 311.05	4 000	3 000
2125 Advertising in "Union Postale"	21 750.85	17 000	17 000
Total article 212	284 728.45	227 000	314 000
Article 213 – Letting of premises			
2131 Rent	406 765.06	375 000	385 000
2132 Tenants' share of costs	94 874.00	95 000	88 000
Total article 213	501 639.06	470 000	473 000
Article 219 – Sundry receipts			
2191 Currency exchange gains	0.07	100	100
2199 Incidental receipts	34 772.45	35 000	41 450
Total article 219	34 772.52	35 100	41 550
Total chapter 21	1 827 627.84	1 581 500	1 842 650
Chapter 23 – Receipts from special activities	–	–	0

Item	1988 accounts	1989 budget	1990 budget
	Sfr	Sfr	Sfr
Chapter 29 – Withdrawals from Funds			
Article 291 – Withdrawal from Reserve Fund			
2911 Withdrawal from Reserve Fund	260 500.00	3 532 735	–
Article 292 – Withdrawal from Special Activities Fund			
2921 Withdrawal from Special Activities Fund	–	–	0
Total chapter 29	260 500.00	3 532 735	0
Grand total of receipts (chapters 20 + 21 + 23 + 29)	24 598 727.84	27 319 500	26 232 200

SUMMARY

		1988 accounts	1989 budget	1990 budget
		Sfr	Sfr	Sfr
I.	Recurrent expenditure of the Union			
	Chapter 1 – Staff expenditure	19 324 552.90	19 905 700	20 457 400
	Chapter 2 – Other operating expenditure of the International Bureau	4 767 351.38	4 580 800	5 138 800
	Chapter 3 – Special activities	–	60 000	636 000
	A. Gross expenditure (chapters 1 + 2 + 3)	24 091 904.28	24 546 500	26 232 200
	B. Receipts (chapters 21 + 23)	1 827 627.84	1 581 500	1 842 650
	C. Net recurrent expenditure (A – B)	22 264 276.44	22 965 000	24 389 550
II.	Expenditure relating to Congress (chapter 8)	–	2 773 000	–
III.	Maintenance of Funds (chapter 9)	506 823.56	0	0
IV.	Withdrawals from Funds (chapter 29)	260 500.00	3 532 735	0
V.	Member countries' contributions (chapter 20) (I + II + III – IV)	22 510 600.00	22 205 265	24 389 550

Congress – Doc 19/Annex 7

Equipment replacement plan

I. General

1 According to the practice established by the 1974 Lausanne Congress and endorsed by the 1979 Rio de Janeiro and 1984 Hamburg Congresses, this annex estimates the gradual replacement of International Bureau machines to be taken into account over the next five-year period when the need arises. The general plan worked out for this purpose covers the computer equipment, word-processing and desktop-publishing machines, the machines in the printing shop and the two official cars.

II. Office machines and printing shop

2 Planned expenditure for the next five-year period relates only to the replacement of the equipment in service.

III. Computer, desktop-publishing and word-processing equipment

3 The minicomputer bought in 1981 has been maintained in service through the very gradual development of a network of around 20 terminals and the upgrading of the central processing unit which accompanied the necessary automation of repetitive tasks in accounting, invoicing, statistics and personnel management. Quite naturally, the changeover to six-monthly accounting of transit charges and terminal dues and the expanded management and information needs of technical cooperation were handled, as was the computing side of the new tasks associated with the transmission-time monitoring operations flowing from the Declaration of Hamburg. However, there have been enormous developments in computers over this period of close to ten years and replacement of the International Bureau's in-house computer system is now necessary. This process should be seen in the context of the gradual implementation by International Bureau specialized staff of an efficient computer system specially geared to its specific needs which could not be run on off-the-shelf commercially available packages. The new hardware must maximize the ad hoc software developed in-house.

4 In tandem, through the regular replacement on a five-to-seven year cycle after initial purchase of the word-processing and desktop-publishing equipment acquired over the last three years, it should be possible to continue to benefit from the gains that accrue from electronic text editing.

5 All the financial data regarding paragraphs 3 and 4 are shown in the replacement plan below.

IV. Official cars

6 As the two official cars are in good running order, they will be traded in only in case of absolute necessity. However, sound administration requires that financial provision be made for their replacement in due course, given that they were acquired in 1980 and 1982.

V. Replacement plan

7 Congress is invited to endorse the replacement plan proposed below, on the understanding that release of the necessary credits will be subject annually to the approval of the Executive Council through the budget. This plan is fully in line with the annual expenditure framework of Sfr 350 000 for each of the years in question, falling between actual expenditure in 1988 (Sfr 371 000) and the 1990 budget allocation (Sfr 298 000), the reference point for fixing the ceiling of recurrent expenditure for 1991–1995.

Item	Purchase price	Year of purchase	Forecast lifetime	Year and cost of replacement				
				1991	1992	1993	1994	1995
	Sfr		Years	Sfr	Sfr	Sfr	Sfr	Sfr
Item 222 Office machines								
1 tying machine (dispatch)	6 800	1981	10	9 000	–	–	–	–
Miscellaneous				7 000	7 000	7 000	7 000	7 000
Total item 222 (1990 budget: Sfr 7000)				16 000	7 000	7 000	7 000	7 000
Item 223 Printing machinery								
1 offset plate-making machine	28 000	1982	15	–	–	–	–	–
1 electrostatic camera	44 000	1985	8	–	40 000	–	–	–
1 A 3 offset press	41 600	1970	25	–	–	–	50 000	–
1 A 4 offset press	33 000	1985	10	–	–	–	–	38 000
1 A 4 offset press	33 000	1987	10	–	–	–	–	–
1 A 4 perfecting offset press	110 000	1985	8	–	–	100 000	–	–
1 collating machine (30 positions) with:	47 000	1979	10 + 5	–	–	–	60 000	–
– stapler	18 500	1979	15	–	–	–	19 000	–
– jogger	7 500	1980	15	–	–	–	8 000	–
– guillotine	18 500	1989	15	–	–	–	–	–
– folder	13 600	1989	15	–	–	–	–	–
1 collating machine (22 positions) with:	32 000	1980	10 + 5	–	–	–	–	50 000
– stapler	15 900	1982	15	–	–	–	–	–
– jogger	3 900	1980	15	–	–	–	–	5 000
1 collating machine (15 positions) with:	17 200	1985	10	–	–	–	–	20 000
– stapler	(4 000)	(1990)	10	–	–	–	–	–
1 vibrator	(3 000)	(1990)	10	–	–	–	–	–
1 stapler (professional type)	5 000	1978	25	–	–	–	–	–
1 folding machine	(6 000)	(1990)	10	–	–	–	–	–
1 perforator (double-bit)	11 000	1988	20	–	–	–	–	–
1 perforator (single-bit)	6 000	1968	30	–	–	–	–	–
1 binding machine (professional type)	35 000	1974	25	–	–	–	–	–
1 binding machine (manual)	5 000	1981	10	5 000	–	–	–	–
1 paper-cutting machine	30 000	1967	25	57 000	–	–	–	–
1 bending machine	5 500	1970	30	–	–	–	–	–
Miscellaneous				5 000	5 000	5 000	5 000	5 000
Total item 223 (1990 budget: Sfr 18 000)				67 000	45 000	105 000	142 000	118 000

Item	Purchase price	Year of purchase	Forecast lifetime	Year and cost of replacement				
				1991	1992	1993	1994	1995
	Sfr		Years	Sfr	Sfr	Sfr	Sfr	Sfr
Item 227 Computer equipment								

Item	Years of purchase									
	1981–1985	1986	1987	1988	1989	1990				
Central processing unit	197 000	(----------		59 000	-------)	120 000				
Peripherals	241 000	(----------		97 000	--------	30 000	130 000	70 000	70 000	30 000	85 000
Word-processing and desktop-publishing equipment	–	–	112 000	177 000	152 000	53 000	76 000	116 000	148 000	109 000	80 000
Miscellaneous (training, software, printing, cables)	–	–	72 000	76 000	65 000	60 000	50 000	60 000	50 000	50 000	50 000
Total item 227 (1990 budget: Sfr 263 000)							256 000	246 000	268 000	189 000	215 000
Item 296 Official cars											
1 official car				10 400	1980	10	20 000	–	–	–	–
1 official car				29 000	1982	10	–	45 000	–	–	–
Operation, maintenance, insurance							10 000	10 000	10 000	10 000	10 000
Total item 296 (1990 budget: Sfr 10 000)							30 000	55 000	10 000	10 000	10 000
Grand total: items 222 + 223 + 227 + 296							369 000	353 000	390 000	348 000	350 000
1990 budget estimate used as a basis for fixing the ceiling of recurrent expenditure for 1991–1995							298 000	298 000	298 000	298 000	298 000
Increase							71 000	55 000	92 000	50 000	52 000

Congress – Doc 19/Annex 8

Maintenance of the UPU building and its installations

I. General

1 The 1974 Lausanne Congress rejected the suggestion for setting up a building maintenance fund and expressed its preference for five-yearly planning of maintenance expenditure on the UPU building and its installations. As this practice was implicitly endorsed by the 1979 Rio de Janeiro and 1984 Hamburg Congresses, the International Bureau reviewed the time frames it might have to contend with during the period of application of the 1989 Washington Congress Acts. This is the subject of the present document.

2 The 1984 Hamburg Congress had adopted a five-year plan to insulate the building (Sfr 120 000 to 180 000 per year) to reduce energy consumption on heating and air conditioning. A fresh look at the question led to the conclusion that such expenditure was not justified at the present time since the cost/benefit ratio was much too low. This decision was reflected in corresponding budgetary savings. Now 20 years old, the building is similar to others of the same type built at the same time.

3 The 1986–1990 five-year building maintenance plan also called for the renovation of the simultaneous interpretation facilities in the two conference rooms. In 1986, the EC approved the International Bureau's suggestion to forgo a complete overhaul for the benefit of stage-by-stage modernization. Thus, Sfr 87 000 were spent in 1987 on rewiring and replacing the channel selectors in the large hall and on wiring two interpretation booths connected until then to the central control panel by radio with portable receivers. A major overhaul of the eight booths in the large hall and of the central control panel is under way, at a cost of Sfr 126 700 to be charged against the 1989/1990 budgets.

4 As paragraphs 2 and 3 bear out, the five-year plan adopted by the Hamburg Congress has been implemented according to the actual needs of the moment in a concern for efficiency and economy. This is also the spirit underlying the forecasts submitted to Congress for the financial years covered by the 1989 Washington Acts.

II. General maintenance

5 General maintenance, such as overhauling the heating and air-conditioning systems, servicing the lifts, general surveillance, purchases of maintenance materials and minor repairs has cost between Sfr 100 000 and 130 000 per year since 1986. Owing to the rise in the cost of living and normal wear and tear on the building and its installations, these costs may be estimated at around Sfr 150 000 per annum on average for the 1991–1995 financial period.

III. Main fabric of the building

6 Twenty years after the construction of the building, major repairs to the roof and the facades and in the basements are likely to be needed but cannot be anticipated. In consequence, they have to be financed in the short term according to the credits available, with the costs spread over two financial years if necessary. To cover this non-recurrent expenditure, it is proposed that a sum of Sfr 50 000 be included in each year's budget ceiling for unforeseeable repairs.

IV. Interior of the building

7 In 1988, the translation services were relocated to the second floor of the main building and the fourth floor saw a change of tenant. These moves necessitated repainting of these areas at a cost of Sfr 40 000. Since the building has not been refurbished since it was built, the day will soon come when the carpets, beginning with those covering the conference block lobby, will have to be replaced and the other floors will have to be repainted. The sum of Sfr 30 000 should be set aside annually for this.

V. Doors and windows

8 It is unlikely that the doors of the building will need repairs which will not be covered by the credits for general maintenance.

9 The building has some 600 windows. Except for the occasional replacement of broken or misted window panes, the caretaker has been able to maintain the windows and blinds so far. Now that the building is 20 years old, the sophisticated mechanism of the rotating windows and blinds is showing signs of fatigue and wear. In the near future, overhaul of the windows and replacement of the blinds on the south side is inevitable. Overhaul of the windows and blinds on the north side, which are subject to less wear and tear, can be postponed for the moment.

10 Having sought the advice of the architect and estimates from the builder, the International Bureau has decided against the complete replacement of all the windows and opted to replace the blinds and overhaul the windows on the south side in stages.

11 In view of the estimated cost of this operation of Sfr 300 000, it is proposed that Congress make financial provision of Sfr 60 000 per year for the next five-year period, which should extend the life of the windows on the south side for another 20 years.

VI. Heating and air-conditioning

12 The replacement of the original three boilers with sturdier and more efficient models and the fitting of dampers in the chimneys have considerably reduced the consumption of fuel oil. Financial provision in the amount of Sfr 20 000 per year should be made for the possible replacement of the pumps and electric motors of the heating and air-conditioning systems and for the repair of the radiators. So far this equipment has not occasioned significant outlays but signs of wear are beginning to appear.

VII. Passenger and goods lifts

13 Apart from the fact that the routine maintenance costs for the passenger and goods lifts are continually rising, this servicing increasingly entails the replacement of various major devices required for safety reasons. An annual allocation of Sfr 15 000 should be set aside for this.

VIII. Simultaneous interpretation facilities

14 As mentioned in paragraph 3 above, the simultaneous interpretation facilities of the large hall are under modernization. The next stage is to replace the microphones and electronic hookups in the control panel of the large hall and then to renovate the interpretation facilities in the small hall, also in stages. Financial provision to the tune of Sfr 50 000 annually should be earmarked for this.

IX. Telephone switchboard

15 The telephone switchboard installed when the building was built is out of date and no longer meets the need for expansion and technical developments. To remedy this situation, the Telephones Headquarters was asked to give an estimate on modernizing the switchboard and advised that this was not justified because of its high cost (Sfr 195 000 in 1987) and that it would be sounder management to replace the switchboard. An estimate sought in June 1989 offers the following two options:

i full financing by lease-purchase at a cost of Sfr 52 332 per year over ten years, for a total of Sfr 523 320;

ii purchase of the switchboard at a cost of Sfr 256 378 plus financing of the balance by lease-purchase at Sfr 16 512 per year over ten years, for a total of Sfr 421 498. The difference between the two options represents 4 percent interest on the capital sum of Sfr 256 378.

16 To cope with increasing traffic without adding to staff, the International Bureau recommends to Congress that the current switchboard be replaced by an electronic installation that allows for direct dialling similar to what exists in postal administrations, ie the possibility of calling International Bureau officials directly from outside without having to go through the telephone operator. Since there is no significant difference in cost between the two options described above and to spread the cost of this substantial investment, it is proposed that the first option be selected, ie complete financing by lease-purchase at a cost of *Sfr 52 332* per year over ten years.

17 In the interests of providing full information, mention should be made that direct dialling will entail an annual increase in subscriber charges of Sfr 9468. Consequently, the budgetary provision for telephone charges (item 0.02430) should be increased by this amount.

X. Building maintenance plan

18 In view of the preceding information, the following renovation and maintenance plan is submitted to Congress:

Plan for maintenance of the UPU building and its installations	1991	1992	1993	1994	1995
	Sfr	Sfr	Sfr	Sfr	Sfr
Regular expenditure on maintenance and surveillance (paragraph 5)	150 000	150 000	150 000	150 000	150 000
Unforeseeable repairs to main fabric of building (paragraph 6)	50 000	50 000	50 000	50 000	50 000
Replacement of carpeting and repainting (paragraph 7)	30 000	30 000	30 000	30 000	30 000
Overhaul of window and blind mechanisms (paragraphs 8 to 11)	60 000	60 000	60 000	60 000	60 000
Replacement of pumps, electric motors and various parts of the heating and air-conditioning equipment (paragraph 12)	20 000	20 000	20 000	20 000	20 000
Replacement of worn parts in lift machinery (paragraph 13)	15 000	15 000	15 000	15 000	15 000
Renovation of simultaneous interpretation facilities (paragraph 14)	50 000	50 000	50 000	50 000	50 000
Replacement of telephone switchboard (paragraphs 15 to 17)	60 000	60 000	60 000	60 000	60 000
Total	435 000	435 000	435 000	435 000	435 000
1990 budget estimate used as a basis for fixing the ceiling of recurrent expenditure for 1991–1995	285 000	285 000	285 000	285 000	285 000
Increase	150 000	150 000	150 000	150 000	150 000

XI. Conclusions

19 The maintenance plan given in paragraph 18 above sets out the financial framework that should enable the Executive Council and the International Bureau to provide for the maintenance of the building and the proper functioning of its installations. It goes without saying that, as in the past, this plan will be applied with discretion in a concern for practical economy, avoiding utopian solutions in the use of credits. Congress is asked to approve it and to take it into consideration in fixing the Union's expenditure ceiling.

Congress – Doc 19/Annex 9

Computerized data base at the International Bureau

I. Introduction

1 The Executive Council at its latest session considered the report on the creation of a computerized data base at the International Bureau produced by its Working Party mandated to study suggestions on the operation of the Union. This document gives the gist of that report.

2 The Executive Council Working Party thought it desirable to conduct a study on a data base at the Bureau and sent a questionnaire to the 60 postal administrations that are members of the EC or CCPS to assess the value of such a data base to the Union and the postal administrations themselves. The compiled replies show the extent of the needs expressed and the work to be done. Through phased implementation of the data base it should be possible to respond to management imperatives with consistent, reliable data and also provide valuable information on the key services of the future.

II. Summary of the replies received

3 The vast majority of replying administrations think that a data base at the International Bureau would be of considerable use to the Union. In connection with its specific usefulness for the administrations themselves, 16 administrations replied "of some use" and 16 "of considerable use".

4 There was general consensus on the content of the data base with the notable exception of the possible inclusion of formal texts concerning Union bodies (Acts, Genesis, texts concerning the EC and CCPS). Almost all the administrations thought that most of the data currently featured in the lists and compendia published by the International Bureau should figure on it, with marked priority being given to the List of Prohibited Articles and the EMS Operational Guide. Moreover, it is not surprising that the administrations insist on the inclusion of the "Postal Statistics" and the results of "Transmission-time monitoring operations". The same applies to "Details of mail circulation routes" and "EMS delivery standards" although this information is not yet available at the International Bureau.

5 The main priorities stated by administrations for inclusion in the data base are as follows:

List of Prohibited Articles
Postal Statistics
EMS delivery standards
EMS Operational Guide
Details of mail circulation routes
Results of transmission-time monitoring operations
General List of Airmail Services
Compendium of Information (Postal Parcels)
Compendium of Internal Charges
Compendium of Information (Postal Financial Services and Subscriptions)
Compendium of Information (Convention)

List of Airmail Distances
Compendium of Equivalents and Reduced Charges
List of Air Surcharges
List of Addresses
Certain elements of replies to questionnaires.

III. Implementation of a data base at the International Bureau

6 The 1989 Executive Council approved the phased implementation of a data base at the International Bureau, with the proviso that this should not, however, result in the abolition of documents in printed form. The wish to retain physical documents was expressed, and the survey revealed that more than half the administrations would like information from the data bank to be printed on paper.

7 The resources needed to compile it can be divided into hardware and software costs and staff costs. The latter are considerable, because a lot of work will be needed both as regards designing the base and data acquisition or incorporating data already available on a computerized medium. However, gradual implementation should make it possible to spread the staff load sufficiently and to contain costs.

8 Compared with straight replacement of the International Bureau's data-processing facilities, the actual extra cost of installing data base facilities would be limited to approximately Sfr 300 000 spread over two years, 1991 and 1992.

9 The Executive Council adopted an input of 12 man/months for a P 4/P 5 consultant over the financial year 1990 for designing the data base. A further requirement will be the recruitment, from the beginning of 1991, of a data base manager (P 2/P 3 official) in charge of maintaining data integrity, developing applications and general management.

10 The work involved in inputting and updating data is not being underestimated but it should be possible to confine the input to a G official by distributing this task over several years and with the participation of the International Bureau sections concerned. This official's recruitment at the same time as the commissioning of the appropriate computerized facilities would contribute effectively to setting up the data base.

11 The Executive Council approved the following additional financial and human resources:

			1991 Sfr	1992 Sfr	1993–1995 Sfr
a	Hardware and software costs specific to the data base		150 000	150 000	–
b	Staff costs:	– 1 official (P 3)	129 000	129 000	129 000
		– 1 official (G 4)	67 000	67 000	67 000
Total			346 000	346 000	196 000

This amount would have to be provided for in the Union expenditure ceiling to be submitted to the Washington Congress for 1991 and 1992 (years when the computer equipment would be purchased) and would be confined to staff expenditure, viz Sfr 196 000 in subsequent years.

IV. Outlook

12 A computerized data base should improve the operation of the International Bureau. The systematic storage of data which is currently scattered (files kept manually, computerized files) would be greatly facilitated. Management of certain files such as transmission-time monitoring or statistics should be facilitated given the ease of consultation of relational data bases.

13 This project should make it possible to respond faster to administrations' requests for information. Any request to the International Bureau that could be handled through the data base would be processed immediately and retransmitted following translation, as appropriate, into the language of the administration of destination by the fastest route (EMS, telefax or telematic link). Naturally, provision would be made for on-line consultation by administrations.

Congress – Doc 19/Annex 10/Rev 1

Factors for fixing the ceiling of the Union's recurrent expenditure for 1991–1995

	1991	1992	1993	1994	1995
	Sfr	Sfr	Sfr	Sfr	Sfr
Recurrent expenditure (article 124, paragraph 1, of the General Regulations)					
A. Basis for fixing the ceiling of recurrent expenditure for 1991 to 1995					
1 Total net expenditure of the 1990 Union budget approved by the Executive Council in April 1989 (annex 6) Sfr 24 389 550 rounded to	24 390 000	24 390 000	24 390 000	24 390 000	24 390 000
B. Expenditure on staff necessary to handle present work					
2 Regulation step increases in the same grade of staff from 1991 to 1995:					
– step increases in 1991	227 900	227 900	227 900	227 900	227 900
– step increases in 1992	–	186 800	186 800	186 800	186 800
– step increases in 1993	–	–	176 200	176 200	176 200
– step increases in 1994	–	–	–	165 100	165 100
– step increases in 1995	–	–	–	–	160 400
Step increases compared with 1990 budget	227 900	414 700	590 900	756 000	916 400
3 Compensation for inflation since the Hamburg Congress to maintain the real value of the budgetary credits assigned to technical assistance activities connected with UPU consultants (increase of 10 percent under proposal 016)	165 200	165 200	165 200	165 200	165 200
C. Other operating costs of the International Bureau					
4 Replacement of equipment and machines: Under the replacement plan at annex 7 to this report, provision should be made for that portion of capital costs in excess of those already included in the 1990 budget	71 000	55 000	92 000	50 000	52 000

	1991	1992	1993	1994	1995
	Sfr	Sfr	Sfr	Sfr	Sfr
5 Maintenance of UPU building and its installations: Apart from the general maintenance and surveillance costs included in the 1990 budget, the expenditure in the plan at annex 8 to this report should be taken into account	150 000	150 000	150 000	150 000	150 000
D. Implementation of new activities and stepping up of special activities					
6 Creation of a computerized data base at the International Bureau as per annex 9 to this report:					
a hardware and software costs	–	150 000	150 000	–	–
b staff costs (1 P, 1 G)	–	196 000	196 000	196 000	196 000
Total	–	346 000	346 000	196 000	196 000
7 Establishment of international mail transmission-time monitoring as a permanent activity: Congress – Doc 21 (paragraph 134) proposes that provision be made for the following additional resources not included in the 1990 budget for:					
a ordinary mail monitoring	221 000	221 000	221 000	221 000	221 000
b EMS mail monitoring	222 000	222 000	222 000	222 000	222 000
Total	443 000	443 000	443 000	443 000	443 000
8 Special activities to adapt the operation of the Union to present commercial and technical demands: Congress – Doc 73 proposes that provision be made for the following additional resources not included in the 1990 budget for:					
a the project to enhance the quality of and modernize the international postal service	512 000	512 000	512 000	512 000	512 000
b increased use of specialists for certain tasks and studies	111 000	111 000	111 000	111 000	111 000
Total	623 000	623 000	623 000	623 000	623 000
Ceiling of net recurrent expenditure (amounts to be inserted in General Regulations, article 124, paragraph 1)	26 070 100	26 586 900	26 800 100	26 773 200	26 935 600

	1991	1992	1993	1994	1995
	Sfr	Sfr	Sfr	Sfr	Sfr
E. Financial effects of other decisions taken by the Washington Congress					
10	The expenditure to be provided for will be estimated during Congress				
11					
12					
Ceiling of net recurrent expenditure (amounts to be inserted in article 124, paragraph 1, of the General Regulations) A + B + C + D + E					

Congress – Doc 19/Annex 11/Rev

Draft resolution

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 purposes 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 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.

Washington, Chairman of Congress

Congress – Doc 19/Annex 12

Factors for fixing the ceiling of expenditure for the next Congress (21st Congress)

Budget article or item	1979 Rio de Janeiro Congress (actual expenditure)	1984 Hamburg Congress (actual expenditure)	1989 Washington Congress (Ceiling)	1989 Washington Congress (Budget)	1994 Congress[1] (Ceiling)
	Sfr	Sfr	Sfr	Sfr	Sfr
Article 81 Travel of secretariat					
811 Travel expenses and insurance	424 186.36	95 754.25	791 000	556 000	
812 Subsistence allowance	717 916.48	825 198.30	1 409 000	1 062 000	
813 Auxiliary staff	37 809.87	31 837.49	50 000	50 000	
Total article 81	1 179 912.71	952 790.04	2 250 000	1 668 000	
Article 82 Technical facilities for simultaneous interpretation	515 000.00	304 268.37	600 000	496 000	
Article 84 Communications and transport costs					
841 Postage	2 095.15	169.48	3 000	3 000	
842 Telegrams and telex	4 929.14	1 512.28	6 000	5 000	
843 Telephone and telefax	4 953.97	1 893.00	6 000	7 000	
844 Transport	48 419.94	11 801.87	60 000	60 000	
Total article 84	60 398.20	15 376.63	75 000	75 000	
Article 85 Production of documents during Congress	239 201.07	197 863.37	350 000	464 000	
Article 89 Sundry costs					
891 Additional premises	19 138.76	3 489.68	25 000	10 000	
892 Office equipment	9 906.20	270.07	10 000	5 000	
893 Hospitality expenses	4 005.25	11 823.05	10 000	20 000	
899 Sundry and unforeseen	11 259.74	83 404.43	25 000	35 000	
Total article 89	44 309.95	98 987.23	70 000	70 000	
Total expenditure on Congress	2 038 821.93	1 569 285.64	3 345 000	2 773 000	

[1] This expenditure will have to be assessed during the Washington Congress when the venue of the 21st Congress is known.

Congress – Doc 19/Annex 13

Drafting amendments to General Regulations, article 124, paragraphs 1 and 2

General Regulations

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:
_____ Swiss francs for 1991;
_____ Swiss francs for 1992;
_____ Swiss francs for 1993;
_____ Swiss francs for 1994;
_____ 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 producing documents during the Congress, etc) shall not exceed the limit of _____ Swiss francs.

Reasons. – Insertion of the amounts to be laid down by the Washington Congress for the next financial period covering the years 1991 to 1995.

Congress – Doc 19/Annex 14

Draft resolution

Advance application of the expenditure ceiling for 1991

Congress,

Considering
that the entry into force of the Acts adopted by it is scheduled for 1 July 1991,

Decides

that the annual expenditure ceiling for the activities of the Union's bodies for 1991 under article 124 of the General Regulations shall apply from 1 January 1991.

Washington, Chairman of Congress

Reasons. – In the event that the Acts of the Washington Congress go into force on 1 July 1991 (proposal 08), the advance application of the expenditure ceiling for 1991 will have to be scheduled for 1 January 1991.

Congress – Doc 19/Add 1

Committee 2 (Finance)

Expenditure ceiling for the next Congress (21st Congress)

Additional memorandum by the Secretary-General

As Congress has accepted the invitation of the Government of the Republic of Korea (Congress – Doc 74) to hold the 21st Universal Postal Congress, planned for 1994, in that country, the Secretariat has prepared an estimate of the expenditure to be taken into consideration when fixing the separate expenditure ceiling for the next Congress.

As was pointed out in Congress – Doc 19 (part II, chapter 6, A), such an estimate is very difficult to make and will only be approximate owing to the many imponderables at present. This is particularly the case for the method of document production, the technical facilities for simultaneous interpretation and for estimating the increase in the cost of living by 1994.

On the basis of present assumptions, which are detailed in annex 1, the ceiling to be inserted in article 124, paragraph 2, of the General Regulations would be 3 676 000 Swiss francs.

Washington, 17 November 1989

A C BOTTO DE BARROS
Secretary-General

Congress – Doc 19/Add 1/Annex 1

Factors for fixing the expenditure ceiling for the 21st Universal Postal Congress (1994)

Budget article or item	Amount (Sfr)	Reason
Article 81 Travel of Secretariat		
811 Travel expenses and insurance	1 040 000	Travel expenses (round-trip air fare economy class) and travel insurance for Secretariat staff (including temporary staff seconded from administrations) whose number would be similar to that at previous Congresses
812 Subsistence allowance	1 591 000	Allowance to be paid to the Secretariat staff including staff temporarily seconded from administrations. On the basis of a Congress similar in duration to the Washington Congress 3664 official/days should be reckoned with. This allowance is based on the United Nations rates applicable to the UPU
813 Auxiliary staff	50 000	Remuneration of auxiliary staff
Total, article 81	2 681 000	
Article 82 Technical facilities for simultaneous interpretation	500 000	Arbitrary estimate of the costs of providing technical facilities for simultaneous interpretation for an assumed nine languages. The entire cost is borne by the Union, in accordance with article 107, paragraph 12, of the General Regulations
Article 84 Communications and transport costs		
841 Postage	2 000	Airmail postage during Congress
842 Telegrams and telex	5 000	Telegrams and telex sent from Congress headquarters
843 Telephone and telefax	8 000	Telephone and telefax charges incurred during Congress
844 Transport	60 000	Transport of Secretariat equipment
Total, article 84	75 000	
Article 85 Production of documents during Congress	350 000	These costs include paper and hire of machines for producing documents in Arabic, English, French and Spanish during Congress

Budget article or item	Amount (Sfr)	Reasons
Article 89 Sundry costs		
891 Additional premises	20 000	Hire of a reception room
892 Office equipment	5 000	Small items of office equipment and magnetic tapes for recording debates
893 Hospitality expenses	20 000	Receptions given by the International Bureau during Congress
899 Sundry and unforeseen	25 000	Sundry expenses which cannot at present be specified
Total, article 89	70 000	
Total expenditure for the 21st Congress	3 676 000	Amount to be inserted in article 124, paragraph 2, of the General Regulations

Congress – Doc 20

Five-yearly report on the development of the postal services

1982–1986

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Foreword

At the time of writing, only half of the postal administrations had replied to the statistical inquiry on 1988 so that these latest data could not be included. However, for EMS and electronic mail, for instance, it was possible to use separate inquiries which show that 1988 growth rates were still very high – a sign of confidence in our international postal service.

It was therefore considered essential to use the most recent statistics available and the estimate of 1987 traffic meets the same concern to provide Union member countries with the most recent statistical data.

1 Introduction

1.1 Purpose of the study

This study is designed to provide the most reliable data on the main postal fields and the general trend of postal development. The tables are based on the postal statistics data processed by the International Bureau and constantly updated by ongoing verification with the postal administrations and by corrections and additional information from on-site observation by experts and consultants.

The report contains a comprehensive analysis of the situation of the postal services from 1982 to 1986 enabling comparisons to be made as to the level of postal development in all Union member countries, bearing in mind the geographical distribution of the developing countries, on the one hand, and of the industrialized countries, on the other.

1.2 Scope of the study and criteria used

This study is based on information often relating to all the so-called developed countries (33 countries) as well as a maximum of 109 of the 137 developing countries, giving a maximum total of 142 countries which provided information and which account for 94 percent of the world population.

The developed countries are dealt with under the general term of industrialized countries (IC). The analyses concerning these countries are based on a classification into two groups:

- Free-market economy industrialized countries: FMIC (28 countries);
- Planned-economy industrialized countries: PEIC (5 countries).

The developing countries (DC) have been classified according to the five regions adopted by the United Nations Development Programme for technical cooperation projects, namely:

Africa:	42 countries
America:	34 countries (including Antigua and Barbuda whose position with regard to the UPU was not yet settled at the end of 1987)
Asia-Pacific:	31 countries
Arab countries:	20 countries
Europe	10 countries

No distinction is made in the DC regions between free-market economy and planned-economy countries.

Territories have been included in the same group as the countries on which they are dependent. On this basis, the member country "Overseas Territories of the United Kingdom of Great Britain and Northern Ireland" is included in the FMIC group; the same applies to the French overseas territories and the territories of other FMICs.

For calculation purposes, postal data and data on population and area of the territories have been added to the data of the same type for the countries on which the territories depend. The data on the areas of the Antarctic territories and Greenland, which would have distorted the "per sq km" ratios established, were not included.

A list of member countries, classified by group or region on the basis of the criteria selected, is given in annex 1. The aim of this list is to situate each country in the context of the analyses so that comparisons can be made between the individual situations and the average figures given. Such comparisons can be useful especially in setting postal development objects in the near future for a particular developing country, when the available statistical data make it possible to compare its situation in each sphere with the corresponding average situation in its region or in other regions, as well as with the average situation in the industrialized countries or even with the world averages. This report thus becomes a complementary source of reference for postal service development planning in each country by the national authorities and in the framework of technical cooperation projects.

Estimates for Union member countries as a whole are given whenever possible. These estimates are based on the per capita rates of the data of the countries selected in each sector concerned. Thus, if the representativity in terms of population of the countries selected is quite high, the per capita rate of the data for all the countries selected in each region or group of countries is considered to be valid for all the region or group of countries.

This method enables comparative analyses to be made of the share of each region or group of countries in the world total for each sector analyzed which would not be possible from an analysis based exclusively on partial data or indices.

The financial data analyzed are those provided in gold francs or local currency by administrations. When the International Bureau has made the conversion, the rate of exchange sent by the administration when statistics for the year concerned were collected has been used.

2 The postal services from 1982 to 1986

2.1 The Post in the socio-economic context

2.1.1 Population and postal territory

2.1.1.1 General

Between 1982 and 1986 the world population and hence postal administrations' potential clientele climbed from 4600 to 4900 million (see graph G1 in annex 3). Most of this population is concentrated in the DCs, 53 percent of it in the Asia-Pacific region alone.

Average annual growth (AAG) was particularly large (see graph G2) in Africa (3.07 percent) and in the Arab countries (3.04 percent).

The situation of the Post in relation to this diversity can be easily illustrated with a simple indicator: the number of permanent post offices.

2.1.1.2 The situation in the developing countries

In this group of countries (see graph G3), Europeans are the best off since they have 18 percent of the offices in DCs whereas they account for only 4 percent of the population and 2 percent of the area of all DCs.

The Post is least developed in Africa which has only 5 percent of the offices for 11 percent of the population and 24 percent of the postal territory of the DCs.

Asia-Pacific comes somewhere in between with 57 percent of the offices of the DC group and only 69 percent of the population and 30 percent of the postal territory.

2.1.1.3 The situation in the industrialized countries

The situation is more balanced in the ICs (see graph G4) although the postal area served per office is larger in the PEICs (37 percent of the offices of the industrialized countries for 42 percent of their area) while in the FMICs an office serves more people: 63 percent of the industrialized countries' offices are located in FMICs for 71 percent of the total population.

2.1.2 Literacy

The relative growth of postal traffic is not unrelated to the level of education. The advance of literacy in the world makes a major contribution to increasing potential postal traffic.

In a large developing country like Mexico, the percentage of illiterates fell from 17 percent in 1980 to 9.7 percent in 1985, and in Brazil, from 25.5 percent to 22.2 percent. There was also an improvement in Tunisia with 49.3 percent of illiterates in 1984 against 53.5 percent in 1980 and in Turkey, 25.8 percent in 1984 against 34.4 percent in 1980.

Comparative statistics (UNESCO) are rare but they are worth noting.

2.1.3 Gross domestic product

The world economy experienced a growth phase in 1986 for the fourth year in a row following the 1980–1982 recession. However, many developing countries, particularly in Africa, did not benefit from this recovery. The 1980–1984 drop was not offset by the low 1985–1986 increases in GDP in this part of the world. The growth rates noted for DCs as a whole, rising from 2.5 percent to 5.1 percent in 1984 and 4.2 percent in 1986, are deceptive, since, as the World Bank shows, the per capita GDP increased by only 0.4 percent and not 2.2 percent in 1986, if Brazil and China are excluded.

The World Bank notes a relative slowdown in growth in 1986 with the industrialized countries' GDP at + 4.6 percent in 1984, a plum year, and only + 2.5 percent in 1986.

2.2 The development of postal services in the world: developing countries (DCs), industrialized countries (ICs), both together and trends

2.2.1 The traffic of all countries combined

In 1986, postal administrations handled 387 000 million letter-post items, 20 percent up on the 1982 figure of 322 000 million items. But this increase came solely from the domestic service as international postal traffic increased slightly, stagnated or fell slightly depending on the country.

It can already be seen that it is not logical for the volume of mail to increase in the domestic service and not (or very little) in the international field.

On the one hand, the growing interdependence of econonomies and the development of world trade argue in favour of the development of international postal exchanges and, on the other, as international traffic is much smaller than domestic traffic, higher annual growth rates for international mail would be perfectly possible (see the growth rates of new services like EMS).

It would therefore appear that, judging by the overall figures, some international mail exchanges are no longer being made by means of the traditional postal services.

A disturbing trend in iternational parcel post is also apparent.

This traffic is low compared with the amount of letter-post mail and has undergone a considerable change over the five years under review. While domestic traffic is still growing slightly (1982 = 2074 million, 1986 = 2229 million parcels) international traffic is in a crisis and is not following that trend. Outward international parcels dropped from 66 613 000 parcels in 1982 to 58 810 000 in 1986.

The ICs are still parcel exporters to the rest of the world but they are sending less and less, which means a drop in inward international parcels for the DCs. In addition, in the DC regions, there is the same trend, ie fewer outward and inward parcels. This indicates that economic circumstances (fewer spare parts exported, administrative or tariff barriers, contents of parcels sent as printed papers, etc) lend themselves less to sending postal parcels or that rival methods of forwarding are available to customers.

2.2.2 Letter post (LP) traffic: letters and cards (LC) + other items (AO)

2.2.2.1 Domestic service

2.2.2.1.1 Volume

From 1982 to 1986, domestic LP traffic, ie all LC and AO, increased in the three groups of countries, DCs, FMICs and PEICs (see graph G5).

As the estimated traffic on the basis of 140 data on the 170 Union countries (concerning 97.2 percent of the world's population) was 251 000 million items for DCs, 66 000 million items for FMICs and 62 000 million items for PEICs in 1986, world LP traffic was 379 000 million items in that year.

The number of items per capita in 1986 (see graph G6) in the domestic service was therefore:

329 for the FMICs
210 for the PEICs
16 for the DCs.

Except in Africa, the number of items grew faster than the population and, hence, the number of items per capita over the period.

2.2.2.1.2 Analysis of the domestic service

During the period under review, study of the average annual growth (AAG) allows a finer analysis of this traffic (see graph G7).

The AAG was initially calculated for all countries, and then, in a second stage, excluding the countries with the most traffic as they outweigh the variations of the majority. These countries, which differ according to the type of statistics concerned, are listed in annex 2.

It is therefore possible to see that the AAG is positive in all DC regions except Africa where heavy-traffic countries have felt a drop in items while traffic has continued to grow in the rest of that region.

2.2.2.2 Outward international service

2.2.2.2.1 Volume

From 1982 to 1986, outward international LP traffic (see graph G8) was estimated on the basis of 140 data on the 170 Union countries (concerning 90.5 percent of the world's population). Total LC and AO items varied little in the DCs and FMICs and even fell in the PEICs (not including the USSR).

As international traffic was estimated in 1986 at 3040 million items for DCs, 5030 million items for FMICs and 290 million items for PEICs, world traffic (not including the USSR) was 8360 million items that year.

The number of items per capita in 1986 (see graph G9) in the outward international service was therefore:

6.6 for the FMICs
9.1 for the PEICs
0.8 for the DCs.

The low increase in traffic was reflected by a drop in per capita traffic in the PEICs and the DCs.

2.2.2.2.2 Analysis of the outward international service

Study of the average annual growth shows (see graph G10) that:

- growth is general in the DCs except in the heavy-traffic countries of the Americas. In the Arab countries, the majority of the countries caused the growth as the heavy-traffic countries recorded a drop in traffic;
- in the PEICs (not including the USSR), there was also a drop of 2.5 percent a year.

2.2.2.3 Domestic service/outward international service traffic ratio

2.2.2.3.1 Volume and development

Outward international traffic is only 8300 million which is very little compared with the 379 000 million items moved by the domestic postal service in 1986.

In view of the weak development of outward international traffic (+ 4.2 percent from 1982 to 1986 in a relatively favourable economic climate) and the way the economy is moving, outward international mail is unlikely to increase in the years to come, as the bulk of postal activity is based on domestic service mail which increased by 20.7 percent over the same period.

2.2.2.4 Inward international service

2.2.2.4.1 Volume

During the period from 1982 to 1986, inward international LP traffic (see graph G11) was evaluated using only the 124 data available covering only 53.9 percent of the world's population. The usable data show that the number of inward international LP items dropped quite sharply in the FMICs and increased slightly in the DCs (data for the PEICs are not available).

Since total traffic was 3800 million items for the FMICs and 3200 million for DCs in 1986, world inward LP traffic (not including the PEICs) was at least 7000 million items in 1986. Logically, it should be the same figure as for outward international traffic, but the absence of numerous data make this impossible to check.

In the countries concerned (see graph G12) the number of items per capita in the inward international service in 1986 was therefore:

5 for the FMICs
0.8 for the DCs

2.2.2.4.2 Variations

During the period under review, study of the AAG (see graph G13) shows that:

- in the DC regions, AAG is positive only in Africa and Asia-Pacific, although growth in the latter region is wiped out if the heavy-traffic countries are excluded;
- in the FMICs, the AAG is negative even if the heavy-traffic counties are excluded, which explains the drop in traffic.

There are no data on the PEICs.

2.2.3 Parcel-post traffic

2.2.3.1 Volume

- In the domestic service

From 1982 to 1986, ordinary and insured domestic parcel-post traffic (see graph G14) was estimated on the basis of 141 data on the 170 Union countries (covering 96.4 percent of the world's population).

This traffic appears low compared with LP amounting to only 2200 million parcels in 1986.

The traffic:

- is mainly concentrated in the FMICs (which handle some 85 percent of world traffic);
- in relation to the world population (cf graph G15) shows the same features as above. Postal parcels are mainly used in industrialized countries and in the European DCs. The overall figures for this indicator in 1986 were, per 1000 inhabitants:

  2049 for the FMICs
  990 for the PEICs
  94.4 for all the DCs of the various regions.

- In the outward international service

Estimates made in more or less similar conditions (on the basis of replies from 139 countries representing 87.5 percent of the world's population) show (see graph G16) 1986 traffic of 60 million parcels, ie about 36 times lower than the domestic service. There is a similarity between outward international traffic and domestic traffic in that they are both concentrated in the ICs. Traffic in the Asia-Pacific region is becoming sizeable, while Europe and the Arab countries differ only slightly if traffic per 1000 inhabitants is considered (see graph G17) which thus vary very widely depending on the groups or regions concerned. It was:

61 for FMICs
22 for PEICs
1 for all the DCs of the various regions.

– In the inward international service

Data from 137 countries representing 61 percent of the world's population used to estimate inward international postal parcel traffic shows (see graph G18) that IC traffic is still large but accounts for only half the outward mail. All the DC and PEIC regions have bigger inward than outward traffic.

FMICs are therefore net exporters of postal parcels, while the rest of the world imports them.

In the number of postal parcels received per 1000 inhabitants in the international service, the PEICs, the European DCs and the Arab countries have the highest averages (see graph G19). The figures are as follows:

35 for the FMICs
71 for the PEICs
4 for all the DCs of the various regions.

2.2.3.2 Variations

– In the domestic service

Domestic parcel-post traffic (see graph G20) increased everywhere in the world except in Africa, where the decline was general, and in the Arab countries apart from the heavy-traffic countries.

The biggest rate was 6 percent in the Americas region, but this was, in fact, due to one country with traffic outweighing the rest of the region which showed a growth of only 0.5 percent.

Growth was low in the FMICs (AAG 1.8 percent).

– In the international service

A very sharp and virtually general drop occurred during the period (see graphs G21 and G22). Although allowance should be made for any inaccuracies in the data and, hence, the results which the International Bureau may reach, the phenomenon points to a disturbing situation.

In the outward international parcel service, the FMICs which are still major exporters of parcels suffered a drop of some 4 percent per annum over the period, which is a lot.

In the DCs, the very sharp fall in Africa was some 7 percent a year. Only the European DCs showed a growth of 1.7 percent. In the other regions, the drop was 2 to 3 percent if the heavy-traffic countries are excluded.

The situation is the same for inward international parcels. The drop is almost general, the biggest among the European DCs. Only the heavy-traffic American countries registered a growth of some 18 percent while the rest of the region dropped an average of 2.1 percent a year.

2.2.3.3 Domestic service/outward international service ratio

It seems unlikely that there has been such a sharp drop in the international parcels market in real terms. The economic situation of the FMICs was rather good during the period concerned, domestic traffic continued to grow and only international traffic failed to follow the trend. A drop like the one noted encourages the thought that traditional parcel senders are using other means of sending their items.

2.2.4 Services designed to combat competition

2.2.4.1 EMS

Established to recover market shares (or to meet customer needs) and to combat increasingly aggressive competition, the expedited mail service provided by postal administrations has tended to expand rapidly since its inception. The UPU makes a major contribution to the expansion of this service and to strengthening the world EMS network.

As a result, the number of administrations providing this service recently reached 135 (see graph EM1 and table EM3). The number of EMS items climbed from 1 400 000 in 1982 to 7 400 000 in 1987, an increase of 429 percent. During the period under review, growth was 300 percent (1 400 000 in 1982 and 5 600 000 items in 1986). The number of administrations participating in the service soared from 19 in 1982 to 72 in 1986, reaching 135 in July 1989 (graph EM1). The number of links in the world increased more than tenfold from 305 in 1982 (1780 in 1986) to 3400 in 1988.

This service should continue its forward march if postal administrations continue their efforts in quality of service, speed of transmission and network development.

2.2.4.2 Electronic mail

The 1988 inquiry conducted within the framework of CCPS study 503 "Electronic mail and other advanced message systems" showed that over half the Union member countries have a public telefax service.

The annual statistics questionnaire brought information for 1986 and 1987 on the traffic of 41 member countries (cf annex 6 electronic post).

The threefold increase between 1986 and 1987 in post offices with telefax machines is significant. Some 95 percent of the 9892 offices so equipped (3664 in 1987) are located in industrialized countries.

Domestic traffic (7 573 000 outward messages and 474 000 inward messages in 1987) increased by some 70 percent over 1986.

International Bureaufax-type telefax traffic from post offices (409 000 outward messages against 362 000 inward messages) is more evenly spread as growth over 1986 (+ 80 percent outward and + 124 percent inward) affected all the countries.

2.2.5 Delivery to the addressee's address

The information collected by the International Bureau covers 138 member countries. The figures were calculated for 1984 and then applied to the whole population of the regions and groups of countries. The results obtained are shown in graphs PDOM1 and PDOM2 given in the annex.

The percentage of the population benefiting from delivery to the addressee's address is as follows:

Groups:

DCs:	76.9
FMICs:	93.3
PEICs:	100.0
ICs:	95.4
World:	82.4

DC regions:

Africa:	13.3
Americas:	66.4
Asia-Pacific:	95.4
Europe:	98.1
Arab countries:	62.0

Of the DCs, the African region with a 13.3 percent rate of delivery to the addressee's address is well below the other regions. On the other hand, the Asia-Pacific and European regions have rates very close to those of the industrialized countries.

2.2.6 Postal financial services

The money order, giro and savings bank services are considered in turn.

2.2.6.1 Money orders

2.2.6.1.1 Extent of the service

The domestic money order service is very well established. As shown in graph SF1, this service operates in at least 65 percent of administrations.

2.2.6.1.2 Number of money orders

Between 1982 and 1986 (see graphs SF2 and SF3) some 1800 million domestic money orders were issued throughout the world.

2.2.6.1.3 Movement of the number of money orders

The number of money orders issued continues to grow in the PEICs and DCs but is falling in the FMICs because of the many other ways of transferring funds available to customers in a competitive market.

The results of the AAG between 1982 and 1986 (see graph SF4) show that the general observation above can be detailed as follows:

The number of money orders issued is falling in Africa and in the Arab countries, if, in the latter case, the heavy-traffic countries are ignored. It is also falling in the PEICs which are not heavy-traffic countries.

2.2.6.1.4 Number of money orders issued per capita

The number of money orders issued per 1000 inhabitants for the countries in which the service exists (see graph SF5) varies widely. In the DCs, in 1986, it was 23 in Africa and 1597 in Europe.

The average number in the FMICs was 547 for the same year. Conversely, in the PEICs this method of transferring funds is very widespread. In 1986, there were 3023 money orders per 1000 inhabitants.

2.2.6.1.5 Total value of the money orders issued

The money orders issued had a total value of some 596 thousand million gold francs, or some 195 thousand million SDR in 1986.

Graph SF6 illustrates the differences between the groups and regions.

2.2.6.1.6 Movement of the value of the money orders issued

The AAG calculations show that the value of money orders issued in Africa, the Americas (counting all countries) and in most of the European and Arab countries dropped (see graph SF7).

For the FMICs, the drop was mainly in the countries with overall heavy traffic because there was a rise in the other countries in the region.

2.2.6.1.7 Value of money orders issued per capita

As graph SF8 shows the average value of a money order issued was low in Africa, the Americas and Asia-Pacific (10 gold francs or less). It was about 300 gold francs in Europe and the Arab countries as it was in the PEICs. In the FMICs this figure was twice as high (600 gold francs) despite the drop recorded.

2.2.6.2 Giro

2.2.6.2.1 Extent of the service

Giro is not very widespread in the DCs (except in Africa) and in the PEICs but operates in 75 percent of the FMICs (see graph SF9).

2.2.6.2.2 Number of accounts

The number of accounts opened by clients is illustrated in graphs SF10 and SF11. Among the DCs, the Arab countries have the most (2 200 000 accounts) or about 1/10th of the FMICs (23 600 000 accounts). The total for the FMICs and the Arab countries is therefore accounts for virtually all the giro accounts in the world (26 700 000 in 1986). The number of accounts per 1000 inhabitants (see graph SF13) is also higher (12 and 31 per 1000 inhabitants).

2.2.6.2.3 Movement of the number of accounts

Average annual growth (AAG) is positive in the FMICs (4.8 percent) and Arab countries (4.6 percent) but development is unfavourable in Africa and the Asia-Pacific region (see graph SF12).

2.2.6.2.4 Total value of deposits in giro accounts

There were some 259 thousand million g fr or some 85 thousand million SDR on deposit in 1986, mainly in the FMICs and the Arab countries (see graph SF14).

2.2.6.2.5 Movement of value of deposits

Among the FMICs, the strongest growth was recorded in the countries with the smallest deposits while in the Arab countries, the biggest growth (9 percent) was seen in the countries which already had the biggest deposits (see graph SF15).

2.2.6.2.6 Value of deposits per capita

The countries in which deposits were concentrated registered an average per capita deposit of 136 g fr in 1986 in the Arab countries and of 302 g fr in the FMICs.

Graph SF16 shows the great discrepancy between them and the other regions and groups of countries.

2.2.6.3 Savings bank

2.2.6.3.1 Extent of the service

Graph SF17 shows the spread of the service in member countries. Coverage is under 50 percent and similar to that for giro except in the FMICs with developed postal financial services (50 percent of the free-market industrialized countries have a savings bank service and 71 percent of the administrations in that group have a giro service) and in Africa and the Arab countries.

2.2.6.3.2 Number of accounts

Among the DCs, the region with the most accounts is Asia-Pacific (some 105 million) accounting for 80 percent of the accounts opened in the DCs. This figure represents over a third of total accounts in the world.

2.2.6.3.3 Movement of the number of accounts

Apart from the developing countries in Europe and the PEICs, average annual growth of the number of savings bank accounts is positive.

2.2.6.3.4 Number of accounts per capita

The number of accounts per 1000 inhabitants (see graph SF21) is much higher than for giro. In the DCs, except for the Americas where the savings bank exists only in two relatively sparsely populated countries, there are between 20 and 40 (Asia-Pacific region) accounts per 1000 inhabitants.

In the FMICs, there were about 7 times as many savings bank accounts as giro accounts in 1986, with 231 per 1000 inhabitants.

2.2.6.3.5 Total value of deposits in accounts

The largest deposits are concentrated (see graph SF22) in the Asia-Pacific region, the Arab countries and in the group of FMICs.

The world value of deposits in 1986 was 405 thousand million g fr or 132 thousand million SDR.

2.2.6.3.6 Movement of the value of deposits

The sums on deposit are increasing everywhere except in Asia-Pacific, but only in countries where deposits are small (see graph SF23).

2.2.6.3.7 Value of deposits per capita

The average value of deposits per capita in 1986 (see graph SF24) was highest in the Arab countries (95 g fr) and in the FMICs (456 g fr).

2.3 Traffic by type of service and category of item (volume and trend)

Traffic was analyzed by type of service provided: domestic or international, and by category of item, LC, AO and postal parcels. Special services, registered items and post-free items were also included.

2.3.1 Domestic service

2.3.1.1 Domestic letters and cards (LC) traffic

Domestic postal traffic climbed from 158 600 million LC items in 1982 to 182 400 million in 1986. These figures were collected from 141 countries of the 170 recorded. The latest figures for 1987, 195 000 million, are even more encouraging.

2.3.1.1.1 In volume and per capita

The volume of traffic increased throughout the world. With the exception of Africa and the Arab countries, where there was stagnation, all regions experienced a marked increase. Overall, traffic in the FMIC and developing countries showed a marked rise. A slight fall was noted for the PEICs. An analysis of per capita domestic traffic confirms the overall observations (see graphs T1 and T2).

2.3.1.1.2 Development

Analysis of the AAG reveals in fact a very clear growth in Africa if the countries with the heaviest traffic (Nigeria and Zambia) are ignored. Traffic is on the increase in all the other African countries (+ 2.8 percent) and is therefore following the general trend. On the other hand, the situation is the reverse in Latin America. If data on Brazil are ignored, the situation is one of a very clear downward trend (negative AAG – 2.7 percent). On the whole there is a more or less regular growth trend in the developing countries as a whole (+ 4.9 percent). The trend is weaker in the industrialized countries (+ 3.3 percent), while domestic traffic in planned-economy industrialized countries is actually in decline (– 1.5 percent) (see graph T3).

2.3.1.2 Domestic AO (other items)

The data supplied by 140 countries in 1982 showed total traffic estimated at 156 000 million domestic AO items (197 000 million in 1986).

In volume (graph T4) and per capita (graph T5) there was strong growth in the industrialized countries (mainly FMICs, PEICs to a lesser extent) and growth in the developing countries of Asia-Pacific and America with a falling off in Africa. Similar variations were noted in per capita traffic, particularly in the FMICs, up from 105 to 142 items a year.

Between 1982 and 1986 the increase in domestic AO traffic in the Americas was due to the countries with the heaviest traffic in that region. Graph T6 shows, in fact, a marked drop in that traffic in the other countries in that geographical area.

2.3.1.3 Registered items

Overall domestic registered items traffic increased from 3270 million items in 1982 to 3310 million in 1986 (statistics for only 113 countries).

In volume (graph T7) and per capita (graph T8) there was a marked increase in the developing countries (except Africa) and the PEICs and sharp drop in the FMICs. The AAG is positive in the developing countries, except in Africa, where there was a drop in the number of items in the heavy-traffic countries while traffic continued to rise in the other countries in that region.

Conversely, in the developing countries of the Americas, Europe and the Arab countries, the heaviest-traffic countries recorded sustained growth of traffic in registered items between 1982 and 1986. Study of the average annual growth (AAG) confirms the analysis (see graph T9).

2.3.1.4 Domestic post-free items

It was not possible to make an accurate analysis of this type of traffic from the statistical results. Overall, there was a slight drop in the volume of post-free items in industrialized countries and, at best, stagnation in the developing countries (graph T10).

Information on domestic post-free items is available for only a limited number of countries. Consequently, the results of this relatively limited analysis are not always representative. The data for the countries of Africa and Asia-Pacific cover only 27.4 percent and 17 percent of the population respectively.

The same applies to the analysis of per capita traffic (see graph T11).

Graph T12 confirms the stagnation or even the reduction in domestic post-free traffic. However, when the heaviest-traffic countries are left out, the data indicate an increase in traffic in the DCs of Europe and the Arab countries.

2.3.2 The international service

2.3.2.1 Outward

2.3.2.1.1 Letter and card (LC) traffic

Traffic moved from 6270 million items in 1982 to 6370 million in 1986 for 140 countries (not including the USSR, for which information was lacking). Stagnation was virtually general over the period and the drop in the number of items per capita contrasts with the rise in domestic LC traffic (see graphs T13 and T14).

The rise in domestic traffic is not matched by a comparable increase in international postal traffic. In fact, the growth in international exchanges should have brought a rise in traffic. Competition from private couriers is probably the cause of the stagnation in international postal traffic (see graph T15).

2.3.2.1.2 Outward other items (AO)

Traffic increased from 1713 million items in 1982 to 1972 million at the end of the period under review.

Graphs T16 and T17 confirm the general trend in the rise of outward AO traffic. Only in the American region did traffic fall by over 7 percent.

Per capita AO followed the same trend apart from, as before, the American region. AAG analysis (graph T18) confirms the traffic increase. However, if the heaviest-traffic countries are excluded, traffic in the other countries of Asia-Pacific and Africa increased more steeply than that of the rest of the world.

2.3.2.2 Inward letters and cards (LC) and other items (AO)

2.3.2.2.1 Inward letters and cards (LC)

On the basis of data provided by 124 countries out of 164 (not including USSR), inward LC traffic was estimated at 5812 million items in 1982 and only 5640 million in 1986. The breakdown is given in graph T19.

The major factor is the fall in the volume of LC items received by FMICs between 1982 and 1986. This traffic increased very slightly in the developing countries as a whole with the exception of the Arab and European countries. Analysis of per capita data (see graph T20) confirmed the general trend: stagnation or drop, except in Asia-Pacific. An explanation for this phenomenon must be sought in the spread of competition (in particular, remailing).

Graph T21 shows a rather unfavourable growth trend for inward letter and card traffic in the DC regions of Africa and America, when data from heavy-traffic countries is excluded.

2.3.2.2.2 Inward other item (AO) traffic

AO traffic fell from 1725 million items in 1982 to 1647 million in 1986. The data were collected from 127 countries.

According to these data, inward AO traffic is in decline. This downward trend is even more marked in the FMICs but this is slightly offset by the developing countries. Only the countries of Africa and Asia-Pacific show a slight growth in volume. Analysis of the graphs in volume and per capita (T22 and T23) confirm the general downward trend.

The positive AAG of the African region shows quite a considerable growth if the heavy-traffic countries are excluded. This applies to a lesser extent for the developing countries of Asia-Pacific (see graph T24).

This might be due to the fact that direct remailing (posting of AO in countries of destination by competitors) affects the industrialized countries more.

2.4 Post office facilities

2.4.1 Postal staff establishment

Analysis of the world postal staff establishment is based on data supplied by 143 countries covering 87.4 percent of the world's population.

2.4.1.1 In absolute terms and per capita (graphs MP1, MP2 and MP3)

World staff establishment rose from 5 439 000 in 1982 to over 6 231 000 in 1986. In the developing countries as a whole, there was an average of one employee per 1500 inhabitants in 1982. The developing countries in Europe were close to the staff strengths noted in the industrialized countries.

2.4.1.2 Movement (graph MP4)

Postal staff establishments are tending to rise slightly in the world. The only countries with any significant growth are the FMICs, where staff strengths grew from 2 229 000 in 1982 to 2 820 000 in 1986, ie from 30 employees per 10 000 inhabitants in 1982 to 37 per 10 000 in 1986. This increase did not continue in 1987.

The AAG analysis shows a moderate growth in every country in the world irrespective of region or type of economy. However, excluding the countries with the biggest staff establishment reveals a fall in the Americas and twice the growth in Asia-Pacific.

Worldwide, the increase in the number of staff from 1982 to 1986 matches population growth with a slight increase in the number of staff per 10 000 inhabitants as a result of the strong growth in the FMICs and the moderate increase in the developing countries and the PEICs.

2.4.2 The Post's points of contact

Postal administrations, on the whole, are trying to improve their image with a public which is often attracted by the competition. This trend is more marked in the ICs where the efforts and the results are there to be seen.

2.4.2.1 Permanent post offices

The analysis covers information received from 159 countries. There is a rising trend in the number of permanent post offices (see graphs BP1 and BP2) worldwide, despite a slight fall in the FMICs and in the European developing countries.

2.4.2.1.1 In number and per capita

Bearing in mind the density of population served by the Post in each region and in the various categories of country, the situation is a cause of concern in the developing countries, where there are an average of six permanent post offices per 100 000 inhabitants. A considerable effort remains to be made as regards the post office infrastructure in those countries. The worst-off region is Africa with three post offices per 100 000 inhabitants, while, in the industrialized countries and the European developing countries, there are over 22 offices per 100 000 inhabitants (see graph BP3), rising to 35 offices in the PEICs.

Graph BP4 confirms this situation as regards the area served. Africa remains under-equipped to a large extent with about six post offices for an area of 10 000 sq km. Despite the improvement observed in the developing countries as a whole, it can be said very roughly that there are at least twice as many post offices in the industrialized countries as in the developing countries. The relative under-equipment may be explained by the low level of traffic and by the occasionally sparse population. However, this does not make access to services any less difficult.

2.4.2.1.2 Development

The figures for 1982 and 1986 confirm the worldwide growth in the number of post offices. However, the reduction in the number in the industrialized countries may be due to redistribution of installations for the sake of rationalization and better coverage of expenditure by the public service.

The AAG analysis (graphs BP5 and BP6) shows that the increase in the number of permanent post offices is mainly in the developing countries other than those in Europe. In the Americas, the Arab countries and Africa, the increase is due to the countries which already have the most offices.

2.4.2.2 Mobile post offices

Mobile post offices feature the use of motor vehicles or boats for providing postal services to users.

Analysis of the data provided by the various member countries reveals a marked increase in the number of mobile offices in the world.

In 1982, there were 3323 mobile offices throughout the world, climbing to 4681 in 1986. This development is lagely due to the developing countries which have almost doubled the number of such offices (graph BP7). Details of this development (graph BP8) highlight the considerable increase in the developing countries of Asia and the Pacific.

However, the data are not always provided by the various member countries and this study is based on estimates of the development of the countries in their geographical group. The development noted favours an improvement in the quality of service in the developing countries (Asia-Pacific, in particular) (cf graph BP10).

2.4.2.3 Rural postmen

Not all countries have this type of service. Graph BP11 gives a comparison of the number of rural postmen by group of countries compared with the total number of countries in the group.

Worldwide, 27 countries out of 170 use this type of service, accounting for 7 percent of the world population in 1986. The service is quite well established in the FMICs with 10 countries out of 28 in that group and 20 percent of the population concerned.

2.4.3 Posting boxes (for collecting mail for dispatch)

Worldwide analysis of provision of posting boxes is based on data supplied by 145 countries representing 93.6 percent of the world population.

2.4.3.1 In numbers and trend

The world total of posting boxes moved from 2 967 000 in 1982 to 3 173 000 in 1986. The survey revealed 1 883 000 in the industrialized countries in 1982 and 1 084 000 in the developing countries the same year.

Overall, the number of posting boxes increased regularly between 1982 and 1986 in all the countries. The only exception was in the developing countries in the Americas where the number of posting boxes available to the public declined slightly (see graphs BL1 and BL2).

The AAG study (graphs BL3 and BL4) confirms this growth, which is higher throughout the world when the countries with the most posting boxes in each economic group are disregarded. In the developing countries, the number of posting boxes in Africa fell by 1.1 percent per year, except in the countries with the most posting boxes, although the number increased from 11 000 to 13 000 in the region because of a slight growth in the latter countries (cf graph BL4).

2.4.4 P O boxes (for delivery at the post office)

2.4.4.1 In numbers and trend

Analysis of the figures received from 142 countries (graphs BT1 and BT2) shows a very clear increase in the number of P O boxes in the world. This service is well developed in the FMICs whereas the PEICs use this method of delivery very little. Of the 17 985 000 P O boxes in the industrialized countries in 1982, the PEICs had only 123 000. The developing countries with the most P O boxes were in Africa, the Americas and the Arab countries.

Study of the AAG (graph BT3) confirms the data analyzed above.

2.4.4.2 P O boxes per capita

The population of the FMICs benefits greatly from this service with 239 P O boxes per 10 000 inhabitants in 1982, climbing to 302 P O boxes per 10 000 inhabitants in 1986. The developing countries have on average only slightly over 30 P O boxes per 10 000 inhabitants (graph BT4). It is noteworthy that the developing countries of Asia and the Pacific make very little use of this service.

2.4.5 Postal motor vehicles

2.4.5.1 In number

The number of motor vehicles is on the rise in all groups of countries in the world (graph VM1). There were 491 000 motor vehicles in 1982 and study of the figures from the various developing regions (92 000 in 1986) confirms the rising trend except in Africa where the vehicle pool has dropped by some 10 percent and, to a lesser extent, in the Americas (see graph VM2).

2.4.5.2 Movement

Analysis of the AAG confirms this general increase in the number of motor vehicles as 2.8 percent per year. In Africa, where the vehicle pool is decreasing overall, there is a growth of 2 percent a year in the countries with the largest pools. On the other hand, in America, the drop in the number of motor vehicles is more marked in the countries with the largest pools (graph VM3).

Study of the distribution of motor vehicles per post office reveals considerable differences between the FMICs and other groups of countries. The FMICs are well equipped with over 2200 motor vehicles per 1000 offices. Africa is largely less well-equipped. The countries in the other regions are less far behind but their level of equipment is well below that of the FMICs (see graph VM4).

2.4.6 Automatic sorting equipment

2.4.6.1 Number and trend

According to information received from the various countries, there were 4477 automatic sorting machines in the world in 1986. This pool is increasing slightly and the best equipped countries are the FMICs which alone account for 90 percent of the automatic sorting machines (4011 automatic sorting machines in 1986). The PEICs, with 172 automatic sorting machines, and the developing countries (294) share the rest.

The developing countries in Asia-Pacific and Europe are making great efforts to increase their stock of equipment. Pools have doubled in Europe and increased by 40 percent in Asia and the Pacific (graph TR1). The fall in the number of automatic sorting machines in the PEICs may reflect replacement by more powerful equipment.

2.4.6.2 The pool of sorting machines compared with traffic

The number of machines is partly limited to the amount of postal traffic. In the FMICs, there were some 22 automatic sorting machines per 1000 offices in 1986, two in the PEICs and one in each developing region (see graph TR2).

2.4.7 Accounting aspects and financial equilibrium

2.4.7.1 General remarks

The Post has always sought to balance its budget. This has now become an increasingly vital necessity in a competitive world. It is important to consider three budget positions, revenue from postage, staff costs and investments. Every administration has an accounts department, but, despite that, there are few usable data available to the International Bureau. This is due to the absence of replies from some countries and also to the fact that, in some countries, postal accounts are part of the general budget and the breakdowns required by the International Bureau are not made. In other countries, the complete merging of posts and telecommunications further reduces the number of usable replies.

2.4.7.2 Postal revenue from postage

Data from only 119 countries were used covering 69.7 percent of the world population. A world estimate is therefore possible but is open to discussion. The aggregates or the regions and groups of countries break down as follows:

Regions/groups	Total usable data	Out of a total of	% of the population concerned
Africa	30	42	77.9
Americas	22	34	86.2
Asia-Pacific	17	31	54.0
Europe	7	10	78.9
Arab countries	14	20	69.6
DCs	90	137	61.8
FMICs	26	28	100.0
PEICs	3	5	89.0
ICs	29	33	96.9
World	119	170	69.7

The 1982–1986 movement of postal revenue in the DC regions is given in graph AC1, those of the IC, DCs and world are shown in graph AC2. Revenue from postage has increased everywhere, but only slightly in the DCs of Africa and Europe.

Revenue per item shows an increase of some 7 percent for the industrialized countries and a decrease of 2 to 3 percent for the developing countries. The AAG for the same period is represented in graph AC3.

It will be noted that the variation in the AAG of IC postal revenue – some 7 percent a year, has slowed down, since it was 11 percent when the figures for the previous five-year period were calculated. The AAG of the LCs vary widely, between +12 percent for the Asia-Pacific region and – 5 percent for Africa. Inflation over the period under review was not taken into account.

2.4.7.3 Staff costs

The representativity of the figures processed about staff costs is uniform for all regions except Europe where only six countries out of ten were included, covering 56.5 percent of the population of the region. The 1982–1986 movement of staff costs in the DC regions is given in graph AC4, that of the IC, the DC and the world, in graph AC5.

The AAG for the same period is represented in graph AC6. Graphs AC7 and AC8 show revenue and staff costs together.

Staff costs kept pace with postal revenue in the ICs but should be compared to the previous rate of 10 percent a year noted between 1977 and 1981 during which period revenue growth was 1 percent higher.

For the DCs, the 5 percent a year drop in the Americas alongside the 1 percent increase in revenue from postage may indicate an improvement in the financial situation. Overall, the situation of the developing countries is unchanged from this point of view as postal revenue and staff costs are increasing at the same rate of 4 percent.

2.4.7.4 Investments

The International Bureau received even less information on investments than on revenue and costs (see table below).

The replies on the investments were used on the basis of the following information:

Regions/groups	Total usable data	Out of a total of	% of the population concerned
Africa	21	42	37.7
Americas	15	34	74.9
Asia–Pacific	13	31	48.1
Europe 7	7	10	78.9
Arab countries	9	20	63.8
DCs	65	137	52.1
FMICs	23	28	99.4
PEICs	0	5	00.0
ICs	24	33	70.6
World	89	170	56.2

Overall analysis of the figures processed fails to reveal genuine policy lines, particularly investment in the DCs, as the figures vary sharply from year to year. The investments do not seem to be part of real planning probably because of financing difficulties.

Investments fell particularly in DCs in the Americas and in the Arab countries. This is probably due to the completion of the introduction of automatic sorting equipment which required large financial inputs. Overall, a very sharp downturn was noted in 1986 (see tables 1 and 2 below) but the general trend is positive.

Table 1 concerning the DCs

Total investments in millions of gold francs in 65 countries for which data are available:

1982	422
1983	546
1984	563
1985	856
1986	690

Table 2 concerning the FMICs

Total investments in millions of gold francs in 23 countries for which data are available:

1982	9 551
1983	10 163
1984	15 644
1985	17 079
1986	13 457

In the FMICs the increase was steady from 1982 to 1985 but there was a sharp downturn in 1986 (see table below).

Detailed analysis of the AAG shows that:

- in the DCs (see graph AC9) the movement of investments was quite unequal: + 3.6 percent for most countries in Africa, – 23 percent for most countries in the Americas, but + 21 percent for Europe;
- if both the market-economy industrialized countries and the developing countries are considered, it is seen that most of these countries have an average annual growth lower than that of the two groups.

Calculation of the investment per permanent post office ratio (see graph AC11) for the 89 countries for which data are available shows that it is going down in the Americas and the Arab countries. Everywhere else, the trend is positive. It also shows that the 1986 figure obtained for the FMICs was 14 times that of the DCs. Even Europe, which appears to invest a lot, is on the same level as the other DCs in other regions in view of the number of its post offices.

2.5 Estimates for 1987

The figures obtained for 1987 reinforce the estimates of positive traffic trends in the domestic letter-post service and confirm the stagnation in international traffic moved by the Post (see annex 5).

The newest products are the most successful (EMS, electronic mail) thanks to measures on behalf of customers (expansion of services, greater world coverage, collection of items at the sender's address and expanded schedule for posting parcels, extremely high growth in the number of telefax machines).

Postal staff numbers are still growing but less quickly than in the past. Lastly, the growth in the number of permanent post offices, mainly in the DCs, reduces the gap between them and the industrialized countries in this field.

Competition is becoming increasingly aggressive in the international field. Private couriers are expanding to the detriment of postal administrations: remailing, in particular, robs the Post of some of its profit margin. Some multinational companies show great commercial aggression worldwide and, without necessarily combining quality of service, speed and reliability, have captured a considerable share of the international market (see the documents of the EMS and CCPS study C 104 symposia).

The infrastructures of some of these companies would even enable them to attack the domestic letter-post market.

3 Conclusion

The stagnation of outward international LC traffic between 1982 and 1986 is definitely the most important statistical fact.

Some recent examples show, however, that sufficient determination backed by the Post's facilities can, domestically and internationally, checkmate the competition from elsewhere or the ones whose great experience in parcel handling has encouraged to attack international LC and AO. The Post's terminal network, its offices and its staff are among the best trumpcards in this competitive world, but the handicaps are also visible (cf investments).

The Universal Postal Union is aware of the problems and the efforts already being made, particularly on behalf of EMS (305 links in 1982, 2490 links in 1987) and also the greater ability of the UPU and its members to respond to the competition are positive factors in the development of postal services.

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List of the principal abbreviations used

DC	Developing countries
IC	Industrialized countries
FMIC	Free-market economy industrialized countries
PEIC	Planned-economy industrialized countries
GDP	Gross domestic product
AAG	Average annual growth
LP	Letter Post
AO	Other items
LC	Letters and cards

Distribution of the countries in regions and groups with an indication of the countries with the biggest traffic in the region concerned (•)

Developing countries (137 countries)

Africa (42)	Americas (34)	Asia-Pacific (31)	Europe (10)	Arab countries (20)
• Angola	Antigua and Barbuda *	Afghanistan	Albania	• Algeria
Benin	• Argentina	Bangladesh	Bulgaria (People's Rep)	Bahrain
Botswana	• Bahamas	Bhutan	Cyprus	Djibouti
Burkina Faso	Barbados	Brunei Darussalam	• Hungarian People's Rep	• Egypt
Burundi	Belize	• China (People's Rep)	Malta	• Iraq
• Cameroon	Bolivia	Democratic Kampuchea	• Polish People's Rep	Jordan
Cape Verde	• Brazil	Democratic People's Rep of Korea	• Portugal	• Kuwait
Central African Rep	• Chile	Fiji	Romania (Soc Rep)	Lebanon
Chad	• Colombia	• India	• Turkey	Libyan Jamahiriya
Comoros	Costa Rica	• Indonesia	• Yugoslavia	• Morocco
• Congo (People's Rep)	• Cuba	Iran (Islamic Rep)		Oman
• Côte d'Ivoire (Rep)	Dominica	Kiribati		Qatar
Equatorial Guinea	Dominican Republic	• Korea (Rep)		• Saudi Arabia
Ethiopia	Ecuador	Lao People's Dem Rep		Somalia
• Gabon	El Salvador	• Malaysia		• Sudan
Gambia	Grenada	Maldives		• Syrian Arab Rep
• Ghana	• Guatemala	Mongolian People's Rep		• Tunisia
Guinea	Guyana	Myanmar		• United Arab Emirates
Guinea-Bissau	Haiti	Nauru		Yemen Arab Rep
• Kenya	Honduras (Rep)	Nepal		Yemen (People's Dem Rep)
Lesotho	Jamaica	• Pakistan		
Liberia	• Mexico	Papua New Guinea		
• Madagascar	Netherlands Antilles and Aruba	• Philippines		
Malawi	Nicaragua	• Singapore		
Mali	Panama (Rep)	Solomon Islands		
Mauritania	Paraguay	• Sri Lanka		
• Mauritius	• Peru	• Thailand		
Mozambique	Saint Christopher and Nevis	Tonga (including Niuafo'ou)		
• Niger	Saint Lucia	Tuvalu		
• Nigeria	Saint Vincent and the Grenadines	Vanuatu		
Rwanda	Suriname	• Viet Nam		
Sao Tome and Principe	Trinidad and Tobago			
• Senegal	Uruguay			
Seychelles	• Venezuela			
Sierra Leone				
• Swaziland				
Tanzania (United Rep)				
Togo				
Uganda				
• Zaire				
• Zambia				
• Zimbabwe				

* Country whose situation with regard to the UPU was not yet settled at 31 December 1987.

Distribution of the countries in regions and groups

Industrialized countries (33 countries)

free-market economy (28)	planned economy (5)
Australia (+ Christmas Island + Cocos (Keeling) Islands + Norfolk Island)	• Byelorussia (see USSR)
• Austria	Czechoslovakia
• Belgium	German Dem Rep
• Canada	• Ukraine (see USSR)
Denmark and Greenland + Faröe Islands	• USSR
Finland	
• France, Overseas Departments and Overseas Territories	
• Germany, Fed Rep of	
• United Kingdom of Great Britain and Northern Ireland + Guernsey + Jersey + Isle of Man	
Overseas Territories (United Kingdom of Great Britain and Northern Ireland)*	
Greece	
Iceland	
Ireland	
Israel	
• Italy	
• Japan	
Liechtenstein	
Luxembourg	
Monaco (see France)	
Netherlands	
New Zealand (+ Cook Islands + Western Samoa)	
Norway	
San Marino (see Italy)	
Spain	
Sweden	
• Switzerland	
• United States of America and Territories	
Vatican	

• Indicates the countries with the biggest traffic in the region concerned.

* According to UNDP criteria, some of these territories are regarded as DCs.

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G4	Distribution of permanent offices (DC–IC)
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G6	Domestic LP traffic per capita
G7	Domestic LP traffic (AAG)
G8	Outward international LP traffic
G9	Outward international LP traffic (per capita)
G10	Outward international LP traffic (AAG)
G11	Inward international LP traffic
G12	Inward international LP traffic (per capita)
G13	Inward international LP traffic (AAG)
G14	Domestic parcels traffic
G15	Domestic parcels traffic (per 1000 inhabitants)
G16	Outward international parcels traffic
G17	Outward international parcels traffic (per 1000 inhabitants)
G18	Inward international parcels traffic
G19	Inward international parcels traffic (per 1000 inhabitants)
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SF4	Money orders issued (AAG)
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SF6	Value of money orders issued
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SF8	Value of money orders issued (per capita)
SF9	Giro
SF10	Giro (DCs)
SF11	Giro by groups of countries
SF12	Giro (AAG)
SF13	Giro (per 1000 inhabitants)
SF14	Value of deposits in giro accounts
SF15	Value of deposits in giro accounts (AAG)
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SF17	Savings Bank
SF18	Savings Bank (DCs)
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SF21	Savings Bank (per 1000 inhabitants)
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SF23	Value of deposits in Savings Bank accounts (AAG)
SF24	Value of deposits in Savings Bank accounts (per capita)

T1	Domestic LC traffic
T2	Domestic LC traffic per capita
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T4	Domestic AO traffic
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T10	Domestic post-free traffic
T11	Domestic post-free traffic (per capita)
T12	Domestic post-free traffic (AAG)
T13	Outward international LC traffic
T14	Outward international LC traffic (per capita)
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T17	Outward international AO traffic (per capita)
T18	Outward international AO traffic (AAG)
T19	Inward international LC traffic
T20	Inward international LC traffic (per capita)
T21	Inward international LC traffic (AAG)
T22	Inward international AO traffic
T23	Inward international AO traffic (per 1000 inhabitants)
T24	Inward international AO traffic (AAG)

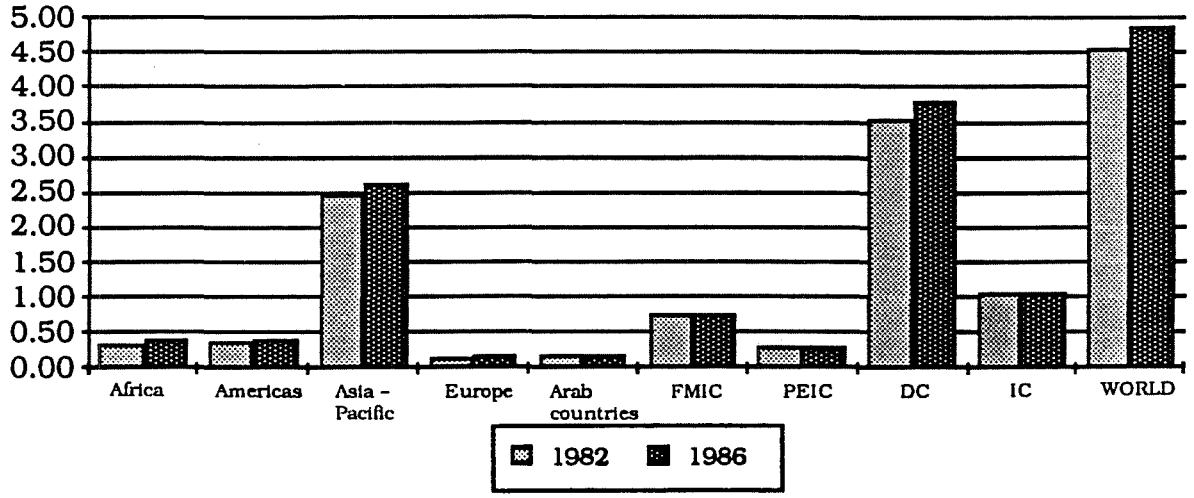
MP1	Staff establishment
MP2	Staff establishment (DCs)
MP3	Number of staff per 10 000 inhabitants
MP4	Variations in staff establishment (AAG)

BP1	Permanent post offices
BP2	Permanent post offices (DCs)
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BP4	Permanent post offices (per 10 000 sq km)
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BP10	Mobile post offices (AAG DCs)
BP11	Rural postmen
BP12	Rural postmen (AAG)
BP13	Rural postmen (AAG DCs)

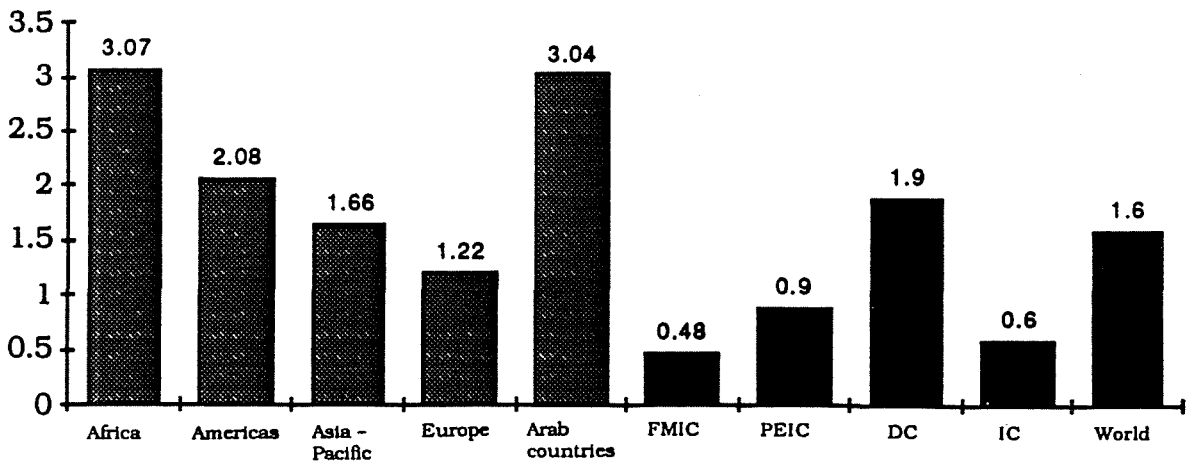
BL1	Posting boxes
BL2	Posting boxes (DCs)
BL3	Posting boxes (AAG)
BL4	Posting boxes (AAG DCs)
BL5	Posting boxes (per 10 000 inhabitants)
BT1	P O boxes
BT2	P O boxes (DCs)
BT3	P O boxes (AAG)
BT4	P O boxes (per 10 000 inhabitants)
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VM2	Motor vehicles (DCs)
VM3	Motor vehicles (AAG)
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AC2	Postal revenue
AC3	Postal revenue (AAG)
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AC5	Staff costs
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AC7	Postal revenue and staff costs (DCs)
AC8	Postal revenue and staff costs
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AC10	Investments (AAG)
AC11	Investments (per permanent office)
EM1	Number of administrations providing EMS
EM2	Number of EMS items in the world
EM3	Postal administrations providing the service

G1 : Evolution of the population between 1982 and 1986

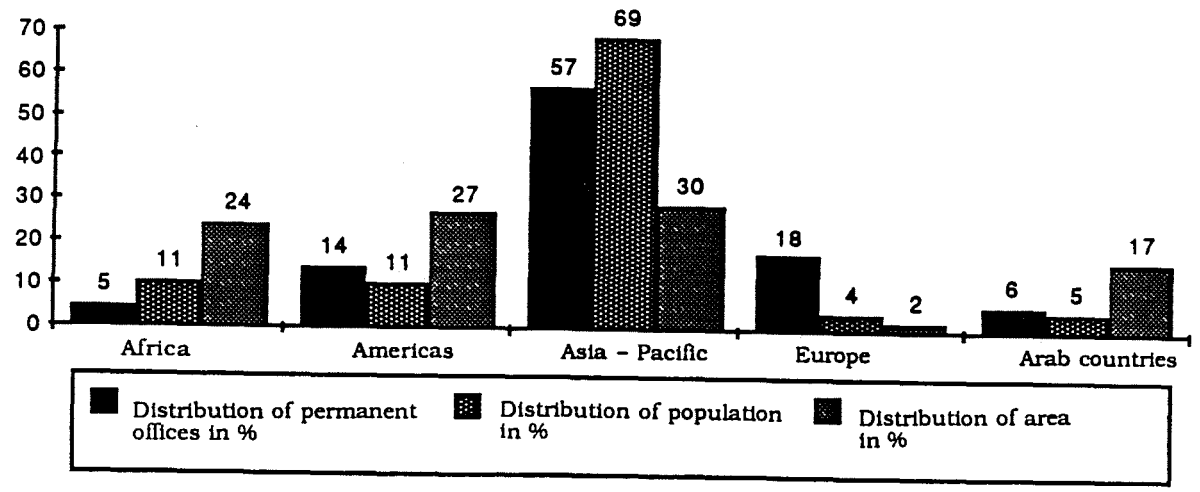
In thousand millions



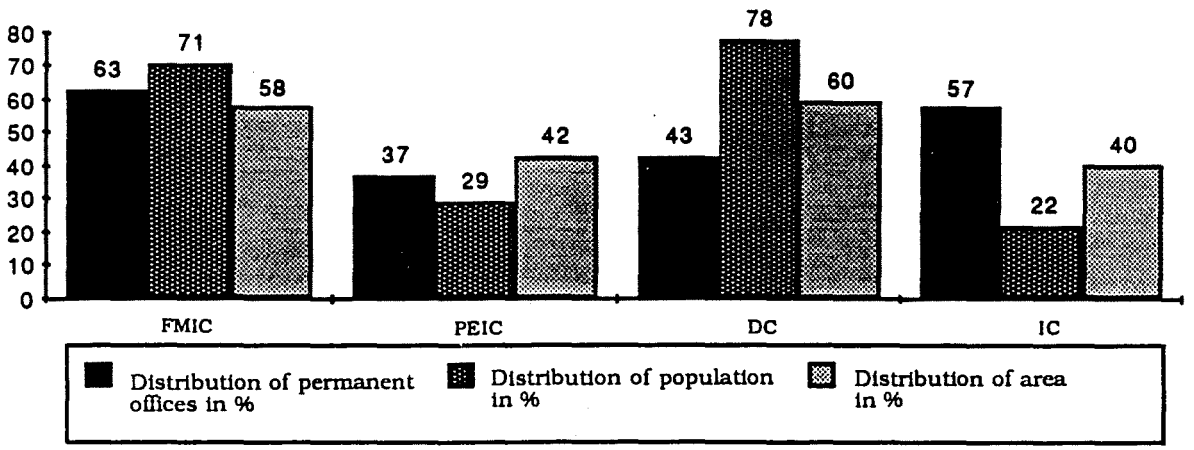
G2 : Variation of the population (AAG) 1982–1986



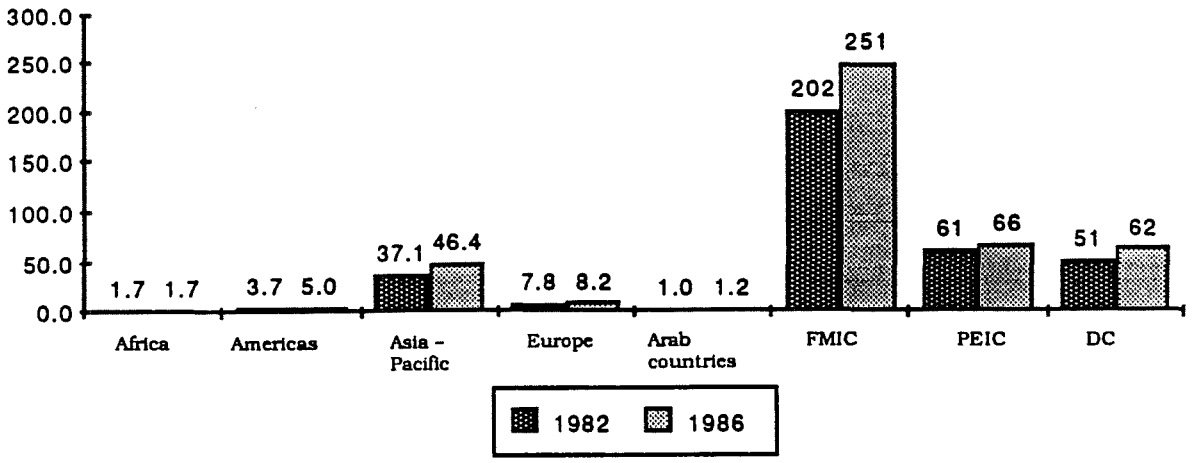
G3 : Distribution of permanent offices in relation to the population and area in the DCs



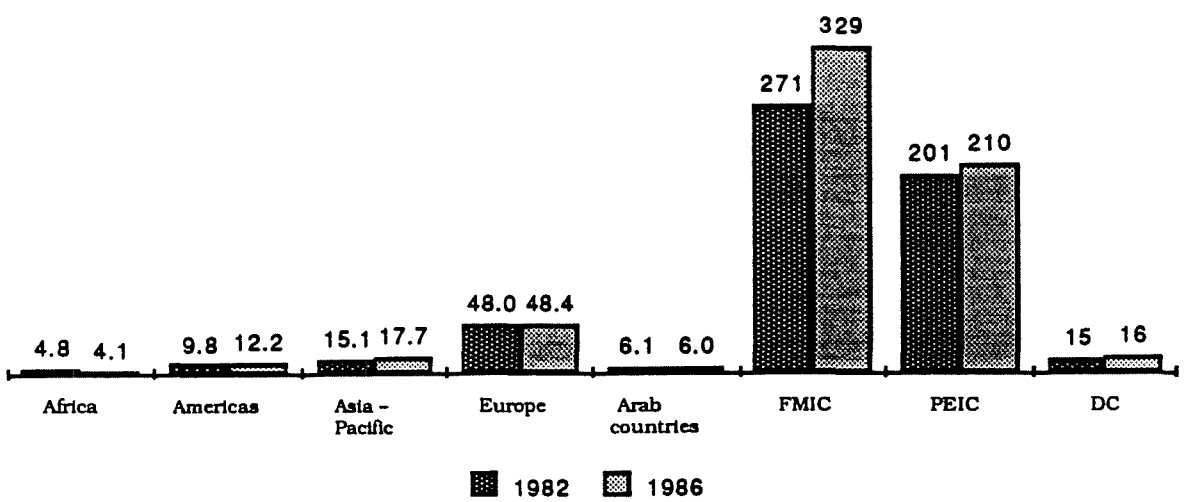
G4 : Distribution of permanent offices in relation to the population and area (FMIC/PEIC and DC/IC)



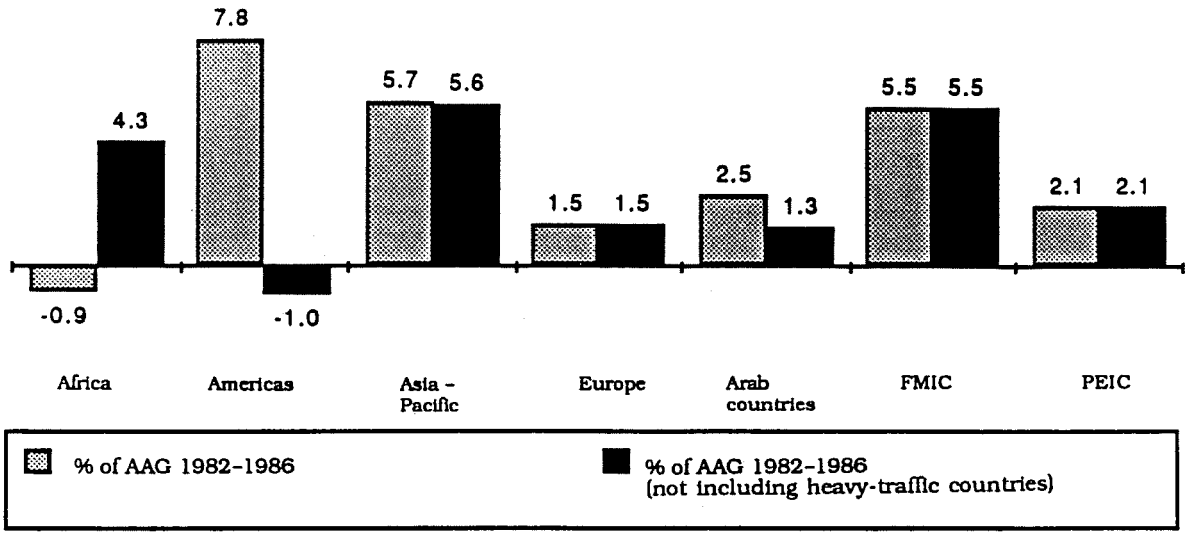
G5 : Domestic LP traffic (in thousand millions)



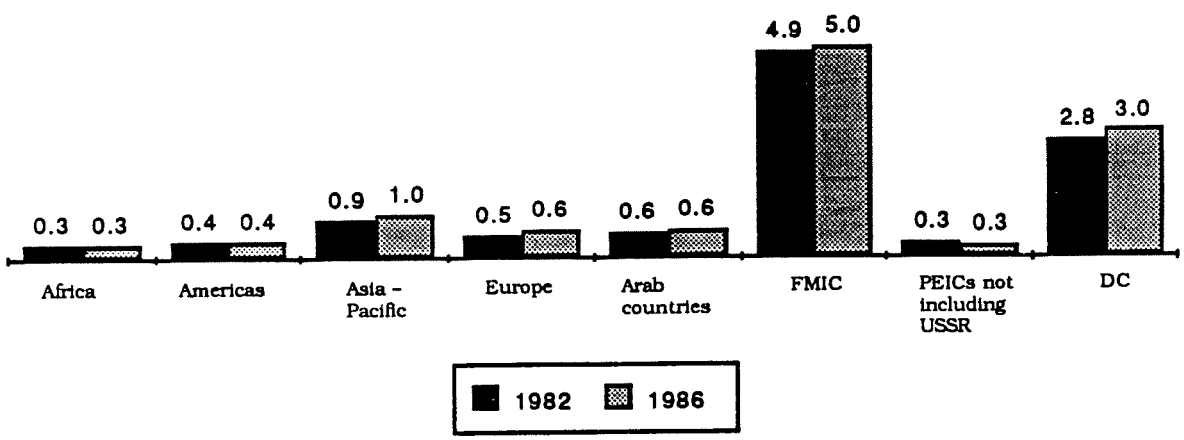
G6 : Domestic LP traffic per capita (number of items per capita)



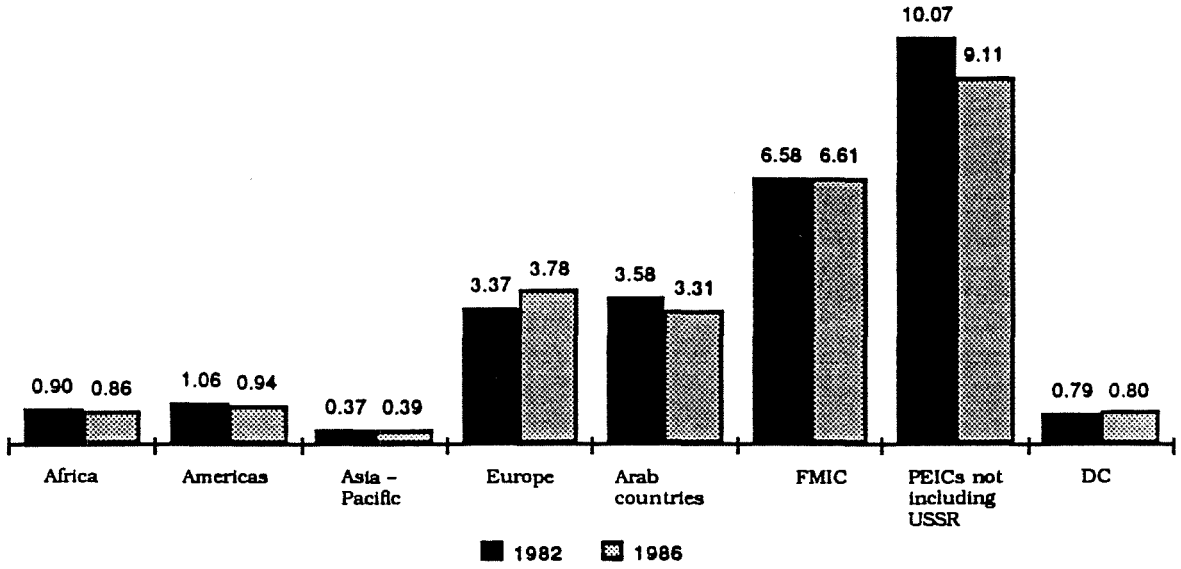
G7 : Percentage movement of the average annual growth (AAG) from 1982 to 1986 in domestic LP traffic



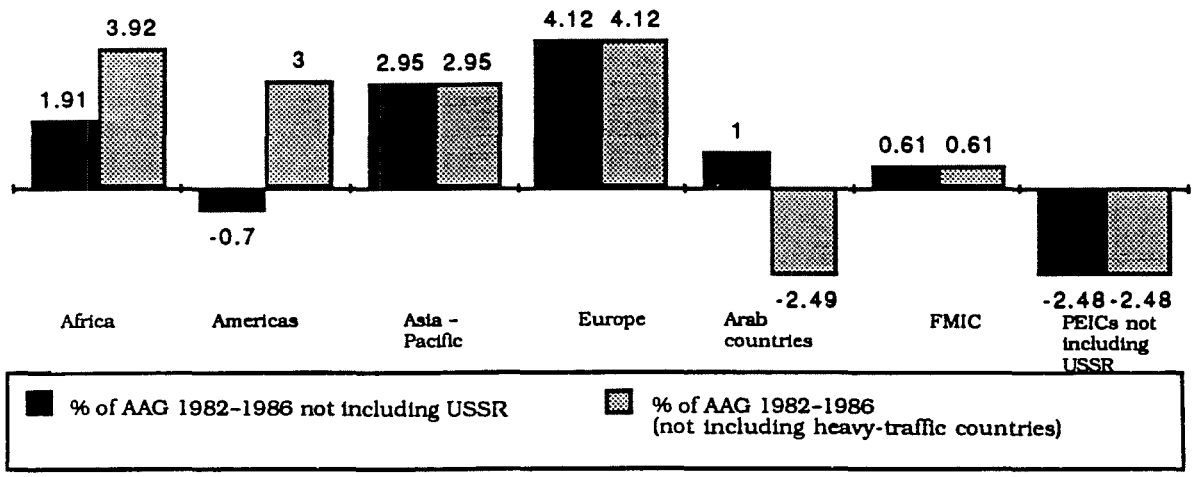
G8 : Outward international LP traffic (in thousand millions)



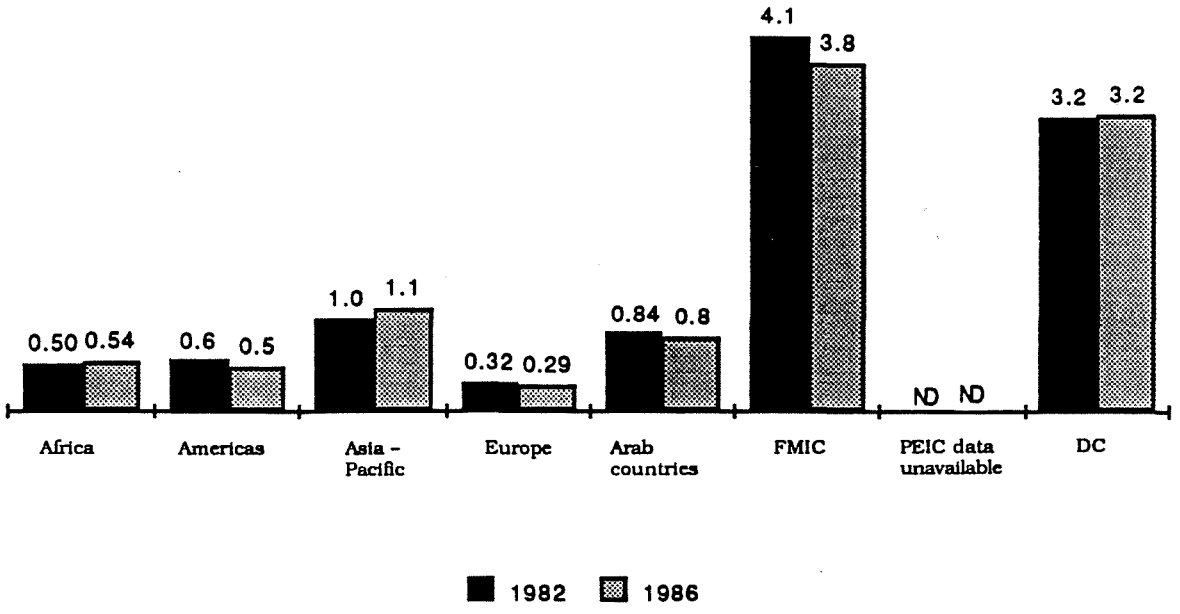
G9 : Outward international LP traffic per capita



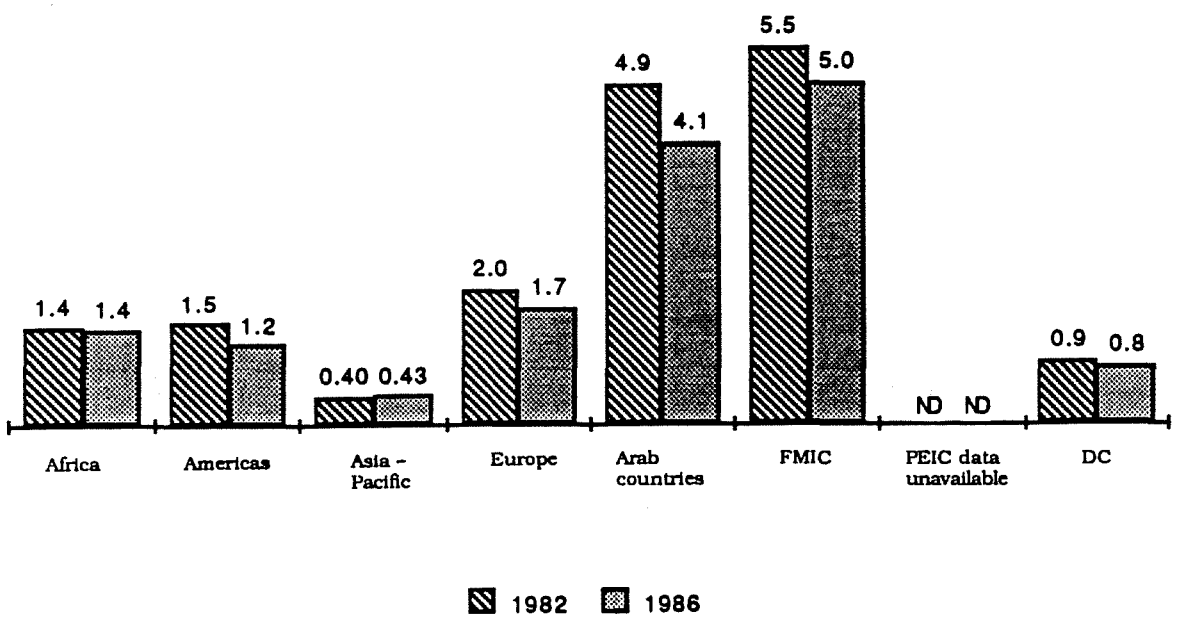
G10 : Percentage movement of the average annual growth (AAG) from 1982 to 1986 in outward international LP traffic



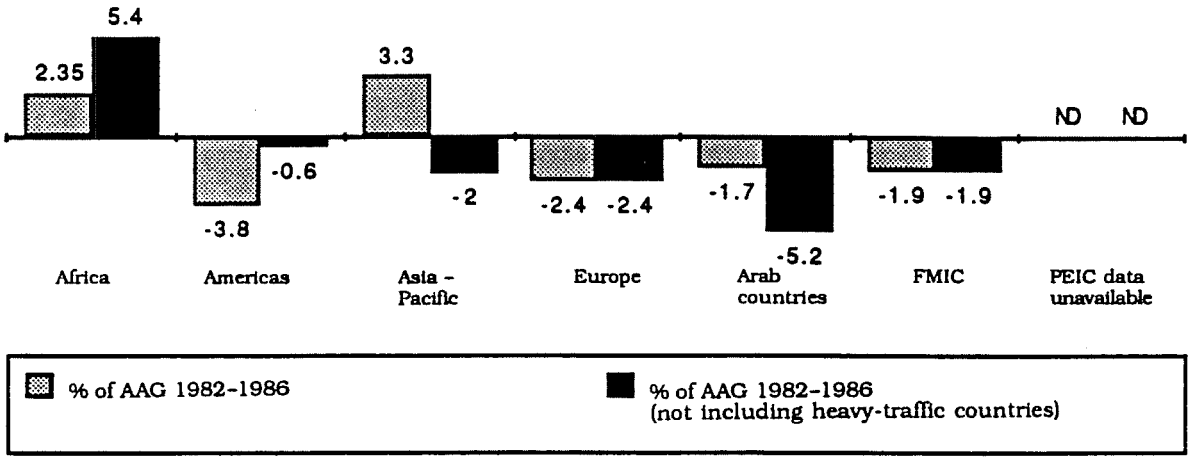
G11 : Inward international LP traffic
(Estimate valid for 54% of the world population)
in thousand millions



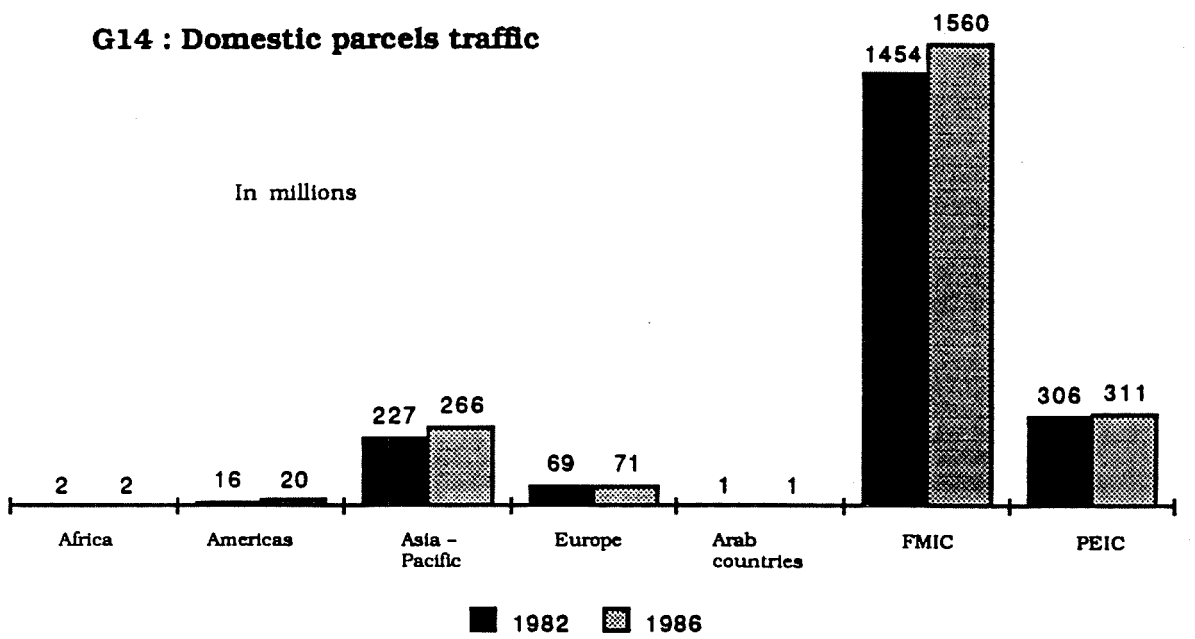
G12 : Inward international LP traffic
per capita



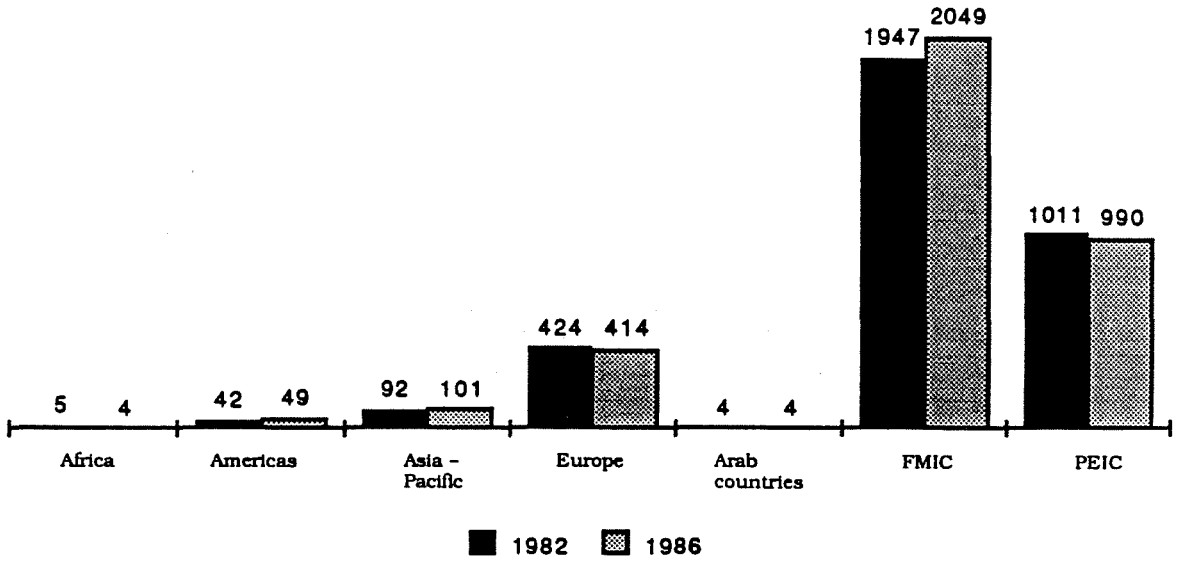
G13 : Percentage movement of the average annual growth (AAG) from 1982 to 1986 in inward international LP traffic



G14 : Domestic parcels traffic

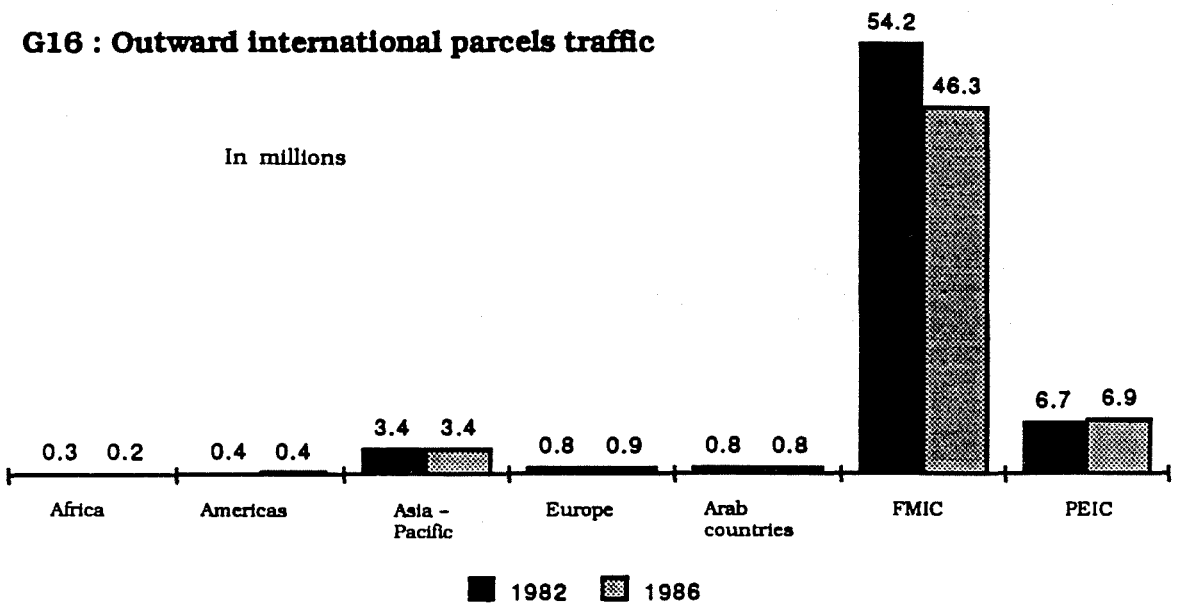


G15 : Number of domestic parcels per 1000 inhabitants

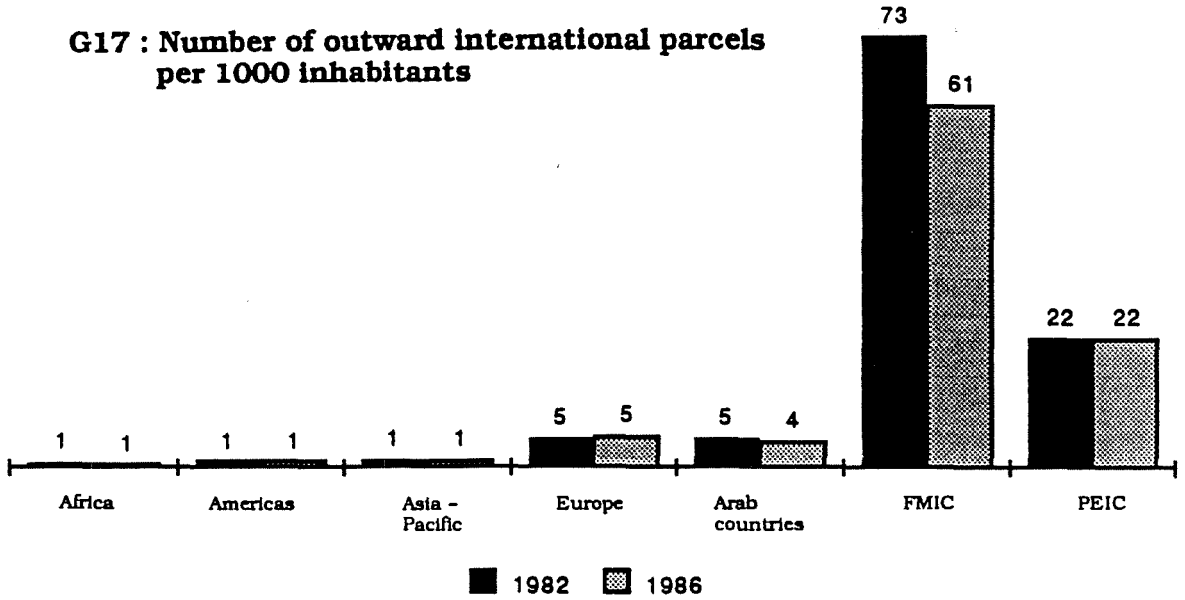


G16 : Outward international parcels traffic

In millions

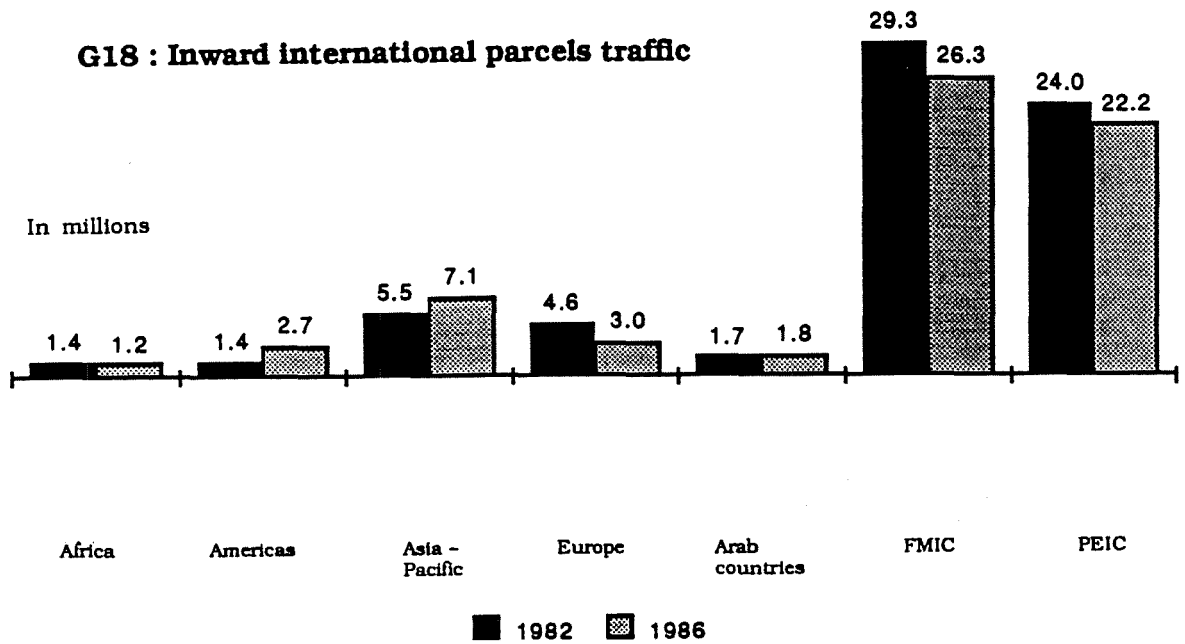


G17 : Number of outward international parcels per 1000 inhabitants

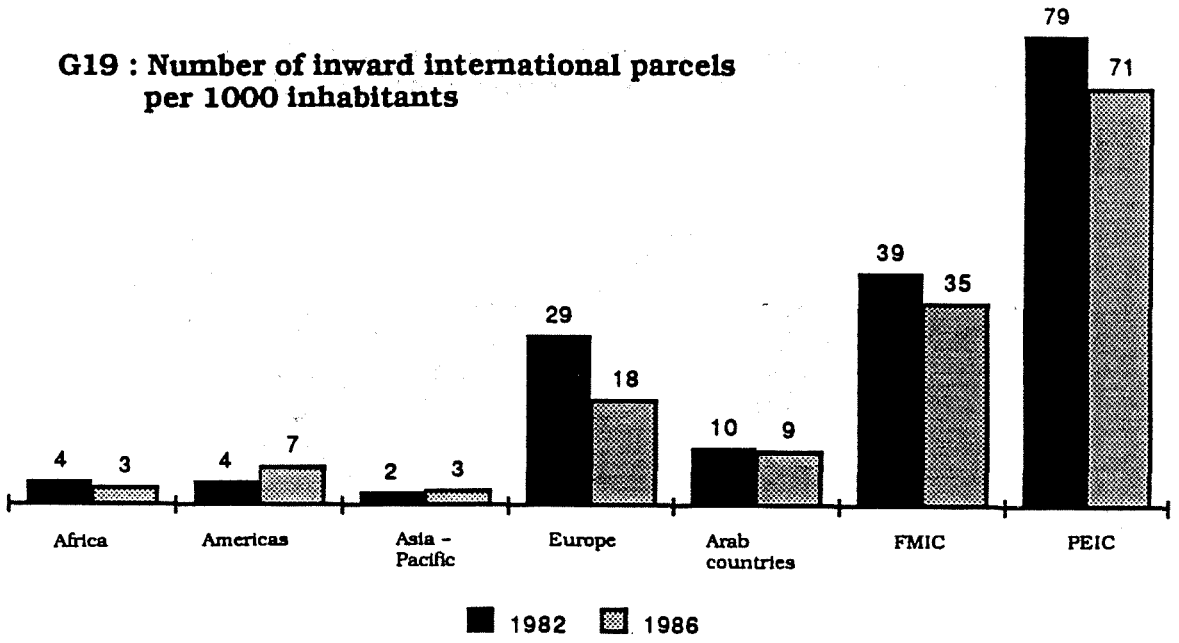


G18 : Inward international parcels traffic

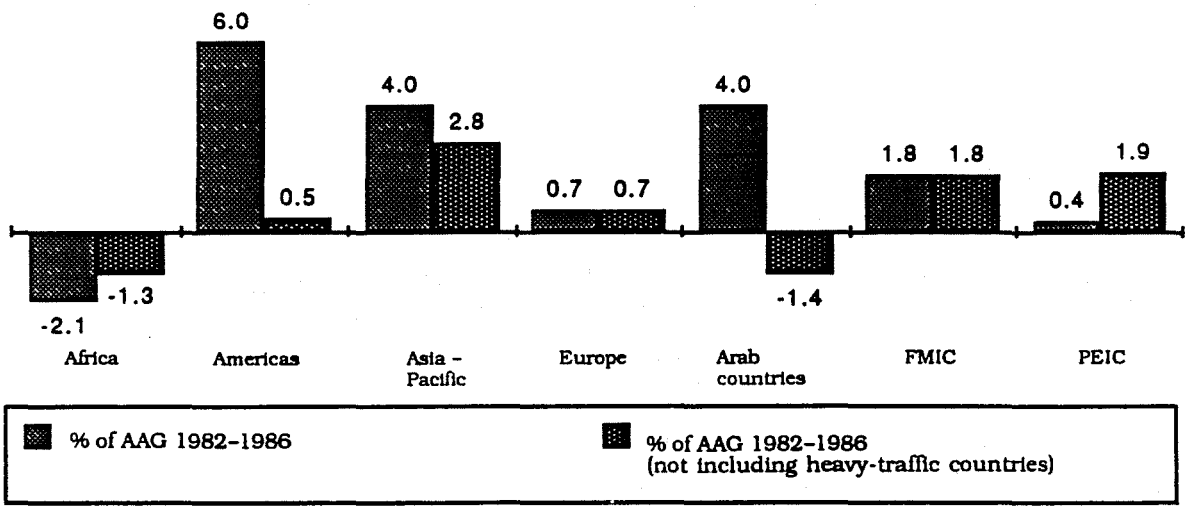
In millions



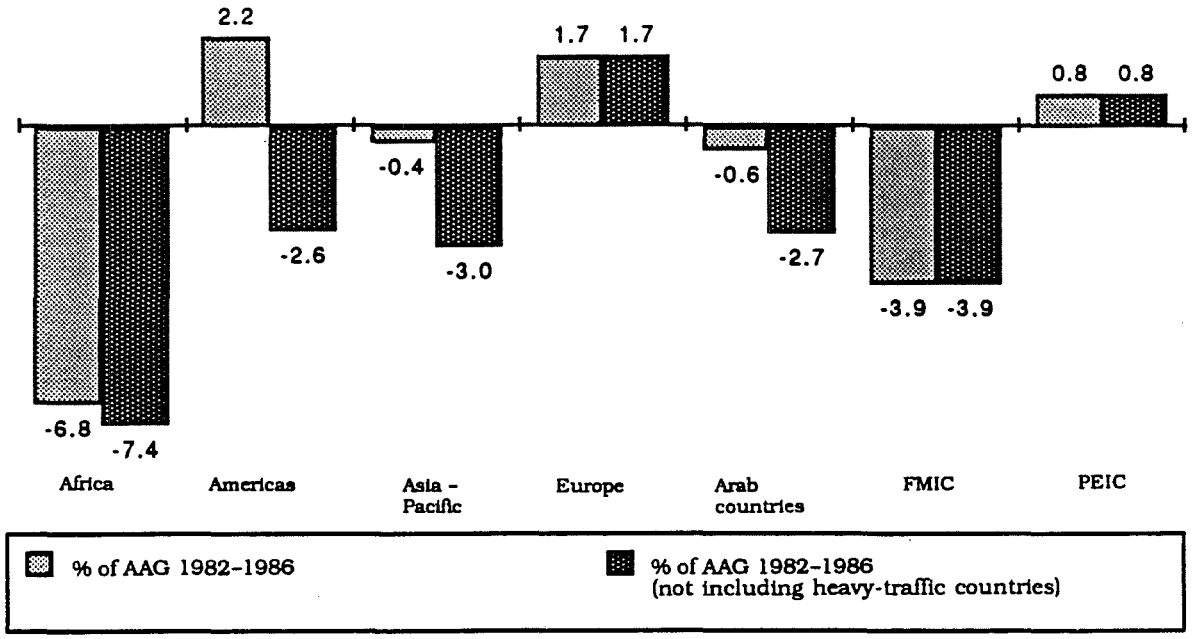
G19 : Number of inward international parcels per 1000 inhabitants



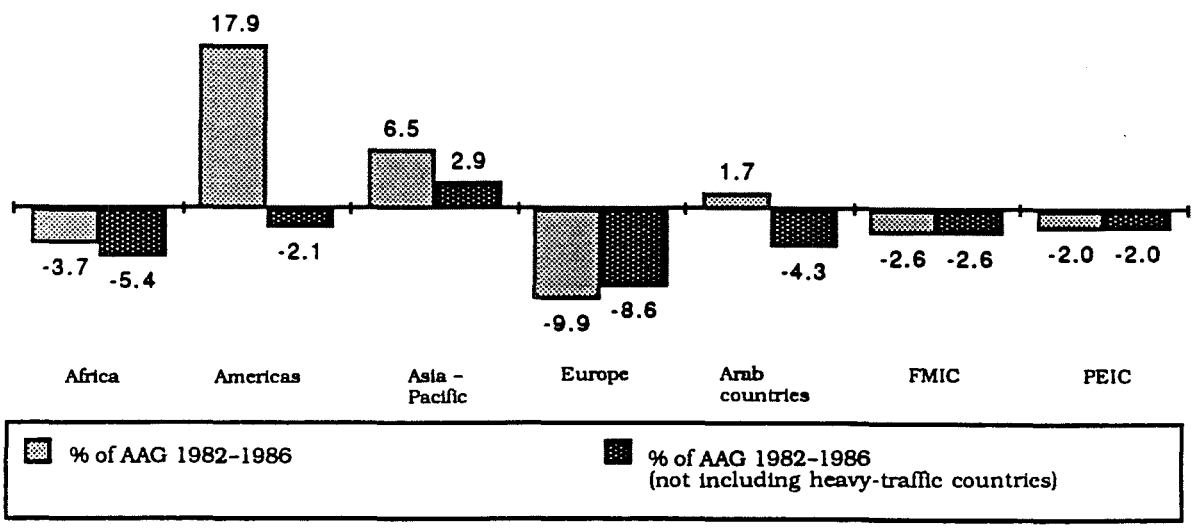
G20 : Percentage movement of the average annual growth (AAG) from 1982 to 1986 in domestic parcel traffic



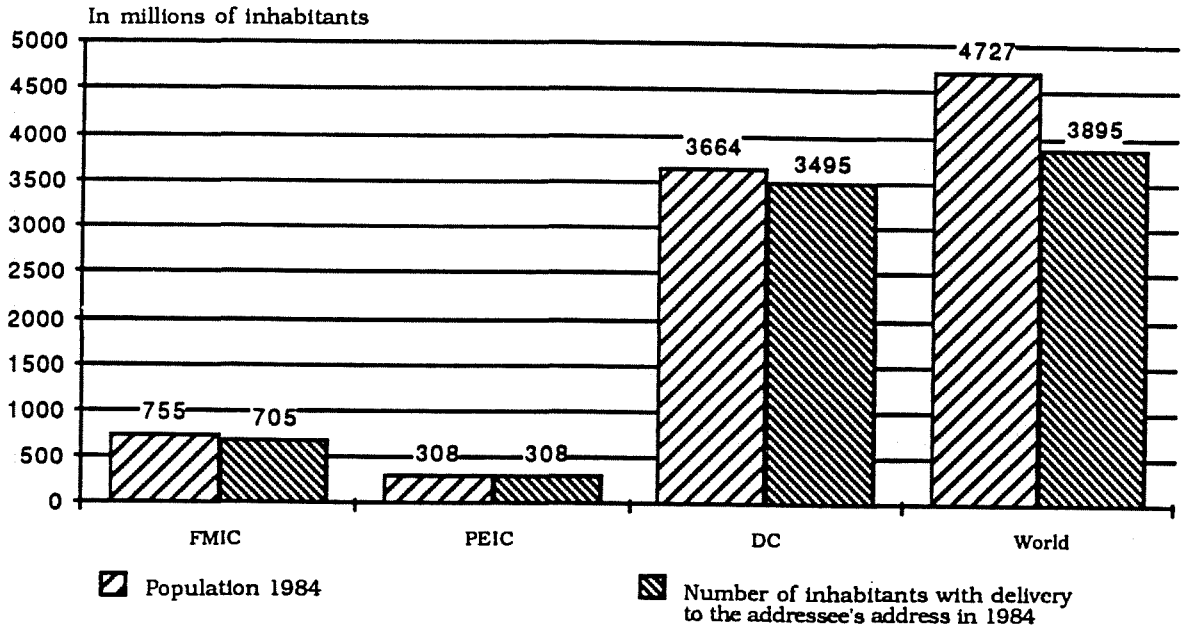
G21 : Percentage movement of the average annual growth (AAG) from 1982 to 1986 in outward international parcel traffic



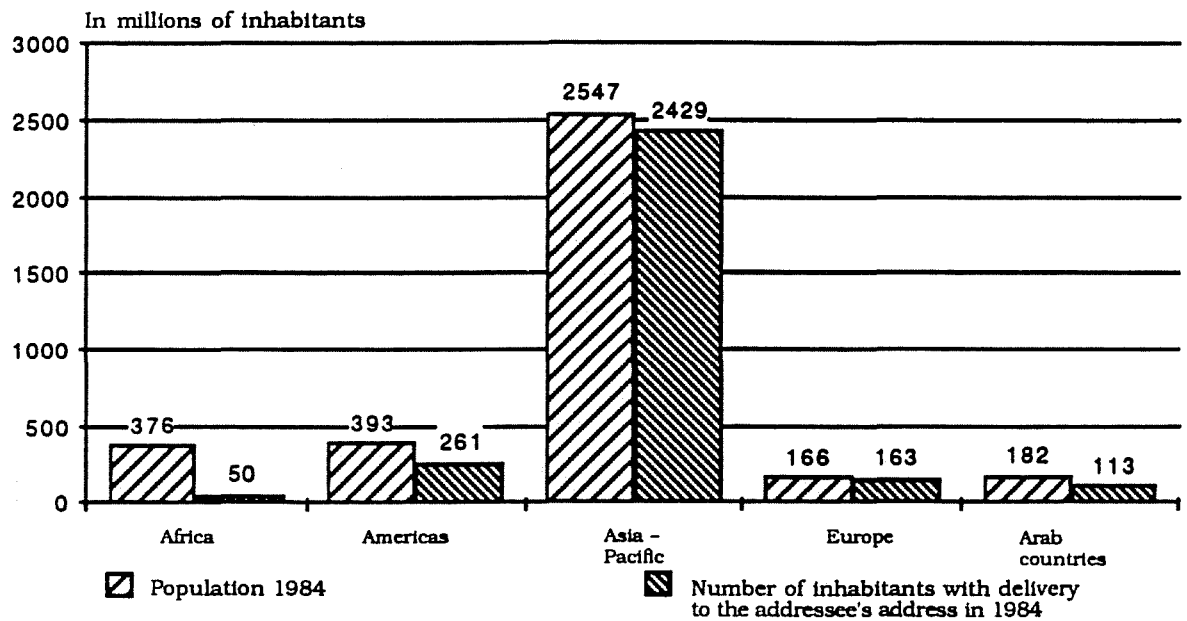
G22 : Percentage movement of the average annual growth (AAG) from 1982 to 1986 in inward international parcel traffic



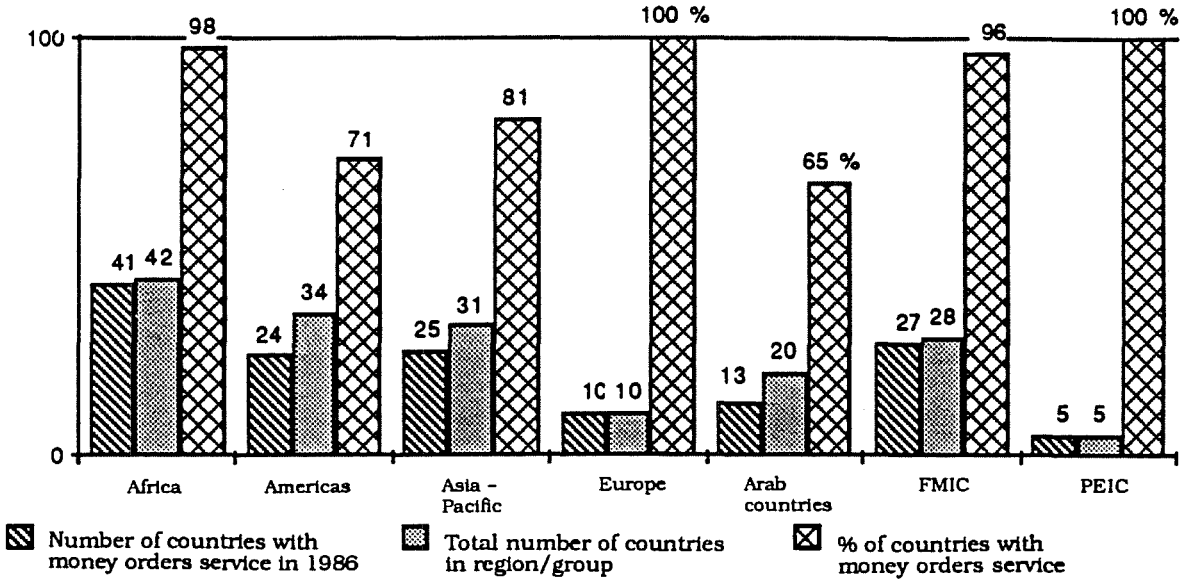
PDOM1 : Comparison of the population and the number of inhabitants with delivery to the addressee's address in the middle of the 1982–1986 period (WORLD)



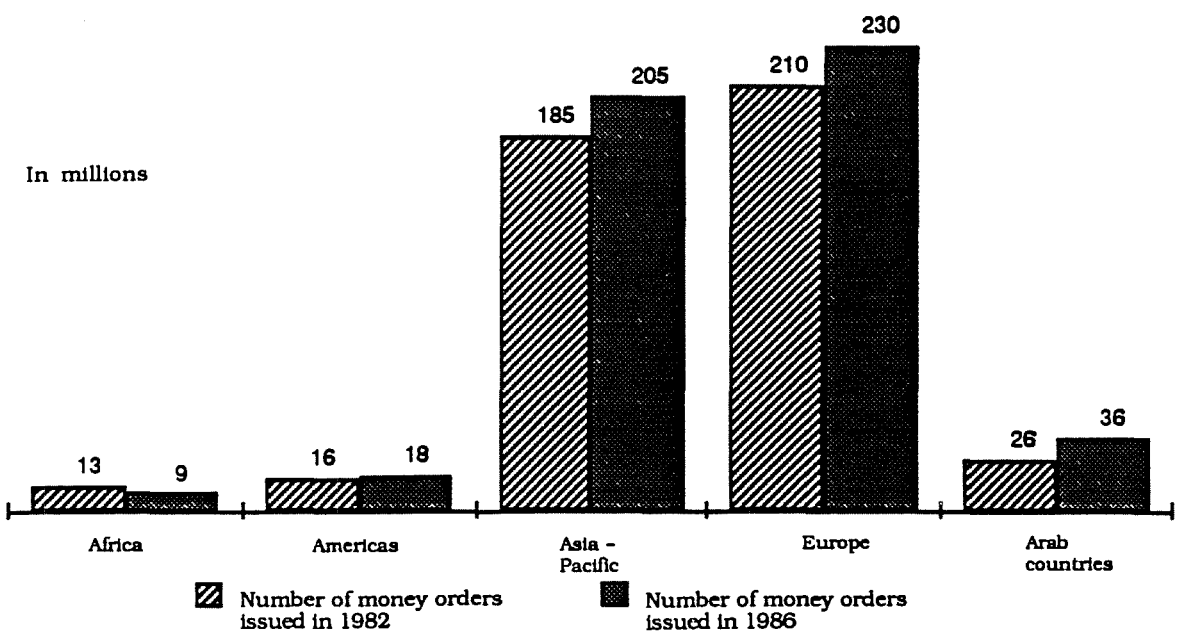
PDOM2 : Comparison of the population and the number of inhabitants with delivery to the addressee's address in the middle of the 1982–1986 period (DCs)



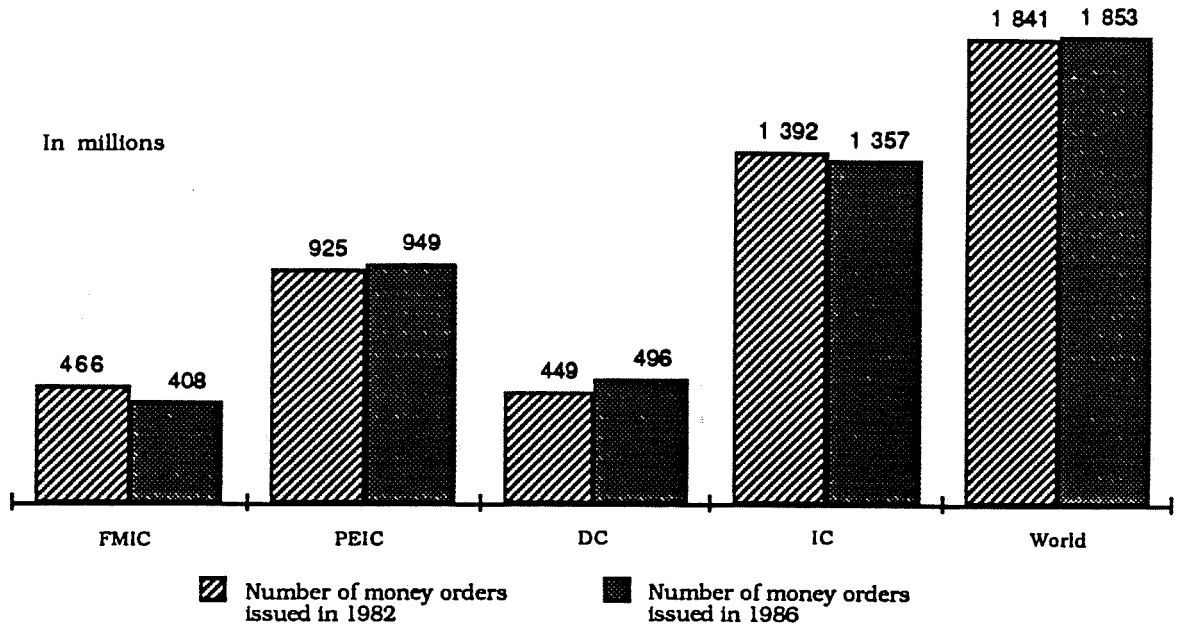
SF1 : Money orders service in the world in 1986 (by region)



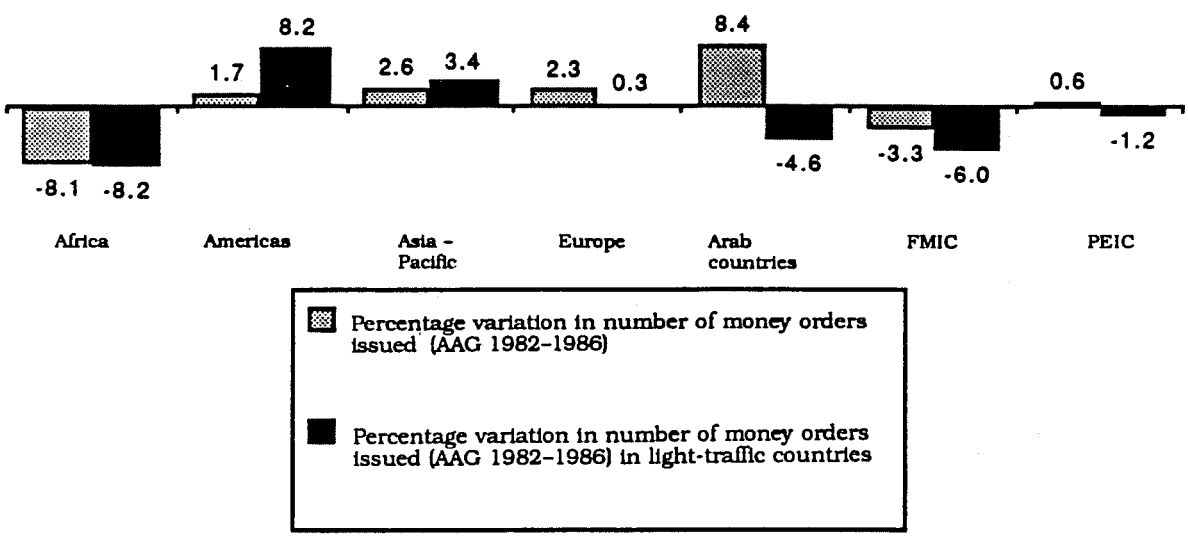
SF2 : Number of money orders issued in DCs



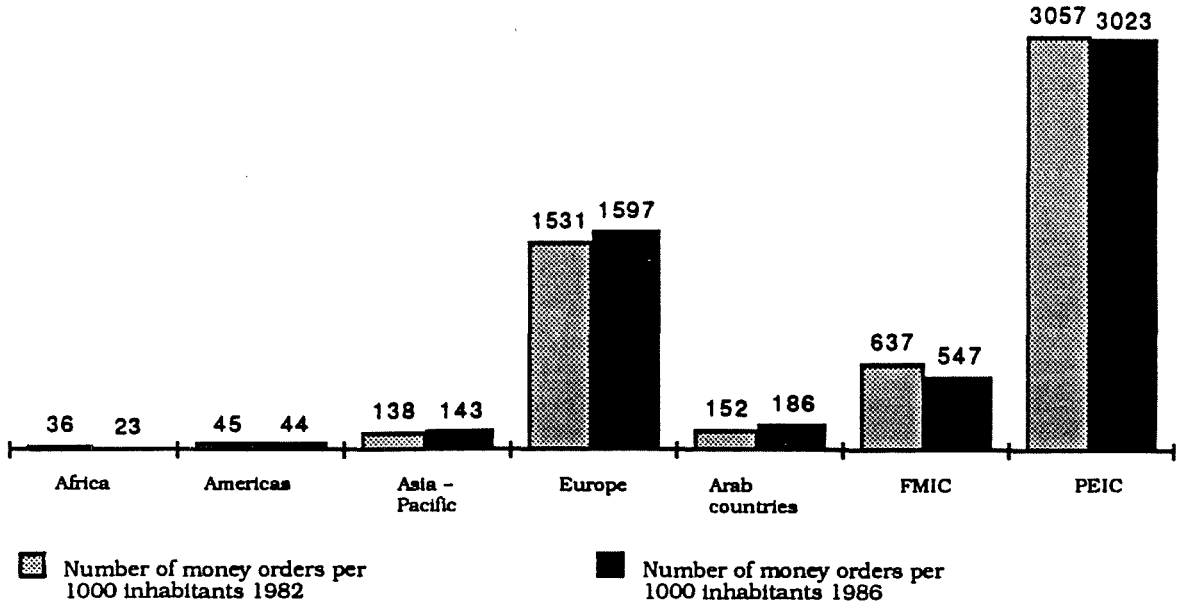
SF3 : Number of money orders issued in the various groups of countries



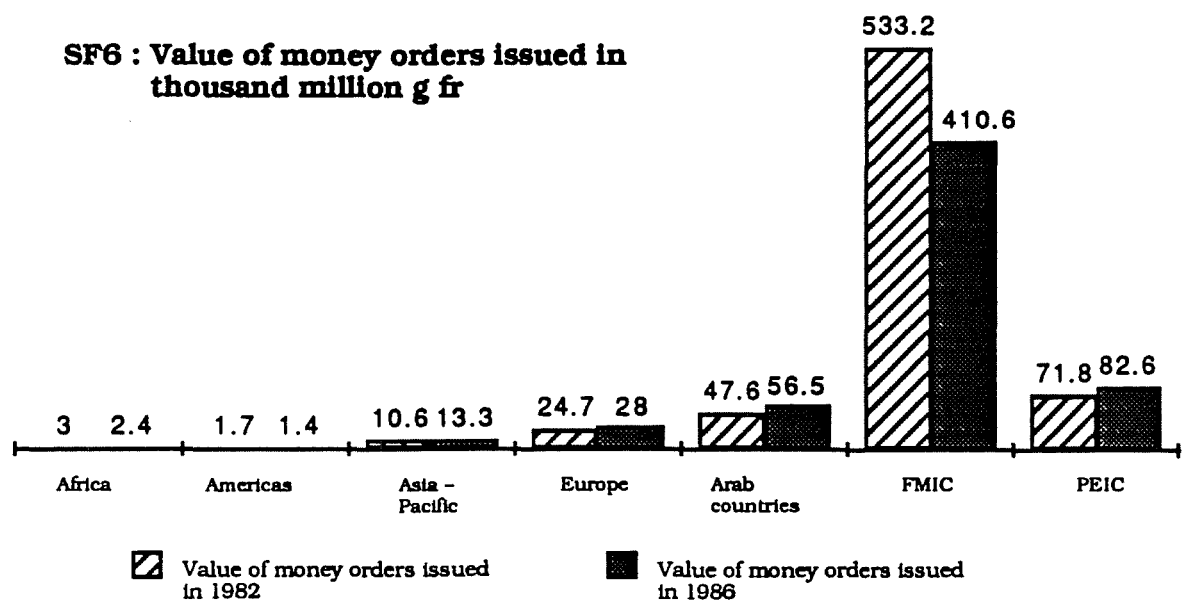
SF4 : Annual average growth (AAG) from 1982 to 1986 of number of money orders issued



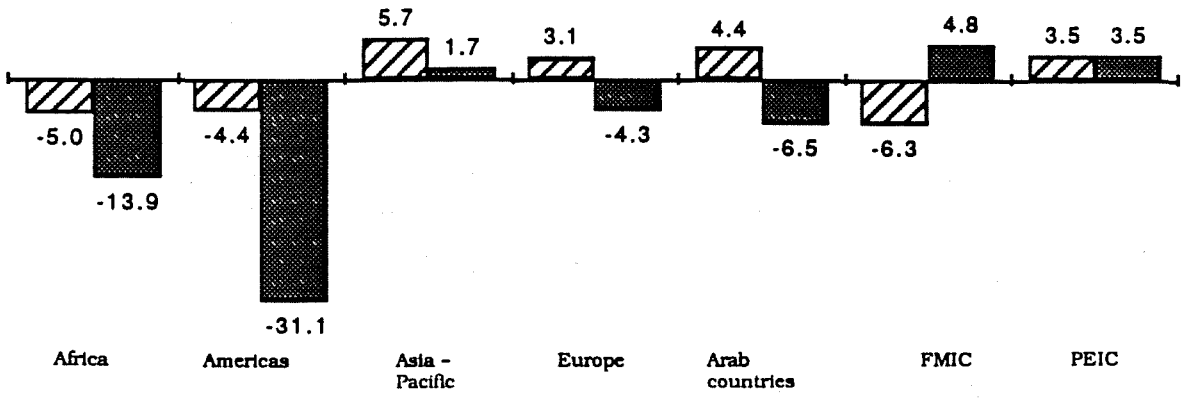
SF5 : Number of money orders issued per 1000 inhabitants



SF6 : Value of money orders issued in thousand million g fr



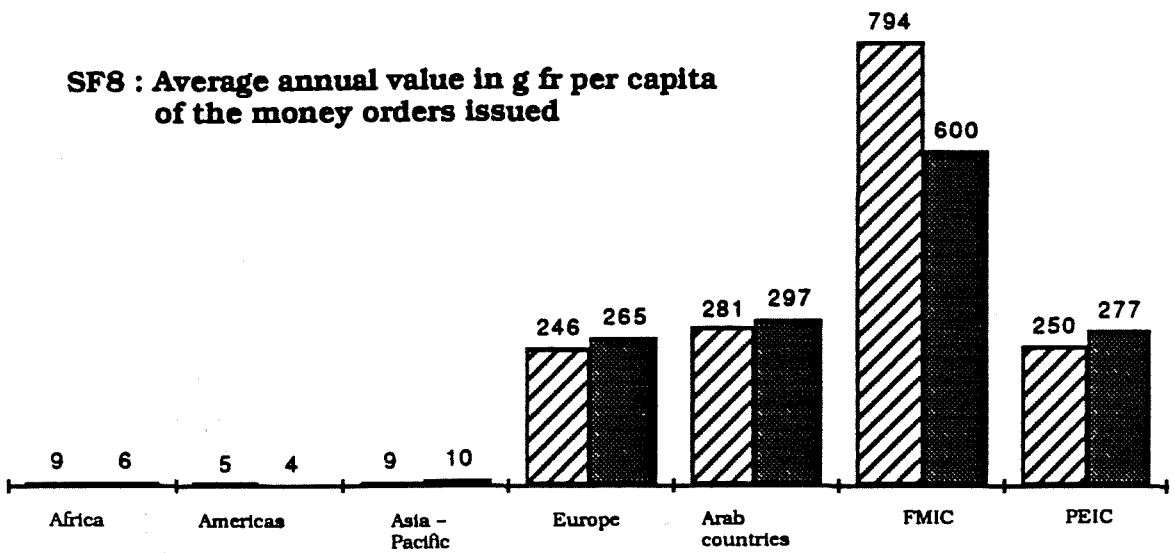
SF7 : Value of money orders issued in1982–1986 by the various regions of the DCs, FMICs and PEICs



Percentage variation of the value of the money orders issued (AAG 1982–1986)

Percentage variation of the value of the money orders issued (AAG 1982–1986) not including heavy-traffic countries

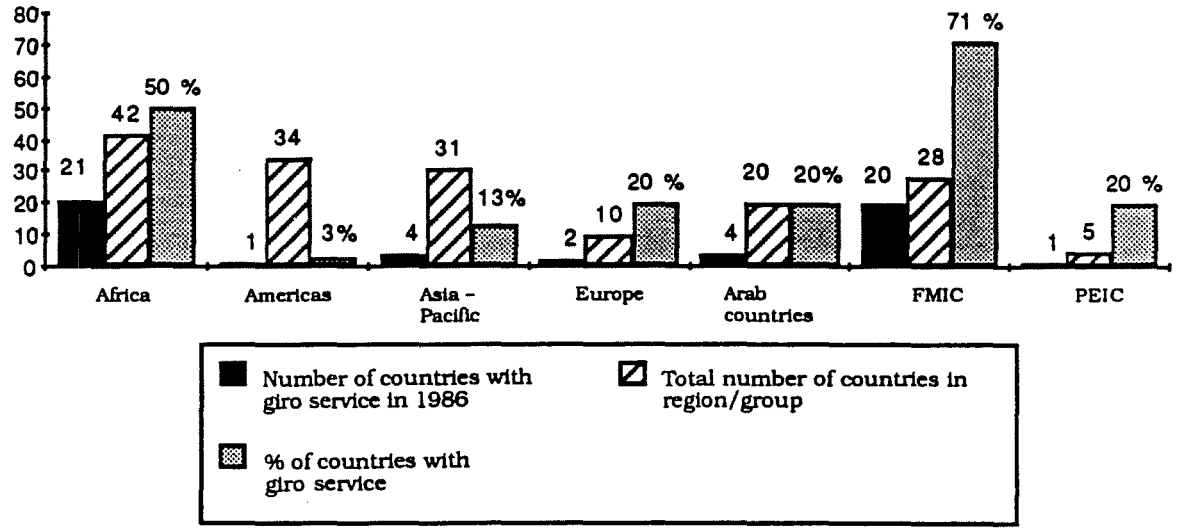
SF8 : Average annual value in g fr per capita of the money orders issued



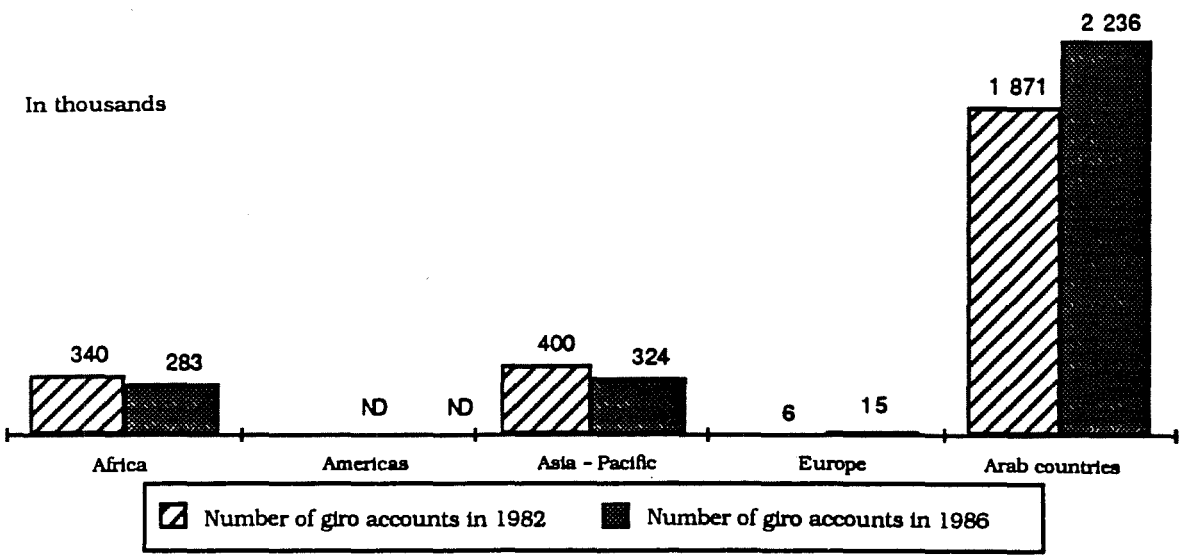
Average value per capita of the sums transferred in 1982 (in g fr)

Average value per capita of the sums transferred in 1986 (in g fr)

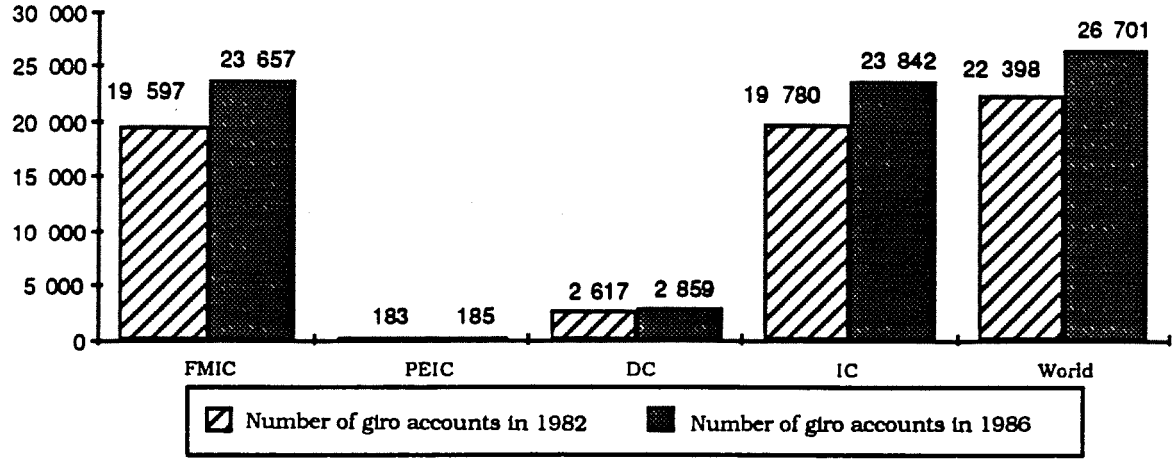
SF9 : Presence of the giro service in the world in 1986



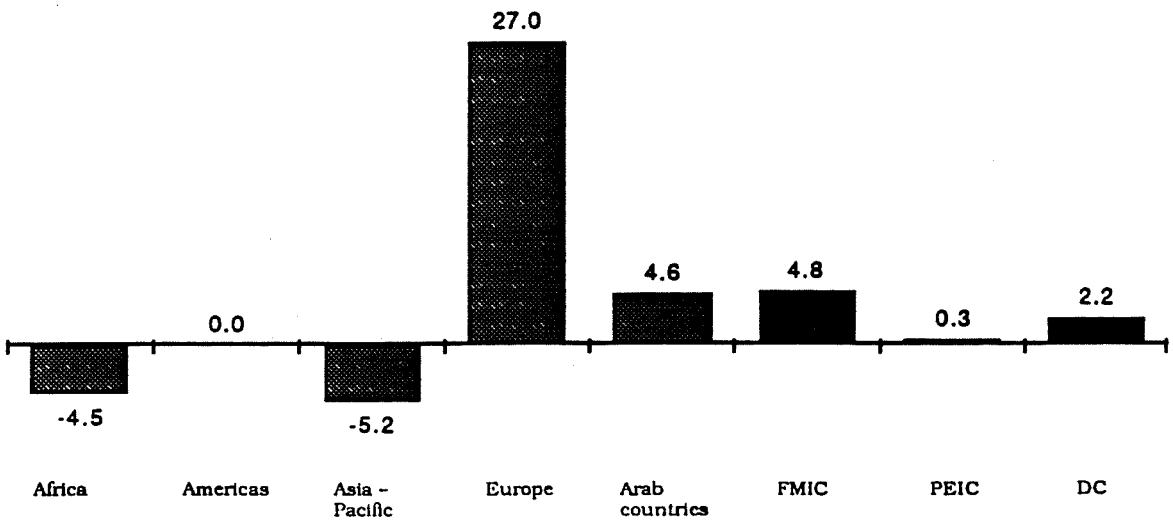
SF10 : Number of giro accounts in the DCs



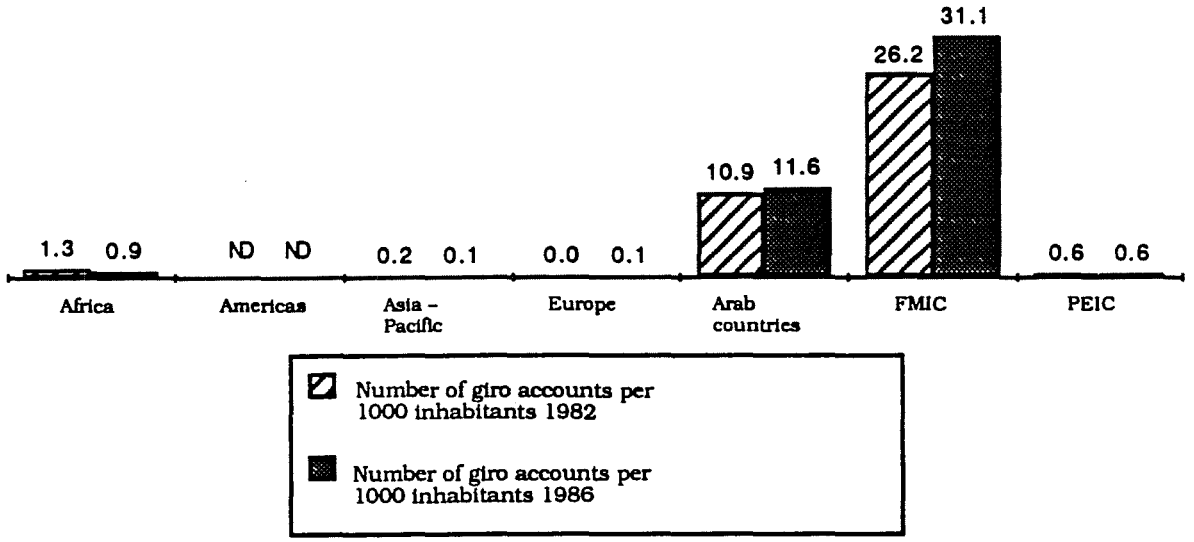
SF11 : Number of giro accounts in the various groups of countries



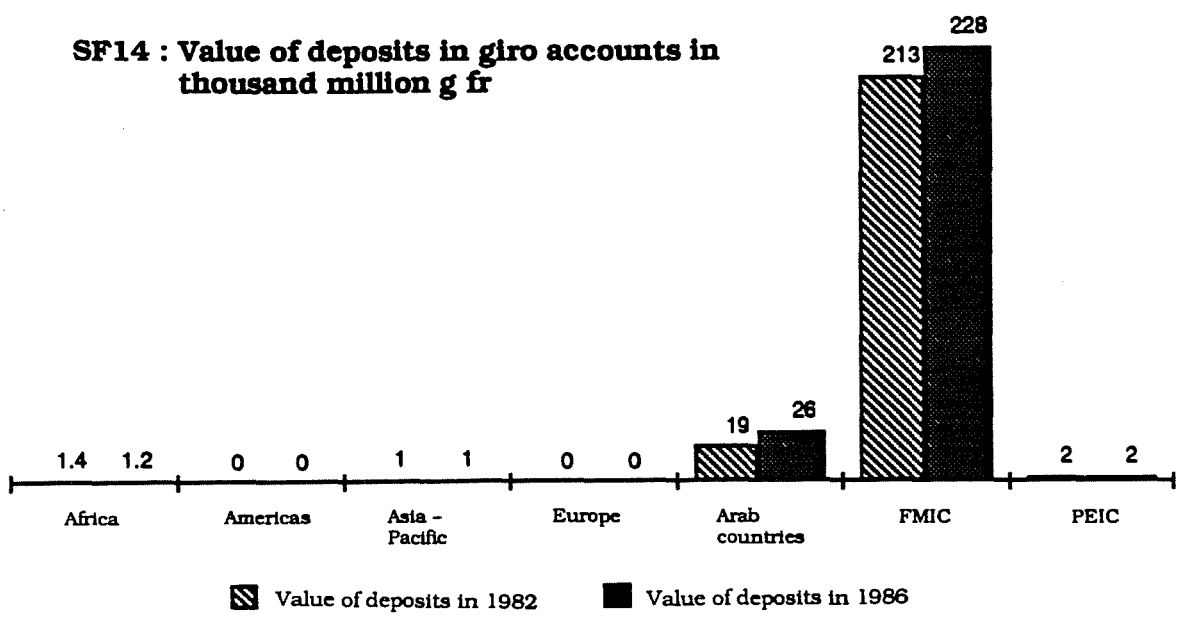
SF12 : Average annual growth (AAG) between 1982 and 1986 in the number of giro accounts



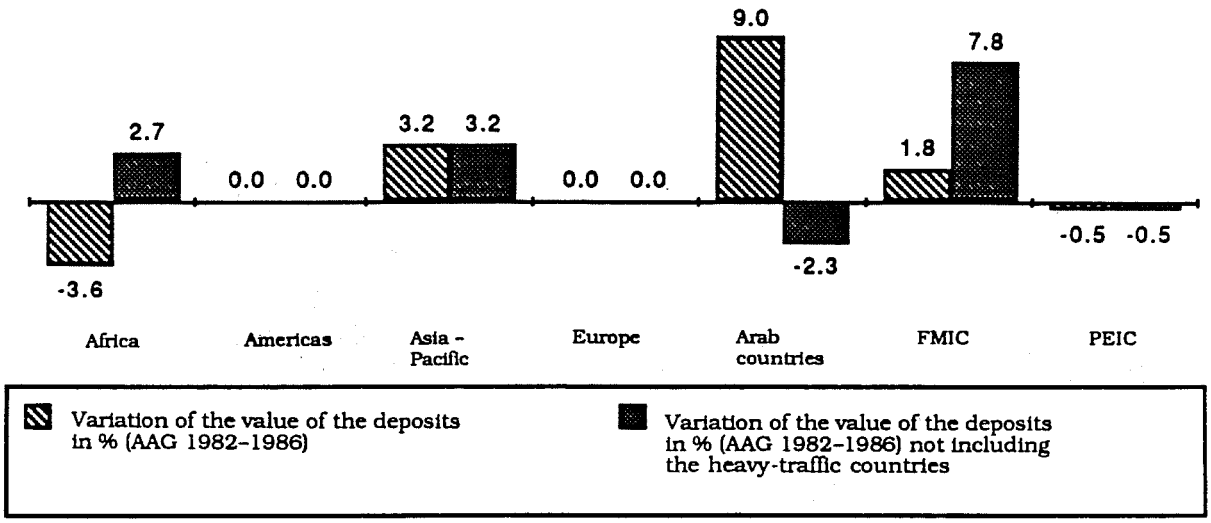
SF13 : Number of giro accounts per 1000 inhabitants



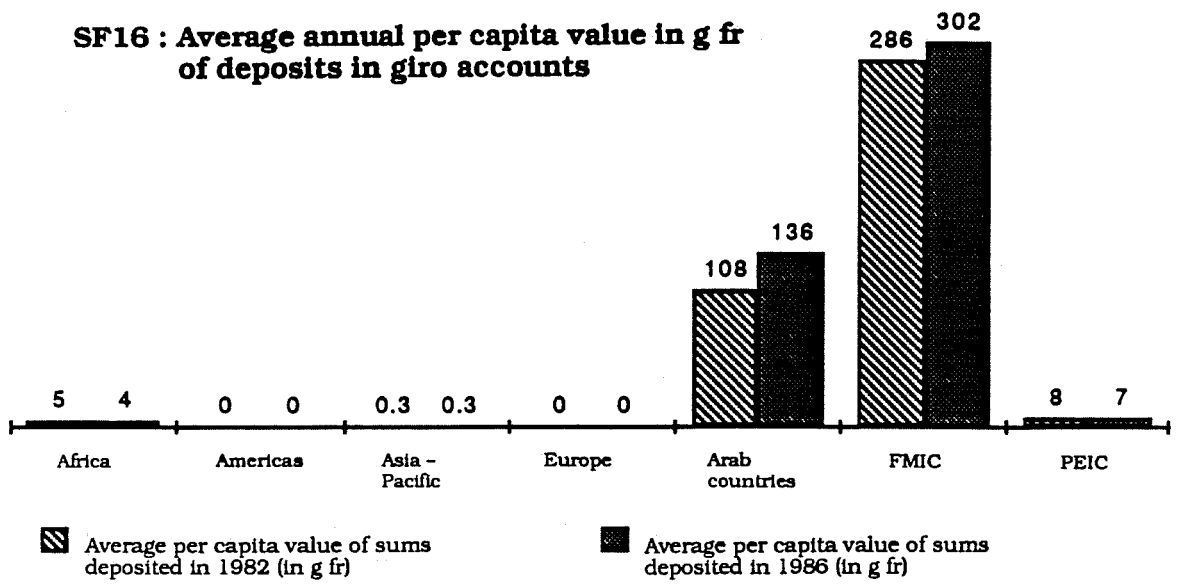
SF14 : Value of deposits in giro accounts in thousand million g fr



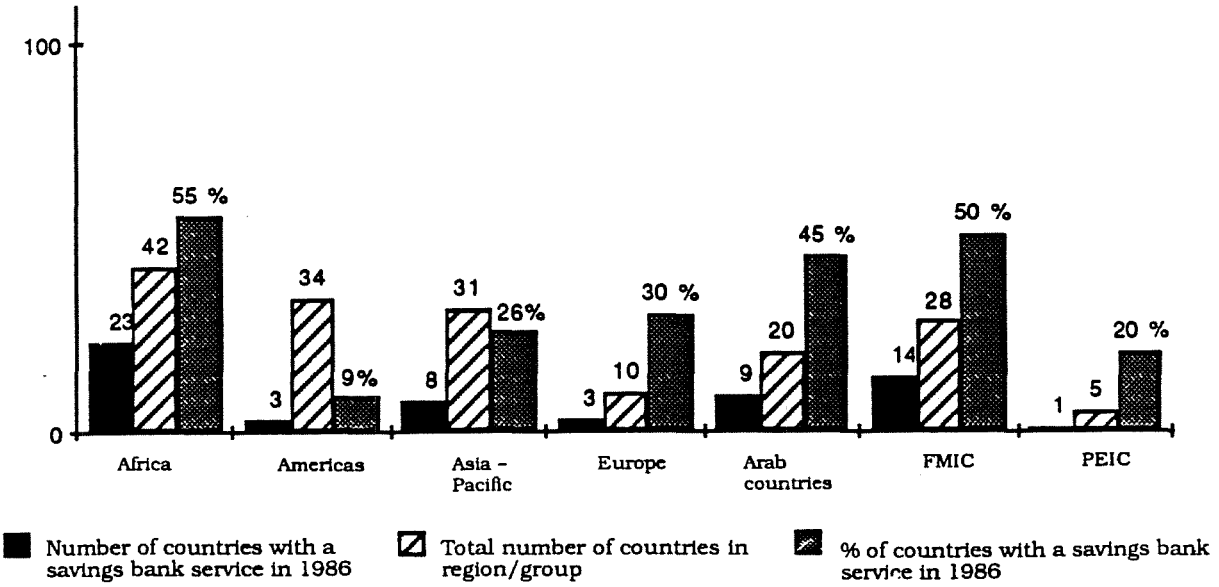
SF15 : Movement in % of the 1982–1986 AAG of the value of deposits in giro accounts



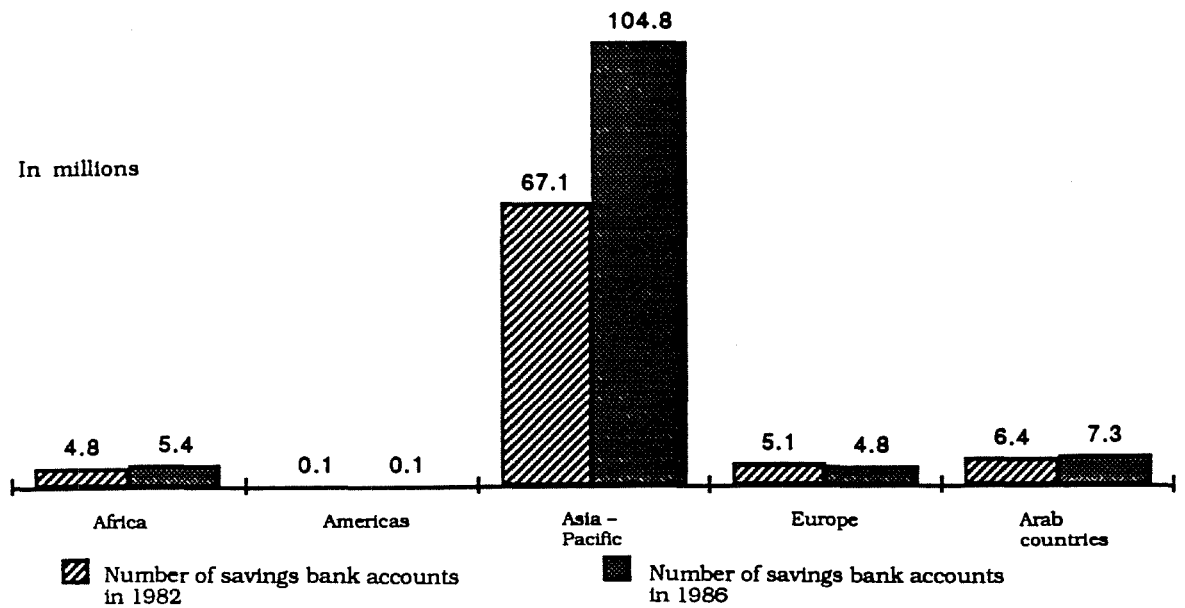
SF16 : Average annual per capita value in g fr of deposits in giro accounts



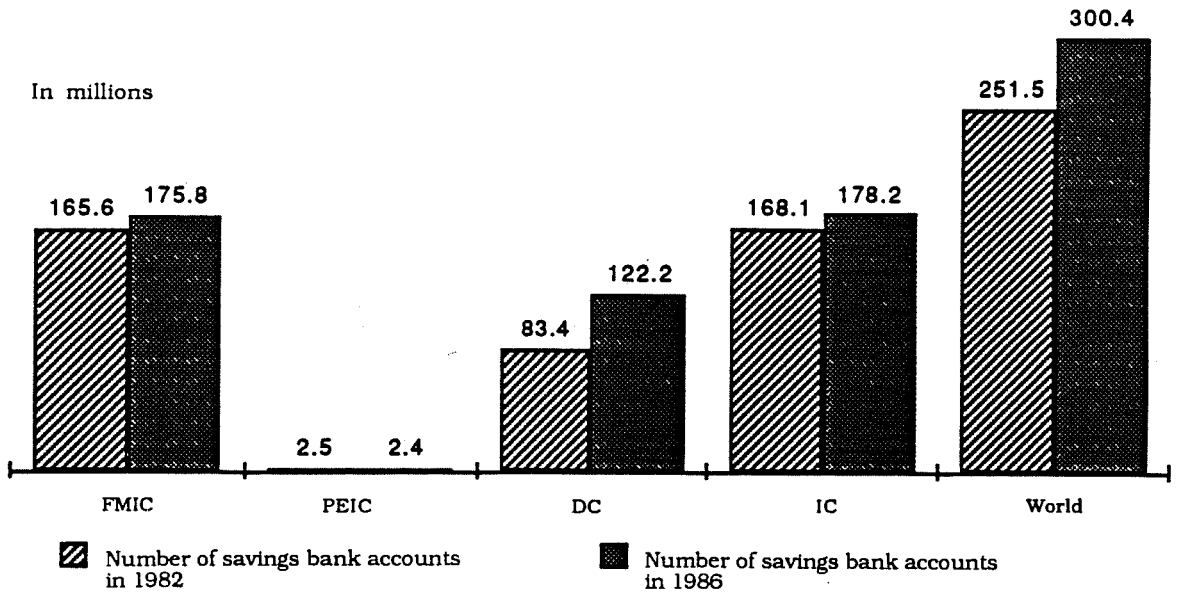
SF17 : Presence of a savings bank service in the world in 1986



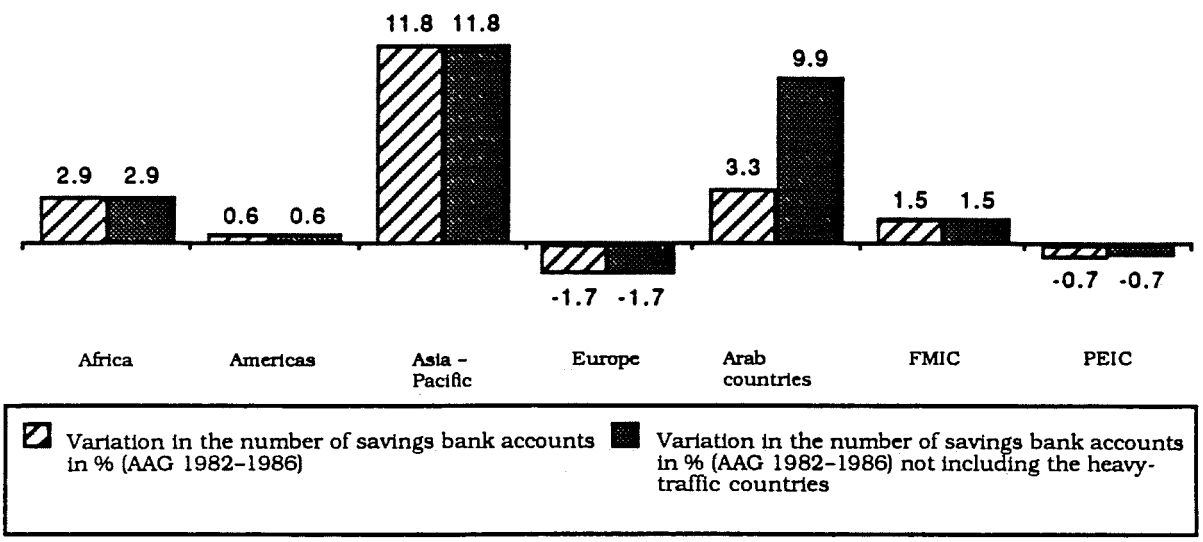
SF18 : Number of savings bank accounts in the DCs



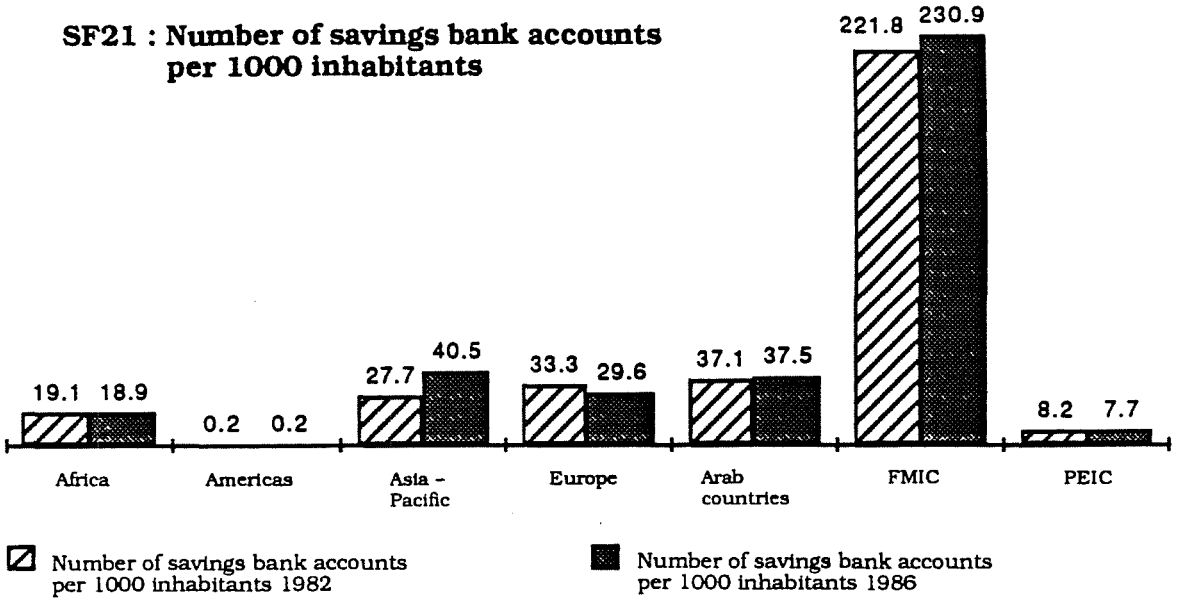
SF19 : Number of savings bank accounts in the various groups of countries



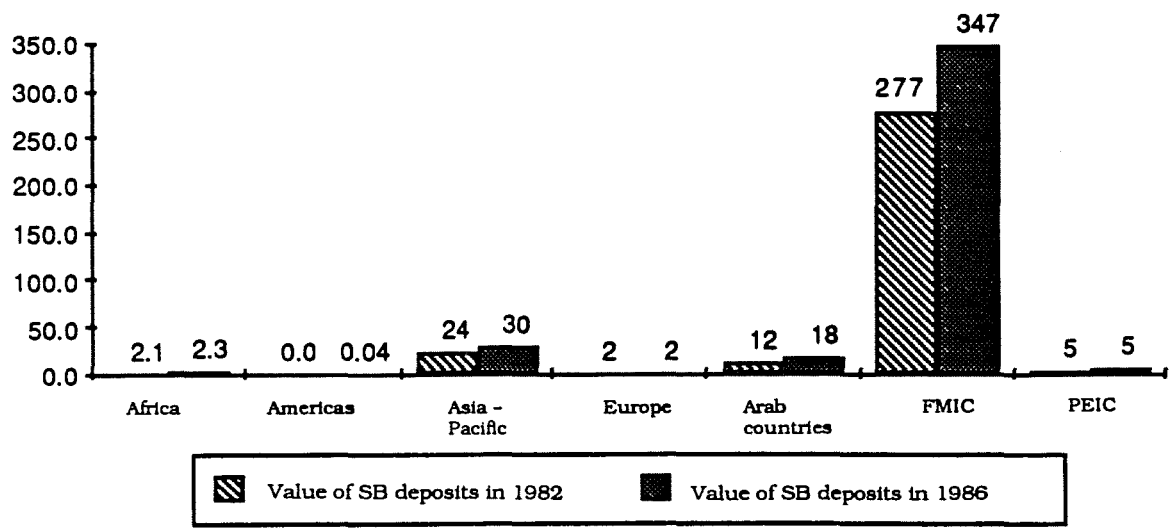
SF20 : Average annual growth (AAG) between 1982 and 1986 in the number of savings bank accounts



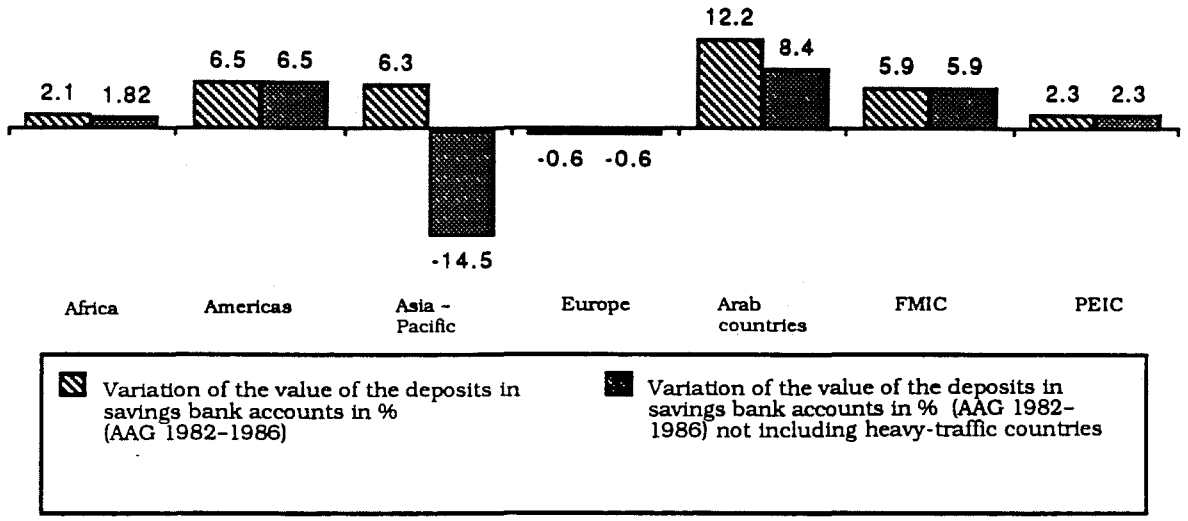
SF21 : Number of savings bank accounts per 1000 inhabitants



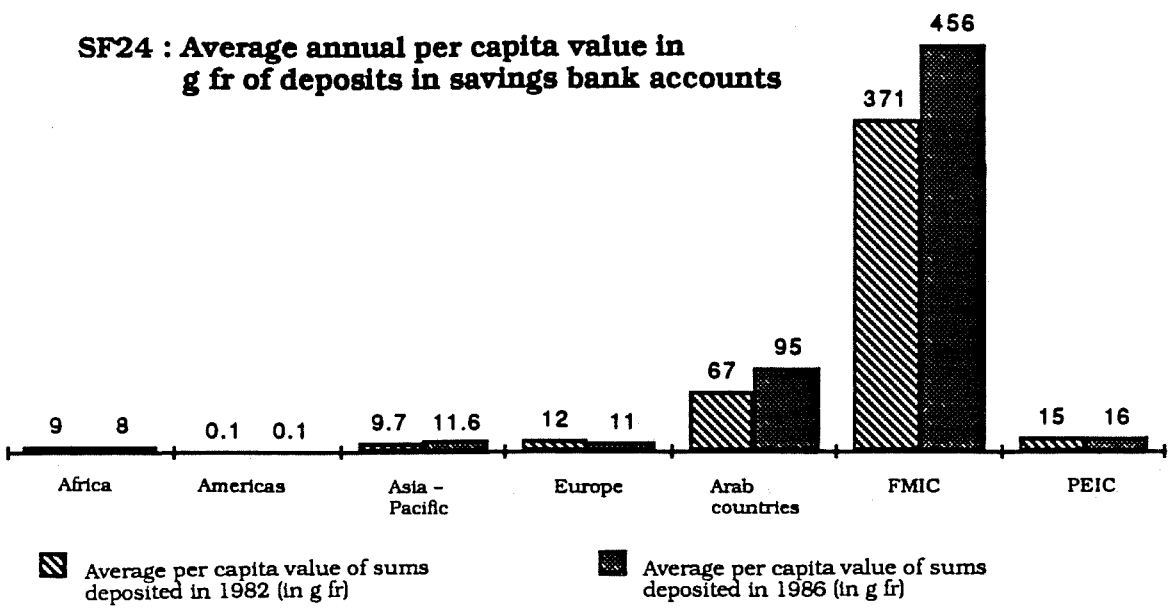
SF22 : Value of deposits in savings bank accounts in thousand million g fr



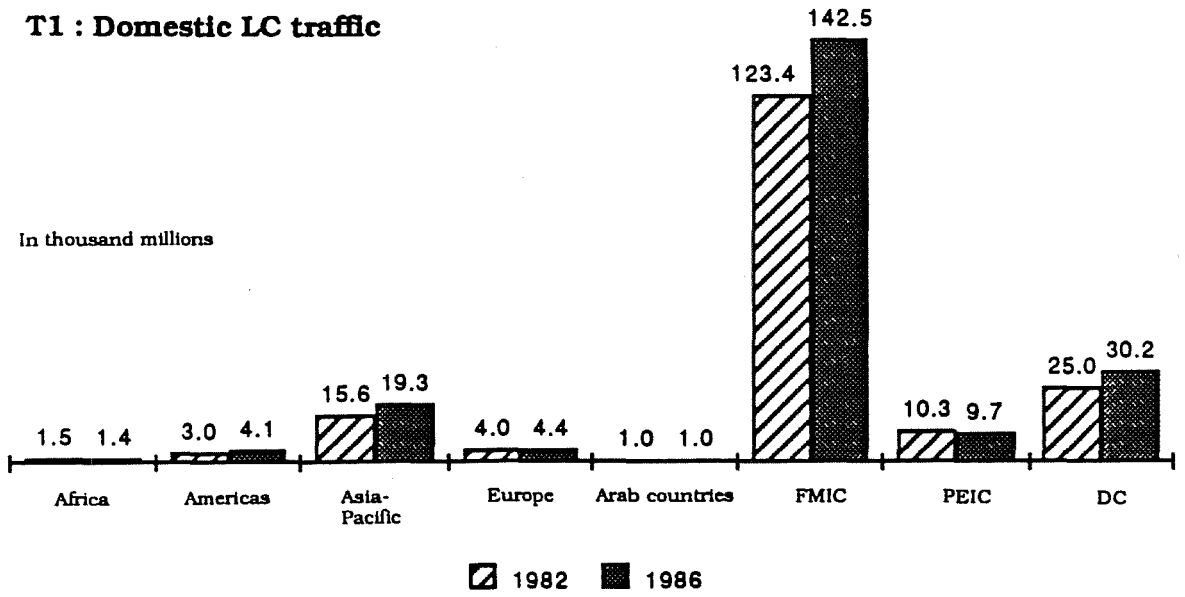
SF23 : Movement in % of the 1982–1986 AAG of the value of deposits in savings bank accounts



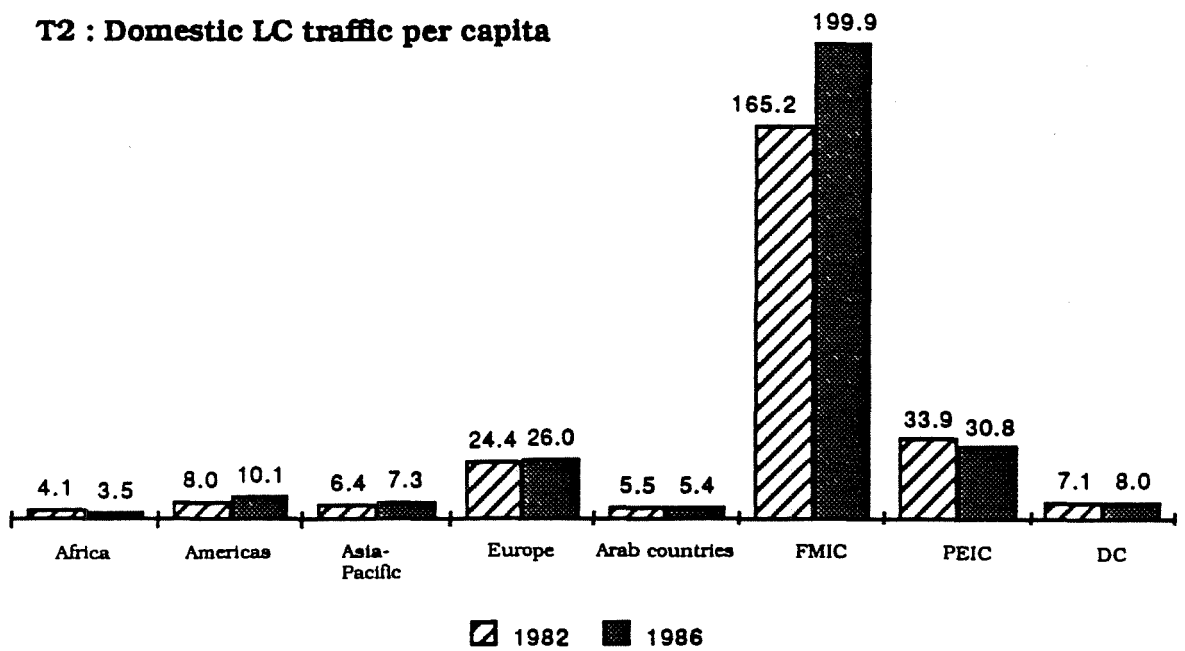
SF24 : Average annual per capita value in g fr of deposits in savings bank accounts



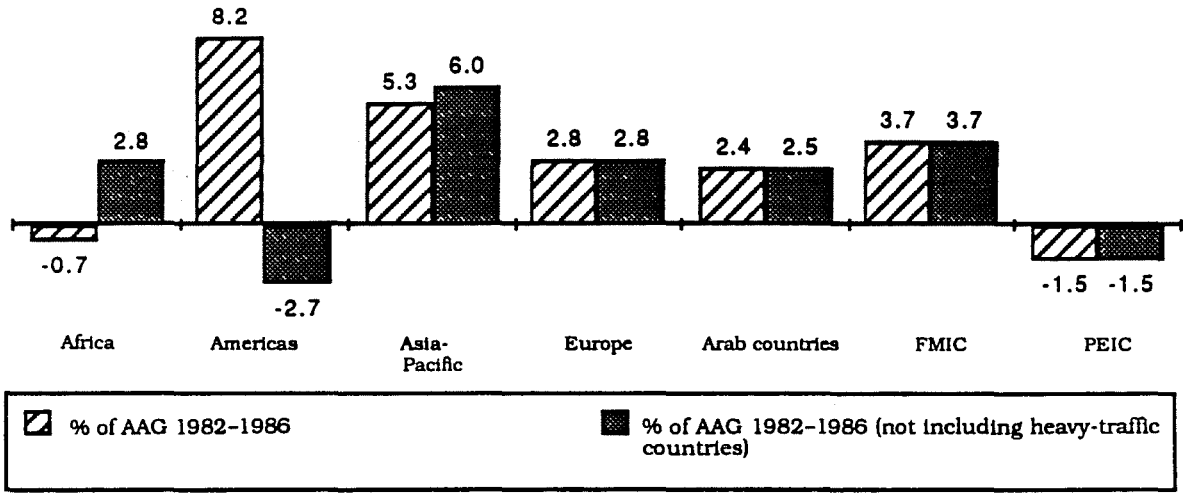
T1 : Domestic LC traffic



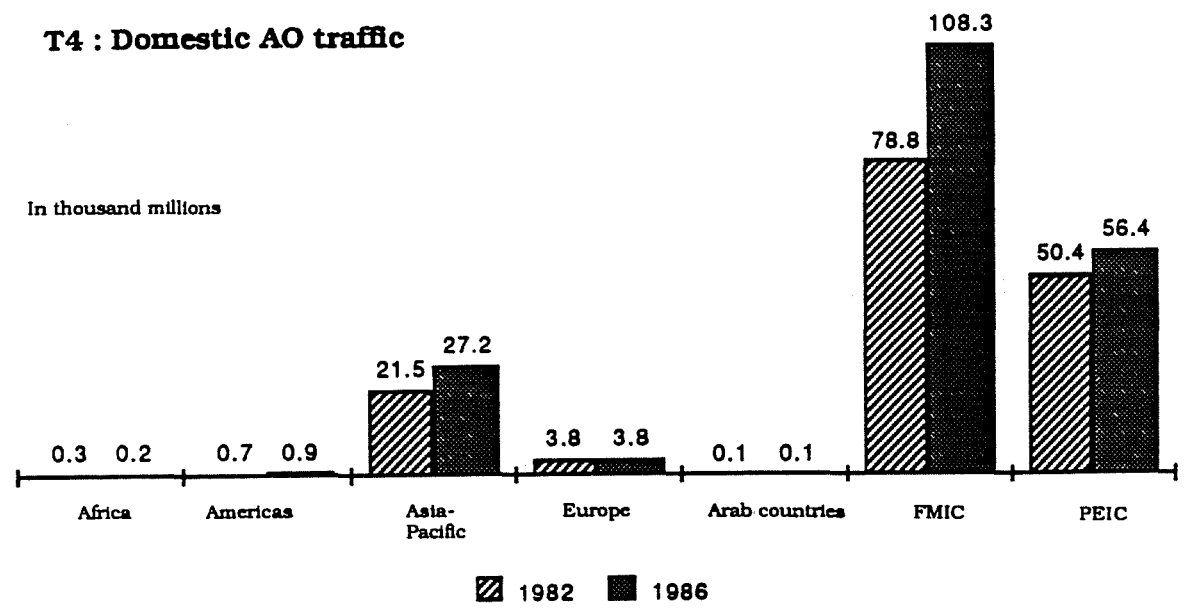
T2 : Domestic LC traffic per capita



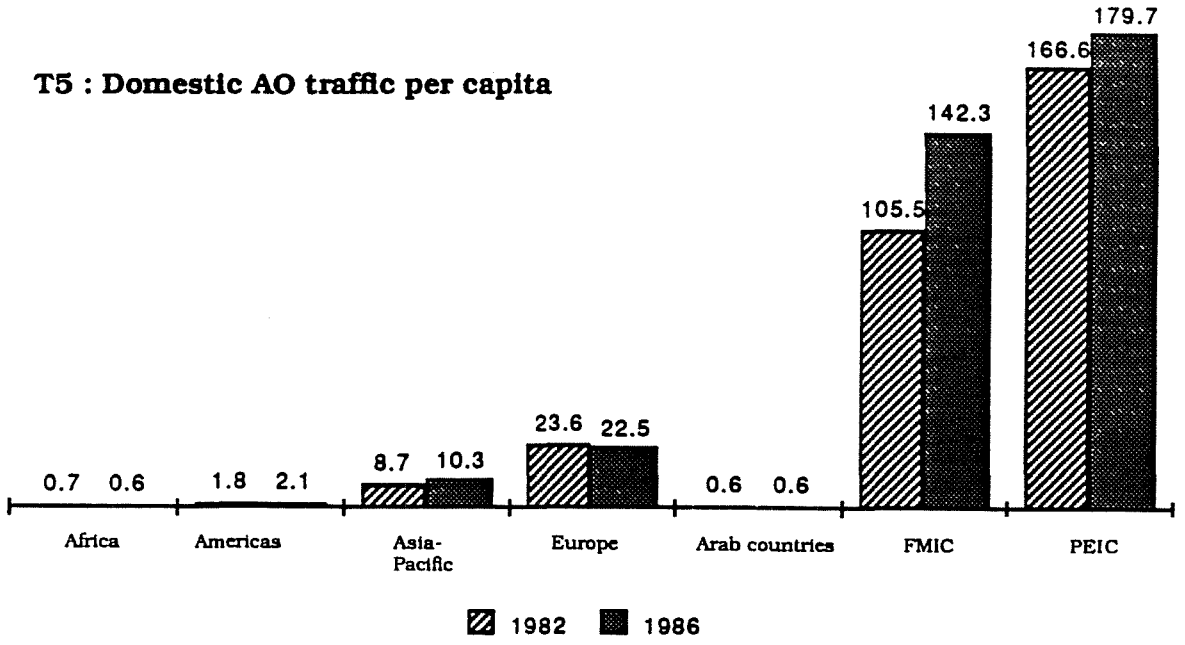
T3 : Percentage movement of the average annual growth (AAG) for 1982 to 1986 in domestic LC traffic



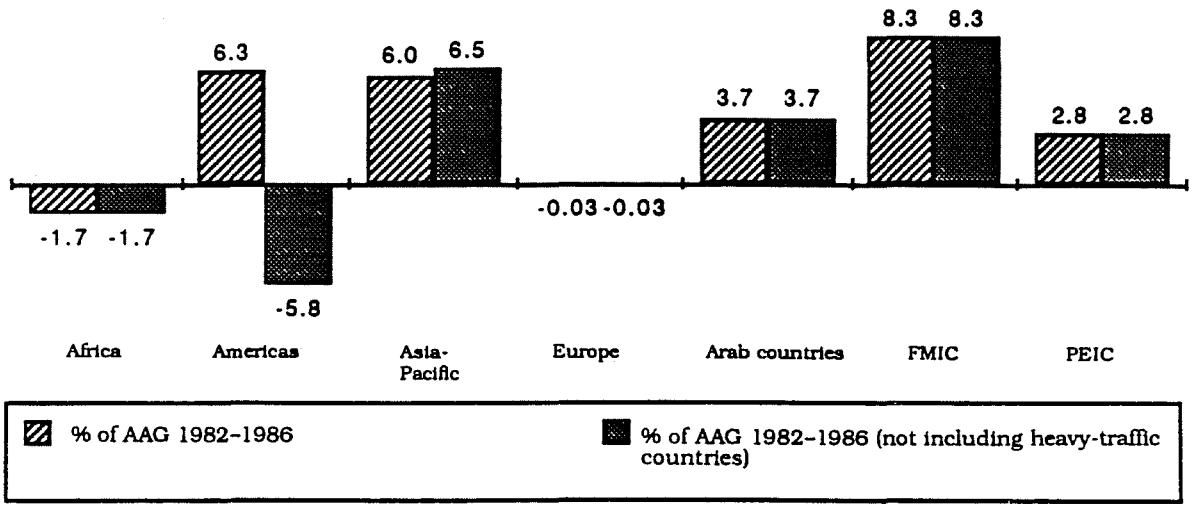
T4 : Domestic AO traffic



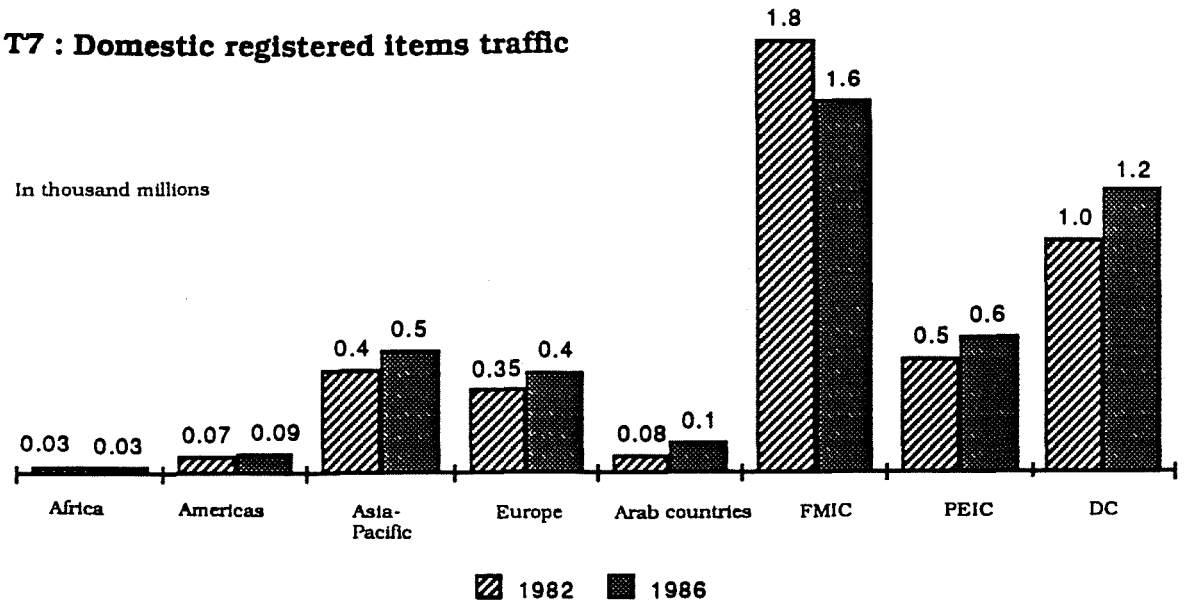
T5 : Domestic AO traffic per capita



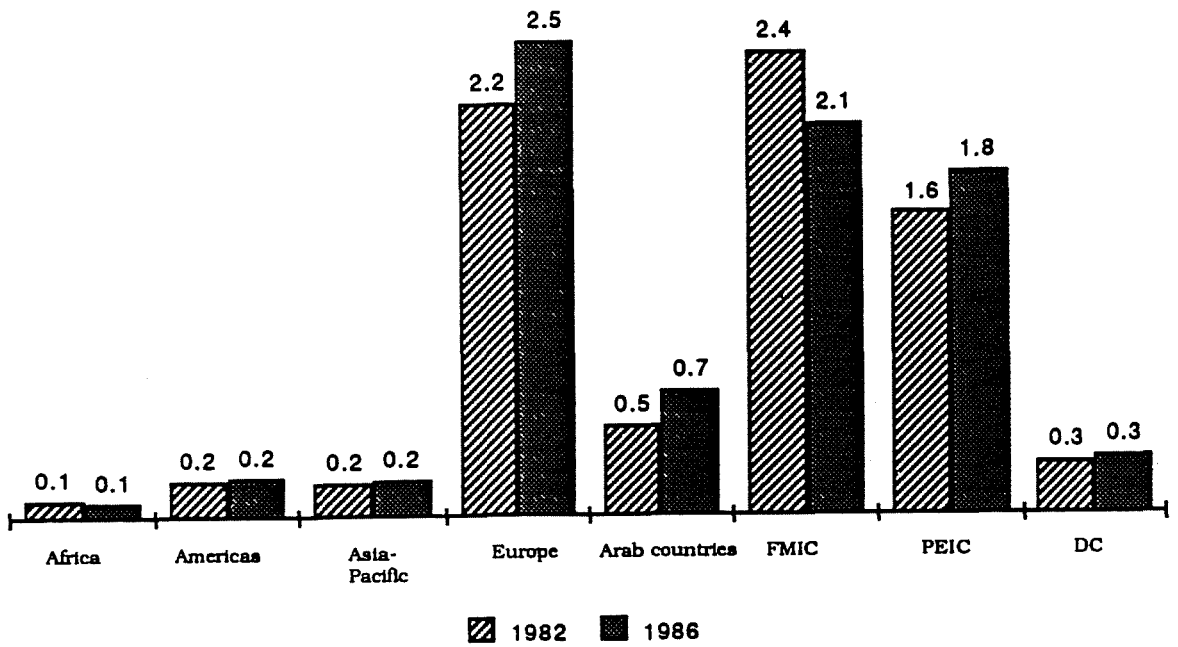
T6 : Percentage movement of the average annual growth (AAG) from 1982 to 1986 in domestic AO traffic



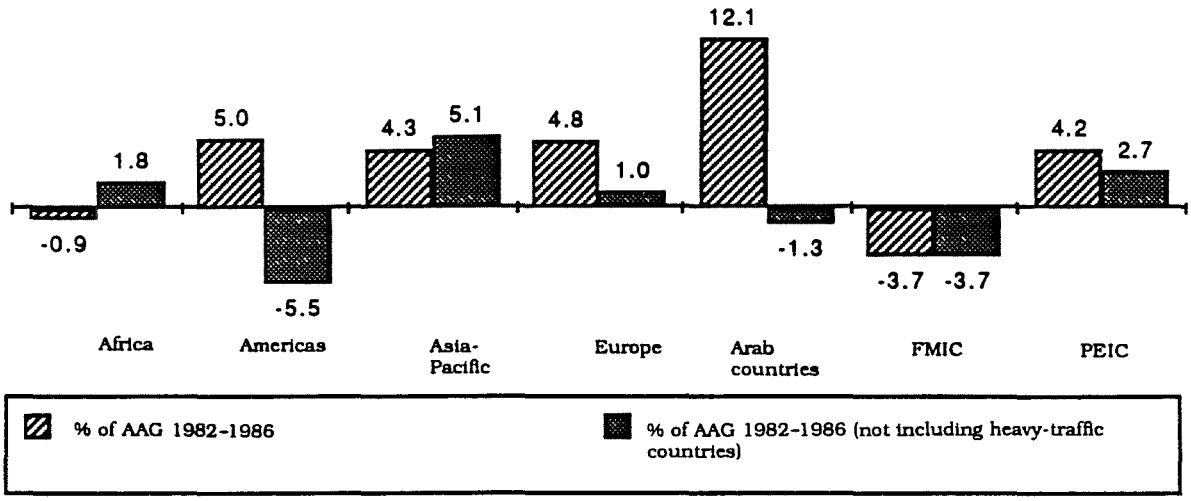
T7 : Domestic registered items traffic



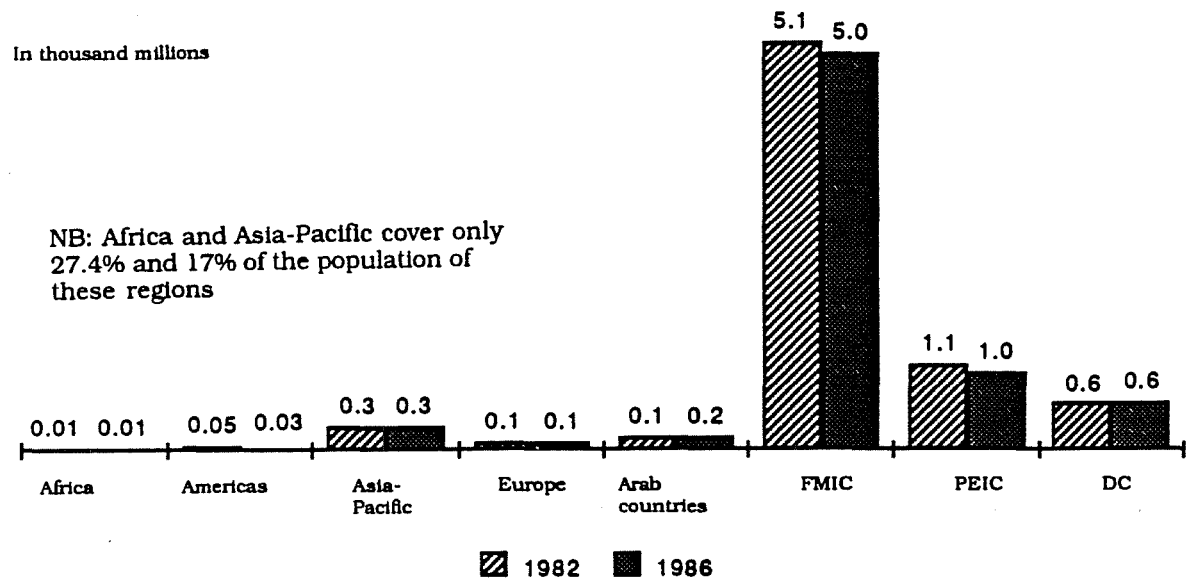
T8 : Domestic registered items traffic per capita



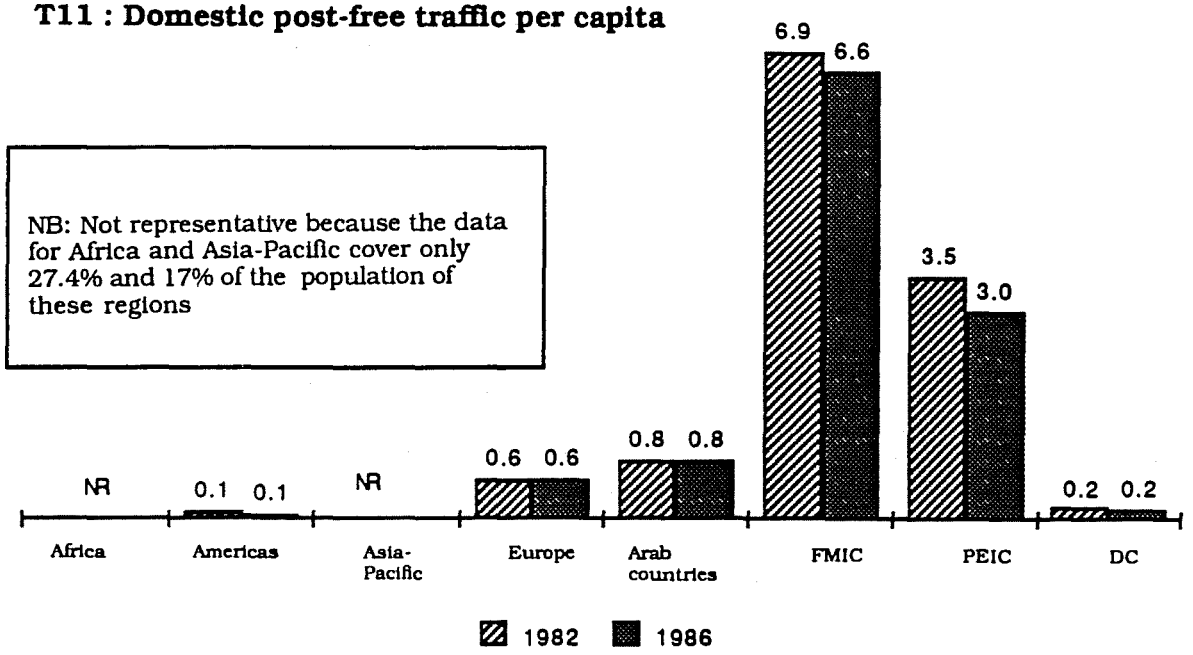
T9 : Percentage movement of the average annual growth (AAG) from 1982 to 1986 in domestic registered items traffic



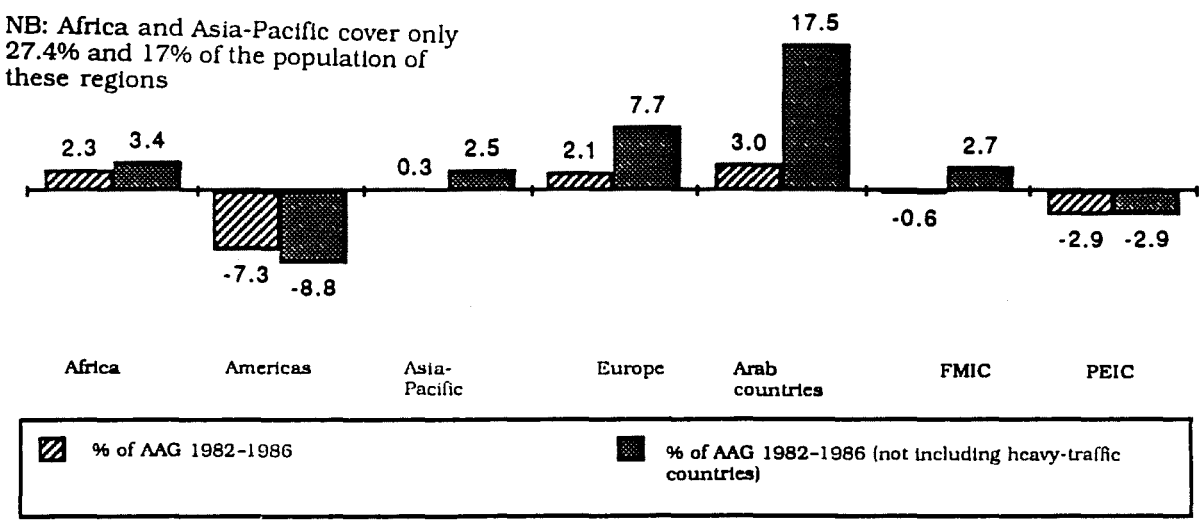
T10 : Domestic post-free traffic



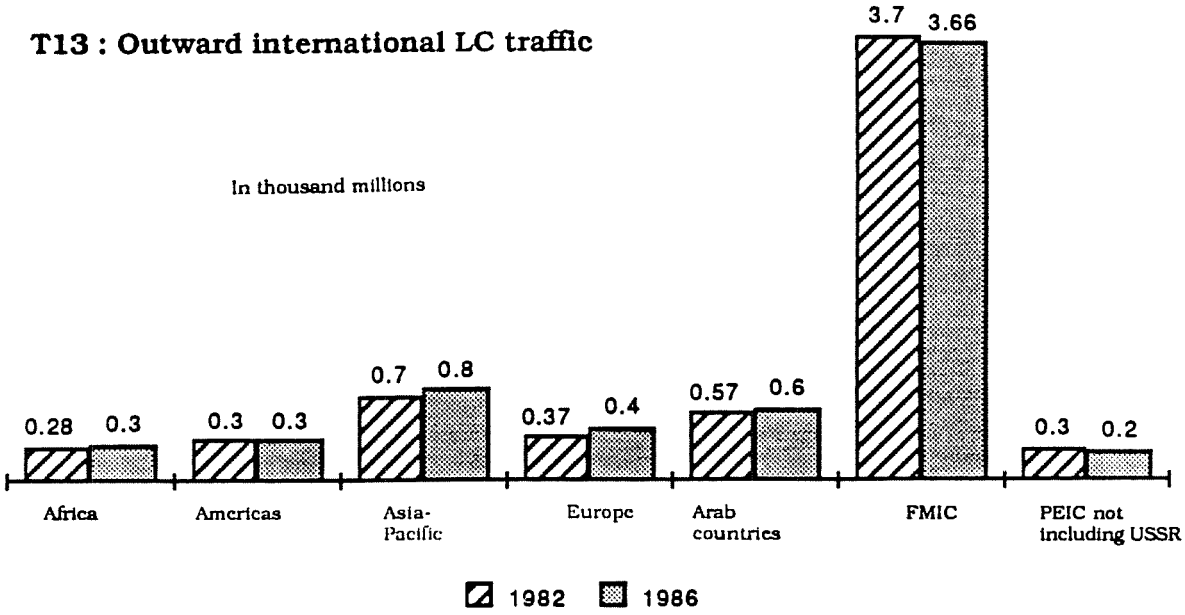
T11 : Domestic post-free traffic per capita



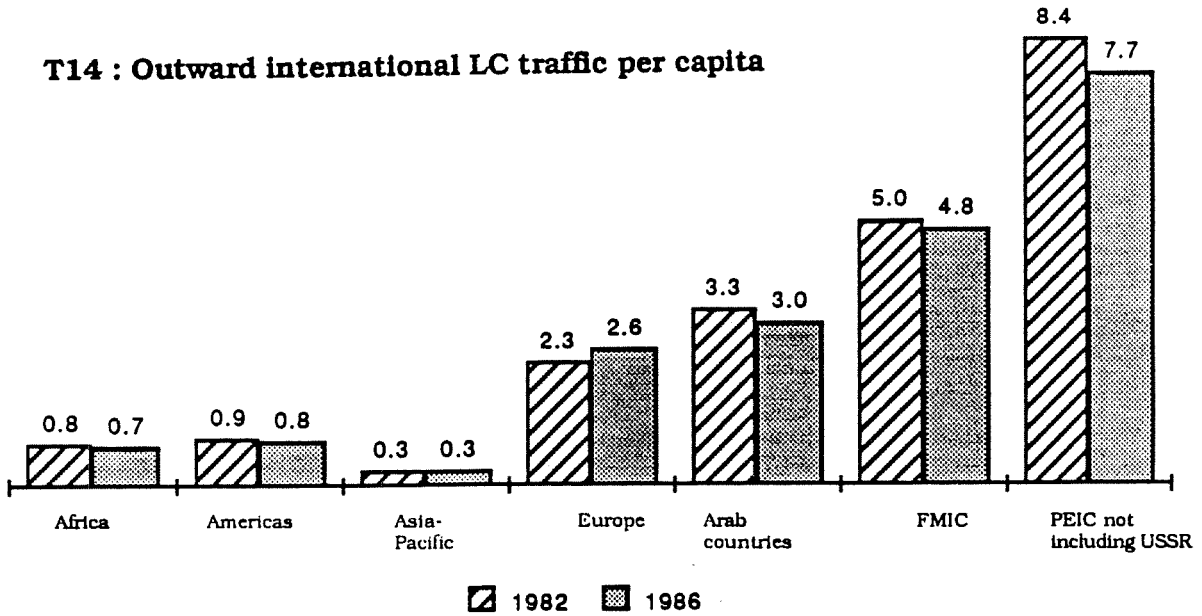
T12 : Percentage movement of the average annual growth (AAG) from 1982 to 1986 in domestic post-free traffic



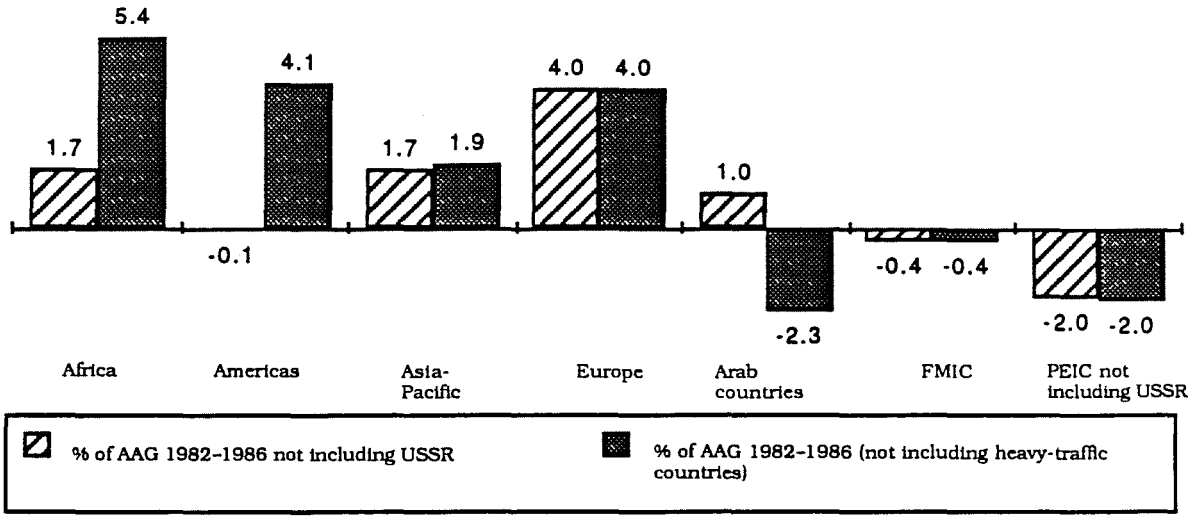
T13 : Outward international LC traffic



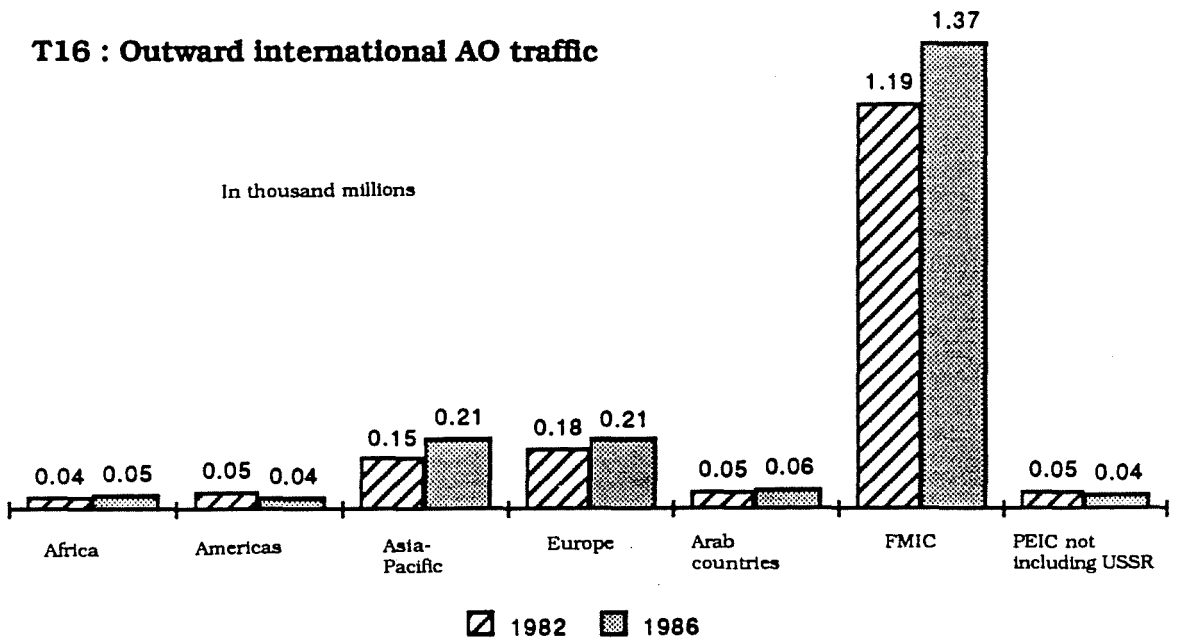
T14 : Outward international LC traffic per capita



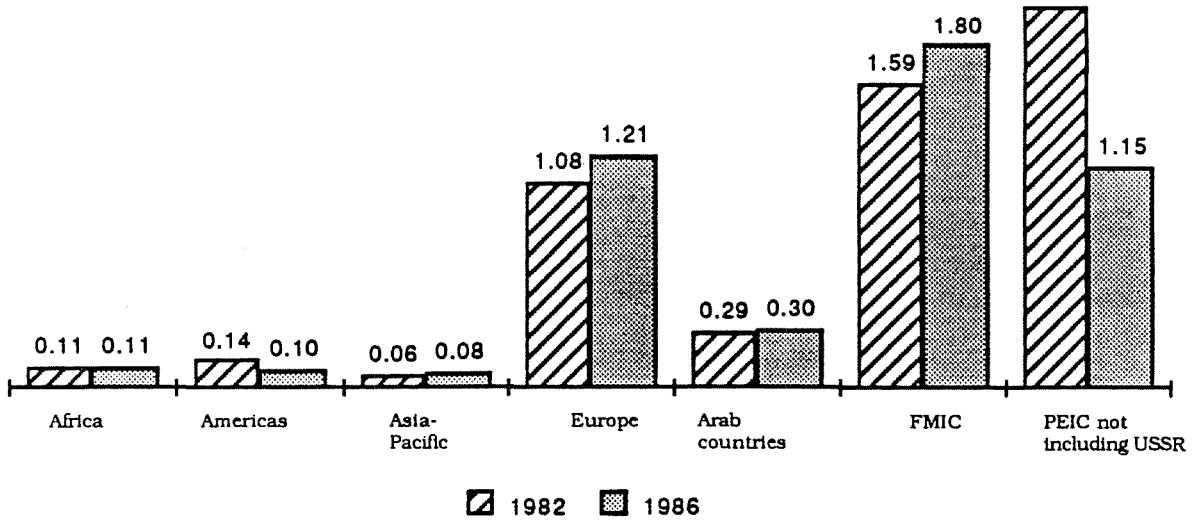
T15 : Percentage movement of the average annual growth (AAG) from 1982 to 1986 in outward international LC traffic



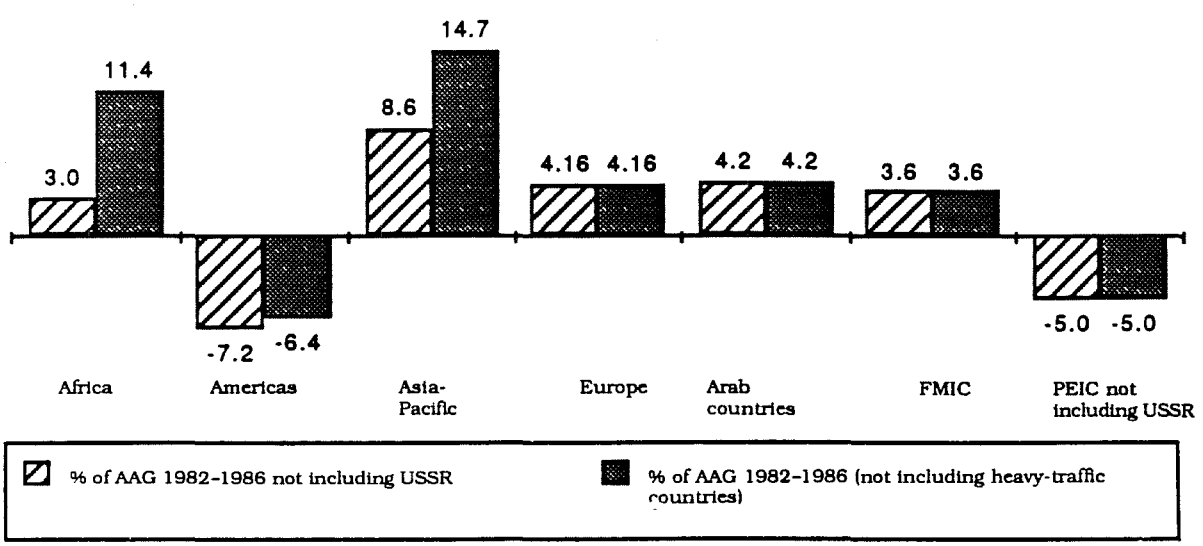
T16 : Outward international AO traffic



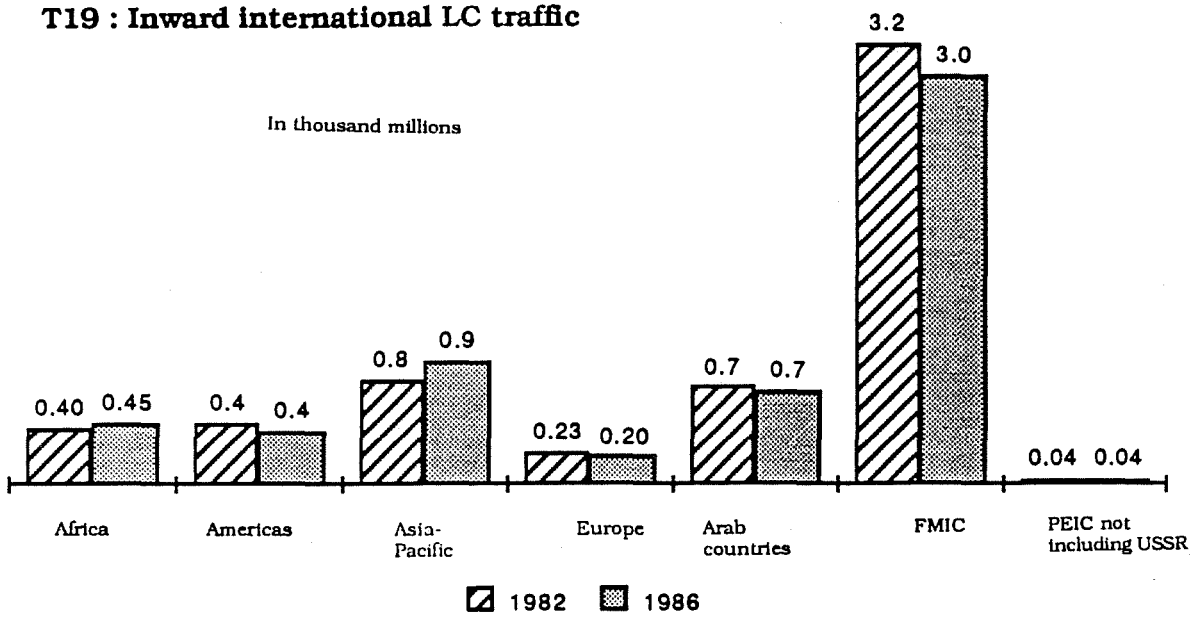
T17 : Outward international AO traffic per capita



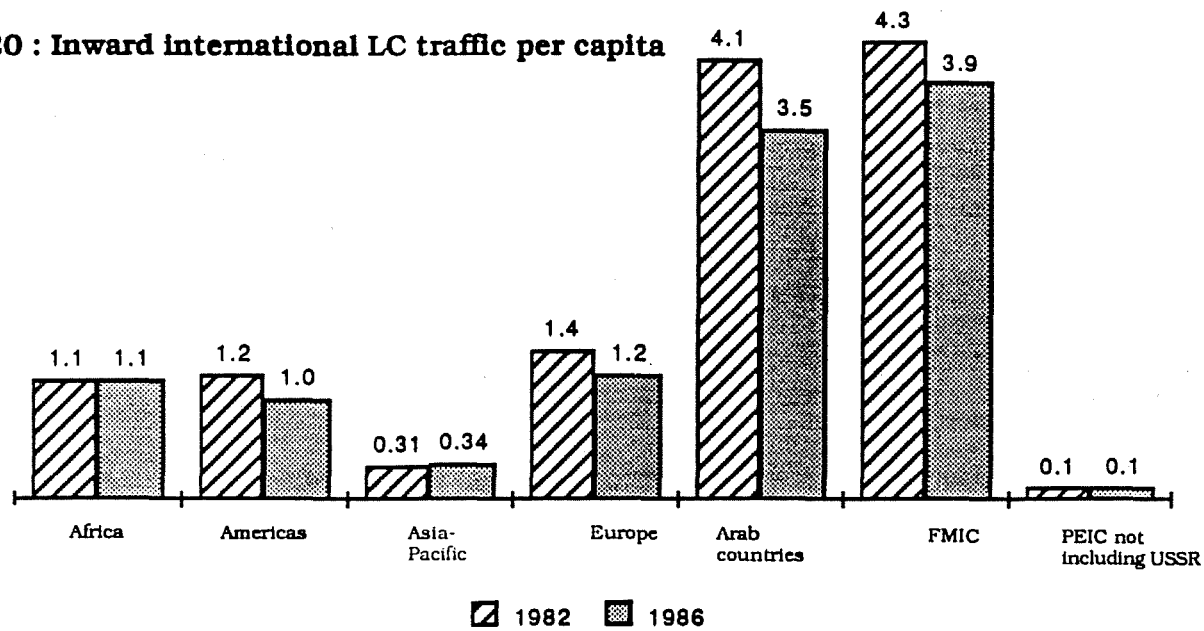
T18 : Percentage movement of the average annual growth (AAG) from 1982 to 1986 in outward international AO traffic



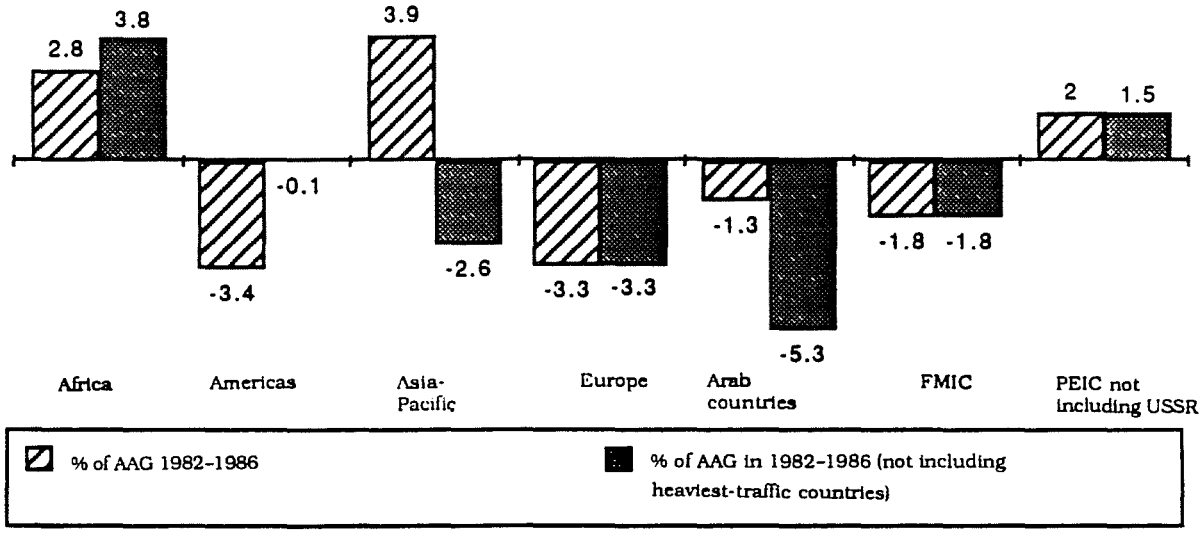
T19 : Inward international LC traffic



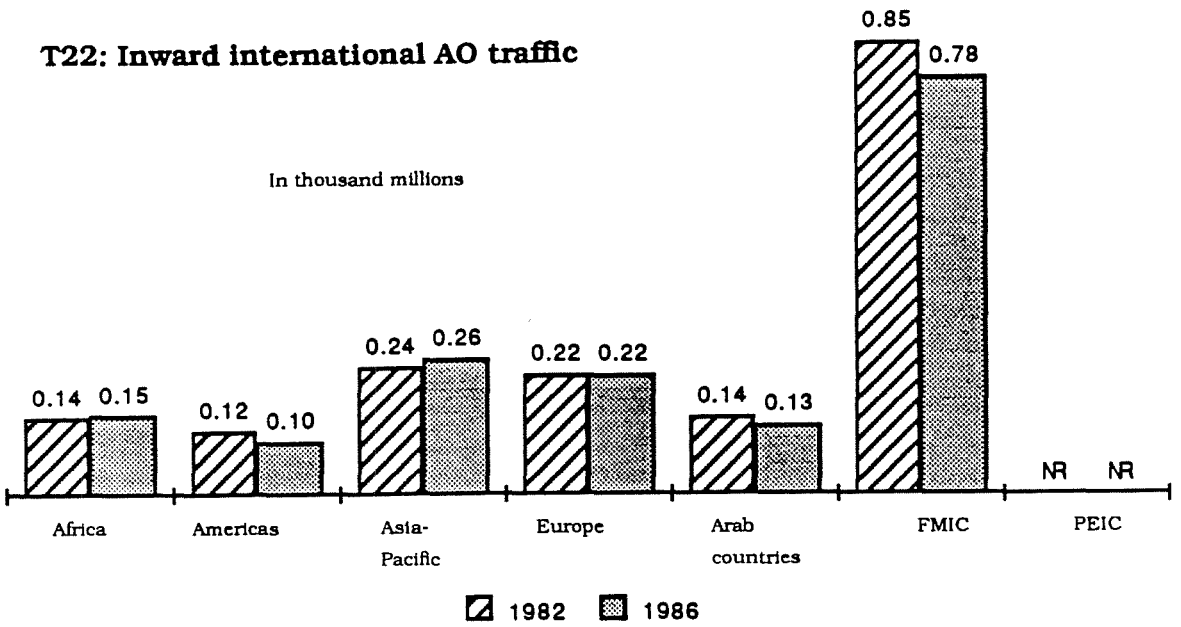
T20 : Inward international LC traffic per capita



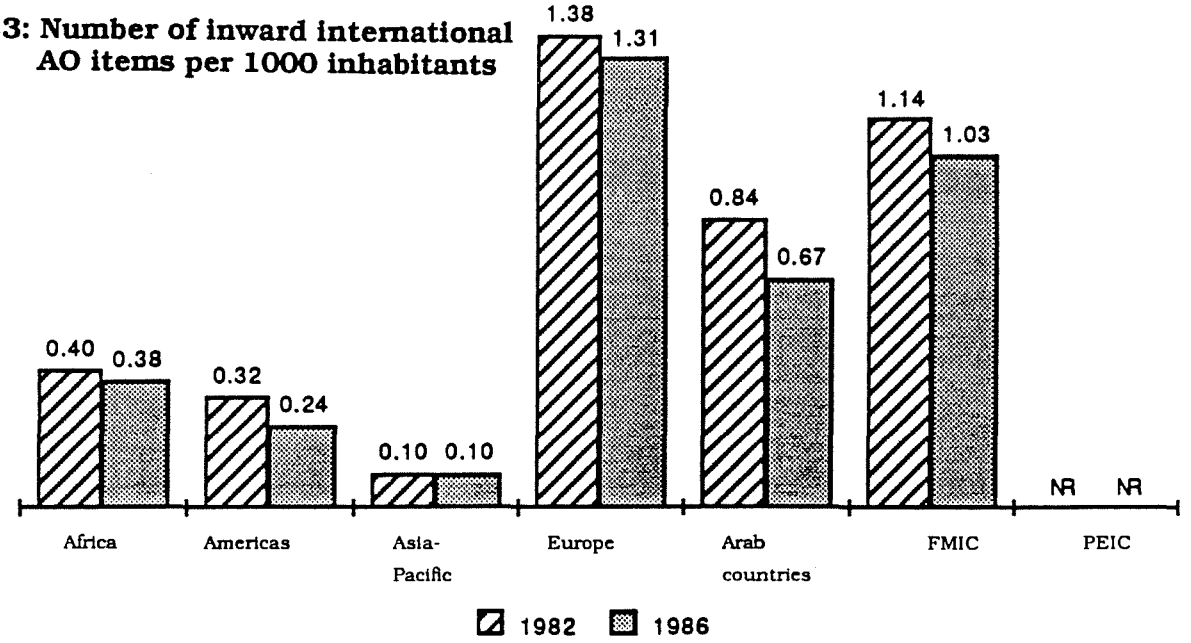
T21: Percentage movement of the average annual growth (AAG) from 1982 to 1986 in inward international LC traffic



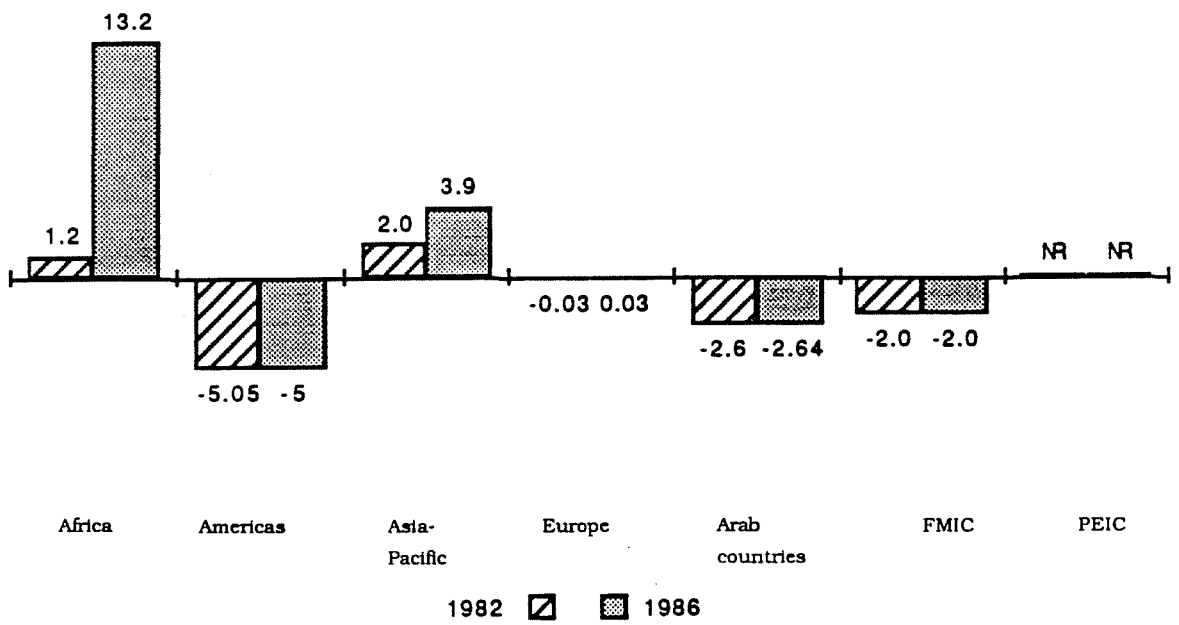
T22: Inward international AO traffic



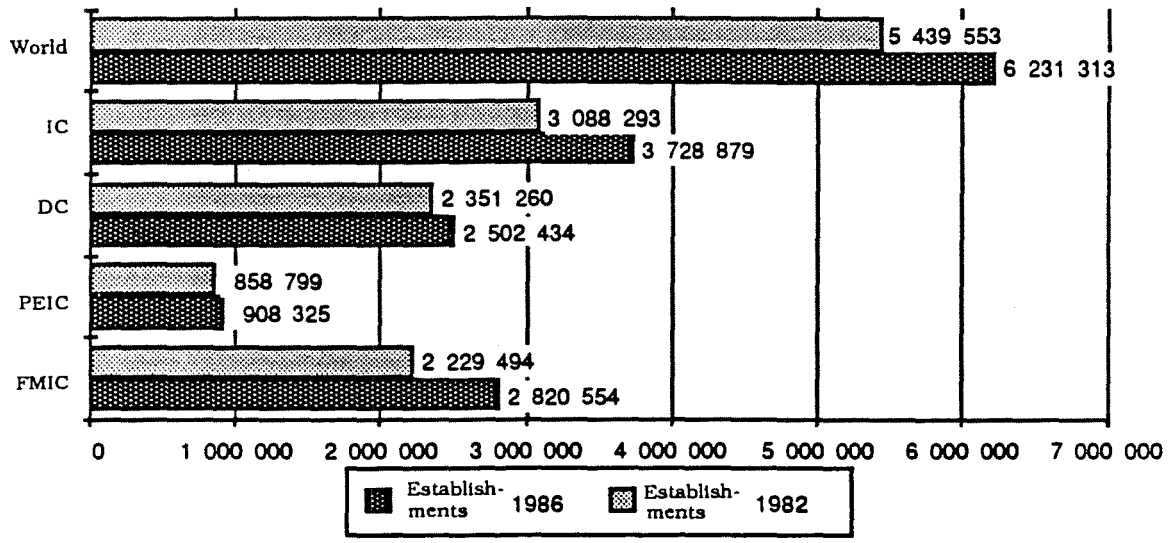
T23: Number of inward international AO items per 1000 inhabitants



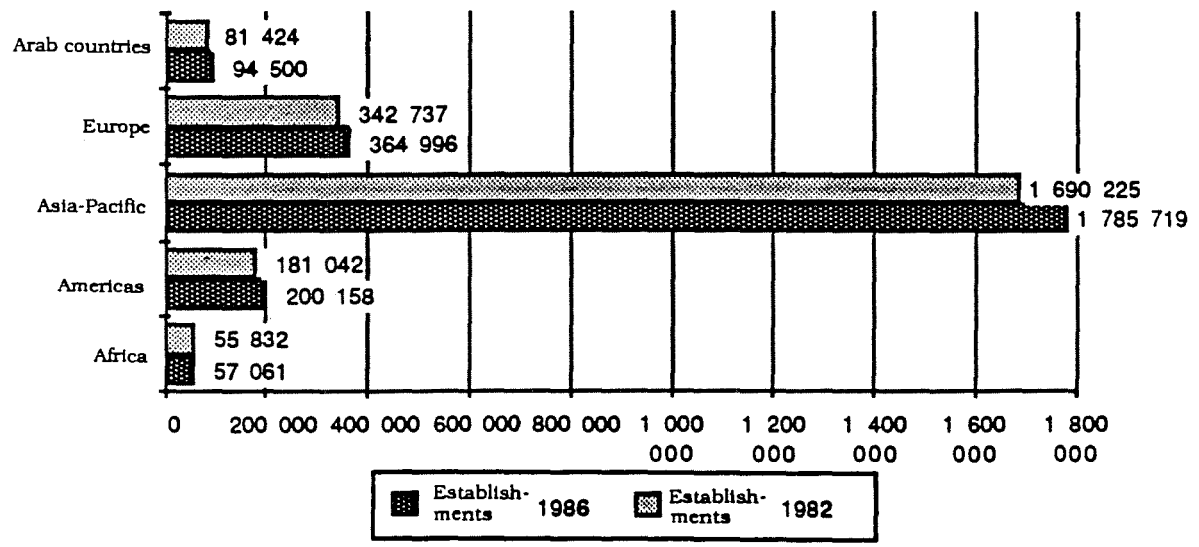
T24: Percentage movement of the average annual growth (AAG) from 1982 to 1986 in inward international AO traffic



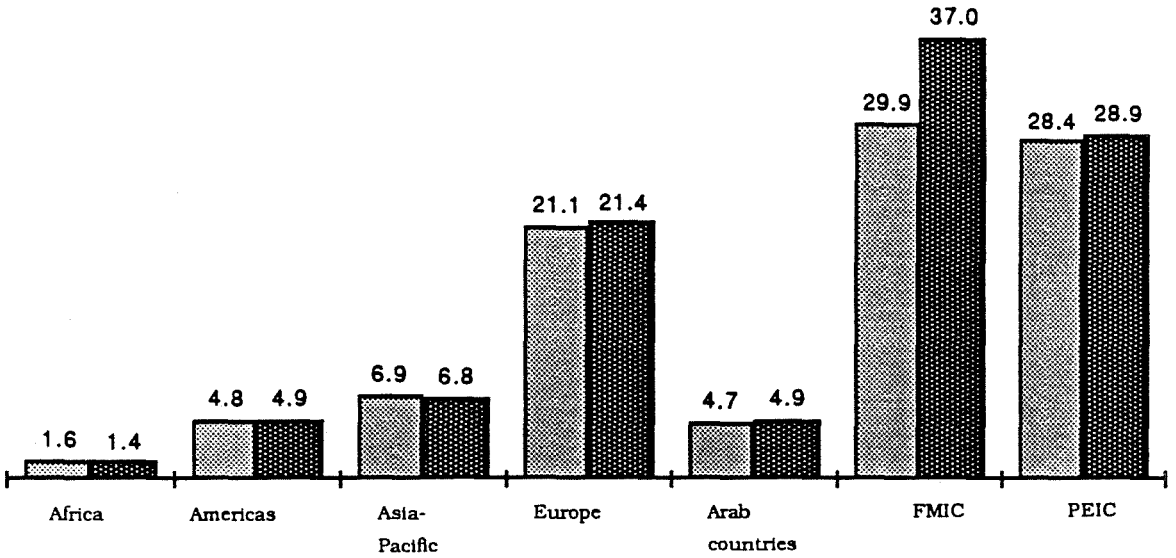
MP1: Staff establishment in 1982 and 1986



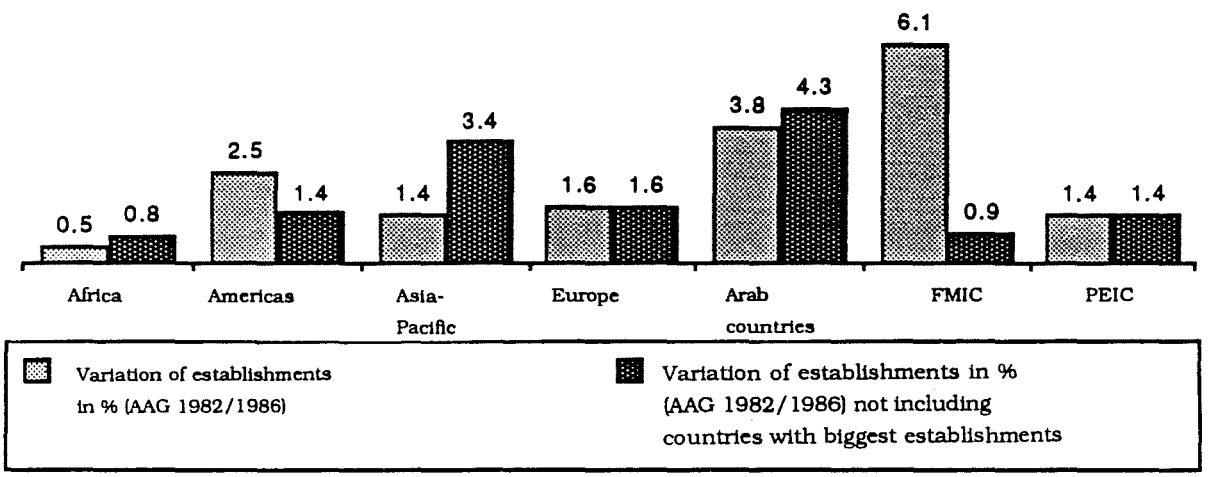
MP2: Staff establishment in 1982 and 1986 in the DCs



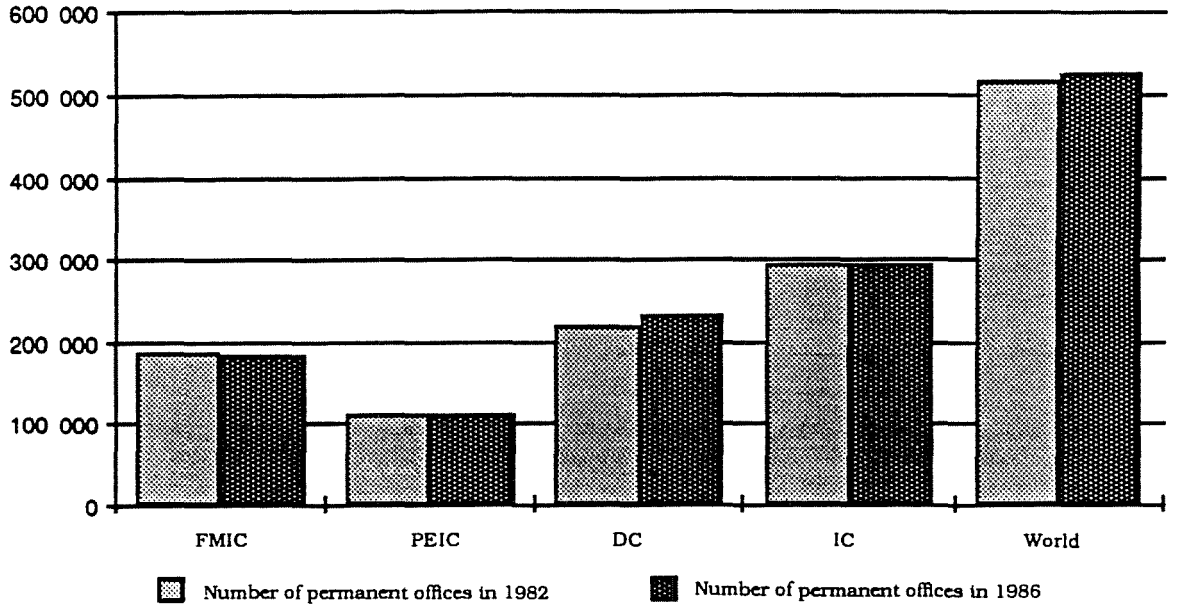
MP3: Number of postal staff per 10 000 inhabitants



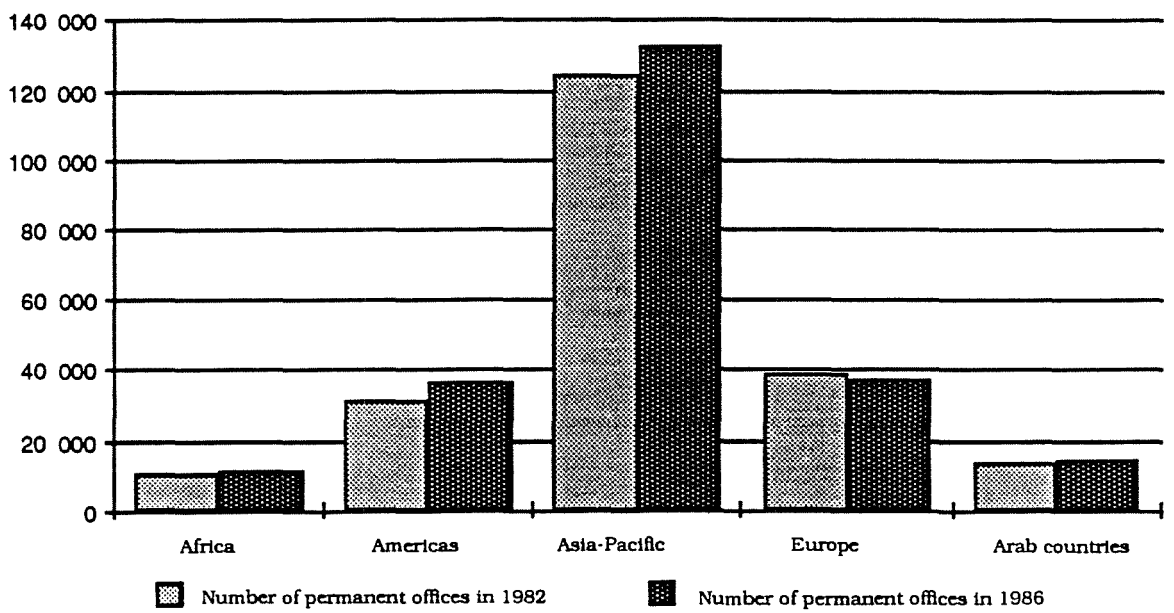
MP4: Average variation of staff establishments between 1982 and 1986 (with and without the countries with the biggest establishments) In %



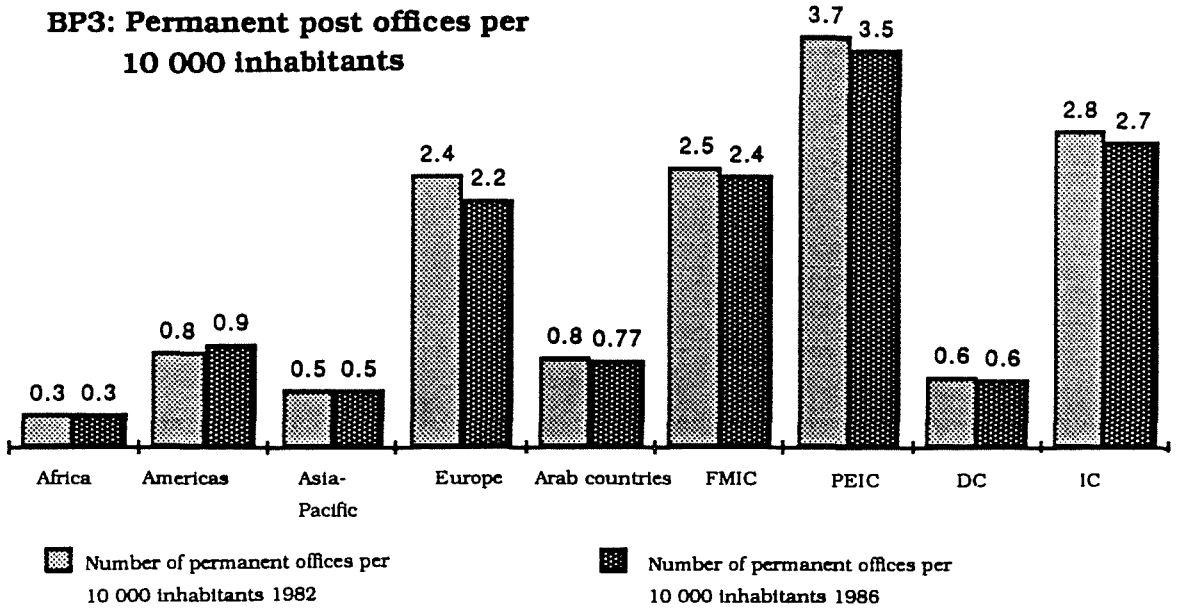
BP1: Number of permanent post offices



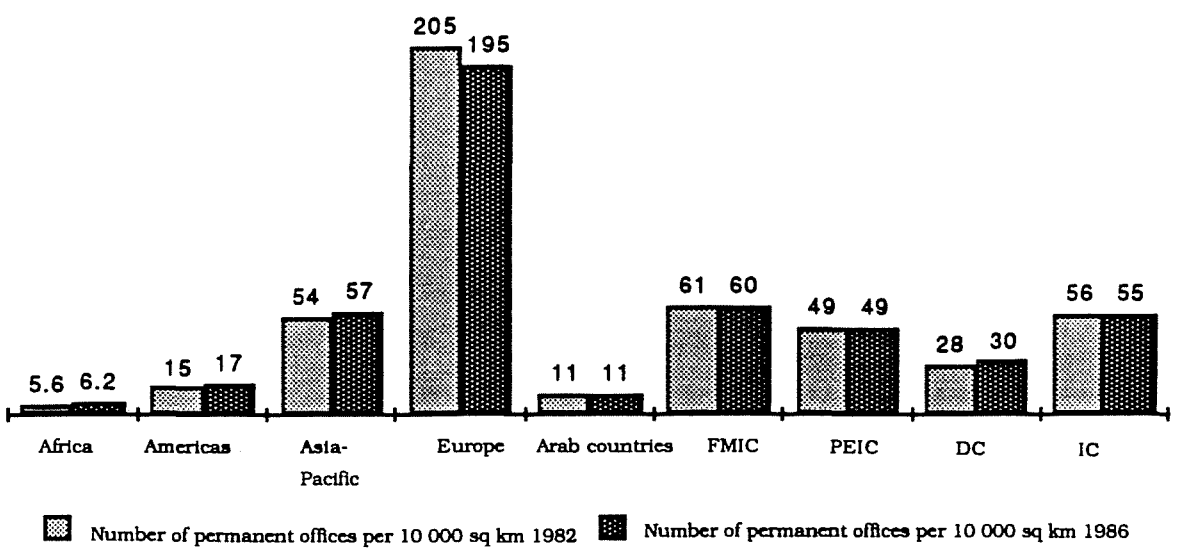
BP2: Number of permanent post offices in the DCs



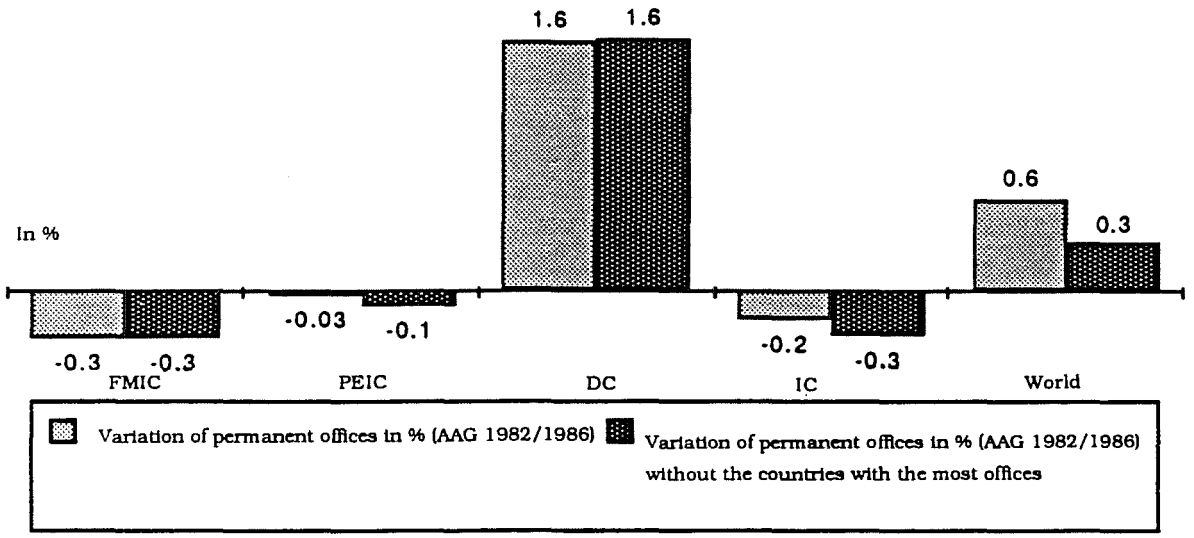
BP3: Permanent post offices per 10 000 inhabitants



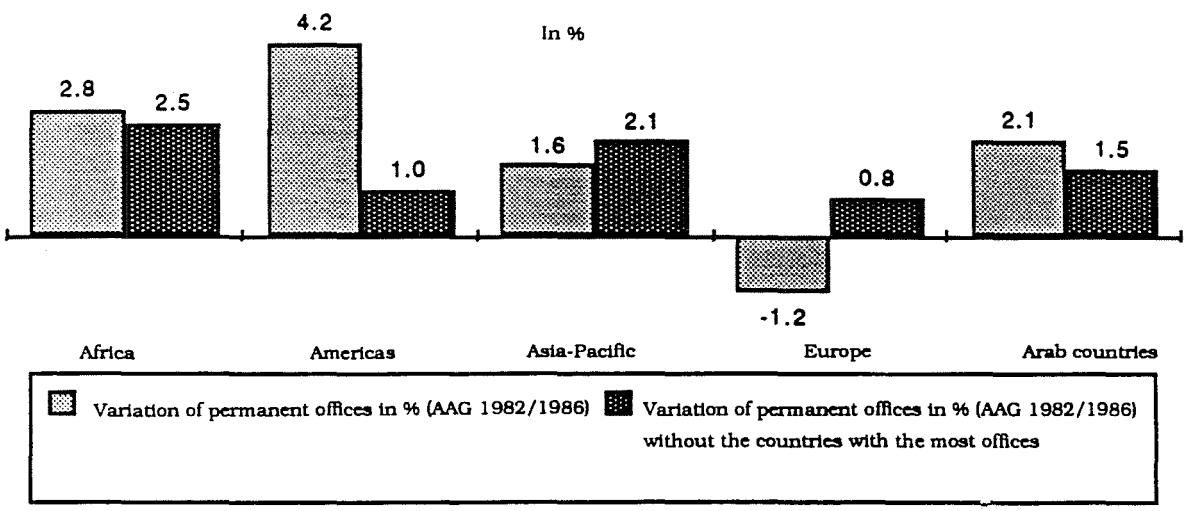
BP4: Number of permanent offices per 10 000 sq km



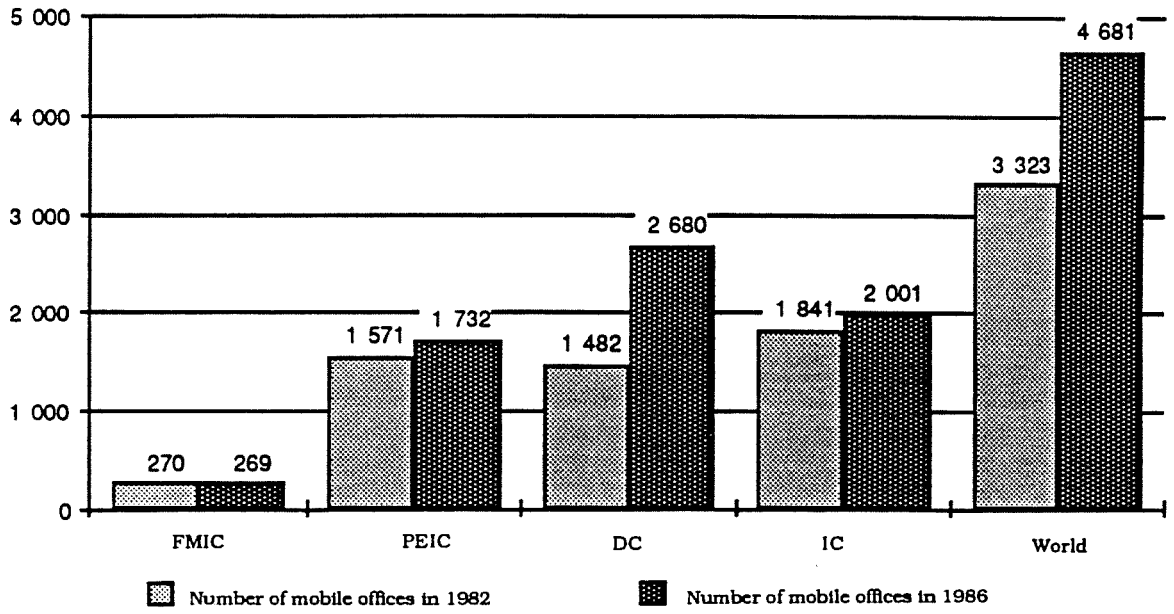
BP5: Variation in the groups of countries of the number of permanent offices between 1982 and 1986 with and without the countries with the most permanent offices



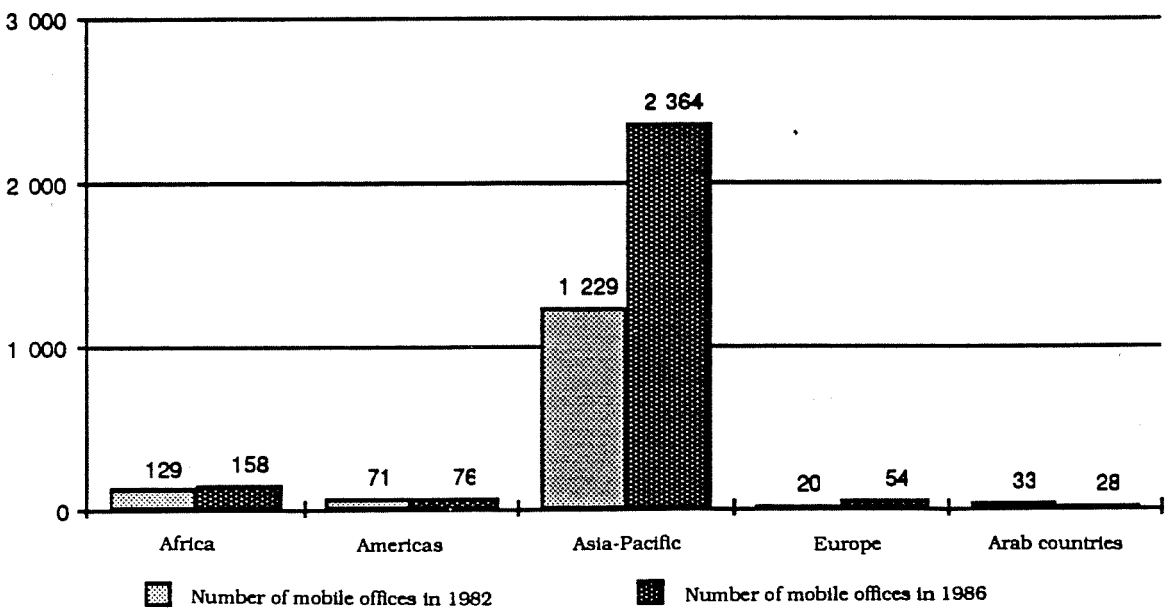
BP6: Variation in the DC regions of the number of permanent offices between 1982 and 1986 with and without the countries with the most permanent offices



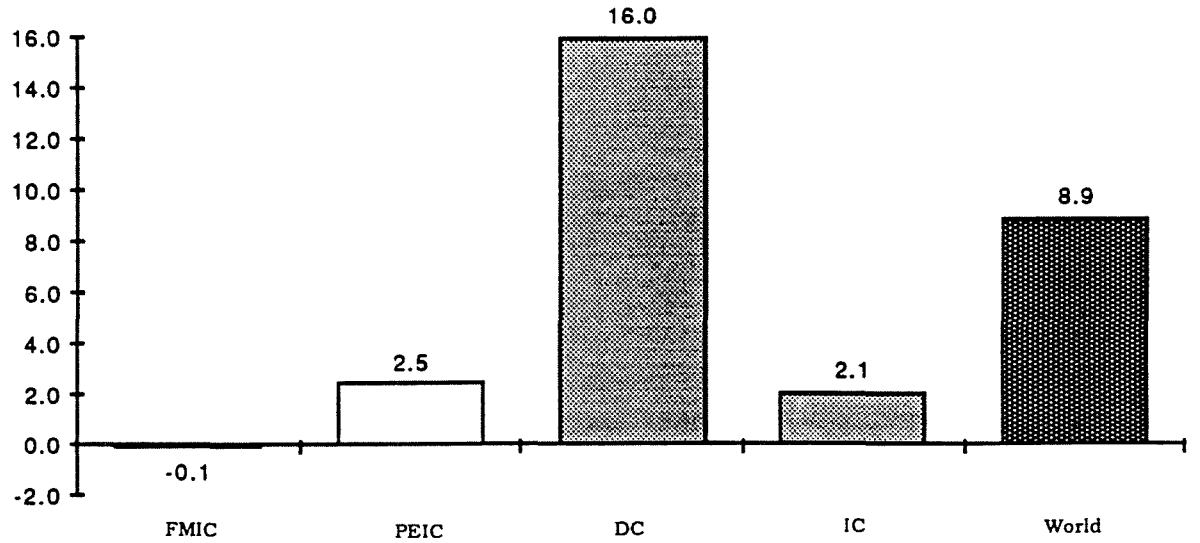
BP7: Number of mobile offices in the various groups of countries



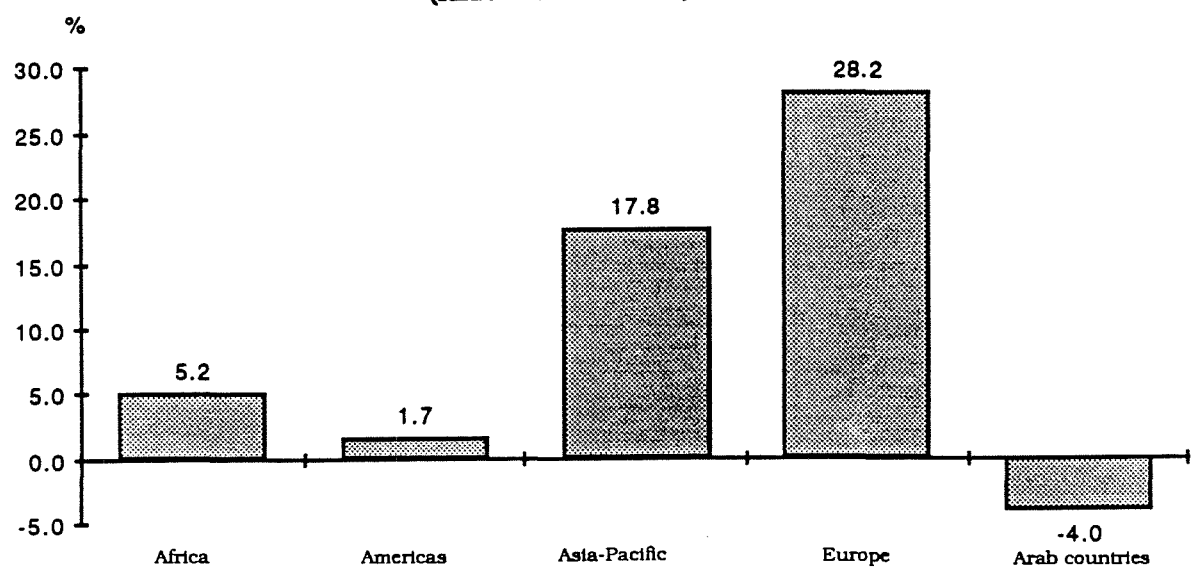
BP8: Number of mobile offices in the DCs



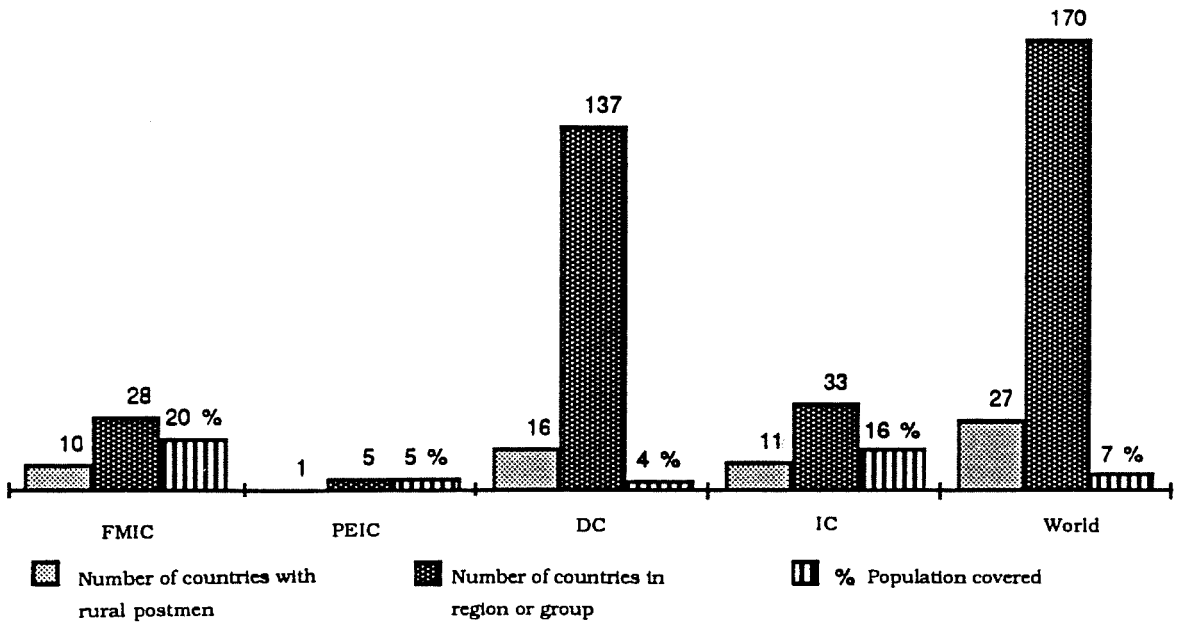
BP9: Percentage variation in mobile offices (AAG 1982–1986) in the various regions of the world



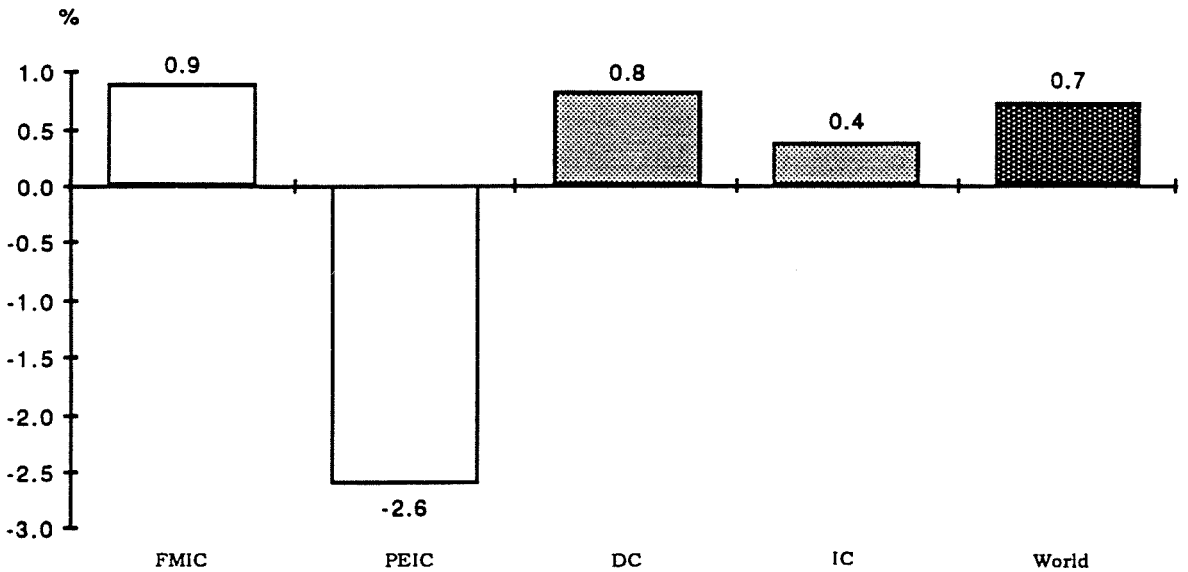
BP10: Percentage variation in mobile offices (AAG 1982–1986) in the DCs



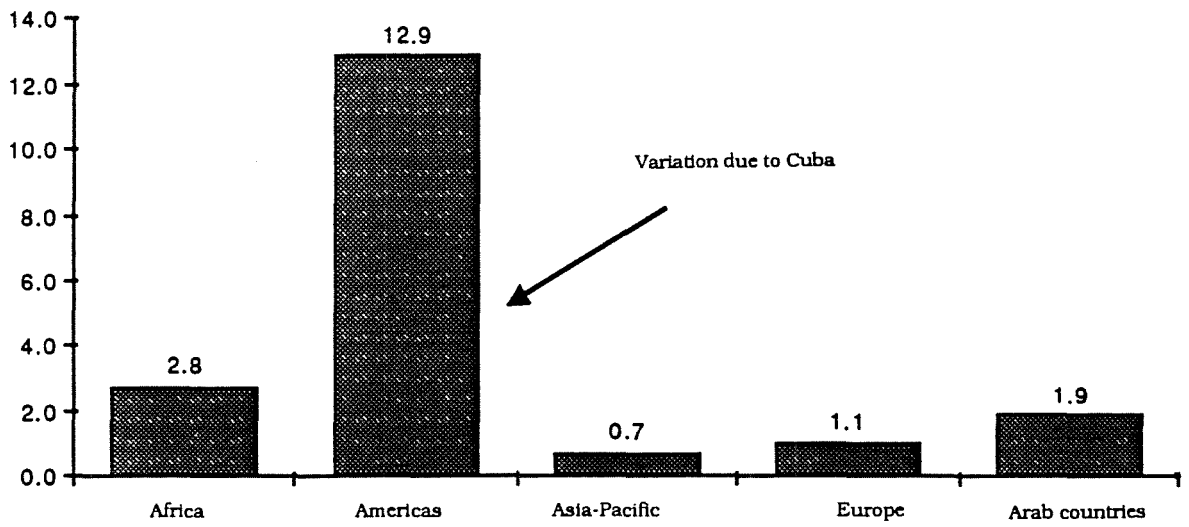
BP11: Rural postmen in the world



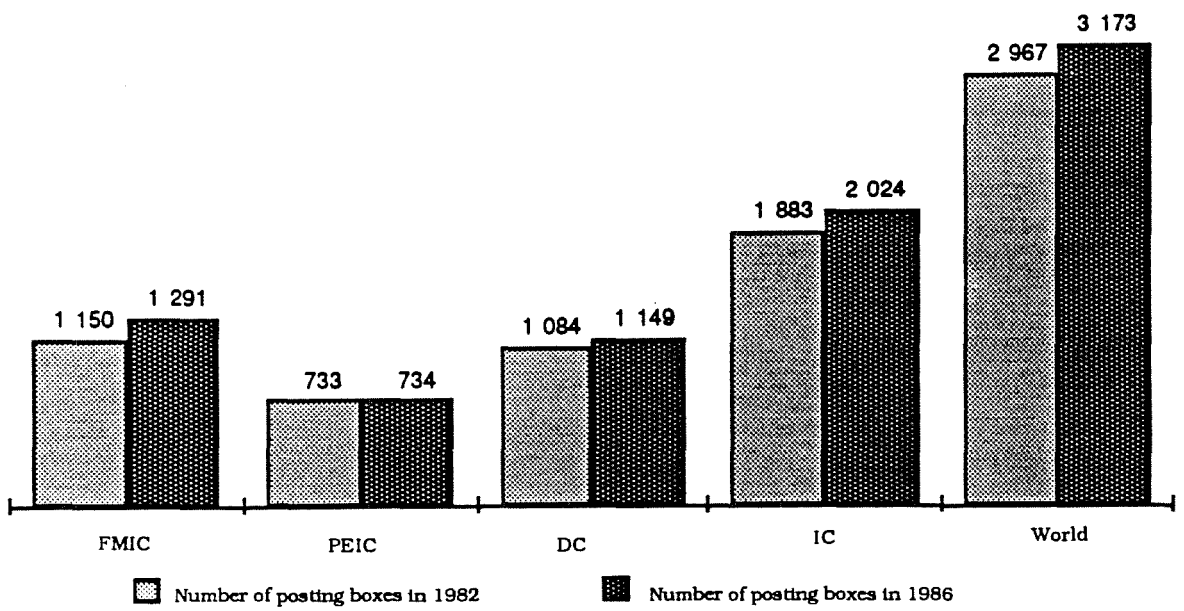
BP12: Percentage variation in the number of rural postmen (AAG 1982–1986) in the regions of the world



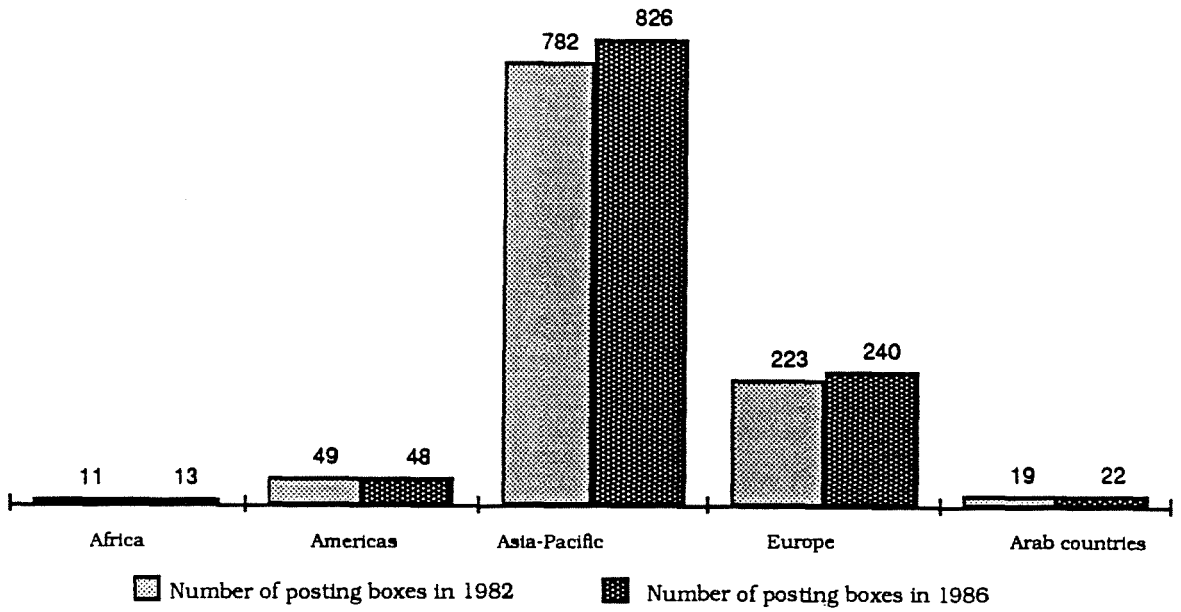
BP13: Percentage variation in rural postmen (AAG 1982–1986) in the DCs



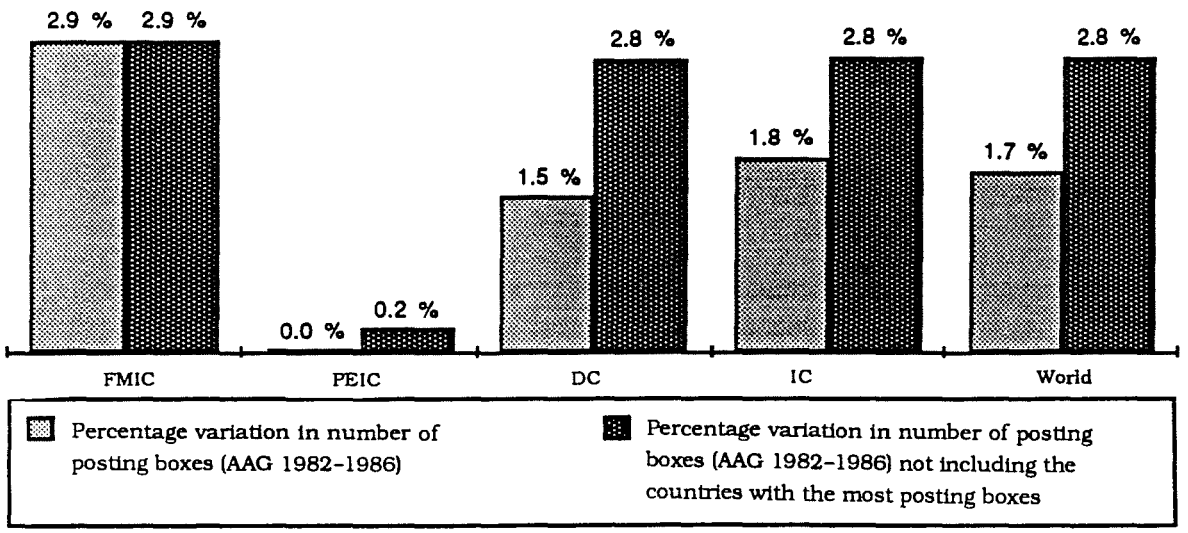
BL1: Number of posting boxes (in thousands) in the various groups of countries



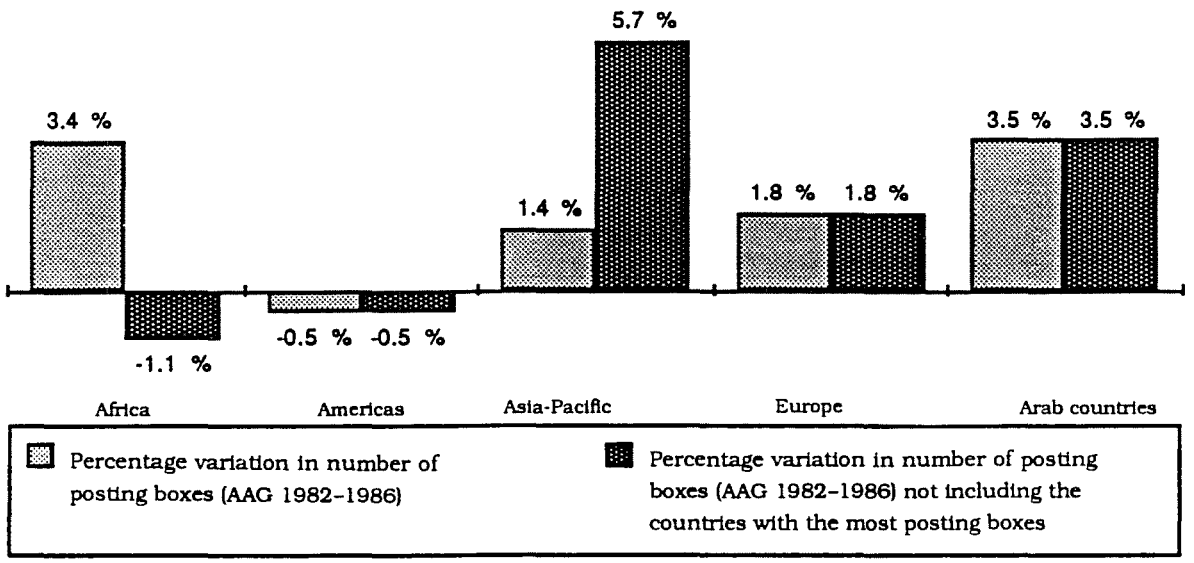
BL2: Number of posting boxes (in thousands) in the DCs



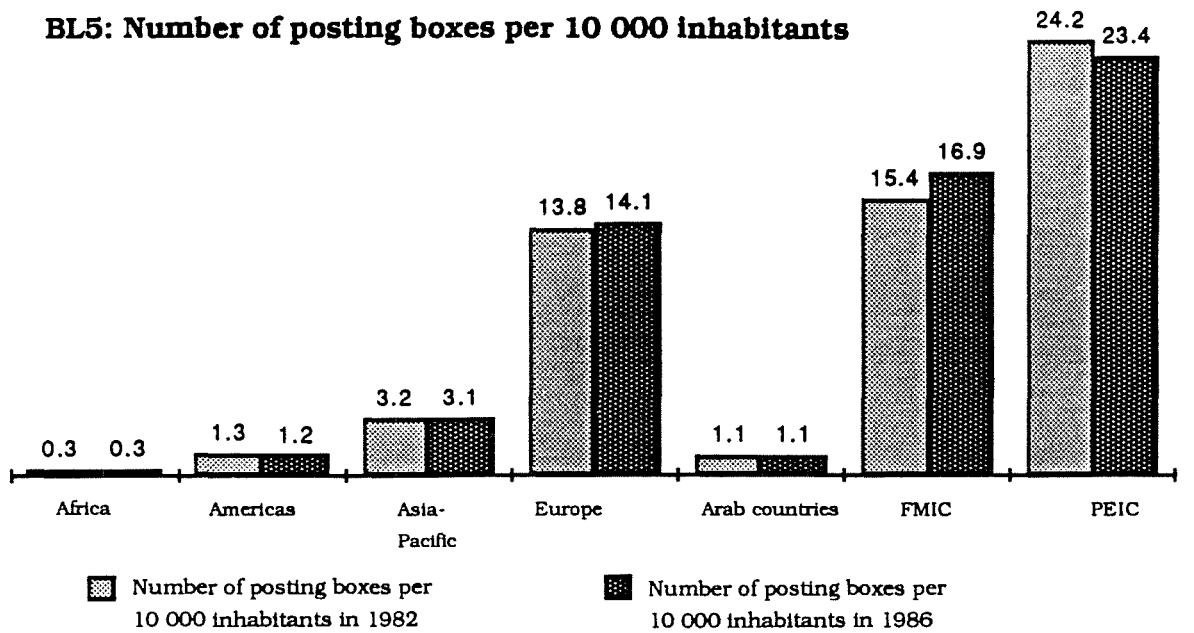
BL3: Average annual growth (in %) between 1982 and 1986 in the number of posting boxes in the various groups of countries



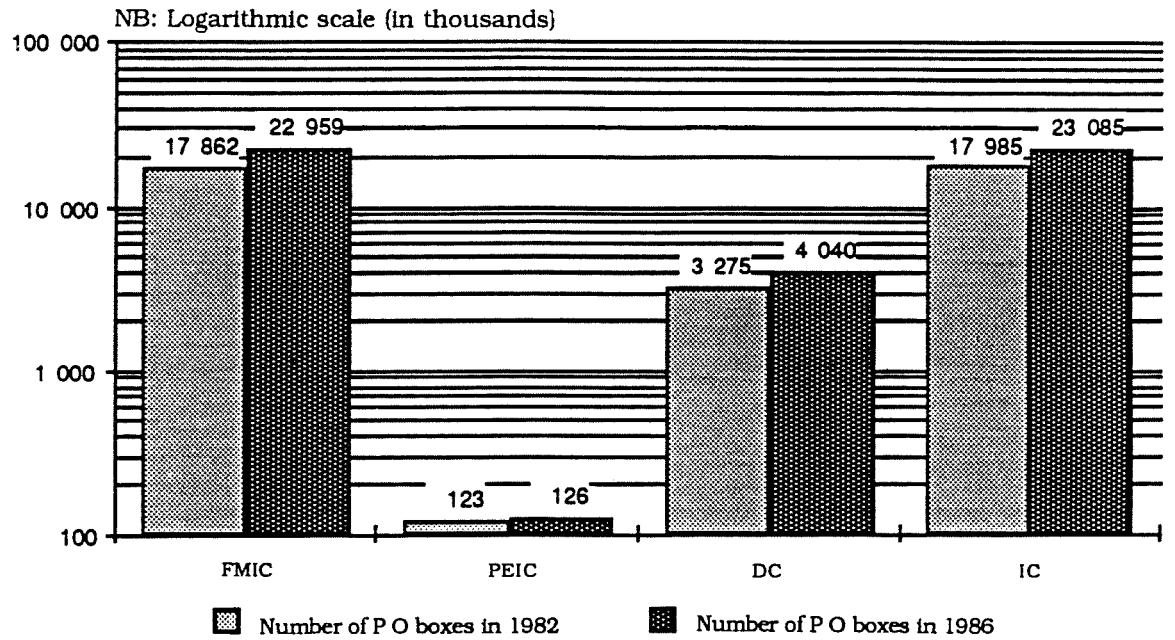
BL4: Average annual growth (in %) between 1982 and 1986 in the number of posting boxes in the DCs



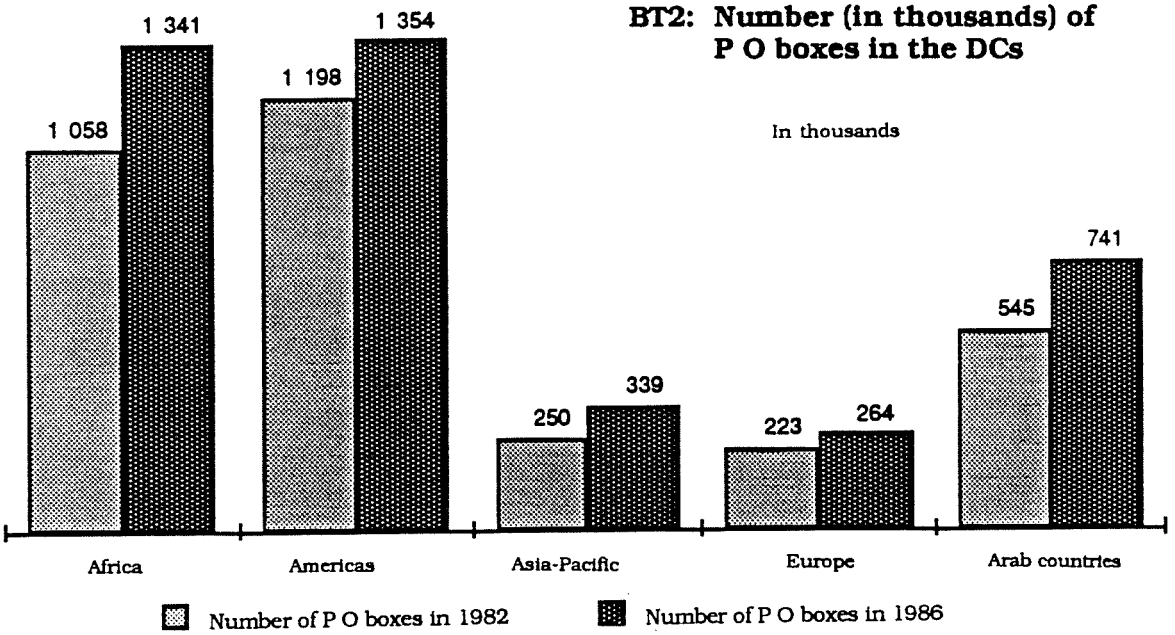
BL5: Number of posting boxes per 10 000 inhabitants



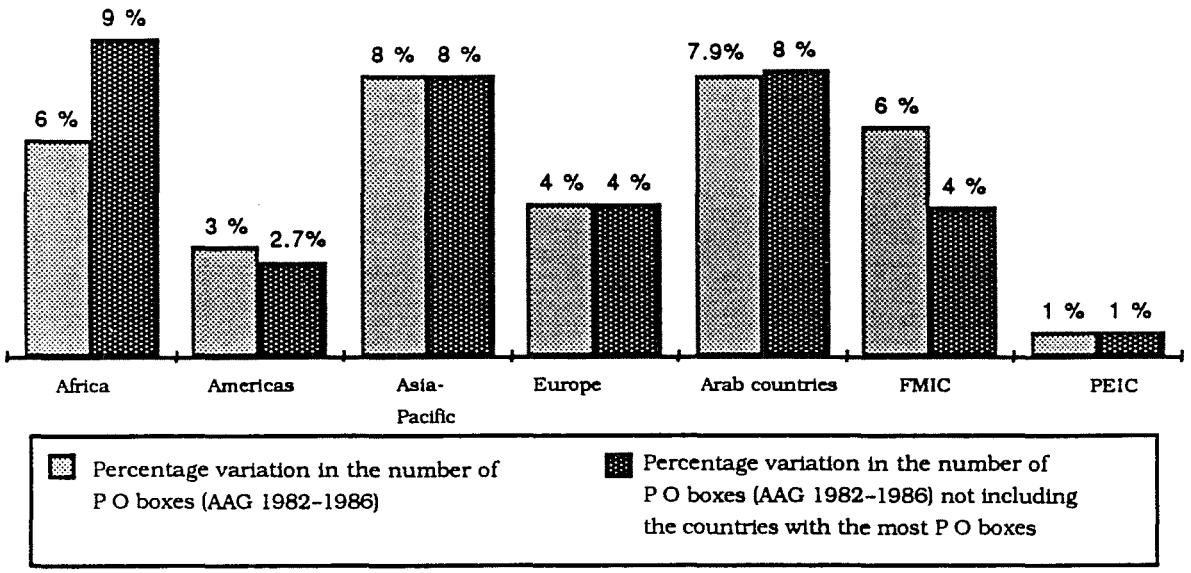
BT1: Number (in thousands) of P O boxes in the various regions



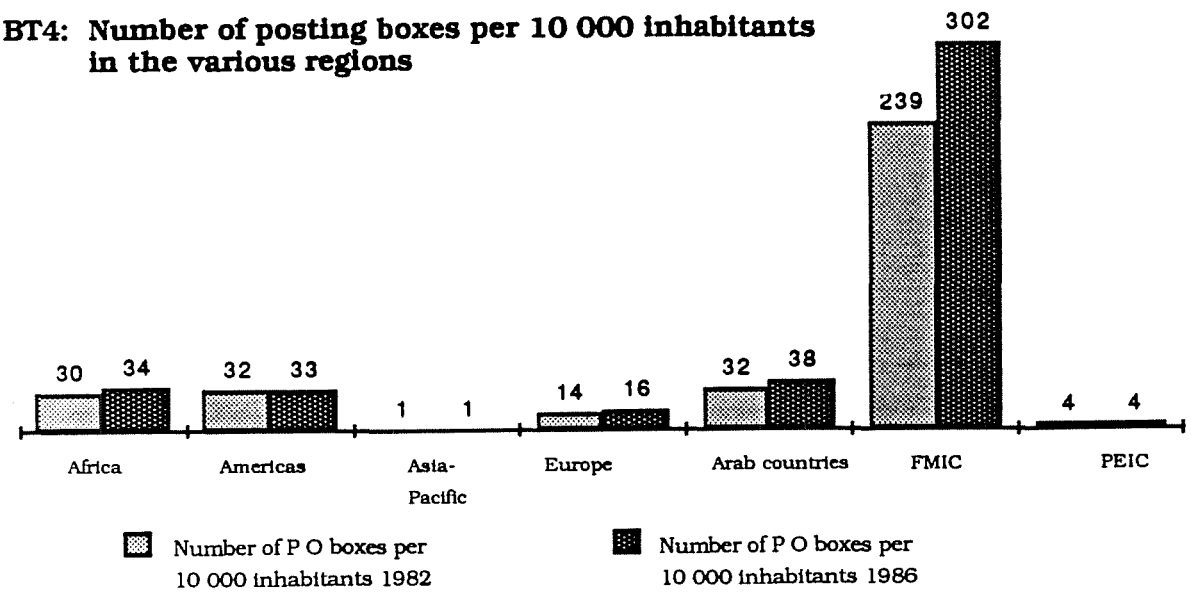
BT2: Number (in thousands) of P O boxes in the DCs



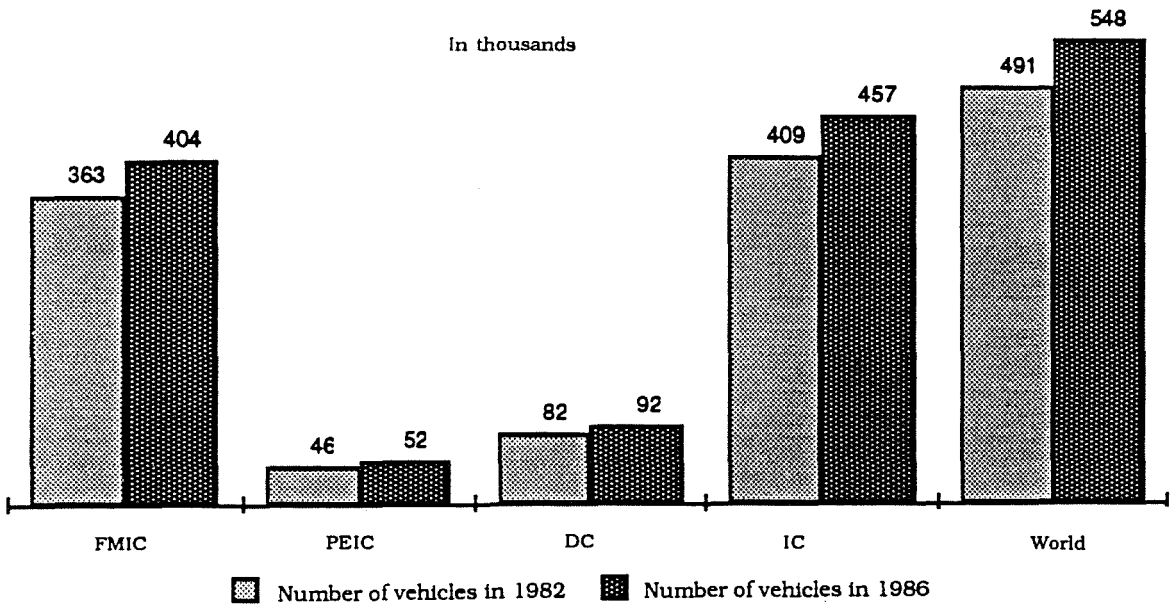
BT3: Percentage movement of the AAG (1982–1986) of the number of P O boxes for the regions and groups of countries



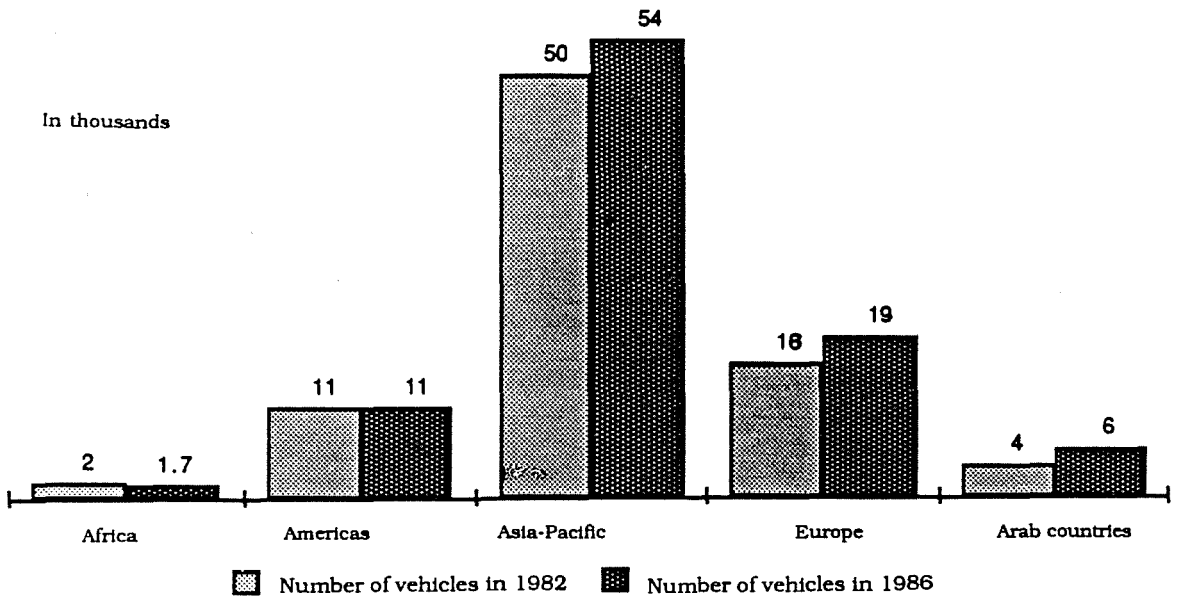
BT4: Number of posting boxes per 10 000 inhabitants in the various regions



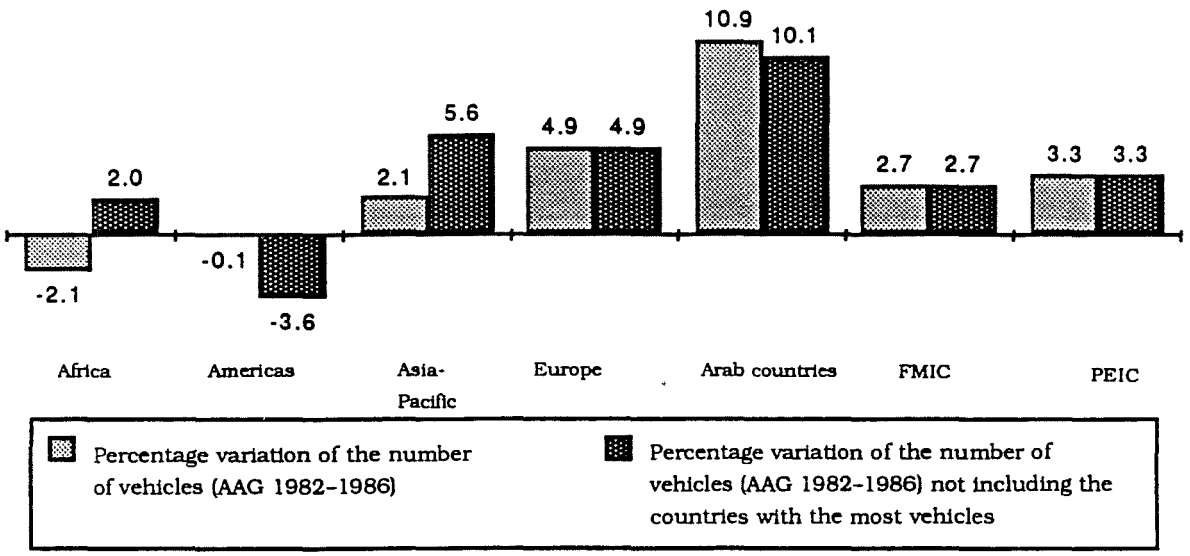
VM1: Number (in thousands) of motor vehicles in service in the postal administrations of the various groups of countries



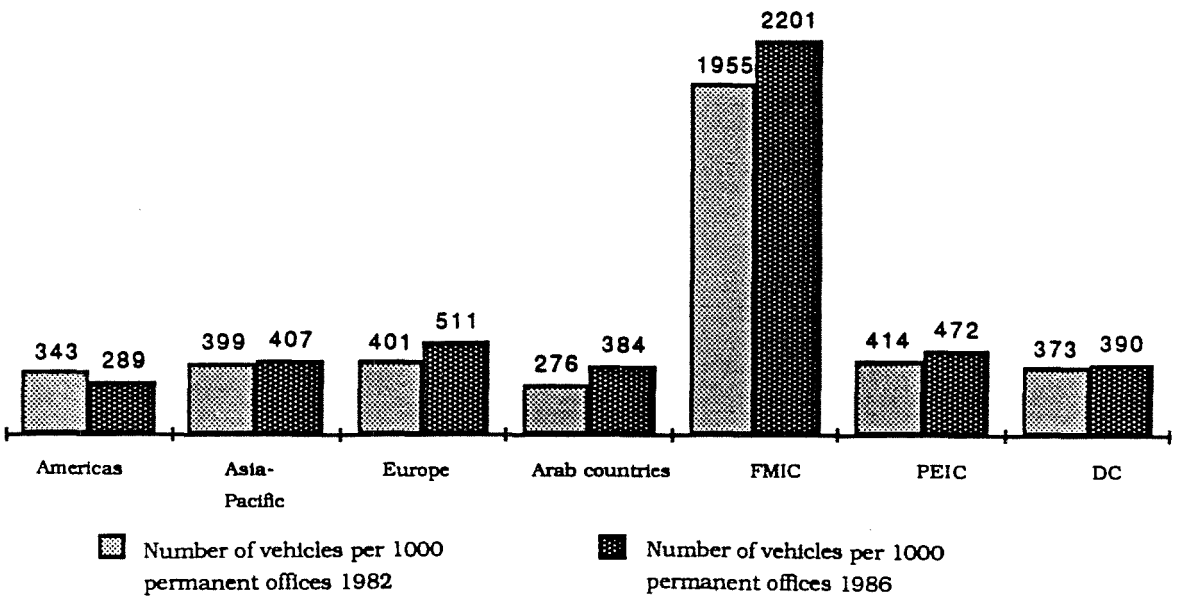
VM2: Number (in thousands) of motor vehicles in service in the postal administrations of the DCs



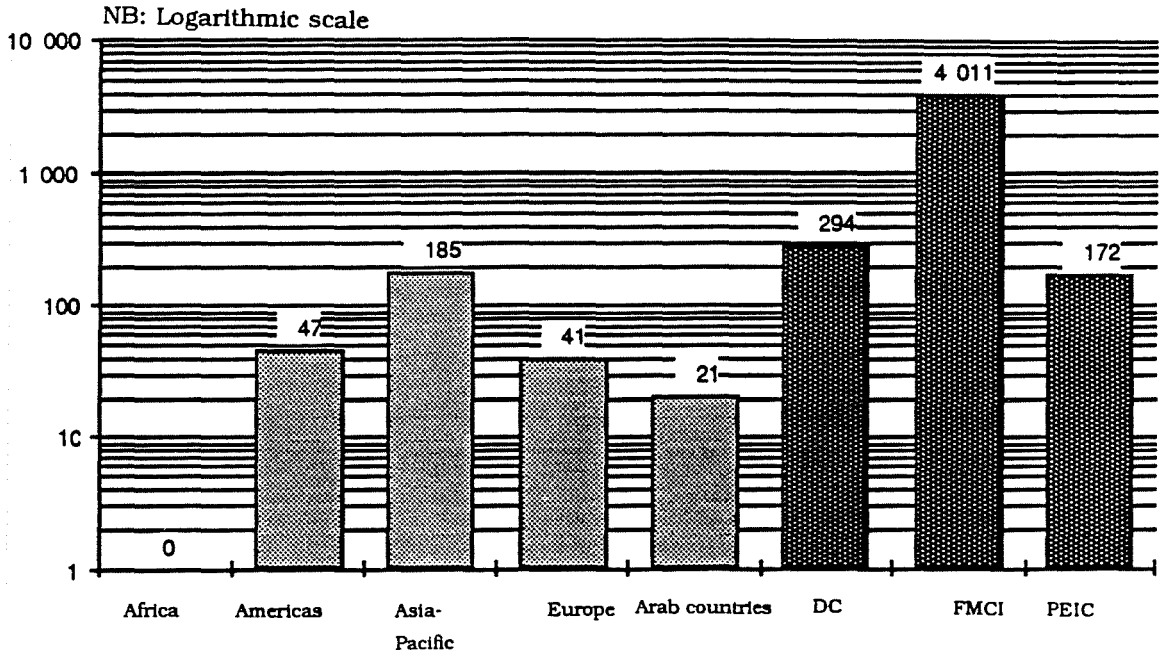
VM3: Percentage movement of the AAG between 1982 and 1986 of the number of motor vehicles



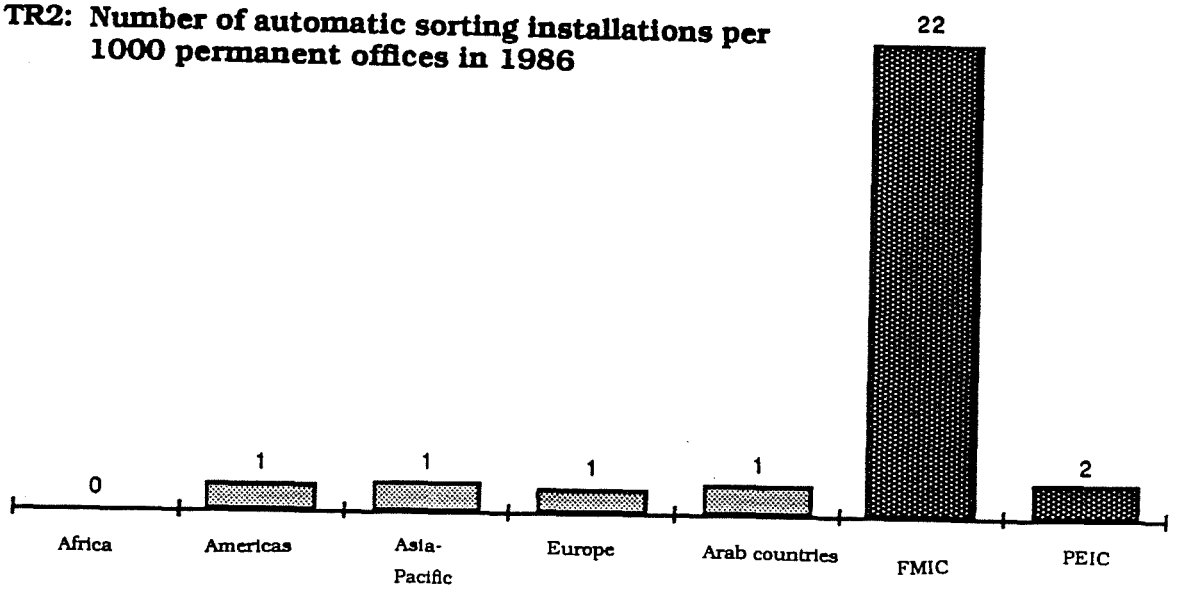
VM4: Number of motor vehicles per 1000 permanent offices



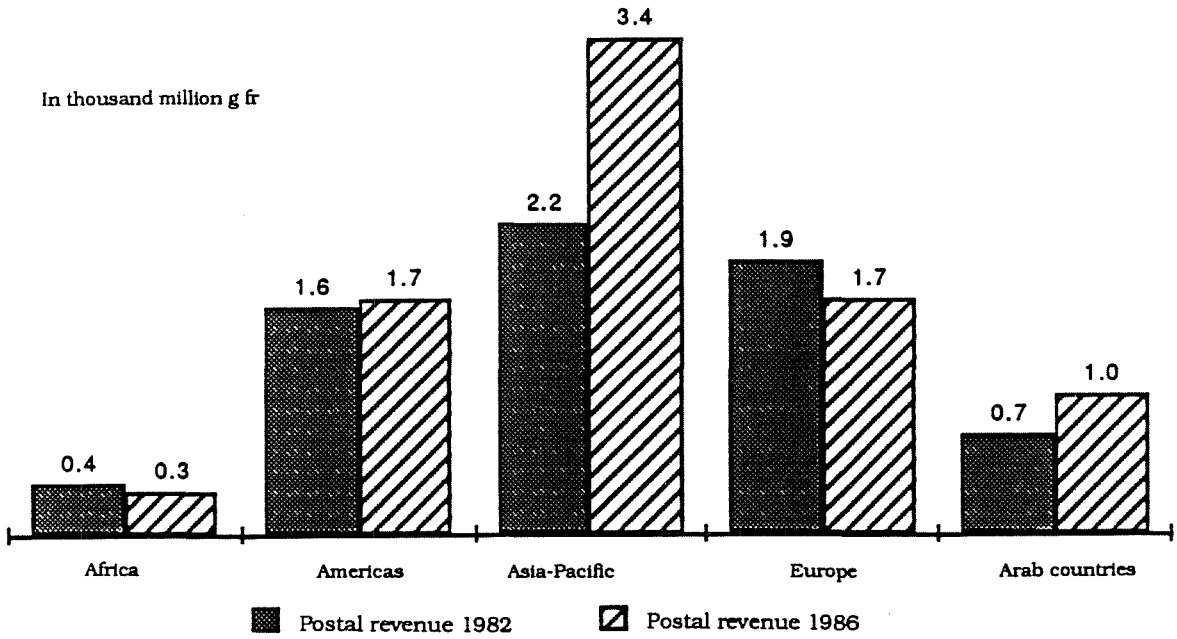
TR1: Number of automatic sorting installations in operation in the world in 1986



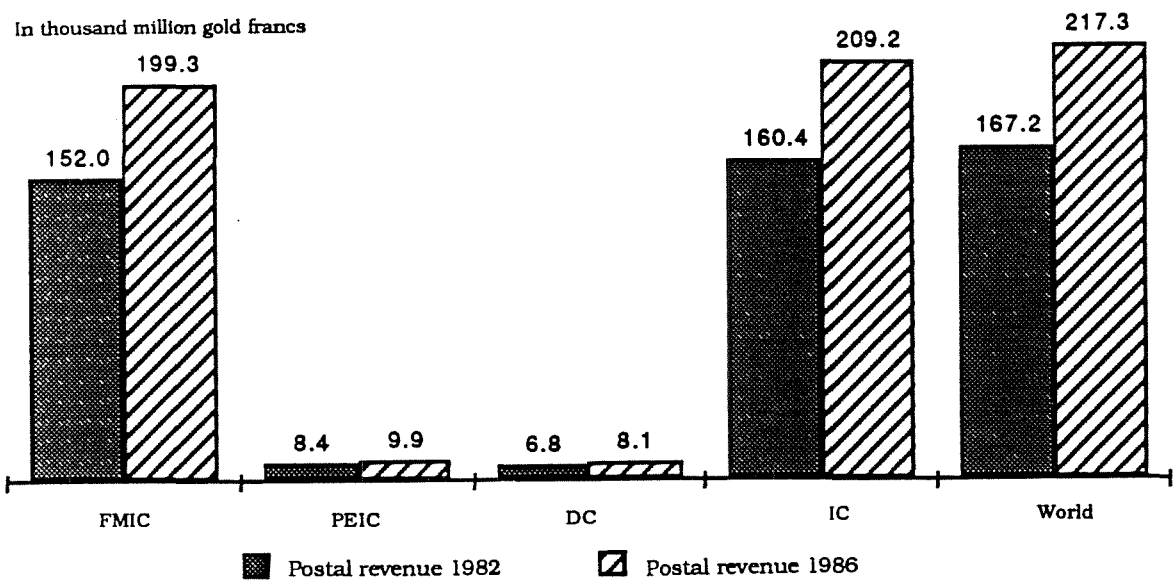
TR2: Number of automatic sorting installations per 1000 permanent offices in 1986



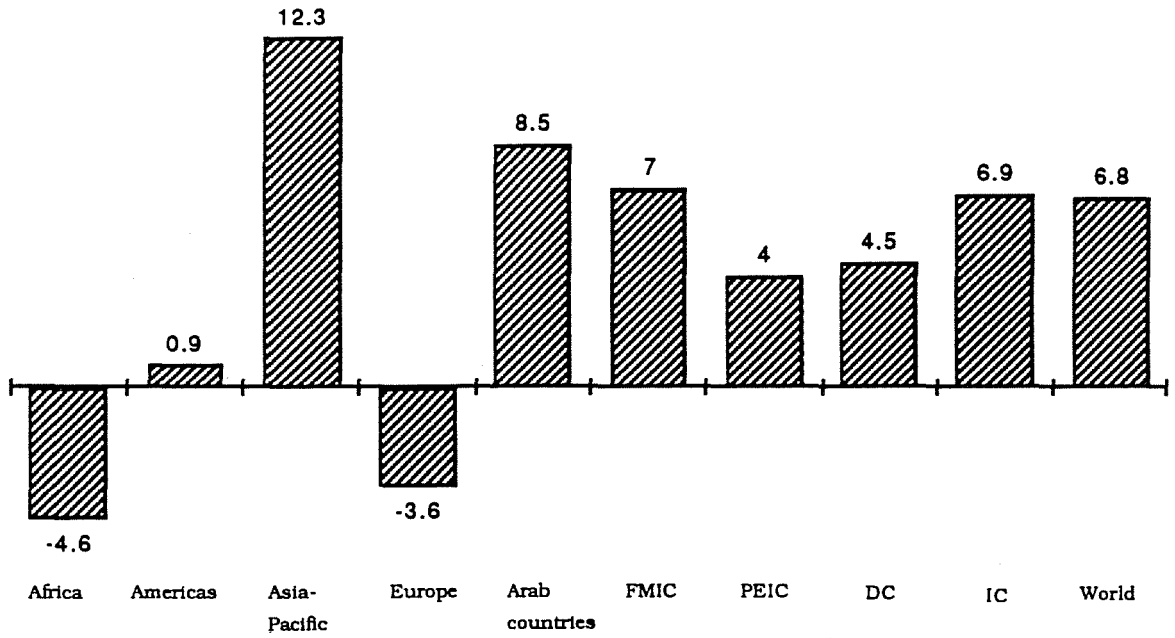
AC1: Movement of postal revenue 1982–1986 in the developing countries



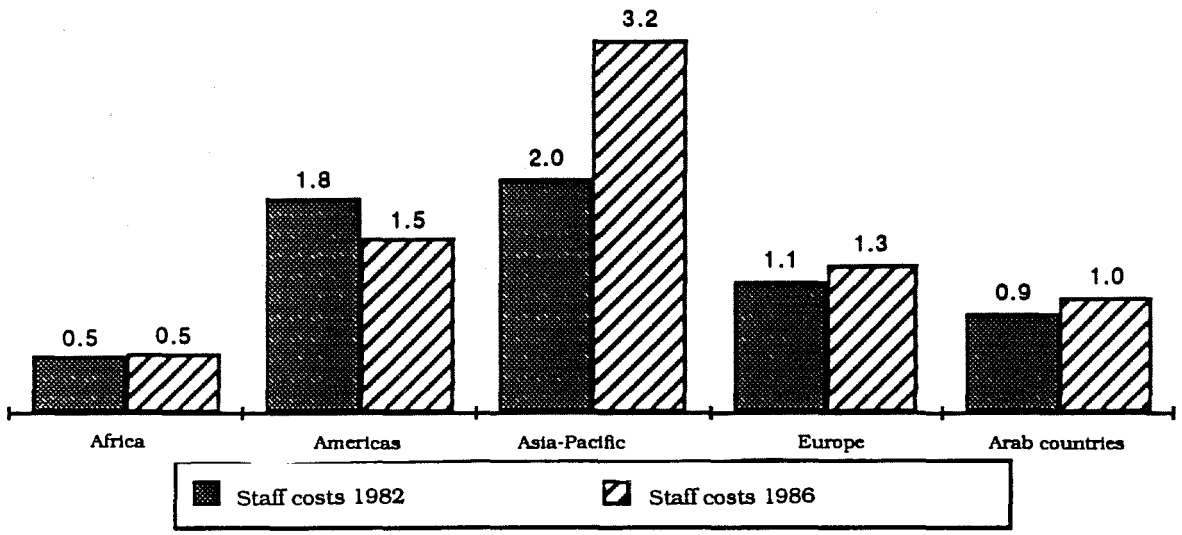
AC2: Movement of postal revenue



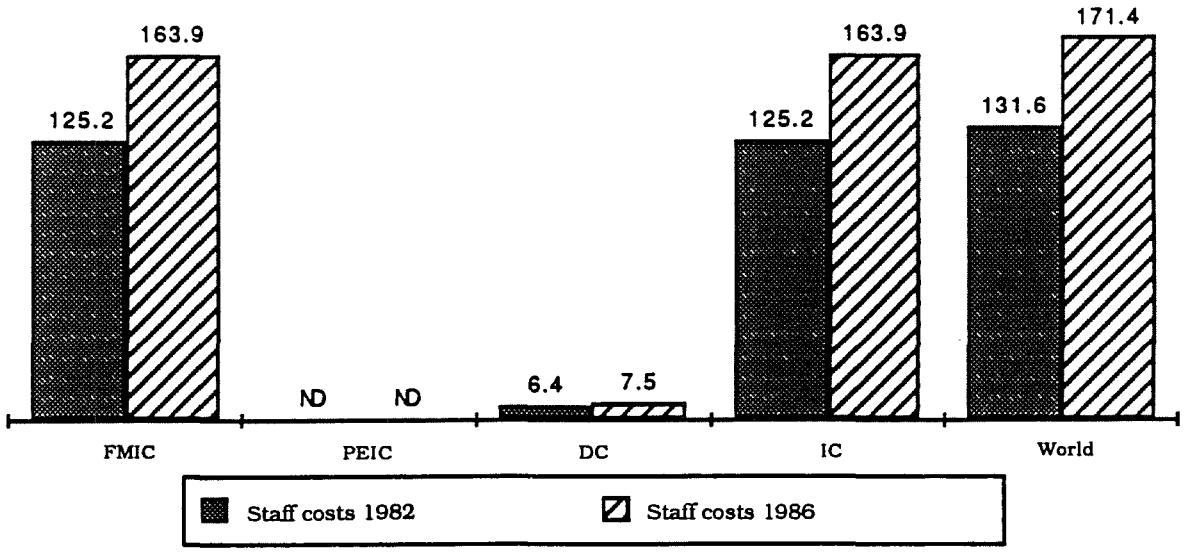
AC3: Average percentage variation in postal revenue between 1982 and 1986



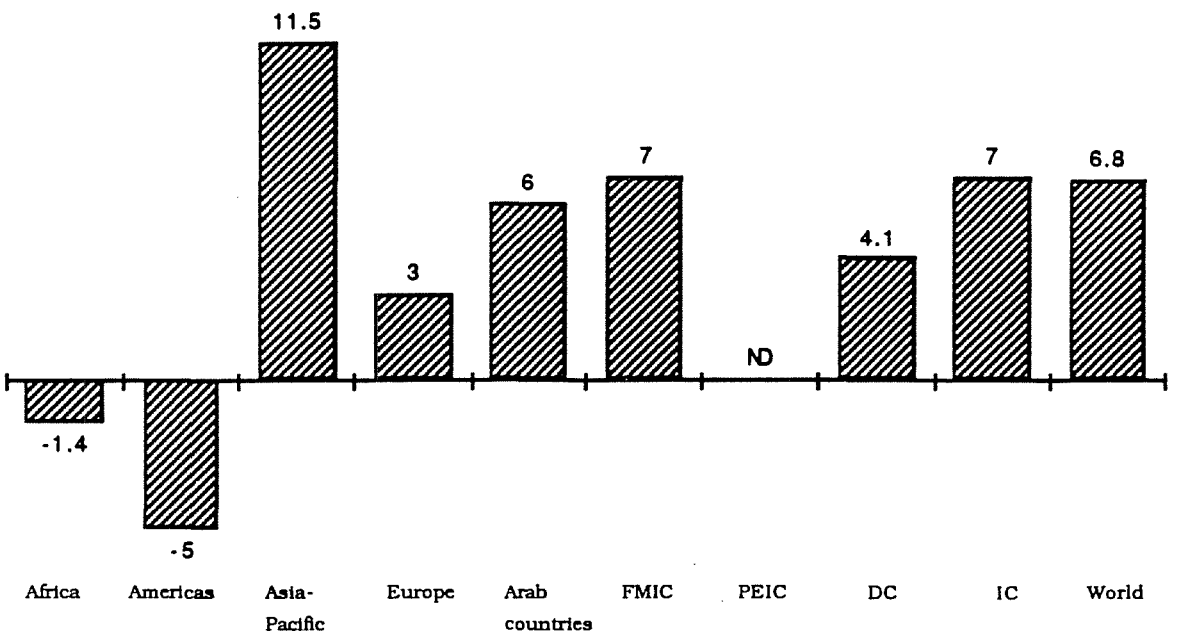
AC4: Movement in staff costs 1982–1986 (in thousand million gold francs)



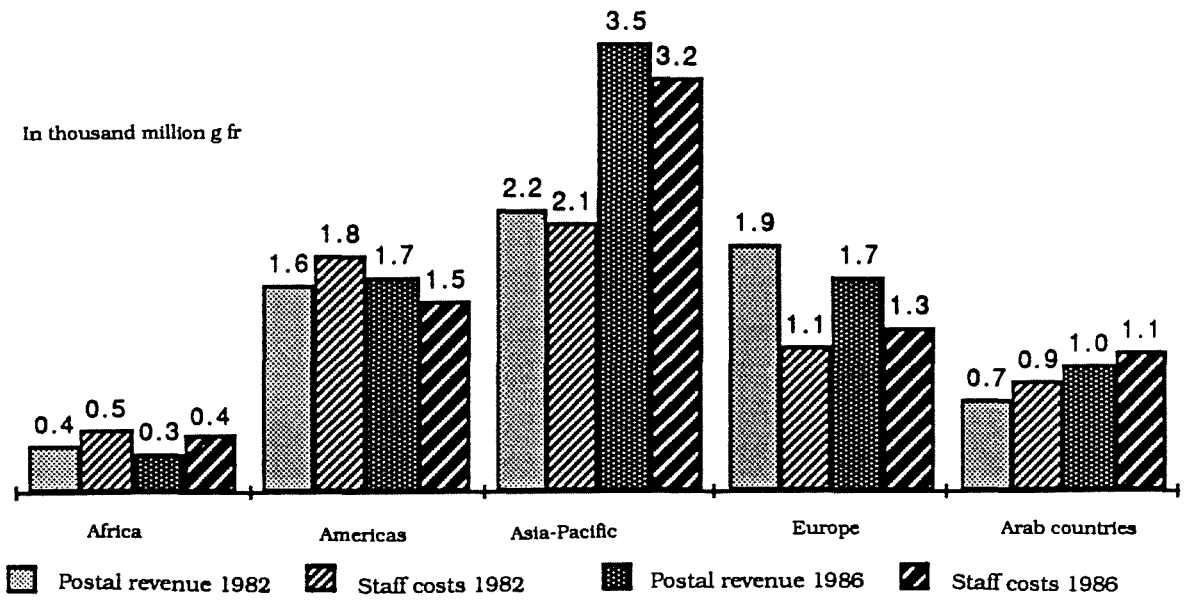
AC5: Movement of staff costs 1982–1986 (in thousand million gold francs)



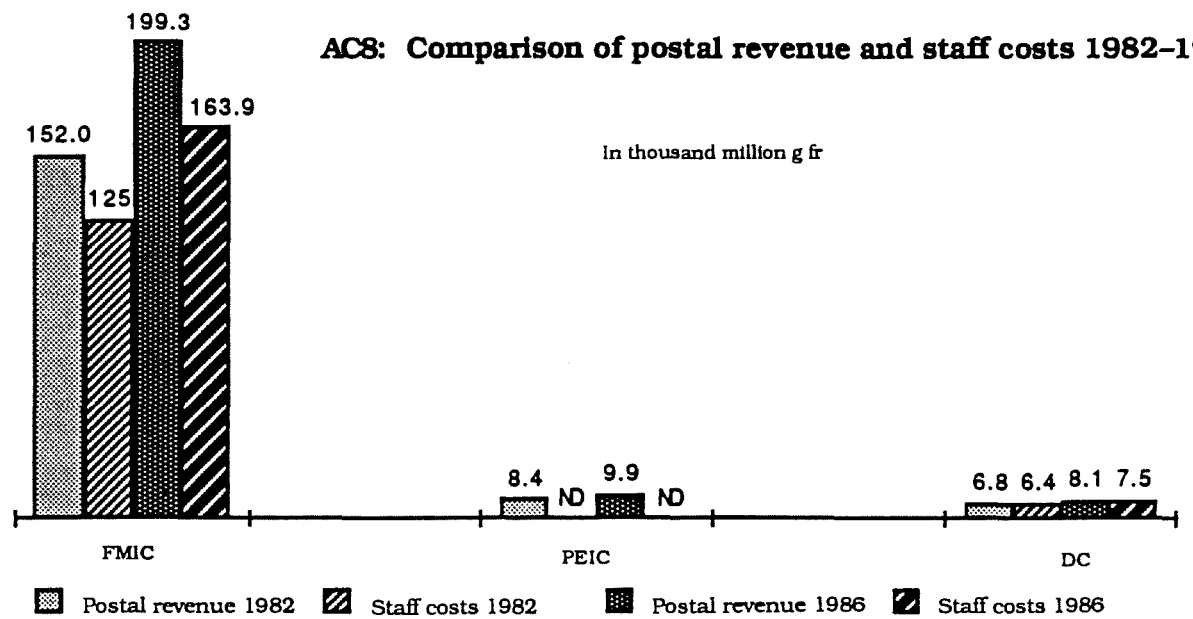
AC6: Average percentage variation in staff costs between 1982 and 1986



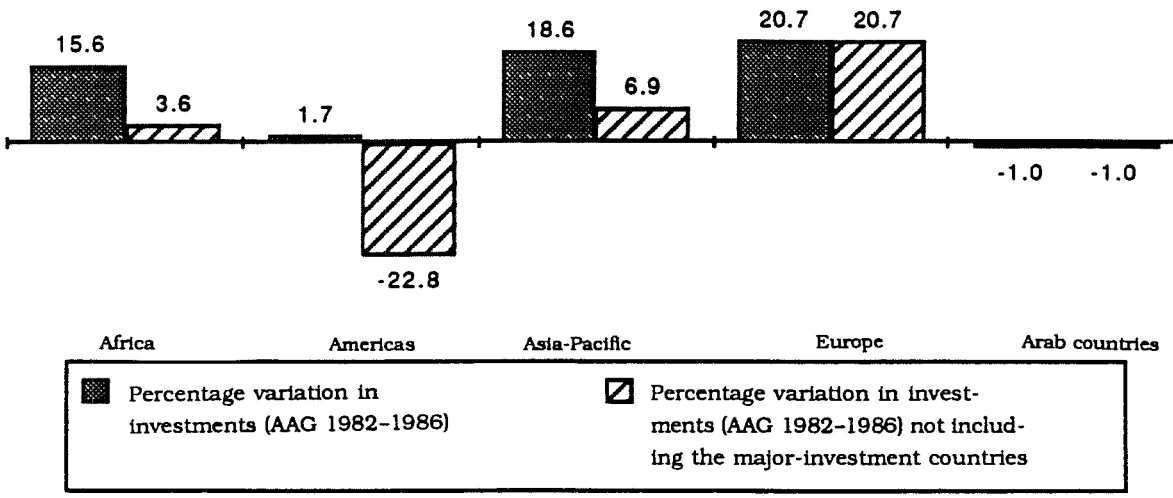
AC7: Comparison of postal revenue and staff costs 1982–1986



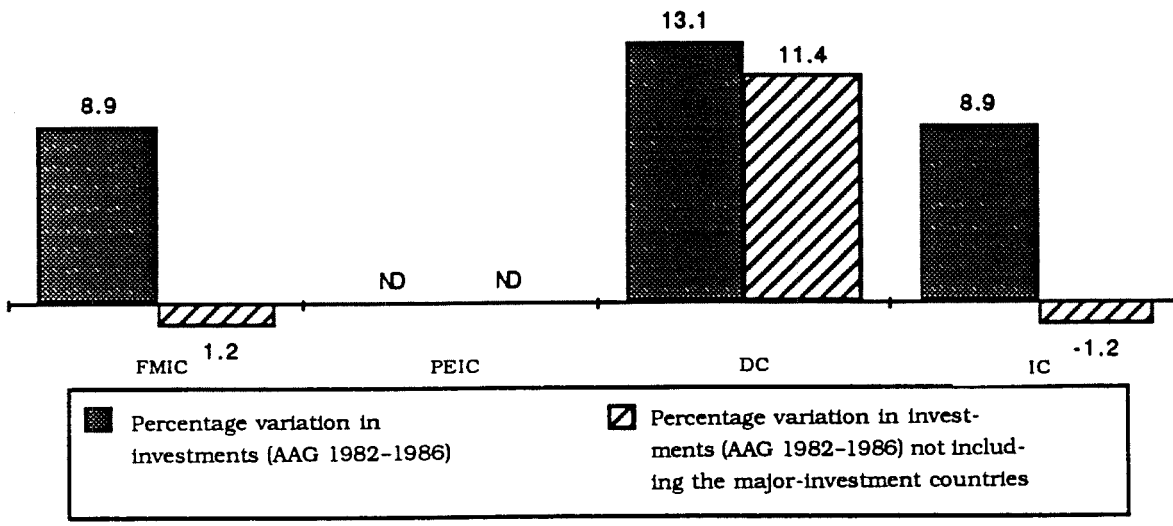
AC8: Comparison of postal revenue and staff costs 1982–1986



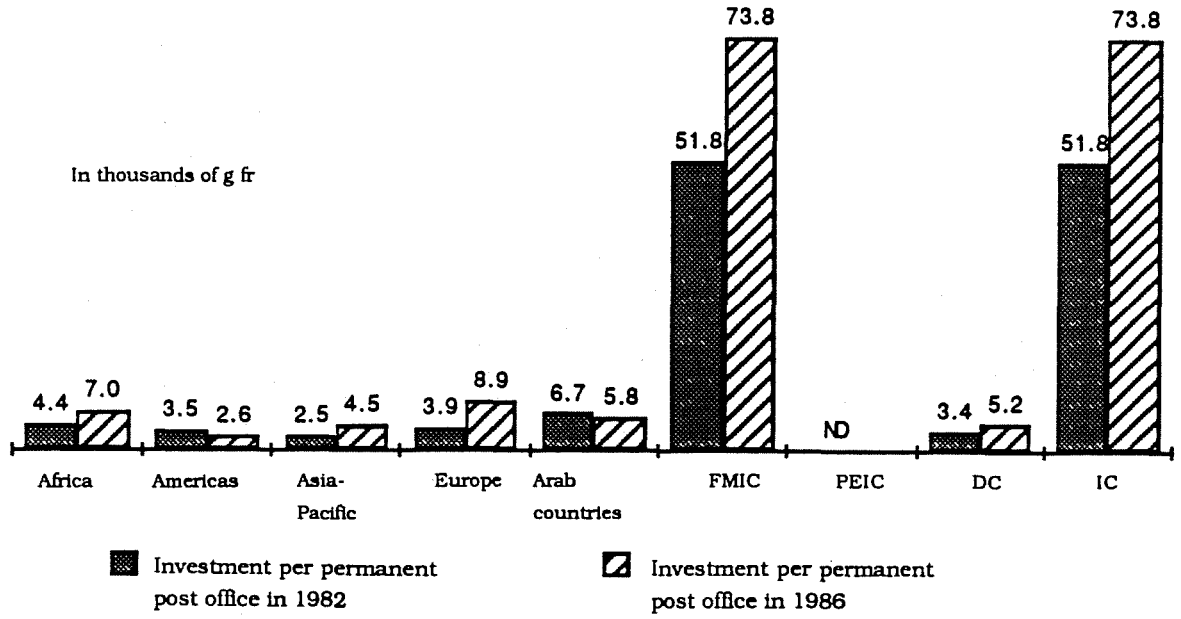
AC9: Percentage variation in investments (AAG 1982–1986) by DC region
In %



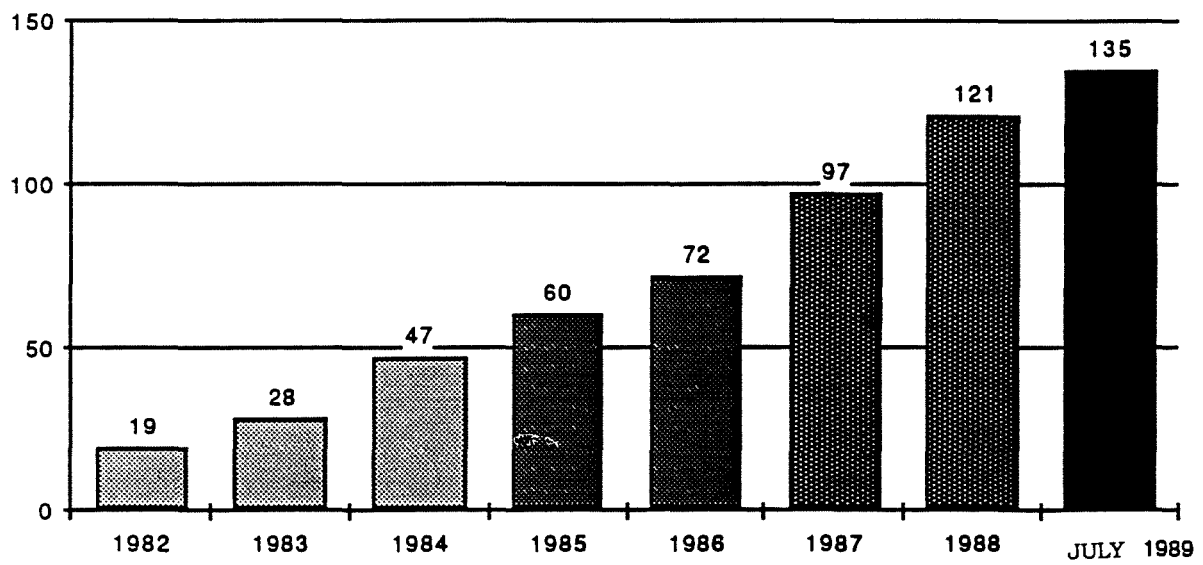
AC10: Percentage variation in investments (AAG 1982–1986) by group of countries
In %



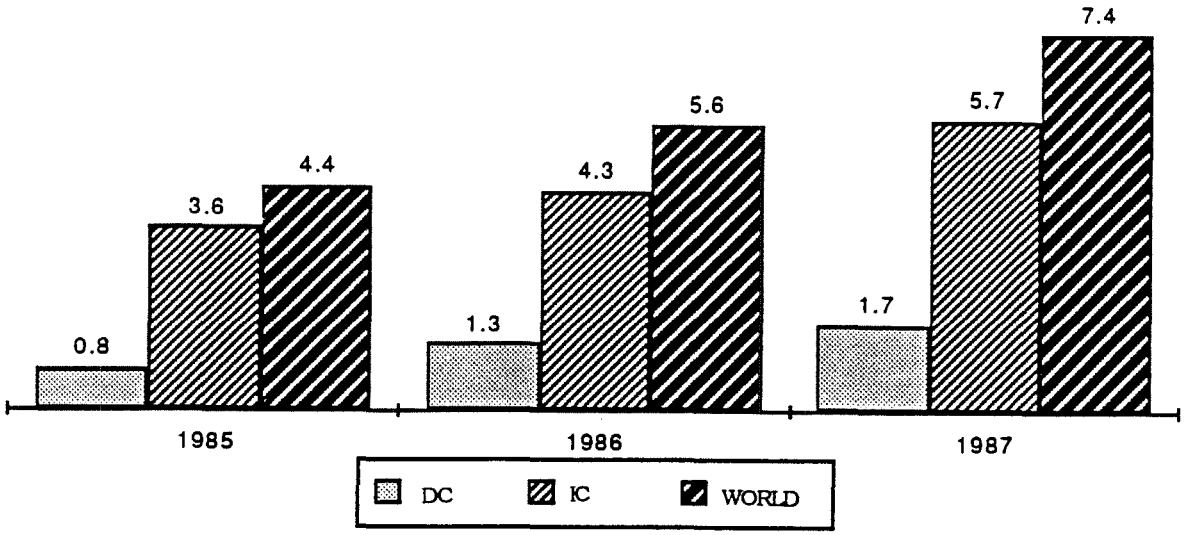
AC11: For 89 countries representing 308 296 permanent offices: apportionment of investments per office in 1982 and 1986



EM1: Number of administrations providing EMS



EM2: Number of items dispatched in the world (in millions)



EM3 – Postal administrations providing EMS (including territories)

(Position at 1 July 1989)

Algeria
Argentina
Australia
Austria
Bahamas
Bahrain
Bangladesh
Barbados
Belgium
Benin
Bolivia
Brazil
Brunei Darussalam
Bulgaria (People's Rep)
Burkina Faso
Cameroon
Canada
Cape Verde
Central African Rep
Chad
Chile
China (People's Rep)
- Taiwan
Colombia
Congo (People's Rep)
Côte d'Ivoire (Rep)
Cuba
Cyprus
Czechoslovakia
Denmark
- Faröe Islands
Djibouti
Ecuador
Egypt
El Salvador
Fiji
Finland
France
- French Guiana
- French Polynesia
- Guadeloupe
- Martinique
- New Caledonia
- Réunion
Gabon
Gambia
German Dem Rep
Germany, Fed Rep of
Ghana
Great Britain
- Anguilla
- Bermuda
- Cayman Islands
- Gibraltar
- Guernsey
- Hong Kong
- Isle of Man
- Jersey
Greece
Guinea
Guyana
Hungarian People's Rep
Iceland
India
Indonesia
Iraq
Ireland
Israel
Italy
Japan
Jordan
Kenya
Korea (Rep)
Kuwait
Liechtenstein
Luxembourg
Madagascar
Malawi
Malaysia
Mali
Malta
Mauritania
Mexico
Monaco
Mongolian People's Rep
Morocco
Netherlands
- Netherlands Antilles
New Zealand
Niger
Nigeria
Norway
Oman
Pakistan
Panama (Rep)
Papua New Guinea
Paraguay
Peru
Philippines
Polish People's Rep
Portugal
- Macao
Qatar
Romania (Soc Rep)
Rwanda
Saint Lucia
Saudi Arabia
Senegal
Seychelles
Sierra Leone
Singapore
Solomon Islands
Somalia
Spain
Sri Lanka
Sudan
Swaziland
Sweden
Switzerland
Tanzania (United Rep)
Thailand
Togo
Trinidad and Tobago
Tunisia
Turkey
Uganda
USSR
United Arab Emirates
United States of America
Uruguay
Vanuata
Venezuela
Yemen Arab Rep
Yugoslavia
Zambia
Zimbabwe

136 administrations

TABLES WITH BASIC DATA OF THE REPORT

Four reference tables used to prepare the report are given here. The other tables are available on request from the International Bureau (Section M).

RUB.: LC SERVICE INTERIEUR (MILLIONS)

REGION AFRIQUE

-------Representativité: A)En nombre de pays (retenus/lus): 34 / 42 ----------B)En population (année de base 1982) 95.40%)------

ANNEE	DONNEES CUMULEES et INDICES 1982=100		ESTIMATIONS		CROISSANCE ANNUELLE MOYENNE (%) Pour donnees estimees				NON APPLICABLE/NON DISPONIBLE	NA	ND
1982	1 413.109	100.00	1 457				82/86 =	-.72			
1983	1 381.832	97.70	1 431	82/83 =	-1.79				Nb.pays	0	8
1984	1 345.635	95.00	1 391	83/84 =	-2.30	33/86 =	-.37				
1985	1 342.095	94.90	1 339	84/85 =	-.15	32/84 =	-2.29		X pays	0.00	19.00
1986	1 366.126	96.60	1 415	85/86 =	1.87	84/86 =	.85		X POP	0.00	4.50

REGION AMERIQUE LATINE

-------Representativité: A)En nombre de pays (retenus/lus): 26 / 34 ----------B)En population (année de base 1982) 95.20%)------

ANNEE	DONNEES CUMULEES et INDICES 1982=100		ESTIMATIONS		CROISSANCE ANNUELLE MOYENNE (%) Pour donnees estimees				NON APPLICABLE/NON DISPONIBLE	NA	ND
1982	2 990.029	100.00	2 995				82/86 =	8.16			
1983	3 161.549	109.30	3 265	82/83 =	9.01				Nb.pays	0	8
1984	3 594.190	124.50	3 701	83/84 =	13.35	83/86 =	7.83				
1985	3 730.190	133.50	3 931	84/85 =	4.36	32/84 =	11.16		X pays	0.00	23.50
1986	4 000.590	133.40	4 100	85/86 =	5.64	84/86 =	5.25		X POP	0.00	4.70

REGION ASIE PACIFIQUE

-------Representativité: A)En nombre de pays (retenus/lus): 24 / 31 ----------B)En population (année de base 1982) 98.20%)------

ANNEE	DONNEES CUMULEES et INDICES 1982=100		ESTIMATIONS		CROISSANCE ANNUELLE MOYENNE (%) Pour donnees estimees				NON APPLICABLE/NON DISPONIBLE	NA	ND
1982	15 419.535	100.00	15 644				82/86 =	5.33			
1983	15 938.094	103.10	16 149	82/83 =	3.22				Nb.pays	0	7
1984	16 959.622	109.90	17 211	83/84 =	6.57	33/86 =	6.05				
1985	18 454.770	119.70	18 733	84/85 =	3.34	32/84 =	4.93		X pays	0.00	22.50
1986	18 979.620	123.00	19 262	85/86 =	2.32	84/86 =	5.79		X POP	0.00	1.70

REGION EUROPE

-------Representativité: A)En nombre de pays (retenus/lus): 3 / 10 ----------B)En population (année de base 1982) 84.40%)------

ANNEE	DONNEES CUMULEES et INDICES 1982=100		ESTIMATIONS		CROISSANCE ANNUELLE MOYENNE (%) Pour donnees estimees				NON APPLICABLE/NON DISPONIBLE	NA	ND
1982	3 357.397	100.00	3 954				82/86 =	2.83			
1983	3 450.593	103.30	4 033	82/83 =	3.38				Nb.pays	0	2
1984	3 551.070	105.80	4 134	83/84 =	2.34	33/86 =	2.65				
1985	3 653.410	109.40	4 327	84/85 =	3.46	32/84 =	2.36		X pays	0.00	20.00
1986	3 731.730	111.30	4 422	85/86 =	2.14	84/86 =	2.80		X POP	0.00	15.50

REGION PAYS ARABES

-------Representativité: A)En nombre de pays (retenus/lus): 13 / 20 ----------B)En population (année de base 1982) 95.50%)------

ANNEE	DONNEES CUMULEES et INDICES 1982=100		ESTIMATIONS		CROISSANCE ANNUELLE MOYENNE (%) Pour donnees estimees				NON APPLICABLE/NON DISPONIBLE	NA	ND
1982	936.200	100.00	950				82/86 =	2.43			
1983	968.720	104.50	996	82/83 =	4.34				Nb.pays	0	2
1984	956.590	105.70	1 006	83/84 =	1.00	33/86 =	1.64				
1985	1 005.560	110.90	1 053	84/85 =	4.67	82/84 =	2.90		X pays	0.00	10.00
1986	973.250	110.10	1 046	85/86 =	-.67	84/86 =	1.96		X POP	0.00	4.40

** PAYS INDUSTRIALISES A ECONOMIE DE MARCHE y compris territoires

-------Representativité: A)En nombre de pays (retenus/lus): 27 / 28 ----------B)En population (année de base 1982)100.00%)------

ANNEE	DONNEES CUMULEES et INDICES 1982=100		ESTIMATIONS		CROISSANCE ANNUELLE MOYENNE (%) Pour donnees estimees				NON APPLICABLE/NON DISPONIBLE	NA	ND
1982	123 352.297	100.00	123 352				82/86 =	3.67			
1983	126 430.139	102.50	126 430	82/83 =	2.53				Nb.pays	0	1
1984	130 145.739	105.50	130 146	83/84 =	2.39	33/86 =	4.06				
1985	135 373.924	110.10	133 879	84/85 =	4.40	32/84 =	2.71		X pays	0.00	3.50
1986	142 530.212	115.50	142 530	85/86 =	4.39	84/86 =	4.64		X POP	0.00	0.00

** PAYS INDUSTRIALISES A ECONOMIE PLANIFIEE

-------Representativité: A)En nombre de pays (retenus/lus): 4 / 5 ----------B)En population (année de base 1982) 94.90%)------

ANNEE	DONNEES CUMULEES et INDICES 1982=100		ESTIMATIONS		CROISSANCE ANNUELLE MOYENNE (%) Pour donnees estimees				NON APPLICABLE/NON DISPONIBLE	NA	ND
1982	9 749.930	100.00	10 274				82/86 =	-1.50			
1983	9 540.610	97.80	10 053	82/83 =	-2.16				Nb.pays	0	1
1984	9 430.870	96.60	9 906	83/84 =	-1.47	33/86 =	-1.29				
1985	9 310.470	95.40	9 811	84/85 =	-.96	32/84 =	-1.50		X pays	0.00	20.00
1986	9 175.930	94.10	9 659	85/86 =	-1.45	84/86 =	-1.20		X POP	0.00	5.00

* TOTAL DES PAYS EN DEVELOPPEMENT **********

-------Representativité: A)En nombre de pays (retenus/lus): 110 /137 ----------B)En population (année de base 1982) 96.80%)------

ANNEE	DONNEES CUMULEES et INDICES 1982=100		ESTIMATIONS		CROISSANCE ANNUELLE MOYENNE (%) Pour donnees estimees				NON APPLICABLE/NON DISPONIBLE	NA	ND
1982	23 986.330	100.00	25 030				82/86 =	4.87			
1983	24 830.336	103.60	25 929	82/83 =	3.71				Nb.pays	0	27
1984	26 337.157	110.10	27 493	83/84 =	6.03	33/86 =	5.26				
1985	28 246.225	117.50	29 325	84/85 =	6.93	32/84 =	4.66		X pays	0.00	19.70
1986	29 076.636	121.30	30 245	85/86 =	2.92	84/86 =	4.88		X POP	0.00	3.10

* TOTAL DES PAYS INDUSTRIALISES y compris territoires ********

-------Representativité: A)En nombre de pays (retenus/lus): 31 / 33 ----------B)En population (année de base 1982) 98.50%)------

ANNEE	DONNEES CUMULEES et INDICES 1982=100		ESTIMATIONS		CROISSANCE ANNUELLE MOYENNE (%) Pour donnees estimees				NON APPLICABLE/NON DISPONIBLE	NA	ND
1982	133 102.247	100.00	133 626				82/86 =	3.30			
1983	136 020.779	102.10	136 533	82/83 =	2.17				Nb.pays	0	2
1984	139 546.659	104.80	140 052	83/84 =	2.57	83/86 =	3.65				
1985	145 139.394	109.00	145 690	84/85 =	4.02	32/84 =	2.37		X pays	0.00	6.00
1986	151 706.172	113.90	152 179	85/86 =	4.46	84/86 =	4.24		X POP	0.00	1.40

* T O T A L M O N D E **********

-------Representativité: A)En nombre de pays (retenus/lus): 141 /170 ----------B)En population (année de base 1982) 97.20%)------

ANNEE	DONNEES CUMULEES et INDICES 1982=100		ESTIMATIONS		CROISSANCE ANNUELLE MOYENNE (%) Pour donnees estimees				NON APPLICABLE/NON DISPONIBLE	NA	ND
1982	157 088.527	100.00	158 626				82/86 =	3.55			
1983	160 871.637	102.40	162 462	82/83 =	2.41				Nb.pays	0	29
1984	165 933.816	105.60	167 545	83/84 =	3.12	83/86 =	3.94				
1985	173 435.619	110.40	175 075	84/85 =	4.49	32/84 =	2.77		X pays	0.00	17.00
1986	180 732.808	115.00	182 444	85/86 =	4.20	84/86 =	4.35		X POP	0.00	2.70

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Rub.: AD SERVICE INTERIEUR (MILLIONS)

REGION AFRIQUE

ANNEE	DONNEES CUMULEES et INDICES 1982=100		ESTIMATIONS	CROISSANCE ANNUELLE MOYENNE (%) Pour données estimées				NON APPLICABLE/NON DISPONIBLE	NA	ND
	Représentativité: A)En nombre de pays (retenus/lus): 34 / 42			B)En population (année de base 1982) 95.40%)						
1982	249.674	100.00	253			82/86 =	-1.72			
1983	231.634	92.70	235	82/83 =	-7.12			Nb.pays	0	8
1984	223.055	89.50	228	83/84 =	-2.98	83/86 =	.14			
1985	230.043	92.10	234	84/85 =	2.63	82/84 =	-5.07	% pays	0.00	19.00
1986	232.247	93.00	236	85/86 =	.35	84/86 =	1.73	% POP	0.00	4.50

REGION AMERIQUE LATINE

ANNEE	DONNEES CUMULEES et INDICES 1982=100		ESTIMATIONS	CROISSANCE ANNUELLE MOYENNE (%) Pour données estimées				NON APPLICABLE/NON DISPONIBLE	NA	ND
	Représentativité: A)En nombre de pays (retenus/lus): 25 / 34			B)En population (année de base 1982) 95.20%)						
1982	660.434	100.00	661			82/86 =	6.31			
1983	646.273	97.80	656	82/83 =	-2.21			Nb.pays	0	8
1984	725.194	109.80	744	83/84 =	11.71	83/86 =	9.31			
1985	771.134	116.70	791	84/85 =	6.31	82/84 =	4.52	% pays	0.00	23.50
1986	849.542	128.60	870	85/86 =	9.93	84/86 =	8.13	% POP	0.00	4.70

REGION ASIE PACIFIQUE

ANNEE	DONNEES CUMULEES et INDICES 1982=100		ESTIMATIONS	CROISSANCE ANNUELLE MOYENNE (%) Pour données estimées				NON APPLICABLE/NON DISPONIBLE	NA	ND
	Représentativité: A)En nombre de pays (retenus/lus): 24 / 31			B)En population (année de base 1982) 98.20%)						
1982	21 421.566	100.00	21 476			82/86 =	6.04			
1983	22 773.959	106.30	22 835	82/83 =	6.33			Nb.pays	0	7
1984	24 155.333	112.70	24 221	83/84 =	6.06	83/86 =	5.94			
1985	25 533.053	119.40	25 651	84/85 =	5.90	82/84 =	6.19	% pays	0.00	22.50
1986	27 035.066	126.40	27 134	85/86 =	5.85	84/86 =	5.83	% POP	0.00	1.70

REGION EUROPE

ANNEE	DONNEES CUMULEES et INDICES 1982=100		ESTIMATIONS	CROISSANCE ANNUELLE MOYENNE (%) Pour données estimées				NON APPLICABLE/NON DISPONIBLE	NA	ND
	Représentativité: A)En nombre de pays (retenus/lus): 3 / 10			B)En population (année de base 1982) 34.40%)						
1982	3 232.600	100.00	3 230			82/86 =	-.03			
1983	3 279.240	101.40	3 235	82/83 =	1.43			Nb.pays	0	2
1984	3 313.290	102.40	3 326	83/84 =	1.05	83/86 =	-.51			
1985	3 235.620	100.00	3 334	84/85 =	-2.35	82/84 =	1.24	% pays	0.00	20.00
1986	3 227.960	99.80	3 325	85/86 =	-.24	84/86 =	-1.29	% POP	0.00	15.50

REGION PAYS ARABES

ANNEE	DONNEES CUMULEES et INDICES 1982=100		ESTIMATIONS	CROISSANCE ANNUELLE MOYENNE (%) Pour données estimées				NON APPLICABLE/NON DISPONIBLE	NA	ND
	Représentativité: A)En nombre de pays (retenus/lus): 17 / 20			B)En population (année de base 1982) 95.40%)						
1982	92.157	100.00	96			82/86 =	3.69			
1983	103.231	112.00	103	82/83 =	12.50			Nb.pays	0	3
1984	102.340	111.50	103	83/84 =		83/86 =	.91			
1985	102.939	111.60	103	84/85 =		82/84 =	6.06	% pays	0.00	15.00
1986	106.031	115.00	111	85/86 =	2.77	84/86 =	1.37	% POP	0.00	4.50

** PAYS INDUSTRIALISES A ECONOMIE DE MARCHE y compris territoires

ANNEE	DONNEES CUMULEES et INDICES 1982=100		ESTIMATIONS	CROISSANCE ANNUELLE MOYENNE (%) Pour données estimées				NON APPLICABLE/NON DISPONIBLE	NA	ND
	Représentativité: A)En nombre de pays (retenus/lus): 27 / 28			B)En population (année de base 1982)100.00%)						
1982	72 305.568	100.00	72 206			82/86 =	8.23			
1983	34 125.316	106.70	34 126	82/83 =	6.75			Nb.pays	0	1
1984	93 213.439	124.50	93 213	83/84 =	16.74	83/86 =	8.77			
1985	104 640.877	130.70	104 641	84/85 =	6.54	82/84 =	11.63	% pays	0.00	3.50
1986	103 334.036	127.40	109 334	85/86 =	3.52	84/86 =	5.02	% POP	0.00	0.00

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** PAYS INDUSTRIALISES A ECONOMIE PLANIFIEE

ANNEE	DONNEES CUMULEES et INDICES 1982=100		ESTIMATIONS	CROISSANCE ANNUELLE MOYENNE (%) Pour données estimées				NON APPLICABLE/NON DISPONIBLE	NA	ND
	Représentativité: A)En nombre de pays (retenus/lus): 4 / 5			B)En population (année de base 1982) 94.90%)						
1982	47 332.000	100.00	50 405			82/86 =	2.83			
1983	48 337.000	101.30	50 955	82/83 =	1.05			Nb.pays	0	1
1984	50 117.000	104.70	52 010	83/84 =	3.83	83/86 =	3.43			
1985	52 143.000	109.90	54 945	84/85 =	4.04	82/84 =	2.33	% pays	0.00	20.00
1986	53 512.000	111.30	56 330	85/86 =	2.62	84/86 =	3.33	% POP	0.00	5.00

* TOTAL DES PAYS EN DEVELOPPEMENT **********

ANNEE	DONNEES CUMULEES et INDICES 1982=100		ESTIMATIONS	CROISSANCE ANNUELLE MOYENNE (%) Pour données estimées				NON APPLICABLE/NON DISPONIBLE	NA	ND
	Représentativité: A)En nombre de pays (retenus/lus): 109 /137			B)En population (année de base 1982) 76.80%)						
1982	25 656.431	100.00	26 336			82/86 =	5.15			
1983	27 034.372	105.30	27 730	82/83 =	5.29			Nb.pays	0	28
1984	28 516.542	111.10	29 227	83/84 =	5.39	83/86 =	5.10			
1985	29 924.794	116.60	30 618	84/85 =	4.75	82/84 =	5.34	% pays	0.00	20.40
1986	31 530.546	122.90	32 176	85/86 =	5.15	84/86 =	4.95	% POP	0.00	3.10

* TOTAL DES PAYS INDUSTRIALISES y compris territoires ********

ANNEE	DONNEES CUMULEES et INDICES 1982=100		ESTIMATIONS	CROISSANCE ANNUELLE MOYENNE (%) Pour données estimées				NON APPLICABLE/NON DISPONIBLE	NA	ND
	Représentativité: A)En nombre de pays (retenus/lus): 31 / 33			B)En population (année de base 1982) 98.50%)						
1982	126 658.565	100.00	129 231			82/86 =	6.25			
1983	132 402.316	104.50	135 032	82/83 =	4.52			Nb.pays	0	2
1984	140 330.439	117.10	151 023	83/84 =	11.30	83/86 =	6.83			
1985	156 733.277	123.70	159 536	84/85 =	5.66	82/84 =	6.10	% pays	0.00	6.00
1986	161 546.036	127.70	164 722	85/86 =	3.21	84/86 =	4.43	% POP	0.00	1.40

* T O T A L M O N D E **********

ANNEE	DONNEES CUMULEES et INDICES 1982=100		ESTIMATIONS	CROISSANCE ANNUELLE MOYENNE (%) Pour données estimées				NON APPLICABLE/NON DISPONIBLE	NA	ND
	Représentativité: A)En nombre de pays (retenus/lus): 140 /170			B)En population (année de base 1982) 97.20%)						
1982	152 314.999	100.00	155 567			82/86 =	6.05			
1983	159 517.133	104.70	162 312	82/83 =	4.65			Nb.pays	0	30
1984	176 848.951	116.10	180 250	83/84 =	10.71	83/86 =	6.54			
1985	186 705.671	122.60	190 204	84/85 =	5.52	82/84 =	7.64	% pays	0.00	17.60
1986	193 346.082	126.90	196 913	85/86 =	3.52	84/86 =	4.52	% POP	0.00	2.70

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Rub.: COLIS POSTAUX ORDINAIRES ET AVEC VALEUR DECLAREE DU SERVICE INTERIEUR (MILLIERS)

REGION AFRIQUE

ANNEE	DONNEES CUMULEES et INDICES 1932=100		ESTIMATIONS	CROISSANCE ANNUELLE MOYENNE (%) Pour donnees estimees				NON APPLICABLE/NON DISPONIBLE	NA	ND
1932	1 476.521	100.00	1 635			32/86 =	-2.14			
1933	1 441.443	97.60	1 662	82/33 =	-1.37			Nb.pays	0	10
1934	1 399.635	94.70	1 610	83/34 =	-3.13	33/86 =	-2.40			
1935	1 335.514	90.40	1 530	84/35 =	-4.97	82/84 =	-2.25	% pays	0.00	23.80
1936	1 353.314	91.60	1 545	85/36 =	.93	34/86 =	-2.04	% POP	0.00	13.80

REGION AMERIQUE LATINE

ANNEE	DONNEES CUMULEES et INDICES 1932=100		ESTIMATIONS	CROISSANCE ANNUELLE MOYENNE (%) Pour donnees estimees				NON APPLICABLE/NON DISPONIBLE	NA	ND
1932	14 346.251	100.00	15 377			32/86 =	6.02			
1933	15 263.131	106.30	16 779	82/33 =	5.54			Nb.pays	1	7
1934	14 803.071	103.10	16 027	83/34 =	-2.70	33/36 =	6.17			
1935	15 035.020	104.30	16 337	84/35 =	.36	32/84 =	1.34	% pays	2.90	20.50
1936	18 817.590	131.10	20 035	85/36 =	22.56	34/36 =	10.91	% POP	0.70	11.80

REGION ASIE PACIFIQUE

ANNEE	DONNEES CUMULEES et INDICES 1932=100		ESTIMATIONS	CROISSANCE ANNUELLE MOYENNE (%) Pour donnees estimees				NON APPLICABLE/NON DISPONIBLE	NA	ND
1932	225 336.670	100.00	227 257			32/86 =	3.99			
1933	244 645.960	100.60	246 575	82/33 =	3.51			Nb.pays	0	6
1934	240 605.140	106.70	242 513	83/34 =	-1.66	83/86 =	2.52			
1935	256 709.270	113.90	258 726	84/35 =	6.67	32/84 =	3.30	% pays	0.00	19.30
1936	263 839.313	115.90	265 757	85/36 =	2.72	34/86 =	4.63	% POP	0.00	1.70

REGION EUROPE

ANNEE	DONNEES CUMULEES et INDICES 1932=100		ESTIMATIONS	CROISSANCE ANNUELLE MOYENNE (%) Pour donnees estimees				NON APPLICABLE/NON DISPONIBLE	NA	ND
1932	67 437.270	100.00	68 734			32/86 =	.65			
1933	66 836.610	99.30	68 222	82/33 =	-.71			Nb.pays	0	1
1934	68 131.330	101.00	69 422	83/34 =	1.98	33/36 =	1.17			
1935	69 422.050	102.90	70 676	84/35 =	1.32	32/84 =	.52	% pays	0.00	10.00
1936	69 239.950	102.60	70 509	85/36 =	-.27	34/86 =	.77	% POP	0.00	1.70

REGION PAYS ARABES

ANNEE	DONNEES CUMULEES et INDICES 1932=100		ESTIMATIONS	CROISSANCE ANNUELLE MOYENNE (%) Pour donnees estimees				NON APPLICABLE/NON DISPONIBLE	NA	ND
1932	570.734	100.00	600			32/36 =	3.95			
1933	566.940	99.30	614	82/33 =	-.77			Nb.pays	1	5
1934	533.130	93.40	573	83/34 =	-6.63	33/86 =	5.66			
1935	561.040	98.30	611	84/35 =	6.63	32/84 =	-3.86	% pays	5.00	25.00
1936	659.170	115.40	724	85/36 =	18.49	34/86 =	12.40	% POP	1.10	10.80

** PAYS INDUSTRIALISES A ECONOMIE DE MARCHE y compris territoires

ANNEE	DONNEES CUMULEES et INDICES 1932=100		ESTIMATIONS	CROISSANCE ANNUELLE MOYENNE (%) Pour donnees estimees				NON APPLICABLE/NON DISPONIBLE	NA	ND
1932	1 403 376.330	100.00	1 403 376			32/86 =	1.77			
1933	1 403 873.290	99.90	1 403 373	82/33 =	-.01			Nb.pays	0	0
1934	1 515 776.930	104.00	1 515 777	83/34 =	4.25	33/86 =	2.37			
1935	1 521 263.130	104.40	1 521 260	84/35 =	.36	32/84 =	2.10	% pays	0.00	0.00
1936	1 559 725.120	107.00	1 559 935	85/36 =	2.54	34/86 =	1.44	% POP	0.00	0.00

** PAYS INDUSTRIALISES A ECONOMIE PLANIFIEE

ANNEE	DONNEES CUMULEES et INDICES 1932=100		ESTIMATIONS	CROISSANCE ANNUELLE MOYENNE (%) Pour donnees estimees				NON APPLICABLE/NON DISPONIBLE	NA	ND
1932	306 205.600	100.00	306 206			32/86 =	.33			
1933	307 204.000	100.30	307 204	82/33 =	.33			Nb.pays	0	0
1934	310 430.000	101.30	310 430	83/34 =	1.04	33/86 =	.36			
1935	312 050.000	101.90	312 050	84/35 =	.50	32/84 =	.69	% pays	0.00	0.00
1936	310 635.400	101.40	310 635	85/36 =	-.46	34/86 =	.02	% POP	0.00	0.00

* TOTAL DES PAYS EN DEVELOPPEMENT **********

ANNEE	DONNEES CUMULEES et INDICES 1932=100		ESTIMATIONS	CROISSANCE ANNUELLE MOYENNE (%) Pour donnees estimees				NON APPLICABLE/NON DISPONIBLE	NA	ND
1932	309 247.496	100.00	314 143			32/86 =	3.36			
1933	328 774.134	106.30	329 750	82/33 =	6.23			Nb.pays	2	29
1934	325 515.746	105.20	330 455	83/34 =	-.79	33/36 =	2.42			
1935	343 024.697	110.90	347 930	84/35 =	5.30	32/84 =	2.55	% pays	1.40	21.10
1936	353 759.317	114.30	358 820	85/36 =	3.07	84/86 =	4.17	% POP	0.10	4.50

* TOTAL DES PAYS INDUSTRIALISES y compris territoires *********

ANNEE	DONNEES CUMULEES et INDICES 1932=100		ESTIMATIONS	CROISSANCE ANNUELLE MOYENNE (%) Pour donnees estimees				NON APPLICABLE/NON DISPONIBLE	NA	ND
1932	1 760 031.930	100.00	1 760 032			32/86 =	1.53			
1933	1 761 157.270	100.00	1 761 157	82/33 =	.06			Nb.pays	0	0
1934	1 826 256.970	103.70	1 825 257	83/34 =	3.69	33/86 =	2.02			
1935	1 833 310.130	104.10	1 833 310	84/35 =	.38	32/84 =	1.86	% pays	0.00	0.00
1936	1 870 540.520	106.20	1 870 540	85/36 =	2.03	34/86 =	1.23	% POP	0.00	0.00

* T O T A L M O N D E **********

ANNEE	DONNEES CUMULEES et INDICES 1932=100		ESTIMATIONS	CROISSANCE ANNUELLE MOYENNE (%) Pour donnees estimees				NON APPLICABLE/NON DISPONIBLE	NA	ND
1932	2 069 329.426	100.00	2 074 225			82/86 =	1.81			
1933	2 089 931.424	100.90	2 096 837	82/33 =	.99			Nb.pays	2	29
1934	2 151 772.736	103.90	2 156 712	83/34 =	2.95	83/86 =	2.09			
1935	2 176 394.827	105.10	2 181 240	84/35 =	1.13	82/84 =	1.96	% pays	1.10	17.00
1936	2 224 300.337	107.40	2 229 160	85/36 =	2.19	34/36 =	1.66	% POP	0.10	3.50

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REGION AFRIQUE

ANNEE	DONNEES CUMULEES et INDICES 1982=100	ESTIMATIONS	CROISSANCE ANNUELLE MOYENNE (%) Pour donnees cumulees		NON APPLICABLE/NON DISPONIBLE	NA	ND
Representativité: A)En nombre de pays (retenus/lus): 32 / 42			B)En population (année de base 1982) 89.00%)				
1982	143.062 / 100.00			82/86 = 1.22			
1983	151.753 / 106.00		82/83 = 6.07		Nb.pays	0	10
1984	140.399 / 98.40		83/84 = -7.16	83/86 = -.34			
1985	149.363 / 104.40		84/85 = 6.00	82/84 = -.75	% pays	0.00	23.80
1986	150.212 / 104.90		85/86 = .56	84/86 = 2.25	% POP	0.00	10.90

REGION AMERIQUE LATINE

ANNEE	DONNEES CUMULEES et INDICES 1982=100	ESTIMATIONS	CROISSANCE ANNUELLE MOYENNE (%) Pour donnees cumulees		NON APPLICABLE/NON DISPONIBLE	NA	ND
Representativité: A)En nombre de pays (retenus/lus): 27 / 34			B)En population (année de base 1982) 59.20%)				
1982	121.663 / 100.00			82/86 = -5.03			
1983	115.239 / 94.70		82/83 = -5.27		Nb.pays	0	7
1984	107.595 / 93.00		83/84 = -4.92	83/86 = -4.91			
1985	100.770 / 82.80		84/85 = -3.06	82/84 = -5.07	% pays	0.00	20.50
1986	96.330 / 81.20		85/86 = -1.38	84/86 = -5.01	% POP	0.00	40.70

REGION ASIE PACIFIQUE

ANNEE	DONNEES CUMULEES et INDICES 1982=100	ESTIMATIONS	CROISSANCE ANNUELLE MOYENNE (%) Pour donnees cumulees		NON APPLICABLE/NON DISPONIBLE	NA	ND
Representativité: A)En nombre de pays (retenus/lus): 17 / 21			B)En population (année de base 1982) 47.40%)				
1982	238.305 / 100.00			82/86 = 1.95			
1983	244.313 / 102.60		82/83 = 2.43		Nb.pays	0	12
1984	249.362 / 104.70		83/84 = 2.27	83/86 = 1.30			
1985	271.657 / 113.30		84/85 = 8.72	82/84 = 2.35	% pays	0.00	38.70
1986	257.753 / 108.30		85/86 = -5.12	84/86 = 1.56	% POP	0.00	52.50

REGION EUROPE

ANNEE	DONNEES CUMULEES et INDICES 1982=100	ESTIMATIONS	CROISSANCE ANNUELLE MOYENNE (%) Pour donnees cumulees		NON APPLICABLE/NON DISPONIBLE	NA	ND
Representativité: A)En nombre de pays (retenus/lus): 7 / 10			B)En population (année de base 1982) 77.50%)				
1982	233.630 / 100.00			82/86 = -.03			
1983	237.230 / 106.40		82/83 = 6.04		Nb.pays	0	3
1984	229.930 / 102.70		83/84 = -3.08	83/86 = -1.97			
1985	232.930 / 102.30		84/85 = -.43	82/84 = 1.33	% pays	0.00	30.00
1986	223.410 / 99.30		85/86 = -2.42	84/86 = -1.42	% POP	0.00	22.00

REGION PAYS ARABES

ANNEE	DONNEES CUMULEES et INDICES 1982=100	ESTIMATIONS	CROISSANCE ANNUELLE MOYENNE (%) Pour donnees cumulees		NON APPLICABLE/NON DISPONIBLE	NA	ND
Representativité: A)En nombre de pays (retenus/lus): 17 / 20			B)En population (année de base 1982) 95.40%)				
1982	144.800 / 100.00			82/86 = -2.06			
1983	155.310 / 107.20		82/83 = 7.24		Nb.pays	0	3
1984	149.230 / 103.00		83/84 = -3.92	83/86 = -5.63			
1985	133.300 / 92.40		84/85 = -10.29	82/84 = 1.51	% pays	0.00	15.00
1986	130.500 / 89.70		85/86 = -2.68	84/86 = -6.55	% POP	0.00	4.50

** PAYS INDUSTRIALISES A ECONOMIE DE MARCHE y compris territoires

ANNEE	DONNEES CUMULEES et INDICES 1982=100	ESTIMATIONS	CROISSANCE ANNUELLE MOYENNE (%) Pour donnees cumulees		NON APPLICABLE/NON DISPONIBLE	NA	ND
Representativité: A)En nombre de pays (retenus/lus): 24 / 29			B)En population (année de base 1982) 65.30%)				
1982	350.064 / 100.00			82/86 = -2.02			
1983	346.760 / 99.00		82/83 = -.69		Nb.pays	0	4
1984	340.651 / 97.20		83/84 = -.73	83/86 = -2.53			
1985	329.990 / 97.50		84/85 = -1.27	82/84 = -.60	% pays	0.00	14.20
1986	734.070 / 92.10		85/86 = -5.54	84/86 = -3.42	% POP	0.00	34.60

** PAYS INDUSTRIALISES A ECONOMIE PLANIFIEE

ANNEE	DONNEES CUMULEES et INDICES 1982=100	ESTIMATIONS	CROISSANCE ANNUELLE MOYENNE (%) Pour donnees cumulees		NON APPLICABLE/NON DISPONIBLE	NA	ND
Representativité: A)En nombre de pays (retenus/lus): 1 / 5			B)En population (année de base 1982) 5.40%)				
1982	3.340 / 100.00			82/86 = .16			
1983	3.035 / 94.90		82/83 = -5.32		Nb.pays	0	4
1984	3.334 / 94.70		83/84 = -.04	83/86 = 1.96			
1985	3.022 / 92.90		84/85 = -2.03	82/84 = -2.55	% pays	0.00	80.00
1986	3.270 / 100.60		85/86 = 3.27	84/86 = 2.97	% POP	0.00	94.50

* TOTAL DES PAYS EN DEVELOPPEMENT **********

ANNEE	DONNEES CUMULEES et INDICES 1982=100	ESTIMATIONS	CROISSANCE ANNUELLE MOYENNE (%) Pour donnees cumulees		NON APPLICABLE/NON DISPONIBLE	NA	ND
Representativité: A)En nombre de pays (retenus/lus): 102 /137			B)En population (année de base 1982) 56.70%)				
1982	871.735 / 100.00			82/86 = -.32			
1983	903.037 / 103.60		82/83 = 3.62		Nb.pays	0	35
1984	879.407 / 100.90		83/84 = -2.70	83/86 = -1.62			
1985	884.600 / 101.40		84/85 = .58	82/84 = .44	% pays	0.00	25.50
1986	860.555 / 98.70		85/86 = -2.72	84/86 = -1.03	% POP	0.00	43.20

* TOTAL DES PAYS INDUSTRIALISES y compris territoires *********

ANNEE	DONNEES CUMULEES et INDICES 1982=100	ESTIMATIONS	CROISSANCE ANNUELLE MOYENNE (%) Pour donnees cumulees		NON APPLICABLE/NON DISPONIBLE	NA	ND
Representativité: A)En nombre de pays (retenus/lus): 25 / 33			B)En population (année de base 1982) 48.60%)				
1982	854.112 / 100.00			82/86 = -2.01			
1983	849.345 / 99.50		82/83 = -.50		Nb.pays	0	8
1984	843.735 / 98.70		83/84 = -.72	83/86 = -2.51			
1985	833.010 / 97.50		84/85 = -1.23	82/84 = -.61	% pays	0.00	24.20
1986	737.340 / 90.10		85/86 = -5.49	84/86 = -3.40	% POP	0.00	51.90

* T O T A L M O N D E **********

ANNEE	DONNEES CUMULEES et INDICES 1982=100	ESTIMATIONS	CROISSANCE ANNUELLE MOYENNE (%) Pour donnees cumulees		NON APPLICABLE/NON DISPONIBLE	NA	ND
Representativité: A)En nombre de pays (retenus/lus): 127 /170			B)En population (année de base 1982) 54.70%)				
1982	1,725.047 / 100.00			82/86 = -1.14			
1983	1 753.652 / 101.60		82/83 = 1.61		Nb.pays	0	43
1984	1 723.222 / 99.80		83/84 = -1.74	83/86 = -2.05			
1985	1 717.610 / 99.50		84/85 = -.33	82/84 = -.07	% pays	0.00	25.20
1986	1 647.095 / 95.40		85/86 = -4.06	84/86 = -2.21	% POP	0.00	45.20

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1987 ESTIMATES

ESTIMATE OF POSTAL ACTIVITY IN THE WORLD IN 1987 AND REMINDER OF 1982

Traffic (in thousand millions)	1982	1987	No of countries	Percentage movement	AAG
Domestic LC WORLD	158.626	195.810	144	23.4	4.30
Domestic LC ICs	133.626	164.600	32	23.2	4.26
Domestic LC DCs	25.000	31.210	112	24.8	4.54
Outward international LC WORLD	6.271	6.357	140	1.4	0.27
Outward international LC ICs	3.993	4.088	29	2.4	0.47
Outward international LC DCs	2.278	2.269	111	-0.4	-0.08
Domestic AO WORLD	155.567	206.230	143	32.6	5.80
Domestic AO ICs	129.231	171.100	32	32.4	5.77
Domestic AO DCs	26.336	35.130	111	33.4	5.93
Outward international AO WORLD	1.713	1.772	140	3.4	0.68
Outward international AO ICs	1.243	1.274	29	2.5	0.49
Outward international AO DCs	0.470	0.498	111	6.0	1.16
LP traffic WORLD	314.198	410.169		30.5	5.48
LP traffic ICs	262.857	341.062		29.8	5.35
LP traffic DCs	51.341	69.107		34.6	6.12
Domestic CP WORLD	2.074	2.338	144	12.7	2.43
Domestic CP ICs	1.760	1.970	33	11.9	2.28
Domestic CP DCs	0.314	0.368	111	17.2	3.22
Outward international CP WORLD	0.066	0.060	143	-9.1	-1.89
Outward international CP ICs	0.060	0.054	30	-10.0	-2.09
Outward international CP DCs	0.006	0.006	113	0.0	0.00
Total traffic WORLD	316.338	412.567		30.4	5.46
Total traffic ICs	264.677	343.086		29.6	5.33
Total traffic DCs	51.661	69.481		34.5	6.11
Unit : 1					
Permanent post offices WORLD	517 100 **	533 600 *	158	3.2	0.63
Permanent post offices ICs	296 900	296 500	33	-0.1	-0.03
Permanent post offices DCs	220 200 **	237 100 *	125	7.7	1.49
Unit : million					
Postal staff establishment WORLD	5.439	5.924	162	8.9	1.72
Postal stall establishment ICs	3.088	3.365	32	9.0	1.73
Postal staff establishment DCs	2.351	2.559	130	8.8	1.71

** This figure should be increased by some 118 200 to take account of post offices open part-time.

* This figure should be increased by some 121 800 to take account of post offices open part-time.

ELECTRONIC MAIL

	1986	1987	Percentage movement 1987/1986
Number of permanent post offices equipped with one or more facsimile machines			
Developing countries	386	456	+ 18
Industrialized countries	3 278	9 436	+ 188
World	3 664	9 892	+ 170
Total number of outward messages in domestic service post offices			
Developing countries	156 753	239 425	+ 53
Industrialized countries	4 316 894	7 333 130	+ 70
World	4 473 647	7 572 555	+ 69
Total number of inward messages in domestic service post offices			
Developing countries	49 227	171 434	+ 248
Industrialized countries	86 299	302 369	+ 250
World	135 526	473 803	+ 250
Total number of outward messages sent from international post offices			
Developing countries	68 798	115 218	+ 67
Industrialized countries	158 217	294 022	+ 86
World	227 015	409 240	+ 80
Total number of inward messages received at international post offices			
Developing countries	40 814	68 908	+ 69
Industrialized countries	120 368	292 894	+ 143
World	161 182	361 802	+ 124

Congress – Doc 21

Implementation of the Declaration of Hamburg

Joint report to Congress by

- the Executive Council
- the Consultative Council for Postal Studies
- the International Bureau

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NB. – The purpose of this report is solely to highlight those Executive Council, Consultative Council for Postal Studies and International Bureau activities deliberately initiated as a result of the Declaration of Hamburg, outside the traditional activities of those bodies.

Summary

1 The purpose of this report is to inform Congress of all aspects of the activities of the Executive Council, the Consultative Council for Postal Studies and the International Bureau specifically undertaken with a view to carrying out the mandate entrusted to them in the Declaration of Hamburg.

The content of this report can be briefly summarized as follows:

- background (paragraphs 6 to 13);
- main lines of action:
  - postal activity: development and regulatory framework (paragraphs 14 to 53),
  - quality control (paragraphs 54 to 91),
  - strengthening of solidarity and cooperation (paragraphs 92 to 102),
  - relations with the world at large (paragraphs 103 to 111).

2 The descriptive part is followed by a chapter entitled "General considerations" which discusses the following aspects in particular:

- the Declaration of Hamburg: a new spirit in the UPU (paragraphs 112 to 118);
- the emergence of a new role for Congress and the other Union bodies (paragraphs 119 to 124);
- a new kind of cooperation between the bodies (paragraphs 125 to 129); among other things, it is proposed here to give the Coordination Committee, established by decision CE 11/1986, a permanent character and to this end, proposal 012 is submitted to Congress.

3 A chapter is devoted to the possibility of making quality control a permanent UPU activity (paragraphs 130 to 137); proposal 013 is submitted to Congress as a function of the objectives described therein.

4 In another vein, the activities of the Executive Council Working Party to study suggestions on the operation of the Union, the results of which are submitted in Congress – Doc 73, are briefly summarized in two chapters of the report, viz:

- organization and operation of the bodies of the Union (paragraphs 138 to 142);
- financial and human resources of the permanent bodies of the Union in the light of the new policies (paragraphs 143 to 145).

5 Finally, the conclusions of this report are in the form of instructions requested from Congress (paragraph 146).

I. Introduction

Origin of the Declaration of Hamburg: general debate of 26 and 27 June 1984

6 On the joint initiative of the postal administration of the Federal Republic of Germany and of the International Bureau of the Universal Postal Union (UPU), the 19th Congress (Hamburg 1984), during its ninth and twelfth sessions, on 26 and 27 June 1984, held a major general debate on the subject "Changes in the Post in view of the development of the communications market". The senior managers of the postal administrations of all member countries represented at Congress participated in this debate, which dealt with the basic problems facing the postal administrations and the future of the Post.

Within the framework of the general debate, the following four topics were dealt with:

a the Post between market demands and public service requirements;

b financial problems;

c modern management of the Post;

d the role of the UPU in the integration of the national postal networks.

7 Responding to the concerns expressed during this general debate, the "Declaration of Hamburg on the role of the UPU in the integration of national postal networks", attached as annex 1 to this document, was adopted by Congress on 24 July 1984. This Declaration expresses in both its form and its content the determination of the Union, through an innovative approach and methods, to find concrete and practical solutions to the problems confronting the international Post.

8 In this regard, Congress formally declared that the UPU must actively participate in strengthening the postal service as a whole and in improving the standard and speed of international mail circulation and postal exchanges by taking the following specific measures:

- collecting information on the standard of the postal service on a world scale, making a permanent analysis of the situation, establishing and keeping up to date documentation identifying the weak points of the world postal network and possibly giving rise to recommendations calculated to improve the situation;
- strengthening solidarity and cooperation among all administrations, promoting concerted action and pooling information on the standard and regularity of international mail circulation and postal exchanges;
- intervening, in case of necessity, with postal administrations, other national authorities and carriers with a view to improving the situation;
- taking into consideration, as applicable, the weak points discovered in the postal network as the basis for concerted technical cooperation;
- making 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 giving it the structural and financial means necessary for its conversion;
- expanding the UPU's field of activity and also taking part in establishing new services through the annual work of its bodies (EC and CCPS);
- introducing more flexibility into international postal regulations with a view to facilitating the rapid adaptation of postal services to the new needs, in relation with the study assigned for that purpose to the EC by Congress;
- contacting a number of other international organizations or bodies and strengthening, in particular, cooperation with the ITU in the field of new transmission techniques.

It invited

administrations and the Restricted Unions to make every effort towards the attainment of the above-mentioned objectives,

and instructed

the Executive Council (EC), the Consultative Council for Postal Studies (CCPS) and the International Bureau to take, without delay, within the framework of their own responsibilities, the appropriate practical measures to attain the above-mentioned objectives, and to report to the next Congress on the results and experience gained and submit to it appropriate proposals, as applicable.

II. Implementation guidelines

A. Preliminary analysis by the International Bureau (CE 1985 – Doc 21)

9 With a view to facilitating the work of the Executive Council and the CCPS, the International Bureau took the initiative of preparing, for consideration at their 1985 sessions, a stock-taking document which analyzed the Declaration and made suggestions about the way in which the relevant work could be conducted. The document submitted by the International Bureau (CE 1985 – Doc 21 and annexes) dealt with the following fields, among others:

- action to be taken to implement the Declaration of Hamburg (state of the world postal network, corrective measures, other action designed to strengthen the international postal service as a whole);
- ways and means in which the Union's bodies could participate in the work relating to the Declaration of Hamburg;
- starting up the work;
- work done by the Consultative Council for Postal Studies (Chairman of Committee 7) concerning the Declaration of Hamburg.

B. Role of the various bodies

10 The distribution of tasks between the three bodies proposed by the International Bureau and adopted by decision CE 16/1985 is as follows:

Action to be undertaken	Body responsible for implementation	Methods and outcome
i *State of the world postal network*		
a Collecting information on the standard of the postal service on a world scale	IB/CCPS	The CCPS defines the methods of collecting the information, on the proposal of the International Bureau and with the aid of specialists

Action to be undertaken		Body responsible for implementation	Methods and outcome
	Making a permanent analysis of the situation		The International Bureau, with the help of the same specialists, sets up the system of collecting and analyzing the information
	Establishing and keeping up to date documentation identifying the weak points of the world postal network		An annual report by the International Bureau is submitted to the CCPS with proposals on corrective measures to be taken by the CCPS or the EC
ii	*Corrective measures*		On the basis of the reports prepared as mentioned in a:
b	Recommendations calculated to improve the situation	EC/CCPS	– the CCPS makes recommendations or proposes them to the EC, in accordance with each body's area of responsibility
c	Strengthening solidarity and cooperation among administrations, promoting concerted action	EC/CCPS	– the EC or the CCPS takes appropriate steps
d	Information on the standard and regularity of mail circulation or postal exchanges	EC/CCPS	– the CCPS develops a system of exchanging information among administrations and, as applicable, proposes its implementation to the EC
e	Intervening with postal administrations, other national authorities, carriers and other organizations concerned (Customs or other)	EC	– the EC studies and decides on what approaches shall be made
f	Starting technical cooperation action to remedy the weak points identified	IB/EC	– the International Bureau prepares technical cooperation projects and submits proposals requiring fresh means to the EC for approval

	Action to be undertaken	Body responsible for implementation	Methods and outcome
iii	*Other action designed to strengthen the international postal service as a whole*		
g	Making 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 giving it the structural and financial means necessary for its conversion	EC/IB	EC Committee 10 (Documentation) might be instructed, on a permanent basis, to conceive and propose to the EC measures to that effect
h	Expanding the UPU's field of activity and also taking part in establishing new services	CCPS/EC	Within the framework of the CCPS study on new services offered to customers, the proposals brought out by the CCPS could, if necessary, be submitted to the EC with a view to studying the possibility of applying them
i	Introducing more flexibility into international regulations	EC	Resolutions C 56 and C 10 make provision for such a study which is being conducted by Committees 3 and 8. If the EC considers it advisable, Committees 4, 5, 6 and 7 may also consider possibilities of introducing more flexibility into the parts of the Acts coming within the purview of those Committees, quite apart from the general study arising from resolution C 56
j	Relations with international organizations and bodies, in particular with the ITU	EC/CCPS	Relations with the ITU are maintained by the CCPS; for the other organizations, in some cases by the EC, in some cases by the CCPS. Apart from the approaches in the specific cases mentioned in e, the establishment of new relations or the strengthening of existing relations would depend on requirements

C. Coordination Committee established to follow-up and coordinate the work concerning the Declaration of Hamburg (decision CE 11/1986)

11 At its May 1986 session, the Executive Council took note of the results of the first control of the state of the world postal network and approved the first corrective measures proposed at that stage; it also came out in favour of continuing the work.

12 Aware of the imperative need for coordination of all these activities, the Executive Council decided, in its decision CE 11/1986, a copy of which is attached at annex 2, to set up a Coordination Committee composed of the EC Chairman, the CCPS Chairman and the Secretary-General of those two bodies to follow-up and coordinate the work concerning the Declaration of Hamburg.

13 Since then, the Committee has met during each session of the EC and the CCPS, and regularly invited the Chairmen of EC Committee 4 and CCPS Committee 7 and occasionally other persons to participate in its work. In addition to the periodical review of the progress made on the transmission-time monitoring activities, the Committee also dealt with the following points, among others:

- evaluation of the control system adopted;
- technical assistance within the framework of the Declaration of Hamburg;
- evaluation of the results of the symposium on the quality of international mail circulation (Berne, 21 October 1987);
- the question of the general debate within the framework of Congresses and the topic for the Washington Congress debate;
- consideration of the EC document "Adapting the operation of the Union to present commercial and technical demands – Thoughts and suggestions".

III. Main lines of action

A. Postal activity: development and regulatory framework

i Market

14 Despite the incursions of private couriers who to a large extent have made inroads into the most lucrative sector of postal activities (urgent mail) and who use remailing as a means of redirecting bulk mailings from major enterprises over part of their route, it can be said that the Post has always had and still has a vast potential market, one that could be further expanded through modernization and rationalization, the use of new technology, the introduction of new services, and the improvement of the standard of traditional postal services.

15 Consulted with regard to the measures they had taken to retain and if possible expand their share of the market, the administrations provided the following replies:

- eighty-three of them (89 percent of replies) indicated that they had endeavoured to retain their market share and if possible expand it by introducing new services (EMS, electronic mail, S.A.L., business reply correspondence, etc), or by henceforth providing services which, although not new at UPU level, had not yet been introduced (financial services for example);
- sixty-one administrations (65 percent of replies) had improved the standard of traditional postal services by adopting the following measures, among others:
  - permanent monitoring of operations,
  - monitoring of transmission times,
  - establishment of mail-handling standards;

- forty-four administrations (47 percent of replies) were making greater use of new technology (mechanization, automation, informatics); the activities most frequently mentioned were:
  - mechanization and computerization of sorting operations,
  - automation of preparation of dispatch documents,
  - introduction of a tracking and tracing system (especially for EMS).

ii New services

16 It would seem that the term new services (or products) can be defined in two different ways: either a genuine newly created service, or one newly introduced by an administration, although widely offered by other administrations.

New services and adaptation of existing services

17 Although the administrations mentioned the introduction of new services at the national level, the role of the Union in this area was limited to ensuring their dissemination by means of the catalogue of additional services offered to the public (brochure 144 of the Collection of Postal Studies) without becoming directly involved in the introduction of such services.

18 It should nevertheless be mentioned that, within the framework of its proceedings, EC Committee 5 (Letter Post – Rate-fixing and payments) considered (cf paragraph 44 hereunder) the possibility of introducing more flexibility into the regulations concerning basic charges, so as to allow the administrations to take account of the wishes of their customers .

EMS

19 "EMS – A single worldwide company": this was the slogan that greeted journalists attending the press conference organized during the 1987 EMS symposium.

20 The following excerpts from the press file made up on that occasion illustrate the importance of the position assumed by EMS and its expansion since the Hamburg Congress, in its resolution C 25, made it one of the priority objectives for Union activity.

A single worldwide company

21 Postal administrations are facing an unprecedented and unique challenge: to operate the EMS service as a *"single, united, worldwide company"*. Never before have government agencies offering a public service under a myriad variety of economic, social and cultural conditions cooperated so closely to meet competition from private sector multinational corporations. And volume figures show that the Post is succeeding! Traffic has grown by 530 percent over the past 5 years and has now reached the record figure of 7.4 million items.

Common specifications

22 All UPU postal administrations operating the EMS service adopted in 1986 common specifications necessary for a high-quality service.

The EMS logo

23 In order to make the EMS service better known around the world, postal administrations have adopted a common name and logo in the same blue and orange colours. The design of the logo conveys an impression of speed and allows the EMS service to be instantly recognized in any country by its customers and by postal workers.

Joint market research

24 Never before have there been international consultations on such a scale in the postal world as those now being conducted by the European postal administrations to determine the size and nature of the express mail market in their region. Their example will soon be followed by other regions, and market research covering the whole world is expected. There again, postal administrations are already sharing "leads" on potential customers.

A world-wide network

25 More than 120 postal administrations are now providing the EMS service and their number is still growing (there were only 47 of them in 1984 when CCPS study 671 was created).

Incomparably more sales points throughout the world than the competition can offer.

More than 3400 links between countries are now available (in 1982, there were 305!).

Increase in volume

26 Steady and continual growth. From 1982 to 1987: from 1.4 to 7.4 million items – 530 percent in five years.

Electronic mail

27 This new service, the characteristics of which differ from case to case, is generally known by the generic name "electronic mail" and can be defined as follows: "services based on electronic transmission of messages which are accepted and/or delivered in a physical form by the postal service".

28 At present, the "Bureaufax"-type service between public post and telecommunications offices with facsimile equipment is provided at international level by approximately 80 postal and telecommunications administrations.

29 The postal electronic message-handling service provides for the electronic transmission of messages delivered to the post office in a physical form or by electronic communication means (telephone, telex, facsimile, videotex, etc), their printing at the receiving post office and their delivery to the addressees by postal means. Teleimpression is a similar service designed for mail for delivery in very large quantities to various addressees. These two types of electronic mail are currently provided in some ten countries.

30 Electronic mail services are making continual progress, both as regards traffic volume and quality. Postal administrations are strengthening their facilities and stepping up their investments in this field.

iii Means

31 The activities advocated by the Declaration of Hamburg with a view to modernizing the Post and strengthening the international postal service include the many studies conducted by the CCPS on computerization, mechanization and automation.

Computerization of services

32 Computerization of services which is recognized as a major asset and an effective means of attaining the objectives of improving the quality of service and modernizing management, features in the work of the CCPS at two levels in particular:

- four studies dealing with this subject among those assigned to Committees 3 and 4 (631, 632, 643 and 645);
- a resolution (CCEP 7/1987) and two decisions (CCEP 18/1987 and CCEP 21/1987) are mainly concerned with the adoption of computerized systems.

33 Computerization is developing or making a spectacular appearance in the following fields:

- processing of counter operations and related functions, as well as monetics (study 631, the report of which was published as a brochure);
- processing of AV 7 delivery bills and electronic transmission used by airlines (study 632);
- recording of registered items and postal parcels (study 643) with an extension dealing with the unique identification of items, receptacles and related documents in the international EMS letter-post and parcel-post services (recommendation CCEP 7/1987);
- management of mail transport (study 645, the report of which was published in 1988 as a brochure).

Mechanization and automation of services

34 In the 1984–1989 CCPS programme problems of mechanizing and automating the postal services occupied an important place commensurate with the concerns of administrations in this field.

35 Thus, two CCPS studies were devoted to the major problems arising in connection with the automation of letter-mail sorting, namely study 633 on compatibility between postage-stamp detection systems and code-reading systems in the automatic sorting of mail and study 634 on optical reading in letter sorting.

iv Expanding the UPU's field of activity

36 For many years, the UPU's role was essentially to lay down the rules for the functioning of the international postal service. The creation in 1957 of the Consultative Council for Postal Studies was the first step in expanding this role by making it possible to exchange experience and information through technical, economic and operational studies. This process continued in 1964 when technical cooperation was adopted as one of the Union's major activities.

37 This development gradually brought the UPU's role into line with its aims as set out in article 1, paragraph 2, of the Constitution: "... to secure the organization and improvement of the postal services...".

38 Executive Council resolution CE 3/1986 (annex 3) should be considered as a further stage in this policy, as well as a further step towards expanding the UPU's role: from then on, the UPU approaches the postal administrations of member countries whose postal networks exhibit shortcomings, not merely to draw their attention to the flaws but to help them to correct them.

39 Pursuing this policy, the Executive Council, on the basis of the International Bureau's suggestions, conducted a study in 1988 on the possibilities of more intensive action by the Union to safeguard and improve the quality of the international postal service. Congress – Doc 73 presents to Congress the findings of that study and its resultant suggestions.

v More flexible regulations

Studies by Executive Council Committees 3, 5 and 8

40 International postal regulations are amended only once every five years, at Congresses. Moreover, the regulations adopted are generally standardized and do not take sufficient account of specific cases or particular needs.

41 This relative inflexibility no longer seems compatible with the requirements of a market in which the Post has to face up to more aggressive competitors which pay closer attention to the concerns of their customers. Thus, making the regulations more flexible in line with the Declaration of Hamburg, serves a dual purpose:

- to make it easier to amend the regulations;
- to adopt regulations with wide potential for adaptation to actual situations and/or needs.

42 The work conducted in this context by the Executive Council has been developed in EC Committees 3, 5 and 8.

Committee 3 (General)

43 In the study assigned to it in this connection, the General Committee proposes two ways of achieving greater flexibility in the international postal regulations:

- enlarging the scope of article 102, paragraph 6, r, of the General Regulations to give the EC the power to recommend that postal administrations adopt provisional regulations or simply a new practice pending a Congress decision to enact comprehensive or partial legislation on the matter (see proposal 1502.1 concerning the above-mentioned article);
- transferring to the EC the formal power to revise the Detailed Regulations whenever necessary (see Congress – Doc 72).

Committee 5 (Letter Post – Rate-fixing and payments)

44 In the context of its work, the Committee studied the possibilities of making the provisions of article 19 of the Convention more flexible and proposed transforming the basic charges into guideline charges, in particular with the suggestion that paragraph 2, c, be abolished so as to allow certain countries greater freedom of action with a view to commercial management of the postal service.

Committee 8 (Postal Financial Services)

45 Within the framework of making the regulations more flexible and in execution of Hamburg Congress resolution C 10, the work of Committee 8 led to the following two proposals:

- abolition of the Collection of Bills Agreement, the International Savings Agreement, the Subscriptions to Newspapers and Periodicals Agreement, and the part of the Money Orders Agreement concerning postal travellers' cheques;
- new presentation for the Agreements and their Detailed Regulations concerning:
  - money orders;
  - the giro service;
  - cash-on-delivery items.

Drawing up of regulations concerning EMS: Framework Agreement and recommendations resulting from the symposia

46 In addition to the above-mentioned work, which is the direct product of the work of the Committees concerned, the EMS service was the subject of three resolutions and 17 recommendations which constitute flexible and effective regulatory elements allowing optimum operation of the service and concerning such diverse fields as, for example:

- unique identification of items;
- harmonization of specifications;
- imbalance compensation;
- inter-administration liability;
- standardization of labelling, and of course
- the provisional bringing into force of the Framework Agreement.

Drawing up of regulations concerning electronic mail in conjunction with the CCITT

47 As electronic mail is a new and fast-developing service, there are as yet no special international postal regulations governing it.

48 In view of the very nature of this service, postal administrations cooperate closely in this field with telecommunications administrations, using the equipment and communication networks developed by the latter and the corresponding regulations.

49 At international level, this cooperation is provided at two levels:

- at a general level, the CCITT–CCPS Contact Committee is responsible for considering, in a common framework, all questions of interest to the ITU and the UPU;
- at the specific level of electronic mail, and bearing in mind the importance these services are assuming on the communications market and their value for the future of the Post, a Sub-Working Party was created in 1986 within the Working Party of CCPS permanent study 503 "Electronic mail and other advanced message systems" and was assigned the special task of following the work conducted jointly with the CCITT and, in particular, of coordinating the views of postal administrations regarding electronic mail.

50 Thus during the CCITT 1984–1988 study period, postal administrations were able to take an active part in revising existing recommendations and drafting new ones concerning the electronic mail services.

51 At the proposal of the postal administrations, several amendments reflecting their concerns and the needs of their customers were incorporated into CCITT recommendations F.170 and D.90 concerning the Bureaufax-type service. A new recommendation about the intercommunication of message-handling services with public physical delivery services was drawn up on the basis of contributions submitted to the CCITT by postal administrations. Several other CCITT recommendations (relating to the telemessage service, the electronic directory service, etc) now take account of the UPU's demands concerning the structure and composition of the address of items for postal delivery.

52 Cooperation between the UPU and the ITU in the field of electronic mail will be continued and expanded during the next CCITT study period (1989–1994).

53 Sub-Working Party 503 transmitted to the CCITT some proposals for study subjects which were included in the new CCITT work programme adopted by the CCITT Plenary Assembly (Melbourne, 14–25 November 1988).

B. Quality control (including EMS)

i The monitoring system

Work of the team of specialists (decision CE 16/1985)

54 By decisions CE 16/1985 and CCEP 7/1985, the International Bureau was instructed to form a team of specialists who would be responsible for the study on the state of the world postal network. Following several approaches, three specialists were made available free of charge to the International Bureau by Germany, Fed Rep of, Canada and Switzerland; they presented to the CCPS at its 1985 session a report (CCEP 1985/C 7 – Doc 3.3b) proposing a system for collecting and analyzing information on the standard of the postal service on a world scale.

Adoption of the system by the CCPS (resolution CCEP 1/1985)

55 The proposed system consists of a control card which is attached to a certain number of items and on which are entered the data about the places and dates of posting, reforwarding and delivery: on delivery, this card is detached from the item, completed and returned to the International Bureau for analysis of the results.

56 This system was approved by the CCPS in its resolution 1/1985, a copy of which is attached at annex 4, subject to any later amendments; indeed, several changes and improvements have since been made to it, as is clear from paragraphs 81 and 82 below.

57 Following an initial pilot test organized by the specialists for the postal administrations of EC and CCPS member countries in January 1986, the Executive Council was apprised of the main results of this test and the specialists' conclusions at its 1986 session (CE 1986 – Doc 17 and annex 1). Subsequently the EC studied the programme for continuing this work and came out in favour of three monitoring operations per year, at the same time granting the International Bureau the necessary financial resources; the staff was provided from the regular International Bureau establishment.

ii Monitoring operations carried out

58 Monitoring the standard of mail circulation worldwide is obviously a major undertaking, and it was decided to proceed in stages, selecting a certain number of administrations (generally a whole continent) for each operation.

59 In each monitoring operation, administrations had an opportunity of monitoring mail from three to five countries of their geographical group and from one to three countries outside the region.

60 The following monitoring operations were carried out in this way:

Period	*Participating region*	*Number of participating administrations*
January 1986	EC and CCPS countries	52
June 1986	Africa	48
November 1986	Asia and Pacific	47
March 1987	Americas and West Indies	30
June 1987	Europe	48
November 1987	Africa	43
January 1988	Asia and Pacific	53
August/September 1988	Americas and West Indies	30
January/February 1989	Europe + rest of world	45

Results

61 Annex 5 to this document shows, by administration, the number of outward and inward items for which the transmission time was monitored from January 1986 to February 1989. It appears that 41 administrations did not take part in these operations, despite the pressing invitations to participate which were sent to them. Some of them, however, participated passively because their mail was monitored by one or more administrations of destination of the mail. In all, therefore, nearly 133 000 items were monitored.

Communication of the results of the monitoring operations

62 At the end of all these monitoring operations, each administration received the following information relating to it:

- a complete listing of the information contained in the control cards made out for the items it had sent and for those it had received:
- a summary for each separate link, by category of item and forwarding method.

63 These documents were each time accompanied by a circular letter inviting the administration concerned to analyze these results, draw conclusions and, if necessary, take appropriate steps to remedy any weaknesses found.

64 For their part, the EC and CCPS were regularly provided at each annual session with detailed information about the results of the monitoring operations which had been conducted since the previous session (decision CCEP 14/1986).

iii Comprehensive analysis of the results (resolutions CE 3/1986 and CCEP 2/1987)

65 At the proposal of the symposium on the quality of international mail circulation held on 21 October 1987 and of CCPS Committee 4 (Quality of service), the CCPS, in resolution 2/1987, a copy of which is attached at annex 6, instructed the International Bureau to distribute a table showing, by country, the averages recorded for each partial transmission time for both incoming and outgoing mail.

66 On the basis of the results of the transmission-time monitoring operations conducted up to that date, the International Bureau prepared two tables and distributed them on 29 February 1988 to all the administrations. Then, as the monitoring operations progressed, updates were sent out; annex 7 to this document sets out the final result of the averages registered for all the operations conducted (airmail items).

67 As the team of specialists emphasized as early as 1986, the fixing of specific objectives and standards for transmission between countries is a fundamental step towards improving the postal network as a whole. A decisive step in this direction has undoubtedly been taken with the preparation and distribution of these tables which constitute a very important point of reference for establishing service standards or checking the accuracy of existing standards, or for preparing lists or other documents for counter staff and customers showing the average transmission times for specific countries or groups of countries.

68 Moreover, as many administrations have taken part at least twice in a monitoring operation and certain identical links have thus been monitored twice, at different periods, it has been possible to make interesting comparisons. On several occasions, the International Bureau has drawn up comparative tables and sent them to the administrations concerned urgently drawing their attention to the continued existence of weak points, or even to deteriorations noted, as well as offering to cooperate with them on finding ways of solving these problems.

69 In addition, the International Bureau conducted various special analyses of the results in an effort to highlight repeated weaknesses. Thus it presented reports to the Executive Council (CE 1988/C 4 – Doc 8/Add 1) and the Consultative Council for Postal Studies (CCEP 1988/C 7 – Doc 3.3b) detailing the great irregularity in transmission times over certain links and the effect of the day of posting on the total duration of the transmission of an item; for it has been established that while, in the customers' eyes, the speed factor is the criterion par excellence for assessing the quality of a postal link, there is another indispensable factor:

70 Whenever it intervened to point out one or other, of the above-mentioned weaknesses, the International Bureau referred to resolution CE 3/1986, a copy of which is attached at annex 3, instructing it in particular:

- to draw the attention of postal administrations to the weak points observed in the postal network of their country;
- to seek, with those administrations, ways and means of correcting the shortcomings noted and, wherever possible, to provide administrations requiring it with aid in applying corrective measures or in preparing for that purpose a technical cooperation project;
- *in full agreement with the postal administrations concerned* to approach other national authorities or regional or international bodies in a position to contribute to solving the problems which the controls carried out might bring to light. It also recommended postal administrations to apply, wherever possible, the recommendations which the International Bureau makes with a view to removing the weak points which have been noted.

iv Corrective measures (resolution CE 3/1986)

71 At the end of each monitoring operation, the International Bureau made a detailed analysis of each link and, where applicable, sent an individual letter to the administration concerned, inviting it to take a closer look at transmission times which seemed to be too long and to take appropriate corrective measures. In addition, each administration was invited to notify the International Bureau of the corrective measures it had implemented or at least planned.

72 On various occasions, administrations emphasized the particularly long time they needed to analyze in detail all the results received from the International Bureau, identify the weak points, study ways of improving them, undertake corrective action and, lastly, monitor the effectiveness of the measures taken.

73 Numerous administrations corresponded with the International Bureau about the results of these monitoring operations and some 60 of them announced that corrective measures had either already been implemented or were planned. These measures vary greatly and concern both internal organization and international conveyance as well as staff training and motivation. Their scale likewise varies considerably from case to case, because it ranges from drawing up a new dispatching plan to the complete reorganization of domestic mail forwarding structures or even to the construction of a large multi-purpose office of exchange in the immediate vicinity of the capital's airport.

74 The most important corrective measures already taken include:

Internal organization measures:

- construction started on a sorting centre located in the immediate vicinity of the capital city's airport;
- commissioning at the airport of high-performance technical installations with a view to speeding up the various operations;
- improvement of the maintenance of postal vehicles and creation of a unified system at national level for this purpose;
- increase in the fleet of postal vehicles, thus reducing dependence on private carriers through better control of link schedules;
- increase in the number of motor vehicles and in the frequency of transport between the airport and office of exchange;
- introduction at national level of an additional daily collection from posting boxes;
- installation of posting boxes with several compartments so that customers can make their own preliminary sort of outward mail (place of posting/capital/large towns/international airmail/printed papers, etc);
- doubling of the number of PO boxes;
- increase in the frequency of dispatches through increased use of transit flights;
- reciprocal exchanges of unsorted mail;
- revision and complete correction of transmission between secondary sorting centres and the office of exchange;
- establishment of a new presorting programme for international mail;
- modification of the apportionment of inward mails among the various offices of exchange;
- reorganization of exchanges with the border areas of adjacent countries;
- establishment, at national level, of an operational procedure which should enable the negative effects of labour action to be reduced;
- creation, at exchange offices of a permanent system for monitoring inward and outward international mail;
- introduction of internal monitoring of transmission times of international mail throughout the territory;
- modification of and increase in the working hours of sorting centres, especially at week-ends;
- creation of an airmail service at national level.

Measures concerning international conveyance:

- new agreement with an air carrier aimed at increasing the frequency of dispatches;
- modification of routeing tables in an attempt to avoid places where the quality of transhipment is inadequate;
- contacts with air carriers to persuade them to tranship mails;
- use of C 27 trial notes to check certain links in which weaknesses were noted.

Measures concerning staff:

- production of a "Brochure on the preparatory sorting of letter mail for abroad" for all staff involved in the sorting and dispatch of mail for abroad;
- campaign to raise staff awareness.

Action in other fields

75 In addition to the correction measures referred to above, a large number of administrations mentioned various actions they had undertaken. These relate to many different fields, but can be summed up as follows:

- mail conveyance and circulation (introduction of permanent or regular monitoring operations, meetings with neighbouring countries to determine the best conditions for exchanging mail, setting of standards, implementation of an overall plan for restructuring the postal services in order to speed up sorting and forwarding, introduction of postal codes);
- reorganization of services (complete reorganization of the staff information system, modification of training and post-training structures, employment of specialized firms to study the operation of the services).

76 In view of the number of corrective measures and their great interest, the International Bureau summarized them in a brochure published in November 1988 and entitled "Quality control of international mail circulation: 126 points". This document, of a very simple design, sets forth a large number of questions, broken down according to operational sectors, which should enable an officer in charge of mail circulation to take detailed stock of the state of his national postal network.

v Critical review of the system and possible improvements in technique and data analysis

77 The Coordination Committee and the International Bureau have, by mutual consent, continued to develop ideas about corrections or modifications which could be made to the UPU transmission-time monitoring system in order to improve its quality while also pursuing the objective of standardizing the systems used by the Restricted Unions and the administrations. The factors highlighted in this connection are set out in paragraphs 78 to 91 below.

Indispensable criteria for a universal control method

78 If the transmission-time monitoring method is to be practicable and useful for the administrations of all Union member countries, it must take account of the following criteria:

- a simple system which is easy to understand and operate;
- limitation of equipment and staff requirements to a minimum;
- account taken of language problems;
- monitoring of all categories of items (LC, AO, CP), all forwarding methods (surface, air, S.A.L.) and all delivery methods (to the addressee's address, PO boxes, advice to the addressee);

- use of methods accessible to all administrations, whatever their level of development, without excluding the possibility of providing data in more up-to-date forms such as optical reading, electronic data capture;
- quick obtaining of results;
- sufficient accuracy of data to enable the necessary measures to be taken without other additional action;
- data analysis by a single authority or in accordance with uniform systems.

Brief analysis of existing systems

79 Most administrations operate a quality control system at national level. A survey conducted by the International Bureau when the symposium on the quality of international mail circulation (Berne, 21 October 1987) was being prepared revealed the following:

- 90 percent of the administrations that replied to the questionnaire stated that they used one or more control systems;
- several administrations said that, in addition to the monitoring at regular intervals, they also made spot checks as needed. For some administrations, the frequency differed according to the category of item or the region (more frequent monitoring in towns than in rural areas). In addition, where continuous, daily or weekly monitoring had been chosen, it was often noted that the administrations also carried out supplementary monitoring at less frequent intervals;
- the control systems differ widely, as do their objectives.

80 The principal systems which are suitable for the monitoring of international mail are described and analyzed in annex 8.

Improvement of the present UPU method and its operation

81 As the work has progressed, and in the light of the International Bureau's findings and of administrations' comments and suggestions, the methodology decided by the CCPS in 1985 has been modified and improved.

82 The following changes have been introduced:

a Collection of data

- the size of the sample of items to be monitored has been increased and made more precise;
- the control cards have been issued in eight bilingual language versions;
- a number of clarifications have been made in the operational guide and some examples of correctly completed cards have been added to it.

b Analysis of the results:

- the summary tables have been modified and supplemented several times;
- some new transmission times have been calculated:
  - standard deviation (mathematical concept calculated in order to establish the dispersion of items);
  - times "H" (cumulated percentage for 80 percent of the items);

- new tables have been created in order to inform the EC and CCPS regularly, in particular the new summary table which permits comparison of inward and outward mail handling times for all countries and which may, where appropriate, be used as a basis for establishing various standards (see annex 7).

83 Compared with an ideal system, the UPU method has the following weaknesses and drawbacks:

a Methodology-linked:

- the time elapsing between posting and cancelling of an item is not measured, nor is the exact date of receipt by the addressee recorded;
- from the exchange office of destination onward, the item monitored is no longer anonymous;
- LC items with a control card affixed to the back are difficult to process mechanically;
- the method is not programmed to give a sample that is representative of the world network (the choice of links to be monitored is left to the countries);
- checking and processing of the data, as well as the centralized analysis of the results, are rather cumbersome.

b Operation-linked:

- despite the clear instructions given, some administrations:
  - monitor only very few items,
  - only monitor items intended for their capital city and not for places scattered over the whole territory.

84 Most of these weaknesses or drawbacks have not yet been eliminated, in the interests of keeping the system simple, cheap and above all universal, important advantages which should not be forgone.

85 The following improvements could be considered:

- decentralization of the monitoring operations at the level of the Restricted Unions and the administrations;
- initially, administrations would only monitor the overall time (end-to-end monitoring) using their own resources; subsequently, only those links which had raised problems would be monitored by means of a system which could measure these times stage by stage and thus pinpoint delays;
- combination of the present system with other systems such as "test mail";
- planning of monitoring operations on a basis more representative of the world network (ie suggesting links to be monitored by the participating countries instead of allowing them a free choice); this approach was tried out for the "EMS pilot tests" in May 1988 and in May/June 1989;
- wider-based analysis of the findings, closer monitoring of the corrective measures taken or planned.

Possible standardization of the monitoring systems used by the UPU, the Restricted Unions and the administrations

86 Without going into the considerations set out in chapter IV, D, below (paragraphs 130 to 134), which presents the possibility of making quality control a permanent UPU activity, it seemed interesting to consider the conditions for possible standardization of the various systems.

87 As already mentioned in paragraphs 79 and 80 above, there are many different monitoring systems with varying aims and requiring very different human and financial resources.

88 In many administrations, inward and outward international mail is monitored, within the framework of national quality control operations, by means of special systems which have been developed in consideration of each administration's own circumstances.

89 Two Restricted Unions, the CEPT and the PUAS, have so far conducted monitoring operations on a fairly large scale but not at regular intervals. The PUAS method is very close to that used by the UPU; the CEPT on the other hand, while also using a control-card system for parcels, uses the test mail method for monitoring LCs, either end-to-end or over a limited section of the route.

90 In view of the foregoing , it seems that the standardization to be sought should not necessarily cover the specific operational method used but rather:

- coordination of the monitoring periods and their duration with the Restricted Unions involved;
- seeking of a certain uniformity in the size of the sample and in the frequency of the monitoring operations;
- systematic exchange of results in order to enhance the data and draw broader-based conclusions.

91 However, if the control-card method were made general practice, it should be possible to achieve standardization of the methodology, of the card itself and of the ways of presenting the results. Such standardization would simplify the work of the bodies responsible for the monitoring operations and would also make it possible to take account of all the results obtained, whether by the administrations, the Restricted Unions or the International Bureau, when standards are being fixed for each administration, both for inward and for outward mail. As the UPU control-card system seems to be appreciated by all Union member countries, the possibility of standardization could therefore be considered with the Restricted Unions on the basis of this system.

C. Strengthening of solidarity and cooperation

i Technical cooperation within the framework of the Declaration of Hamburg

92 On the basis of the programme adopted by the Hamburg Congress and the information provided by the postal administrations of Union member countries and the Restricted Unions, the International Bureau drew up a "Comprehensive action programme, 1987–1990".

93 This comprehensive programme was approved by the Executive Council at its 1986 session and updated in 1988.

94 It provides for action, at both world and regional levels, to improve the quality and speed of international mail circulation and postal exchanges as well as the creation and development of new services, in particular EMS.

95 A series of activities was planned at world level, such as:

- improving mail circulation by the rational, coordinated use of existing links and of all available transport facilities (1988–1990);
- improving the organization and operation of sorting centres and transit centres (1988–1990);
- training staff in mail circulation and delivery (1988–1990);
- setting up and developing EMS (1987–1990).

Action taken during the period 1987–1989

a *To improve the quality and speed of mail circulation:*

- consultants' missions and training activities were carried out or are planned on the basis of requests received from the administrations concerned in this field;
- study cycles and symposia were held on behalf of the developing countries of various regions;
- periodic meetings were held between the International Bureau and the representatives of the African Restricted Unions with a view to following up resolutions and recommendations about improving mail circulation and delivery in Africa;
- the results of the transmission-time monitoring operations were studied with a view to notifying the experts/consultants on the spot of the inadequacies found so that they could take appropriate corrective measures;
- tangible assistance was granted in the form of operational missions to countries which had asked for aid in this field.

b *To set up and develop EMS:*

- on the basis of administrations' requests, consultants' missions and training activities were implemented or are planned and equipment was provided to help the countries set up the service;
- study cycles and seminars were held or are planned on behalf of the developing countries of various regions;
- a joint UNDP-UPU-PUAS project to set up or develop EMS in the countries of Latin America started up in 1988;
- a regional project in Europe, including an EMS component, began in 1988;
- a proposal will be made to UNDP concerning a regional project for the Arab countries with one component relating to organization of the EMS service in accordance with the views expressed at the symposium of Chairmen and Directors-General of interested administrations in late 1987. An initiative will also be taken with a view to expanding the service in the African countries.

c *To make governments and users aware of the need to make the Post a dynamic undertaking:*

- conferences of Ministers are held in various regions for the purpose of making political leaders aware of the great challenges arising in the postal sector, particularly as regards structures and financial autonomy;
- symposia and study cycles have been organized for the Directors General to discuss the problems raised by postal service management and to find appropriate solutions in keeping with the rapid evolution of customer needs and of the competition;

- management courses have been provided for senior officials required to make decisions in all aspects of management (human resources, financial, costing, rate-fixing, etc);
- various public information and commercial promotion activities have been organized to create local commercial action and public information structures for the Post. Special efforts have been made in training commercial liaison officers and public information specialists.

ii Role played by the Restricted Unions

96 Under the terms of the Declaration of Hamburg, the Restricted Unions are also invited to make every effort towards the attainment of the objectives sought. It was therefore deemed desirable to consult them about their activities towards the implementation of the Declaration, especially in the following fields:

- measures to strengthen solidarity and cooperation among administrations, to promote concerted action and pooling of information;
- activities to make governments more aware of the need to make the Post a dynamic undertaking which contributes to the smooth running of the economy;
- information, advice and action taken regarding remailing;
- regional quality and transmission-time control.

97 Six Restricted Unions answered the request for information sent to them, some supplying copies of the documents they had published and of the principal decisions of their executive bodies. This rich and voluminous documentation concerns a great many different areas and is fairly often directly related to the level of development of the postal service in the region concerned.

98 Briefly summarized, the activities of the Restricted Unions as regards the implementation of the Declaration of Hamburg may be presented as follows:

a Development of EMS

- study of the specific problems of the region;
- promotion of the use of the EMS logo, colours, forms and labels;
- exchange of information about the service;
- training courses for operational staff;
- motivation seminars for senior officials;
- distribution and explanation of the activities of the UPU bodies in this field;
- consultants' missions.

b quality control

- motivation of administrations to take an active part in the monitoring operations organized by the UPU;
- conduct of regional monitoring operations;
- holding of coordination meetings with the sub-regional Unions to exchange ideas and to harmonize solutions for improving mail circulation and delivery.

c remailing

- distribution of information on the activities of remailing firms;
- adoption of resolutions by the bodies with a view to applying the postal monopoly;
- symposia to heighten the awareness of the Directors-General;
- introduction of a new service (consignment) in order to compete with remailers.

d postal services

(development of existing services and introduction of new services)

- implementation of technical cooperation programmes;
- assistance with introduction of services not yet in operation (money orders, postal savings bank, electronic mail);
- distribution of information, preparation of manuals, organization of seminars with a view to improving the security of postal items;
- activities to support the development of S.A.L.

e raising government awareness

- invitation to all Ministers of Posts to support all activities aimed at providing the Post with modern organizational structures;
- search for a common programme of technical cooperation with a view to modernizing the management of postal administrations.

iii Action with regard to remailing

99 Considering the harmful effects for the world postal service of the expansion of remailing, in 1987 the International Bureau placed this problem before the Executive Council. It has also provided the postal administrations and the Restricted Unions with the chief information available, drawing their attention to the need for a concerted attitude to confront the challenge.

100 Certain administrations have requested the International Bureau either to give an interpretation of article 23 of the Convention or an opinion on the attitude to adopt towards contracts proposed to them.

101 While noting that these provisions are optional and that only national regulations are applicable, the International Bureau has attempted to inform administrations of the possible consequences of performing such contracts, irrespective of questions of principle inherent in the spirit of the Acts of the UPU.

102 This topic of paramount importance has been discussed by the EC and the CCPS, which have adopted certain urgent measures. As the result of lengthy debate, there was convergence around the following main ideas:

- the possibility of revising the provisions of article 23 of the Convention on remailing to provide a better response to the challenge facing the Post;
- the possibility of re-examining basic postal rates and terminal dues so that they correspond to the cost of the service provided and fill the gaps which allow remailing to gain a foothold;
- the need for coordination among administrations in order to improve the control and the quality of the service and to act in a more concerted manner towards greater solidarity and better coordination of interests.

D. Relations with the world at large

i Awareness and information activities and customer relations.

103 In the framework of technical cooperation, the following initiatives have been taken or are planned to make governments aware of the need to make the Post a dynamic undertaking with the structural and financial resources necessary for its transformation; they relate to:

- the organization of conferences, symposia and meetings to make Ministers and Directors-General aware of the major problems in postal management;
- missions by consultants to assist administrations wishing to restructure their services or transform their administrations into commercial undertakings, in particular, with financial autonomy;
- training and awareness activities for public information;
- briefing of experts and consultants on the Declaration of Hamburg before their missions to countries. They are asked to concern themselves during their missions with implementation of the relevant measures advocated in the Declaration.

104 In addition, in its ordinary activities the International Bureau has endeavoured to attain the objectives in the Declaration, in particular by:

- supporting efforts by postal administrations in events organized for *World Post Day* (distribution of the WPD poster, media production of the Director-General's message, prize-giving ceremonies for the winners of the international letter-writing competition);
- loan to administrations of films and videocassettes about the postal services;
- talks to postal officials visiting the International Bureau as international technical cooperation Fellows which stressed the need to apprise the customer of improvements to the Post and new services offered;
- distribution of brochure 157.1 in the Collection of Postal Studies ("The practice of public communication in the Post");
- increased provision of information on the Post, its achievements and its plans to postal administrations, institutions requesting it (governmental and non-governmental institutions, universities, associations), students and individuals in general;
- large-scale distribution of the information leaflet on the UPU when the Union attends exhibitions and fairs.

ii Inter-organization relations:

With the ITU on electronic mail

(Cf paragraphs 47 to 53 above)

With the CCC on EMS

105 The problem of customs clearance for EMS items has been raised on several occasions, namely:

- at the 10th meeting (Brussels 1983) of the CCC–UPU Contact Committee;
- at the 1985 session of the Executive Council which decided to place the topic on the 1985–1989 CCC–UPU Contact Committee work programme;

- in the reports of the coordinating country for CCPS study 671.16 (France) which was also designated as reporting country for this study in the CCC–UPU Contact Committee.

106 At its June 1987 session in Ottawa, the CCC approved a number of directives designed to simplify and harmonize customs clearance of express items, including EMS items; it also suggested that the postal services should promote collaboration at national level with the customs services by setting up national Post–Customs committees.

107 The results of applying these directives were submitted to the Permanent Technical Committee at its November 1988 meeting. Nevertheless, in several cases, these directives were received late and therefore the evaluation period, which had been set at one year, had to be extended. The postal administrations will be invited to propose amendments to these directives, which will be submitted for examination by a group of experts.

With organizations representing customers and the press

108 The International Bureau has extended and given a new dimension to its contacts with the press, notably through the "UPU Newsletter", sent far and wide. It has also organized a number of press conferences on various occasions (when the new Director-General took up office, EC and CCPS sessions, EMS and electronic mail symposia, etc).

109 In another vein, a Publishers–UPU Contact Committee was created pursuant to decision CE 23/1987 on the subject of "Contacts with international bodies representing customers of the postal services", and decision CCEP 27/1987, taken after the symposium on "The press and postal traffic" held in Berne on 22 October 1987 for the postal administrations on the one hand and the international organizations representing the press and publishing industries on the other. This Committee, which held its first meeting on 26 October 1988 in Berne, decided to continue its in-depth study of questions of common interest.

With the ISO

110 In the 1984–1989 CCPS work programme approved by the Hamburg Congress, there are several studies on standardization, requiring collaboration with the ISO:

- 635 "Packaging used for the conveyance of postal items";
- 636 "Address area on documents – Constituent elements of a postal address";
- 671.11 "Standardized labelling and numbering";
- 671.12 "Computer-based tracking and tracing".

111 In addition, the UPU and the postal administrations have followed with interest and attention the work in standardization bodies on standards especially for packaging materials, technology, terminology, data-processing systems, teleinformatics, containers, etc. This constant concern is absolutely essential since postal studies and research are becoming increasingly technical.

IV. General considerations

A. The Declaration of Hamburg: a new spirit in the UPU

112 It could be said, without over-generalization, that the concerns of the Post which led to a high-quality general debate at the 1984 Hamburg Congress and to the ensuing formal Declaration of Hamburg stem from a fundamental evolution in customer needs and wishes during the 1970s.

113 Many sectors such as banking, international trade, insurance, the international building trade, advertising and the big international newspapers felt an increasing need to transmit documents, receipts, written statements, industrial drawings, spare parts, trade samples or magnetic data media at national, continental and intercontinental levels with maximum speed and reliability.

114 Another new factor was that these new types of customer were perfectly willing to stand high prices commensurate with their requirements.

115 It does not apparently need any great stretch of the imagination to realize now that these demanding customers found it hard to see the traditional postal administrations as the effective, flexible and businesslike partners they needed ... and the competition came roaring in, like a whirlwind in a blue sky! If a historian looks at the UPU'S work he will see that a general debate on the situation of the postal services took place back in 1979 at the Rio de Janeiro Congress, followed in 1983 by a symposium on counter measures against the competition. But the real change in attitude will undoubtedly be attributed to the Hamburg Congress and its Declaration which inspired a new approach and created a new spirit of decision, openness, flexibility and dynamism all perfectly in keeping with the provisions of article 1, paragraph 2, of the Constitution which lays down that: "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".

116 To realize that there is a new spirit, it is only necessary to pick out some of the key verbs in the Declaration of Hamburg:

- collecting information ...
- making a permanent analysis ...
- establishing and keeping up to date documentation ...
- strengthening solidarity and cooperation ...
- intervening ...
- making more aware ...
- expanding the field of activity ...
- introducing more flexibility ...
- contacting ... and strengthening ...

117 This report describes the various tasks carried out by UPU bodies and gives the first concrete results, so it would be superfluous to repeat them at this point. This is, however, the ideal place to stress and note with satisfaction that those activities will leave indelible traces, especially in the following fields:

- quality control: in addition to the concrete results relating to the links monitored, these monitoring operations have aroused an awareness of the question and it seems possible to state, without undue optimism, that in future no postal administration will be able to avoid regular monitoring in one form or another of the quality of its services and particularly of transmission of mail;
- making regulations more flexible: introduction of new services and studies on international regulations;
- new products: EMS, electronic mail, etc;
- customer contacts and coordinated action to deal with private sector competition.

118 All these initiatives reflect a fundamental change in the organization from its long-standing normative nature to an enterprise for developing and promoting the quality of the Post in its struggle for survival. There is cause to believe that this evolution will be irreversible.

B. The Declaration of Hamburg and the emergence of a new role for Congress and the other UPU bodies

119 Congress's traditional role is primarily to legislate and standardize and it is a pity that such a meeting which brings together the representatives of postal administrations from all member countries at the highest level, is not exploited to discuss certain major problems which do not necessarily result in amending the Acts of the Union, especially since competition from private couriers and technological development raise a large number of questions which it would be valuable to discuss in such a forum.

120 In view of the success of the general debate at the Hamburg Congress and the quality of the results, it would seem desirable, if Congress so wishes, not only to repeat the activity but to institutionalize it.

121 Furthermore, the Executive Council's study on international regulations should, if Congress so wishes, result in the transfer to the EC, under certain procedural arrangements, of the competence of Congress to revise the Detailed Regulations. There is also a proposal that the Executive Council should have the power to take the initiative in action deemed necessary to safeguard and improve the quality of the international postal service.

122 In its area of activity, the CCPS has sought to improve its working methods and procedures. One improvement which would have far-reaching consequences is the method of drawing up the CCPS basic work programme comprising a limited number of studies on topical subjects of common interest, reviewable annually in the light of the actual situation and new priorities.

123 The normal effect of this evolution would be to strengthen the role of the International Bureau.

124 These matters are taken up in the pertinent Congress documents.

C. A new kind of cooperation between the bodies

125 The work resulting from the Declaration of Hamburg has led to one particular result: because the actions taken in implementation of the Declaration are interdependent, there has to be permanent consultation among the three bodies.

126 In view of the new policies being adopted by the Union, this is likely to be the case more often in the future. It can moreover be noted that the Rules of Procedure of the EC and the CCPS empower the respective Chairmen of these bodies to deal with urgent questions arising between sessions.

127 Nevertheless, time has demonstrated the excellence of decision CE 11/1986 which established a Coordination Committee to follow up and coordinate the work concerning the Declaration of Hamburg; the functioning of that Committee and the many tasks it has accomplished have proven the effectiveness of such permanent consultation and underscored the desirability of giving the representatives of the Union's three permanent bodies an opportunity to exchange their views on policy and organization of the work. The need for this kind of consultation will become even more obvious as the Union develops its activities, as is in fact being proposed.

128 That is why the possibility of making the Coordination Committee to follow-up and coordinate the work concerning the Declaration of Hamburg a permanent institution, to be called simply the "Coordination Committee" for the permanent bodies of the Union, should be examined. The Committee would retain its present composition with a possibility of expanded meetings attended by other persons selected by the Committee as a function of the questions on the agenda. The Committee's tasks would be to coordinate the work of the Union's permanent bodies and, if necessary, to suggest to these bodies measures that would guarantee or improve operation of the postal service. The Committee would meet, in principle, on the occasion of the annual sessions of the EC and the CCPS.

129 The draft resolution set out in proposal 012 has been drafted with this purpose in mind.

D. Question of quality control becoming a permanent UPU activity

i Future prospects

130 It is now clear that the actions resulting from the Declaration of Hamburg have given a large number of administrations a different viewpoint on the difficulties they meet regularly in circulating their international mail. And it is particularly encouraging to see that in many cases there is a new outlook demonstrated by a keener interest and a different approach to problems: certain weaknesses which have existed for years are gradually seeming less irremediable and, once identified, the difficulties in the postal network appear less insurmountable.

131 On this score, it is interesting to remember that back in 1985 the team of specialists stressed in its report to the CCPS that the monitoring system it recommended was not a miracle cure, that it deliberately took little account of over constrictive mathematical and statistical data and gave priority to mobilizing all administrations in simple, cheap and yet effective monitoring operations.

132 Congress could adopt the improvement measures in chapter III, B, v, above, in operations for regular mail and for EMS, and then take a decision of principle institutionalizing the transmission-time monitoring, thus providing the permanent bodies of the Union with a legal basis and the financial resources needed.

133 While it does not appear either necessary or desirable for Congress to decide on the details of the method to be used, an outline decision on the essential and permanent nature of such monitoring would allow its continuation and extension.

ii Financial aspects

134 In so far as they can be forecast with sufficient precision, the human and material resources required are given in the following table which comprises three columns, viz:

a overall resources representing the full implementation of the activities (column 1);

b the amounts already provided for in the 1990 budget (column 2);

c the *additional* resources which Congress should provide for within the ceiling of Union expenditure for each of the years 1991 to 1995 if it intends that these activities should be fully implemented (column 3).

Financial and human resources

		1 Overall resources	2 Resources budgeted for 1990	3 Additional resources
		CHF	CHF	CHF
a	*Ordinary mail*			
	– Printing of control cards	30 000	30 000	0
	– Data input	100 000	100 000	0
	– Printing of tables, graphs, publications	25 000	0	25 000
	– Supervision of work, electronic data processing, translation and distribution of results, analysis of results, follow-up, intervention and correspondence with administrations:			
	• 1 P 3 official	129 000	0	129 000
	• 1 G 4 official	67 000	0	67 000
		351 000	130 000	221 000
b	*EMS items*			
	– Printing of control cards	30 000	0	30 000
	– Data input	100 000	0	100 000
	– Printing of tables, graphs, publications	25 000	0	25 000
	– Supervision of work, electronic data processing, translation and distribution of results, analysis of results, follow-up, intervention and correspondence with administrations:			
	• 1 G 4 official	67 000	0	67 000
Totals		222 000	0	222 000

iii Enabling the International Bureau to intervene with countries

135 Once the monitoring work resulting from the Declaration of Hamburg became operational, it rapidly proved essential to give the International Bureau, through its Director-General, the facilities and legal basis to intervene with administrations or services responsible for the delays noted (resolution CE 3/1986).

136 This need to intervene must in fact have been realized by the Hamburg Congress when it declared formally that "the UPU must actively participate ... by ... intervening, in case of necessity, with postal administrations, other national authorities and carriers with a view to improving the situation".

iv Draft resolution

137 On the basis of the objectives set out in i, ii and iii above, therefore, the draft resolution in proposal 013 has been prepared.

E. Organization and operation of the bodies of the Union

138 As was mentioned earlier in chapter IV – A, an increasingly urgent need is being felt to adapt the operation of the Union to present-day commercial and technical demands. A desire to take measures to safeguard and improve the quality of and to modernize the international postal service has been the focus of concern for the bodies of the Union.

139 Thus, for example, at its 1988 session, the Executive Council considered a report (CE 1988 – Doc 21) submitted to it by its Secretary-General and entitled "Adapting the operation of the Union to present commercial and technical demands – International Bureau thoughts and suggestions".

140 After a lively discussion, the Executive Council set up a Working Party made up of the following administrations: Colombia, Great Britain, Hungarian People's Rep, India, Japan, Nigeria, Senegal, Switzerland (Chairman), Tunisia, USSR and United States of America, along with the International Bureau.

141 The Working Party met three times to fulfil the task entrusted to it, which was:

- to consider the legal, operational and financial aspects arising from adapting the operation of the UPU to present commercial and technical demands;
- to study the International Bureau's suggestions (CE 1988 – Doc 21) and a number of suggestions submitted by administrations, and to consider ways and means of applying them;
- to prepare, for the EC, proposals to the Washington Congress on this subject;
- to prepare, if possible, proposals applicable before Congress.

142 The work that was carried out and the results of which were approved by the EC at its April 1989 session, focussed on two fundamental subject areas:

a the legal and institutional aspects, presented in Congress – Doc 72;

b the operational and financial aspects, presented in Congress – Doc 73 which addresses three main issues:

- increased role of Congress in setting the general policies of the international postal service;
- increased role of the Executive Council in safeguarding and improving the quality of the international postal service;
- adaptation of the financial powers of the EC to new realities.

F. Financial and human resources of the permanent bodies of the Union in the light of the new policies

143 Continuation of the activities undertaken pursuant to the Declaration of Hamburg and their attendant repercussions on the organization and operation of the Union (paragraphs 138 to 141 above) will obviously require additional financial and human resources if significant results are to be obtained.

144 These additional resources are the subject of a detailed evaluation, given partly in paragraph 134 of this report, partly in Congress – Doc 73. They can be summarized as follows:

a *Transmission-time monitoring*

- one annual credit of 221 000 CHF

b *EMS monitoring*

- one annual credit of 222 000 CHF

c *Project to enhance the quality of and to modernize the service*

- one annual comprehensive credit of 512 000 CHF

d *Use of specialists for certain tasks and studies*

- one annual credit of 111 000 CHF.

145 Obviously, these estimates do not take account of any decisions which may be taken by Congress on the basis of sectoral reports or pursuant to the General Debate.

V. Conclusion – Instructions requested from Congress

146 Congress is invited to:

- take note of this joint report;
- make a ruling:
  - on proposal 012 to give a permanent character to the Coordination Committee (paragraphs 125 to 129);
  - on proposal 013 to make quality control a permanent UPU activity and to grant the resources required for its implementation (paragraphs 130 to 137);

taking account of the policies and proposals set out in Congress – Doc 73.

Berne, 28 April 1989

The Coordination Committee:

F KOLLER, A HOUISSA, A C BOTTO DE BARROS

LIST OF ANNEXES

Annex No	Reference	Subject
1	–	Declaration of Hamburg on the role of the UPU in the integration of national postal networks
2	Decision CE 11/1986	Control of forwarding times
3	Resolution CE 3/1986	Quality of the world postal service
4	Resolution CCEP 1/1985	Collection and analysis of information on the standard of the postal service on a world scale (Declaration of Hamburg)
5	–	Participation of administrations in transmission-time monitoring operations
6	Resolution CCEP 2/1987	Control and improvement of transmission times
7	–	Averages recorded during transmission-time monitoring operations – summary recapitulation by administration
8	–	Quality and transmission-time control – Brief analysis of the various existing systems

Declaration of Hamburg on the role of the UPU in the integration of national postal networks

Congress,

In view of

- the general discussion held in Hamburg on 26 and 27 June 1984 on "Changes in the Post in view of the development of the communications market";
- the need to improve the standard and speed of international mail circulation and postal exchanges;
- the role which the UPU can play with a view to solving common problems,

Whereas

- the member countries of the Union comprise a single postal territory for the reciprocal exchange of letter-post items;
- the aim of the UPU is to secure the organization and improvement of the postal services and to promote in this sphere the development of international collaboration;
- the UPU takes an active part in technical cooperation;
- the Post is an essential factor in the economic, social and cultural development of member countries,

Considering

- the growing competition which administrations have to face particularly in sectors not protected by the postal monopoly;
- the need to adapt postal services better to the development of customer needs bearing in mind the possibilities offered by the new technologies particularly in telecommunications;
- the need to develop and reinforce relations between the Post and its clientele in order to retain or gain its trust and improve the Post's image;
- the interdependence of national postal networks and the need to integrate them better, with a view to making mail circulation and postal exchanges throughout the world more efficient, faster and more reliable,

Aware

of the advantages and possibilities residing in:

- an extensive potential market for the Post, a market which might be further expanded by modernization and rationalization, by the use of new technologies, by the introduction of new services (eg, international high-speed mail) and by improving the standard of the traditional postal services;
- the existence of a vast network of post offices and offices of exchange covering the whole world;

- the very close links often existing between the Post and telecommunications;
- the provision by a number of postal administrations of financial and banking services,

Formally declares

that the UPU must actively participate in strengthening the international postal service as a whole and in improving the standard and speed of international mail circulation and postal exchanges by taking the following specific measures:

- collecting information on the standard of the postal service on a world scale, making a permanent analysis of the situation, establishing and keeping up to date documentation identifying the weak points of the world postal network and possibly giving rise to recommendations calculated to improve the situation;
- strengthening solidarity and cooperation among all administrations, promoting concerted action and pooling information on the standard and regularity of international mail circulation and postal exchanges;
- intervening in case of necessity, with postal administrations, other national authorities and carriers with a view to improving the situation;
- taking into consideration, as applicable, the weak points discovered in the postal network as the basis for concerted technical cooperation;
- making 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 giving it the structural and financial means necessary for its conversion;
- expanding the UPU's field of activity and also taking part in establishing new services through the annual work of its bodies (EC and CCPS);
- introducing more flexibility into international postal regulations with a view to facilitating the rapid adaptation of postal services to the new needs, in relation with the study assigned for that purpose to the EC by Congress;
- contacting a number of other international organizations or bodies and strengthening, in particular, cooperation with the ITU in the field of new transmission techniques,

Invites

administrations and the Restricted Unions to make every effort towards the attainment of the above-mentioned objectives,

Instructs

the Executive Council, the Consultative Council for Postal Studies and the International Bureau to take, without delay, within the framework of their own responsibilities, the appropriate practical measures to attain the above-mentioned objectives, and to report to the next Congress on the results and experience gained and submit to it appropriate proposals, as applicable.

(Congress – Doc 101/Rev 1, 20th plenary meeting)

Decision CE 11/1986

Control of forwarding times

The Executive Council took note of the results of the first control of the state of the world postal network (paragraphs 4 to 15 of CE 1986 – Doc 17/Annex 1) and approved the first corrective measures proposed at that stage (paragraphs 16 to 21 of CE 1986 – Doc 17/Annex 1).

It came out in favour of continuing the work at the rate of three controls a year and authorized:

- the inclusion in the Union's 1987 budget, in an article to be created for that purpose in chapter 2, of a sum of 75 000 Swiss francs;
- the transfer of the necessary credits for 1986 within chapter 2 of the Union's 1986 budget to cover the sum of 50 000 Swiss francs allocated to the operations of controlling the world postal network in 1986.

It decided to set up a Coordination Committee composed of the EC Chairman, the CCPS Chairman and the Secretary-General of those two bodies to follow up and coordinate the work concerning the Declaration of Hamburg.

It designated Committee 4 as the Committee responsible to the EC for following up the work concerning the Declaration of Hamburg.

(1986 EC Documents: Doc 17; PV 6)

Resolution CE 3/1986

Quality of the world postal service

The Executive Council,

Considering

The principles proclaimed in the Declaration of Hamburg in which the 19th Universal Postal Congress (Hamburg 1984):

- stressed the concept of the unity of the postal territory formed by the member countries of the Universal Postal Union as well as "the interdependence of national postal networks and the need to integrate them better, with a view to making mail circulation and postal exchanges throughout the world more efficient, faster and more reliable";
- declared that "the UPU must actively participate in strengthening the international postal service as a whole and in improving the standard and speed of international mail circulation and postal exchanges";
- introduced a new type of activity, viz "collecting information on the standard of the postal service on a world scale, making a permanent analysis of the situation, establishing and keeping up to date documentation identifying the weak points of the world postal network and possibly giving rise to recommendations calculated to improve the situation";
- invited postal administrations and Restricted Unions to make every effort towards the attainment of the objectives of the Declaration of Hamburg;
- instructed the EC, the CCPS and the International Bureau "to take, without delay, within the framework of their own responsibilities, the appropriate practical measures to attain the above-mentioned objectives",

In view of

a its decision CE 16/1985 approving the apportionment of the activities relating to the Declaration of Hamburg among the three bodies of the Union (EC, CCPS and International Bureau);

b resolution CCEP 1/1985 and decision CCEP 8/1985 of the Consultative Council for Postal Studies in which:

- the postal administrations of Union member countries were invited to take part in the control operations of their postal links which would be organized by the International Bureau;
- the International Bureau was instructed to take all the necessary measures to carry out these operations within the framework of a permanent system,

Instructs

the International Bureau:

- to draw the attention of postal administrations to the weak points observed in the postal network of their country;
- to seek, with those administrations, ways and means of correcting the shortcomings noted and, wherever possible, to provide administrations requiring it with aid in applying corrective measures or in preparing for that purpose a technical cooperation project;
- *in full agreement with the postal administrations concerned* to approach other national authorities or regional or international bodies in a position to contribute to solving the problems which the controls carried out might bring to light,

Recommends

postal administrations to apply wherever possible, the recommendations which the International Bureau makes with a view to removing the weak points which have been noted.

(1986 EC Documents: Doc 17/Add 1; PV 6)

Congress – Doc 21/Annex 4

Resolution CCEP 1/1985

Collection and analysis of information on the standard of the postal service on a world scale (Declaration of Hamburg)

The Consultative Council for Postal Studies,

Recalling

the principles proclaimed in the Declaration of Hamburg, in which the 19th Universal Postal Congress (Hamburg 1984):

- emphasized the idea of the unity of the postal territory formed by the member countries of the Universal Postal Union, as well as "the interdependence of national postal networks and the need to integrate them better, with a view to making mail circulation and postal exchanges throughout the world more efficient, faster and more reliable";
- declared that "the UPU must actively participate in strengthening the international postal service as a whole and in improving the standard and speed of international mail circulation and postal exchanges";
- introduced a new type of activity, namely "collecting information on the standard of the postal service on a world scale, making a permanent analysis of the situation, establishing and keeping up to date documentation identifying the weak points of the world postal network and possibly giving rise to recommendations to improve the situation";
- invited the postal administrations and the Restricted Unions to make every effort towards the attainment of the objectives of the Declaration of Hamburg;
- instructed the EC, the CCPS and the International Bureau "to take, without delay, within the framework of their own responsibilities, the appropriate practical measures to attain the above-mentioned objectives",

Considering

decision CE 16/1985 of the Executive Council in which the latter approved the apportionment and timetable of the activities relating to the Declaration of Hamburg among the three permanent bodies of the Union (EC, CCPS and International Bureau), including the formation of a team of specialists responsible for the study relating to the state of the world postal network,

Approves

subject to any subsequent improvements, the system of collecting and analyzing information on the standard of the postal service on a world scale submitted to it by the team of specialists formed for that purpose; this system consists in a control card which is affixed to a certain number of items and on which are entered data relating to the places and dates of posting, reforwarding and delivery; at the time of delivery this card is detached from the item, completed and returned to the International Bureau for analysis of the results,

Invites

a the postal administrations of the EC and CCPS member countries to participate actively in the trial operation of the system which will take place from 13 to 25 January 1986;

b the postal administrations of the Union member countries to participate in the operation to control their postal links which will take place in spring 1986,

Instructs

a the International Bureau to take all necessary measures to carry out this operation successfully with the aid of the team of specialists and to submit:

- to the Steering Committee at its spring 1986 meeting a report on the control carried out in January 1986;
- to the CCPS at its autumn 1986 session a report on the controls carried out and on the general state of the world postal network;

making reference to any corrective measures to be taken by the CCPS or the EC;

b its Steering Committee to take on its behalf all measures which it considers necessary on the basis of the report submitted.

(1985 CCPS documents: Doc 5.7; PV 4)

The list in this annex shows, for each member administration of the Union:

- the number of outward items from this administration that were monitored by other administrations;
- the number of inward items from other administrations that were monitored by this administration.

Translation of the terms used in French in the table prepared automatically by computer

French	**Translation**
Terms	
Contrôles des délais d'acheminement effectués de janvier 1986 à février 1989	Transmission-time monitoring operations carried out from January 1986 to February 1989
Nombre de cartes de contrôle par Administration	Number of control cards per administration
Administration	Administration
Envois partants	Outward items
Envois arrivants	Inward items

Controle des délais d'acheminement effectués JUSQU'EN MAI 1989

NOMBRE DE CARTES DE CONTROLE PAR ADMINISTRATION

Administration	Envois partants	Envois arrivants
AFGHANISTAN	13	0
ALBANIE	0	0
ALGERIE	1012	220
ALLEMAGNE (RFA)	7600	3873
AMERIQUE (E.U.)	16951	1506
ANGOLA	300	0
ANTILLES NEERL.	35	0
ARABIE SAOUDITE	3525	1874
ARGENTINE	1560	526
AUSTRALIE	5132	1134
AUTRICHE	569	209
BAHAMAS	105	0
BAHRAIN	595	964
BANGLADESH	394	2570
BARBADE	20	374
BELGIQUE	993	1762
BELIZE	3	189
BENIN	93	97
BHOUTAN	0	0
BIELORUSSIE	0	0
BIRMANIE	88	0
BOLIVIE	94	530
BOTSWANA	178	2
BRESIL	2078	2720
BRUNEI DARUSSALAM	363	98
BULGARIE R.POP.	440	984
BURKINA FASO	212	1358
BURUNDI	80	576

Administration	Envois partants	Envois arrivants
CAMEROUN	517	890
CANADA	3394	1225
CAP-VERT	131	340
CENTRAFRIQUE	23	331
CHILI	1205	2222
CHINE (R. POP.)	1398	1126
CHYPRE	0	1017
COLOMBIE	506	763
COMORES	1	0
CONGO (R. POP.)	111	128
COREE (REP.)	1152	324
R.POP.DEM.COREE	0	0
COSTA-RICA	432	1074
COTE D'IVOIRE	3393	762
CUBA	959	1953
DANEMARK	712	817
DJIBOUTI	50	152
DOMINICAINE REP	159	0
DOMINIQUE	0	0
EGYPTE	1288	2529
EL SALVADOR	139	679
EMIRATS ARABES	1374	1278
EQUATEUR	226	1340
ESPAGNE	2479	1320
ETHIOPIE	60	1453
FIDJI	82	420
FINLANDE	405	1278
FRANCE	7585	11253

Administration	Envois partants	Envois arrivants
GABON	368	626
GAMBIE	29	0
GHANA	31	0
GRANDE-BRETAGNE	5256	1404
GRECE	936	312
GRENADE	0	0
GUATEMALA	74	234
GUINEE-BISSAU	43	0
GUINEE EQUATOR.	32	96
GUINEE	11	336
GUYANE	58	0
HAITI	34	0
HONDURAS (REP.)	0	0
HONG-KONG	1533	1332
HONGRIE (R.POP)	1456	1531
INDE	2338	795
INDONESIE	730	1095
IRAN R.ISLAMIQUE	118	382
IRAQ	206	335
IRLANDE	737	1417
ISLANDE	62	490
ISRAEL	974	1500
ITALIE	3303	2562
JAMAH. LIBYENNE	33	149
JAMAIQUE	84	74
JAPON	5216	1732
JORDANIE	554	1933
KAMPUCHEA DEM.	0	0

Administration	Envois partants	Envois arrivants
KENYA	1532	642
KIRIBATI	37	0
KUWAIT	652	400
LAO (R.DEM.POP)	62	503
LESOTHO	9	414
LIBAN	334	540
LIBERIA	44	0
LUXEMBOURG	9	836
MACAO	334	1125
MADAGASCAR	261	737
MALAWI	259	646
MALDIVES	17	0
MALI	94	75
MALAISIE	531	377
MALTE	223	265
MAROC	354	797
MAURICE	56	405
MAURITANIE	46	0
MEXIQUE	686	31
MONACO	0	0
MONGOLIE R.POP.	22	0
MOZAMBIQUE	101	14
NAURU	0	0
NEPAL	76	0
NICARAGUA	98	0
NIGERIA	294	1060
NIGER	543	439
NORVEGE	345	373

Administration	Envois partants	Envois arrivants
NOUV. ZELANDE	366	840
OMAN	190	433
OUGANDA	10	35
PAKISTAN	1107	642
PANAMA (REP.)	514	1275
PAPOUA.N.GUINEE	100	267
PARAGUAY	54	0
PAYS-BAS	1964	1373
PEROU	605	725
PHILIPPINES	490	1951
POLOGNE (R.POP)	1590	1442
PORTUGAL	1310	2139
QATAR	331	1303
R.DEM.ALLEMANDE	793	1051
ROUMANIE	765	685
RWANDA	105	74
SAINTE-LUCIE	0	705
ST-CHRIST&NEVIS	0	0
SAINT-MARIN	0	0
SALOMON (ILES)	133	0
SAO TOME-&-PRIN	63	1730
SENEGAL	1137	942
SEYCHELLES	0	0
SIERRA LEONE	95	792
SINGAPOUR	1569	1611
SOMALIE	14	0
SOUDAN	620	477
SRI LANKA	227	1106

Administration	Envois partants	Envois arrivants
ST VINC.& GREN.	46	0
SUEDE	1099	1292
SUISSE	2543	2536
SURINAME	0	343
SWAZILAND	0	154
SYRIE (R.ARABE)	203	408
TANZANIE R.UNIE	479	337
TCHAD	16	435
TCHECOSLOVAQUIE	616	692
THAILANDE	1443	2923
TOGO	44	728
TONGA	17	0
TRINITE-TOBAGO	115	158
TUNISIE	314	1135
TURQUIE	394	261
TUVALU	20	21
UKRAINE	0	0
U.R.S.S	2715	1971
URUGUAY	212	0
VANUATU	154	98
VATICAN	0	639
VENEZUELA	399	616
VIERGES (ILES)	0	0
VIET NAM	56	0
YEMEN R.DEM.POP	361	39
YEMEN (R.ARABE)	450	428
YOUGOSLAVIE	870	3714
ZAIRE	250	134

Administration	Envois partants	Envois arrivants
ZAMBIE	239	609
ZIMBABWE	697	966
TOTAL CARTES	132939	132939

Resolution CCEP 2/1987

Control and improvement of transmission times

The Consultative Council for Postal Studies,

Recalling

one of the principles of the Declaration of Hamburg whereby the 19th Universal Postal Congress (Hamburg 1984): emphasized the concept of the unity of the postal territory formed by the member countries of the Universal Postal Union as well as "the interdependence of national postal networks and the need to integrate them better with a view to making mail circulation and postal exchanges throughout the world more efficient, faster and more reliable",

Noting

the weak points found in the world postal network as a result of the transmission-time monitoring operations carried out by the International Bureau,

Bearing in mind

the initial corrective measures that have already been taken by a number of administrations,

Instructs

the International Bureau:
- to draw up, on the basis of the results of the transmission-time monitoring operations, a table showing, for each country, the averages recorded for each partial time, in respect of both inward and outward mail;
- to distribute this table to all the member countries without delay;
- to issue updates from time to time,

Urges

all administrations:
- to pay constant attention to the data that will be communicated to them by the International Bureau;
- to respect the confidentiality of the information supplied by the International Bureau in pursuance of this resolution;
- to take all concrete measures within their power to eliminate "black spots" and continually to improve transmission times.

(1987 CCPS documents: Doc 4.4; PV 3)

Table A

This table shows, for each administration that took part in a transmission-time monitoring operation, the times in days recorded for outward and inward airmail items (LC and AO).

Translation of the terms used in French in the tables prepared automatically by computer

French	**Translation**
Terms	
Moyennes enregistrées lors des contrôles des délais d'acheminement	Averages recorded during transmission-time monitoring operations
Récapitulation sommaire par Administration	Summary statement by administration
Page	Page
Mode d'acheminement	Forwarding method
Avion	Airmail
Administration	Administration
Catégorie d'envois	Category of item
Envois partants	Outward items
Envois arrivants	Inward items
Nombre	Number
Délai en jours	Time in days
Délai moyen mondial	World average time
AO	AO
LC	LC
Définition des délais moyens A et I	Definition of A and I average times
A = Délai entre le dépôt de l'envoi et l'expédition de la dépêche	A = Time from posting of item to dispatch of mail
I = Délai entre l'arrivée de la dépêche au bureau d'échange de destination et la présentation à la distribution (Délai total dans le pays de destination)	I = Time from arrival of the mail at the office of exchange of destination to presentation for delivery (Total time in the country of destination)

BUREAU INTERNATIONAL DE L'UNION POSTALE UNIVERSELLE — TABLEAU A

Moyennes enregistrées lors des controles des délais d'acheminement (jusqu'à février 1989)
Récapitulation sommaire par Administration

Mode d'acheminement: AVION

Administration	Catégorie envois	Envois partants (Nombre)	Délai A (jours)	Envois arrivants (Nombre)	Délai I (jours)
DELAI MOYEN MONDIAL	AO	(9425)	2.6	(9627)	2.6
	LC	(102401)	2.8	(102508)	2.3
ALGERIE	AO	(32)	2.0	(37)	3.2
	LC	(788)	3.6	(165)	3.2
ALLEMAGNE (RFA)	AO	(655)	2.2	(88)	1.8
	LC	(4515)	2.3	(5644)	2.0
AMERIQUE (E.U.)	AO	(1619)	3.5	(398)	5.2
	LC	(13473)	3.4	(821)	5.2
ANGOLA	AO	(66)	8.5		
	LC	(217)	8.7		
ANTILLES NEERL.	LC	(28)	1.6		
ARABIE SAOUDITE	AO	(110)	1.7	(150)	1.0
	LC	(3324)	2.0	(1724)	1.0
ARGENTINE	AO	(70)	4.5	(157)	6.4
	LC	(1470)	3.8	(337)	7.7
AUSTRALIE	AO	(258)	1.7		
	LC	(4363)	2.1	(996)	2.5
AUTRICHE	AO	(31)	1.6		
	LC	(437)	1.3	(209)	1.7
BAHAMAS	LC	(90)	1.4		
BAHRAIN	LC	(582)	1.0	(725)	1.2
BANGLADESH	AO	(29)	2.1		
	LC	(364)	2.8	(2561)	2.7
BARBADE	LC			(281)	2.4
BELGIQUE	AO	(112)	5.1	(36)	1.8
	LC	(572)	3.3	(1470)	1.9
BELIZE	AO			(55)	2.3
	LC			(69)	2.5
BENIN	LC	(93)	4.0	(82)	4.1
BIRMANIE	LC	(81)	2.7		
BOLIVIE	AO			(92)	2.5
	LC	(88)	2.5	(327)	2.3
BOTSWANA	LC	(171)	2.3		
BRESIL	AO	(138)	2.5	(234)	3.7
	LC	(1821)	2.8	(2356)	3.0
BRUNEI DARUSSALAM	LC	(352)	1.0	(98)	1.7
BULGARIE R.POP.	AO			(100)	2.4
	LC	(420)	2.4	(499)	2.5

Définition des délais moyens A et I

A = Délai entre le dépot de l'envoi et l'expédition de la dépeche

I = Délai entre l'arrivée de la dépeche au bureau d'échange de destination et la présentation à la distribution (Délai total dans le pays de destination)

Note: Les moyennes détaillées pour chaque délai partiel ressortent du tableau B

BUREAU INTERNATIONAL DE L'UNION POSTALE UNIVERSELLE — TABLEAU A

Moyennes enregistrees lors des controles des délais d'acheminement
Récapitulation sommaire par Administration

Mode d'acheminement: AVION

Administration	Catégorie envois	Envois partants (Nombre)	Délai A (jours)	Envois arrivants (Nombre)	Délai I (jours)
BURKINA FASO	AO			(152)	6.4
	LC	(207)	4.5	(1024)	5.6
BURUNDI	AO			(48)	1.3
	LC	(75)	1.1	(511)	1.2
CAMEROUN	AO			(101)	6.4
	LC	(516)	5.5	(696)	5.5
CANADA	AO	(197)	3.7	(102)	6.2
	LC	(3009)	4.0	(1123)	4.9
CAP-VERT	AO	(22)	3.3	(22)	2.1
	LC	(109)	4.0	(311)	2.7
CENTRAFRIQUE	AO			(72)	2.9
	LC	(28)	8.5	(152)	2.6
CHILI	AO	(63)	1.4		
	LC	(1137)	1.5	(2218)	1.6
CHINE (R. POP.)	AO	(81)	9.7	(336)	2.5
	LC	(878)	3.5	(541)	2.7
CHYPRE	AO			(140)	2.4
	LC			(577)	2.6
COLOMBIE	AO	(29)	1.7	(125)	1.6
	LC	(473)	2.6	(410)	1.5
CONGO (R. POP.)	LC	(106)	7.9	(66)	3.3
COREE (REP.)	AO	(111)	1.9	(130)	2.3
	LC	(709)	2.0	(613)	1.5
COSTA-RICA	AO	(87)	2.3	(72)	2.0
	LC	(333)	2.2	(1002)	2.2
COTE D'IVOIRE	AO	(81)	1.9	(155)	6.4
	LC	(3287)	2.2	(604)	2.9
CUBA	AO	(132)	4.5	(212)	2.1
	LC	(819)	6.3	(1716)	3.0
DANEMARK	AO			(24)	2.2
	LC	(663)	1.5	(617)	1.6
DJIBOUTI	LC	(49)	3.6	(122)	<1
DOMINICAINE REP	LC	(156)	4.6		
EGYPTE	AO	(82)	2.0		
	LC	(1198)	3.3	(2526)	1.5
EL SALVADOR	AO			(329)	2.3
	LC	(189)	2.4	(350)	2.5
EMIRATS ARABES	AO			(258)	<1
	LC	(1306)	1.2	(815)	1.1
EQUATEUR	AO			(28)	1.8
	LC	(195)	2.8	(1306)	1.6

Définition des délais moyens A et I

A = Délai entre le dépot de l'envoi et l'expédition de la dépeche

I = Délai entre l'arrivée de la dépeche au bureau d'échange de destination et la présentation à la distribution (Délai total dans le pays de destination)

Note: Les moyennes détaillées pour chaque délai partiel ressortent du tableau B

BUREAU INTERNATIONAL DE L UNION POSTALE UNIVERSELLE — TABLEAU A

Moyennes enregistrées lors des controles des délais d'acheminement
Récapitulation sommaire par Administration

Mode d'acheminement: AVION

Administration	Catégorie envois	Envois partants (Nombre)	Délai A (jours)	Envois arrivants (Nombre)	Délai I (jours)
ESPAGNE	AO	(185)	2.3	(61)	3.7
	LC	(2098)	2.9	(1259)	3.8
ETHIOPIE	AO			(83)	2.5
	LC	(60)	2.6	(1194)	3.1
FIDJI	LC	(68)	3.6	(373)	1.6
FINLANDE	AO	(26)	2.2		
	LC	(280)	2.1	(894)	2.3
FRANCE	AO	(1096)	1.9	(725)	2.5
	LC	(5021)	2.2	(10043)	2.2
GABON	AO	(23)	5.9	(48)	4.1
	LC	(343)	8.5	(568)	2.7
GAMBIE	LC	(29)	3.6		
GHANA	LC	(30)	6.5		
GRANDE-BRETAGNE	AO	(449)	2.3	(78)	1.8
	LC	(4579)	2.2	(1323)	1.7
GRECE	AO	(96)	1.8	(45)	1.0
	LC	(681)	2.1	(710)	<1
GUATEMALA	AO			(44)	6.6
	LC	(64)	1.7	(166)	7.2
GUINEE-BISSAU	LC	(37)	1.2		
GUINEE EQUATOR.	LC	(32)	4.2	(90)	7.9
GUINEE	AO			(20)	1.3
	LC			(285)	2.5
GUYANE	LC	(52)	4.3		
HAITI	LC	(83)	<1		
HONG-KONG	AO	(130)	1.5	(170)	<1
	LC	(1017)	1.6	(761)	1.1
HONGRIE (R.POP)	LC	(494)	2.4	(440)	2.3
INDE	AO	(249)	2.7	(29)	4.1
	LC	(1909)	3.2	(629)	3.2
INDONESIE	AO	(42)	2.5	(114)	2.3
	LC	(625)	2.0	(805)	2.0
IRAN R.ISLAMIQUE	LC	(98)	2.4	(227)	3.9
IRAQ	AO			(30)	2.3
	LC	(142)	4.2	(237)	1.7
IRLANDE	AO	(41)	2.1		
	LC	(351)	2.0	(1269)	2.3
ISLANDE	LC	(56)	<1	(490)	1.4

Définition des délais moyens A et I

A = Délai entre le dépot de l'envoi et l'expédition de la dépeche

I = Délai entre l'arrivée de la dépeche au bureau d'échange de destination et la présentation à la distribution (Délai total dans le pays de destination)

Note: Les moyennes détaillées pour chaque délai partiel ressortent du tableau B

BUREAU INTERNATIONAL DE L'UNION POSTALE UNIVERSELLE — TABLEAU A

Moyennes enregistrées lors des controles des délais d'acheminement
Récapitulation sommaire par Administration

Mode d'acheminement: AVION

Administration	Catégorie envois	Envois partants (Nombre)	Délai A (jours)	Envois arrivants (Nombre)	Délai I (jours)
ISRAEL	AO	(37)	1.8	(347)	3.5
	LC	(874)	2.0	(1120)	2.5
ITALIE	AO	(152)	4.3		
	LC	(1330)	5.9	(1223)	2.6
JAMAH. LIBYENNE	LC	(83)	6.3	(149)	2.6
JAMAIQUE	LC	(80)	4.0	(69)	4.1
JAPON	AO	(571)	1.3	(27)	1.7
	LC	(3602)	1.5	(1705)	1.3
JORDANIE	AO			(325)	<1
	LC	(508)	2.8	(1619)	<1
KENYA	AO	(96)	2.9	(34)	1.7
	LC	(1321)	2.7	(438)	1.8
KIRIBATI	LC	(33)	<1		
KUWAIT	AO	(125)	1.7		
	LC	(500)	1.9	(400)	<1
LAO (R.DEM.POP)	LC	(60)	5.0	(387)	3.7
LESOTHO	AO			(89)	4.2
	LC			(309)	2.9
LIBAN	LC	(533)	5.2	(535)	1.7
LIBERIA	LC	(44)	2.0		
LUXEMBOURG	AO			(57)	1.5
	LC			(469)	1.6
MACAO	AO	(21)	1.2	(75)	<1
	LC	(725)	1.9	(577)	<1
MADAGASCAR	AO			(286)	4.0
	LC	(261)	5.8	(391)	2.7
MALAWI	AO			(66)	1.4
	LC	(245)	5.0	(538)	1.7
MALI	LC	(49)	5.0	(47)	9.9
MALAISIE	LC	(484)	2.0	(248)	2.1
MALTE	LC	(217)	1.0	(265)	<1
MAROC	AO	(35)	1.6		
	LC	(319)	2.1	(776)	2.5
MAURICE	AO			(30)	2.0
	LC	(45)	3.0	(375)	2.4
MAURITANIE	LC	(46)	4.7		
MEXIQUE	AO	(58)	4.9		
	LC	(619)	6.3		
MOZAMBIQUE	LC	(88)	2.3		

Définition des délais moyens A et I

A = Délai entre le dépot de l'envoi et l'expédition de la dépeche

I = Délai entre l'arrivée de la dépeche au bureau d'échange de destination et la présentation à la distribution (Délai total dans le pays de destination)

Note: Les moyennes détaillées pour chaque délai partiel ressortent du tableau B

BUREAU INTERNATIONAL DE L'UNION POSTALE UNIVERSELLE — TABLEAU A

Moyennes enregistrées lors des controles des délais d'acheminement
Récapitulation sommaire par Administration

Mode d'acheminement: AVION

Administration	Catégorie envois	Envois partants (Nombre)	Délai A (jours)	Envois arrivants (Nombre)	Délai I (jours)
NEPAL	LC	(74)	6.8		
NICARAGUA	LC	(96)	6.6		
NIGERIA	LC	(281)	6.2	(1057)	5.0
NIGER	AO	(38)	1.5	(84)	1.8
	LC	(505)	1.4	(306)	3.6
NORVEGE	AO	(36)	1.8		
	LC	(309)	1.5	(365)	1.8
NOUV. ZELANDE	AO	(36)	2.5	(33)	1.9
	LC	(681)	1.7	(687)	2.0
OMAN	LC	(161)	1.3	(483)	1.0
OUGANDA	LC			(28)	7.9
PAKISTAN	AO	(43)	2.8		
	LC	(1017)	2.8	(624)	1.8
PANAMA (REP.)	AO	(47)	4.0	(24)	1.2
	LC	(465)	3.8	(1161)	1.3
PAPOUA.N.GUINEE	AO			(69)	1.6
	LC	(100)	2.5	(134)	1.6
PARAGUAY	LC	(54)	1.7		
PAYS-BAS	AO	(171)	1.8	(26)	3.6
	LC	(1552)	1.7	(1342)	2.8
PEROU	AO	(20)	7.4	(35)	2.5
	LC	(572)	1.1	(681)	2.0
PHILIPPINES	AO	(37)	3.4	(293)	2.8
	LC	(413)	3.8	(1481)	2.7
POLOGNE (R.POP)	AO	(24)	3.4		
	LC	(891)	4.9	(1116)	3.3
PORTUGAL	AO	(196)	3.0	(21)	3.4
	LC	(964)	2.5	(1710)	2.3
QATAR	AO	(22)	1.1	(373)	<1
	LC	(807)	1.0	(840)	<1
R.DEM.ALLEMANDE	LC	(308)	4.1	(500)	2.3
ROUMANIE	AO			(96)	2.8
	LC	(379)	4.4	(99)	1.8
RWANDA	LC	(85)	7.6	(72)	3.3
SAINTE-LUCIE	AO			(27)	1.7
	LC			(598)	2.1
SALOMON (ILES)	LC	(173)	2.0		
SAO TOME-&-PRIN	AO			(592)	<1
	LC	(63)	2.7	(1064)	1.1

Définition des délais moyens A et I

A = Délai entre le dépot de l'envoi et l'expédition de la dépeche

I = Délai entre l'arrivée de la dépeche au bureau d'échange de destination et la présentation à la distribution (Délai total dans le pays de destination)

Note: Les moyennes détaillées pour chaque délai partiel ressortent du tableau B

BUREAU INTERNATIONAL DE L UNION POSTALE UNIVERSELLE — TABLEAU A

Moyennes enregistrees lors des controles des délais d'acheminement
Récapitulation sommaire par Administration

Mode d'acheminement: AVION

Administration	Catégorie envois	Envois partants (Nombre)	Délai A (jours)	Envois arrivants (Nombre)	Délai I (jours)
SENEGAL	AO	(80)	1.5	(129)	6.7
	LC	(1040)	2.8	(562)	2.0
SIERRA LEONE	LC	(92)	2.6	(777)	2.5
SINGAPOUR	AO	(95)	1.1	(20)	1.1
	LC	(1182)	1.3	(1155)	1.3
SOUDAN	LC	(618)	3.7	(473)	2.1
SRI LANKA	AO	(21)	3.2	(163)	1.2
	LC	(198)	3.2	(943)	1.3
ST VINC.& GREN.	LC	(46)	<1		
SUEDE	AO	(161)	1.7	(25)	6.6
	LC	(724)	2.0	(1007)	3.0
SUISSE	AO	(194)	1.8	(104)	2.1
	LC	(1605)	1.7	(1740)	2.0
SURINAME	AO			(34)	3.9
	LC			(214)	3.4
SWAZILAND	LC			(149)	<1
SYRIE (R.ARABE)	AO	(37)	2.6	(73)	1.2
	LC	(157)	1.9	(335)	1.2
TANZANIE R.UNIE	AO			(50)	<1
	LC	(453)	3.9	(201)	2.0
TCHAD	AO			(24)	<1
	LC			(408)	2.1
TCHECOSLOVAQUIE	LC	(494)	3.7	(557)	2.2
THAILANDE	AO	(152)	2.4	(39)	2.4
	LC	(1089)	2.7	(2696)	1.9
TOGO	LC	(44)	4.4	(592)	2.5
TRINITE-TOBAGO	LC	(100)	1.1	(158)	1.8
TUNISIE	AO	(25)	1.7	(82)	1.7
	LC	(757)	2.0	(920)	1.5
TURQUIE	LC	(371)	2.4	(133)	2.4
TUVALU	LC	(20)	<1		
U.R.S.S	AO	(525)	2.2		
	LC	(1673)	5.4	(1970)	3.4
URUGUAY	LC	(205)	2.1		
VANUATU	LC	(140)	1.7	(94)	1.3
VATICAN	AO			(32)	<1
	LC			(64)	<1
VENEZUELA	AO			(102)	2.9

Définition des délais moyens A et I

A = Délai entre le dépot de l'envoi et l'expédition de la dépeche

I = Délai entre l'arrivée de la dépeche au bureau d'échange de destination et la présentation à la distribution (Délai total dans le pays de destination)

Note: Les moyennes détaillées pour chaque délai partiel ressortent du tableau B

BUREAU INTERNATIONAL DE L UNION POSTALE UNIVERSELLE — TABLEAU A

Moyennes enregistrées lors des controles des délais d'acheminement
Récapitulation sommaire par Administration

Mode d'acheminement: AVION

Administration	Catégorie envois	Envois partants (Nombre)	Délai A (jours)	Envois arrivants (Nombre)	Délai I (jours)
	LC	(316)	3.3	(461)	2.8
VIET NAM	LC	(79)	8.9		
YEMEN R.DEM.POP	LC	(361)	2.3	(89)	1.7
YEMEN (R.ARABE)	AO	(28)	2.9	(32)	<1
	LC	(420)	3.3	(385)	<1
YOUGOSLAVIE	AO			(395)	2.2
	LC	(233)	2.2	(1790)	2.9
ZAIRE	LC	(247)	6.5	(134)	3.9
ZAMBIE	AO			(72)	3.3
	LC	(222)	2.6	(413)	3.6
ZIMBABWE	AO			(142)	1.7
	LC	(659)	1.8	(673)	2.1

Définition des délais moyens A et I

A = Délai entre le dépot de l'envoi et l'expédition de la dépeche

I = Délai entre l'arrivée de la dépeche au bureau d'échange de destination et la présentation à la distribution (Délai total dans le pays de destination)

Note: Les moyennes détaillées pour chaque délai partiel ressortent du tableau B

Quality and transmission-time control – Brief analysis of existing systems

1 Test mail

Brief description:

- most frequently used method;
- monitoring between a posting point and a consenting addressee; test items can also be introduced into the mail stream at a given point on the latter;
- a control card to be completed by the sender and the addressee is generally inserted in the envelope.

Advantages:

- anonymous items;
- no cheating possible;
- permits measurement of the time elapsing between posting in a box and cancellation and between cancellation and delivery.

Disadvantages:

- fairly substantial preparation, considerable human and material resources needed;
- recruitment of addressees;
- need for a sample that is statistically representative of actual traffic;
- not usable for CP.

Assessment:

- good system, probably the best;
- well-suited to national tests or even international ones within a limited area (Restricted Union);
- difficult to use worldwide (too costly, too complicated).

2 Sampling of "live" mail

Brief description:

- method in widespread use;
- enables a picture of the efficiency and performance of a sorting centre, delivery office, etc, to be obtained quickly;
- easily enables only a specific category of items to be monitored.

Advantages:

- permits fast action in the event of bad results;
- no special preparation;
- manual work, inexpensive.

Disadvantages:

- does not enable a specific link to be tested;
- difficult to obtain structured sampling.

Assessment:

- good system for random national or local tests;
- not suitable for a worldwide strategy.

3 Studies conducted with assistance from the customers

Brief description:

- major customers receiving a large volume of mail daily are invited to collaborate by marking the date of receipt on the envelopes. Collection by a postal official at the end of the set period.

Advantages:

- "live" mail, no cheating;
- minimum resources;
- brings postal staff into regular contact with major customers.

Disadvantages:

- impossible to determine where delays have occurred.

Assessment:

- system which should be used side by side with another one;
- not suitable for a worldwide strategy.

4 Analysis of customers' inquiries

Brief description:

- when a component of the postal service ceases to function well, the number of inquiries increases and attracts the attention of postal officers in charge.

Advantages:

-

Disadvantages:

- subjectivity of complaints;
- passive method;
- the method is not systematic;
- the legal department rather than the mails department handles these inquiries.

Assessment:

- supplementary system which can demonstrate the need for a more precise measurement;
- is inadequate for the aims sought at world level.

5 Electronic devices

Brief description:

- by means of electronic "bugs" inserted in or affixed to postal items, items can be tracked wherever scanners have been installed;
- for certain categories of items: computerized tracking and tracing using a bar code.

Advantages:

- permits accurate tracking and very high-performance sectoral efficiency control.

Disadvantages:

- very costly.

Assessment:

- by far the highest-performance system, which very few administrations are able to afford;
- cannot be used at world level.

6 Control cards (present UPU system)

Description:

- at the exchange office of destination, data about the item to be monitored – date of cancellation, date of dispatch and date of receipt of the mail – are noted on the control card; the office then indicates the date on which it has forwarded the item to the delivery office and affixes the card to the item; the delivery office notes the date of arrival of the item and the delivery date, then detaches the card and sends it to the International Bureau for analysis.

Advantages:

- enables the desired particulars to be collected stage by stage;
- can be used for bulky AO and CP;
- simple, inexpensive;
- language problem (nearly) solved.

Disadvantages:

- from the exchange office of destination onwards the items are no longer anonymous;
- does not monitor the two ends of the transmission chain (time elapsing between posting in box and cancellation, and exact date of receipt by the addressee);
- does not give a statistical representation of actual traffic.

Assessment:

- very simple and easily understandable system;
- can be used by all administrations, even the most disadvantaged;
- has stood the test of time for over three years, can still be improved.

7 PUAS control cards

Description:

- hybrid system between test mail and UPU cards;
- card on which data about "live" items are noted; sent to a consenting addressee living in the same place as the addressee of the "live" item.

Advantages:

- cards placed in anonymous envelopes;
- language problem non-existent.

Disadvantages:

- recruitment of addressees;
- cannot be used for AO and CP.

Assessment:

- good system, gives reliable results, but requires greater human resources than the UPU system.

Congress – Doc 22

Relations with the UN and other international organizations

Report by the Director-General of the International Bureau

CONTENTS

I. Introduction

II. Relations with UN bodies

III. Relations with UN specialized agencies

IV. Relations with other international organizations

V. Attendance at meetings

VI. Conclusions

I. Introduction

1 Relations between the Universal Postal Union and the United Nations are founded in the Agreement signed in 1947 by both organizations, which forms the basis for their reciprocal relationships. Along with its relations with the UN, the UPU maintains liaison with the specialized agencies of the United Nations system as well as with many other governmental and non-governmental international organizations.

2 The 1984 Hamburg Congress approved the Report by the Director-General of the International Bureau on relations with the United Nations and other international organizations (Congress – Doc 5 and Add 1) and in its decision C 8 requested the Director-General:

"a to continue to follow the development of the questions outlined in the said report;

b to take whatever action he may deem necessary in the interests of the Union and its members;

c to report to an appropriate extent to the Executive Council every year on the action taken."

3 The yearly Report on the work of the Union has given a detailed account of relations with the UN and other international organizations. A summary is also to be found in the Comprehensive report on the work of the Executive Council 1984–1989 (Congress – Doc 16, chapter 6), as is also the case for relations with the Restricted Postal Unions.

4 Technical cooperation, particularly as regards the United Nations Development Programme (UNDP), is the chief focus of UPU–UN relations; these are discussed in Congress Docs 50 – 55. In addition, Congress – Doc 23 deals with the implementation by the specialized agencies of the UN of the Declaration on the Granting of Independence to Colonial Countries and Peoples.

5 This report supplements the information in the above documents submitted to Congress.

II. Relations with UN bodies

6 *The Economic and Social Council (ECOSOC)* is the UN body responsible for carrying out tasks of an economic and social nature; it coordinates activities conducted in these fields by the specialized agencies and various bodies forming the United Nations system. The International Bureau regularly attended ECOSOC meetings on subjects of interest to the UPU, in particular concerning the structure and functions of the United Nations intergovernmental bodies in the economic and social fields. As regards the subsidiary bodies of ECOSOC, the UPU maintained contacts with the regional Economic Commissions (particularly on technical cooperation issues) and with the Committee for Programme and Coordination (CPC).

7 *The Administrative Committee on Coordination (ACC)* is composed of the executive heads of the specialized agencies and other bodies of the United Nations system. The UPU contributed to the work of the ACC on problems of common interest. The International Bureau was represented at the ordinary sessions of the ACC and also took part in the work of its subsidiary bodies, in particular the Consultative Committee on Administrative Questions (CCAQ) (Administrative and Personnel Questions and Financial and Budgetary Questions) and the Consultative Committee on Substantive Questions (CCSQ) (Programme Questions and Operational Questions).

8 *Joint Inspection Unit (JIU).* At the request of the JIU, the UPU supplied information and gave its views on various questions under consideration, in connection with such areas as staff, various aspects of technical cooperation, publications and documentation, management services, and evaluation of activities. In accordance with established practice, the annual reports on the activities of the JIU were submitted to the EC, along with the International Bureau's comments on the recommendations made in certain reports in relation to UPU activities.

9 *Joint United Nations Information Committee (JUNIC).* The UPU is a member of JUNIC, which is the body responsible for coordinating and promoting information activities within the United Nations system. Accordingly, it took part in meetings at which various aspects of information were addressed.

10 Still within the framework of relations with UN bodies, the UPU cooperated in various ways in activities to mark the following events:

- celebration of the 40th Anniversary of the UN (1985);
- International Year of Peace (1986);
- International Year of Shelter for the Homeless (1987);
- preparation for the World Decade for Cultural Development(1988–1997);
- United Nations Programme of Action for African Economic Recovery and Development 1986–1990.

III. Relations with UN specialized agencies

11 A brief account of relations between the UPU and the specialized agencies of the United Nations system is given in chapter 6 of the Comprehensive report on the work of the Executive Council 1984–1989 (Congress – Doc 16).

12 Mention should first be made of relations with the International Telecommunication Union (ITU), with which the UPU has always maintained especially close and growing cooperation, particularly in the fields of electronic mail and financial services.

13 Cooperation with UNESCO was continued mainly within the framework of the International Programme for the Development of Communication (IPDC), under which the UPU obtained financing for a major interregional project on the application of the modular training system in postal administrations. The project was implemented by the UPU and the main beneficiaries were the multinational postal schools. The UPU also cooperated in the IPDC initiative to produce a report on the state of communication in the world.

14 The UPU also maintained relations with the International Labour Organisation (ILO), United Nations Educational, Scientific and Cultural Organization (UNESCO), International Maritime Organization (IMO), World Health Organization (WHO), World Bank, International Civil Aviation Organization (ICAO), International Fund for Agricultural Development (IFAD), Food and Agriculture Organization of the United Nations (FAO), and International Atomic Energy Agency (IAEA).

15 Relations with other specialized agencies were limited to the exchange of documentation or publications.

IV. Relations with other international organizations

16 In addition to its relations with the organizations of the United Nations system, the UPU maintains liaison with other governmental and non-governmental international organizations on subjects of common interest.

17 Thus, liaison for purposes of cooperation and information was maintained with the Organization of African Unity (OAU), League of Arab States, Economic Community of West African States (ECOWAS), Association of South-East Asian Nations (ASEAN), Customs Co-operation Council (CCC), International Air Transport Association (IATA), International Organization for Standardization (ISO), and various international organizations representing customers of the postal services.

V. Attendance at meetings

18 Each year the UPU was invited to attend a large number of meetings of bodies of the United Nations system. Nevertheless, it attended only those whose agenda included items of immediate interest to the UPU, with preference being given to meetings dealing with inter-agency coordination and technical cooperation (especially concerning the UNDP). Many of the meetings attended by the UPU were held in Geneva and, in certain other cases, the International Bureau was represented by its own experts on mission in the regions or by the postal administrations of the countries where the meetings were held.

19 Apart from UNDP meetings on technical cooperation, the UPU regularly attended the meetings of the Economic and Social Council (ECOSOC), Administrative Committee on Coordination (ACC), Committee for Programme and Coordination (CPC), International Civil Service Commission (ICSC), International Programme for the Development of Communication (IPDC), Joint United Nations Information Committee (JUNIC), and the regional Economic Commissions. The UPU also participated in other meetings with the ITU, ISO, IATA–UPU Working Parties and so on.

20 For their part, the UN, UNDP, ICAO, ITU and League of Arab States were represented by observers at sessions of the EC. The ITU, OAU, League of Arab States and ISO were represented at sessions of the CCPS.

VI. Conclusions

21 Congress is requested to take note of the foregoing and to ask the Director-General of the International Bureau to:

- maintain relations with the UN and other international organizations;
- continue to follow the development of the questions outlined in this document;
- take whatever action he may deem necessary in the interests of the Union and its members, subject to any instructions from the Executive Council;
- report to the Executive Council every year, as appropriate.

Berne, 20 July 1989

A C BOTTO DE BARROS
Director-General

Congress – Doc 23

Implementation by the specialized agencies of the Declaration on the Granting of Independence to Colonial Countries and Peoples

Report by the Director-General of the International Bureau

I. Introduction

1 This report is based on the practice followed at previous Congresses and on decision C 9, by which the 1984 Hamburg Congress accepted, inter alia, that the UPU should continue to contribute to resolving the problem of decolonization, in line with the practice followed in recent years, within the limits of its powers.

2 By way of introduction, it seems useful to recall that, on 14 December 1960, the United Nations General Assembly adopted resolution 1514 (XV) concerning the *Declaration on the Granting of Independence to Colonial Countries and Peoples.* This Declaration "solemnly proclaims the necessity of bringing to a speedy and unconditional end colonialism in all its forms and manifestations" and reaffirms the major principles of the United Nations Charter as regards fundamental human rights and the right of peoples to self-determination. It constitutes the main platform for United Nations action in the area of decolonization. The adoption in 1970 of the *Programme of action for its full implementation* (resolution 2621 (XXV)) substantially reinforces its impact.

3 The recommendations made by the General Assembly are addressed in the first place to the administrative powers concerned. However, the Security Council, the United Nations Secretary-General, Member States, specialized agencies and other international organizations are also regularly asked to provide aid. For their part, the specialized agencies have been urged to give their full attention to such matters and to collaborate in such action in the framework of their respective activities. The resolutions involved concern, inter alia:

- the struggle against apartheid and all forms of racial discrimination;
- the attitude to be adopted towards the South African regime;
- the situation in the Middle East;
- moral and material aid to peoples struggling to free themselves from the colonial system, in particular Namibia, and the preparation of technical assistance programmes to that end;
- the granting of support to national liberation movements;
- assistance to refugees, particularly from the colonial territories;
- the publicizing of information about decolonization.

4 The principal fields in which the United Nations recommendations call upon the specialized agencies are classified under the following headings proposed by the United Nations Secretary-General:

- assistance to refugees and to non-self-governing territories (including assistance granted to the Governments concerned with a view to the preparation and implementation of projects in support of refugees);
- assistance to newly independent countries;
- assistance to the least developed countries (LDCs).

II. Measures taken by the UPU

5 In general, the International Bureau has closely followed the development, in the United Nations, of the implementation of the Declaration on the Granting of Independence to Colonial Countries and Peoples. It has taken note of the results of debates on this question in the United Nations General Assembly, the Security Council, the Special Committee and the Economic and Social Council (ECOSOC). The International Bureau has furnished the United Nations Secretary-General, the Division of Human Rights and other United Nations bodies with appropriate information on the UPU when requested to do so.

6 Article IV of the UN–UPU Agreements states that "the Union agrees to arrange for the submission as soon as possible, for appropriate action, to its Congresses or Commissions, or to its members, in conformity with the provisions of the Universal Postal Convention, of all formal recommendations which the United Nations may make to it." In accordance with this provision and the practice ratified by decision C 9 of the 1984 Hamburg Congress, the International Bureau has reported each year to the Executive Council on the United Nations resolutions which contain appeals or recommendations to the specialized agencies concerning the implementation of the Declaration on the Granting of Independence to Colonial Countries and Peoples. These reports are contained in documents CE 1985 – Doc 5/Annex 1, CE 1986 – Doc 3/Annex 1, CE 1987 – Doc 3/Annex 1, CE 1988 – Doc 3/Annex 1 and CE 1989 – Doc 3/Annex 1. The resolutions referred to in these documents are listed in annex 1. The Executive Council has taken note of the reports in question and of the action taken by the International Bureau.

7 As regards assistance to refugees and non-self-governing territories, it should be pointed out that a number of fellowships have been granted by the UPU Special Fund to Palestinian refugees. These have made it possible to provide a number of Fellows with long-term advanced training in the Arab Faculty of Posts, Damascus.

8 The UPU also continues to work in close collaboration with the Office of the High Commissioner for Refugees with a view to the implementation of projects involving fellowships for refugees, particularly from colonial countries; special attention is given to these countries, which receive UPU technical assistance in the framework of regional, sub-regional and local activities.

9 In its work on behalf of refugees, the UPU endeavours to gear its action to the changing situation in the regions concerned.

10 In the context of the activity programmes funded from the UPU's own resources, the newly independent countries and the least developed countries (LDCs) have been considered as deserving priority, in accordance with resolutions C 37 of the 1979 Rio de Janeiro Congress and C 66 of the 1984 Hamburg Congress. They have thus received numerous consultants' missions and training fellowships and the benefits of regional and sub-regional projects.

11 The question of the attitude to be adopted by the specialized agencies with respect to South Africa is dealt with in numerous United Nations resolutions. In this connection, it should be recalled that, by its resolution C 7, the 1984 Hamburg Congress decided to exclude South Africa from the Union, stipulating that that country could not take advantage of its status as a member of the United Nations to obtain readmission to the Union, as it had done in the past, as long as it continued to practice its policy of apartheid. The government of that country rejected the resolution; however, since then, the International Bureau has had no further links with the postal administration of South Africa.

12 The measures taken by the UPU as regards the implementation of the Declaration on the Granting of Independence to Colonial Countries and Peoples, the United Nations resolutions relating thereto submitted to the Executive Council, and the resolutions and decisions of the Council have been brought to the attention of Union member countries and the Restricted Unions through various International Bureau publications (reports on the work of the Union, the periodical "Union Postale", Executive Council documents, summary records of Executive Council sessions, compendia of resolutions and decisions of the Executive Council). The decisions and resolutions of the Executive Council have also been notified to the United Nations Secretary-General.

III. Conclusion

13 Congress is invited:

i to take note of the efforts expended by the UPU to aid refugees and non-self-governing territories, as well as the newly independent countries and the LDCs. The UPU is above all concerned, within the limited means of its Special Fund, to make available fellowships for refugees. Further, it is prepared to request the UNDP to grant fellowships to refugees interested in receiving postal training; it is prepared to gear its action to the changing situation in the regions concerned, wherever possible within the framework of a concerted plan of action;

ii to issue whatever guidelines it deems necessary as regards the UPU's contribution to the problem of decolonization. The International Bureau would, for example, be glad to know whether Congress recommends the continuation of the practice followed hitherto and the intensification of the measures taken in recent years.

Berne, 15 August 1989

A C BOTTO DE BARROS
Director-General

Subject of resolutions	Numbers of resolutions and year discussed				
	1985	1986	1987	1988	1989
Situation in South Africa	39/2				
Status of the International Convention on the Suppression and Punishment of the Crime of Apartheid	39/19				
Activities of foreign economic and other interests which are impeding the implementation of the Declaration on the Granting of Independence to Colonial Countries and Peoples in Namibia and in all other Territories under colonial domination and efforts to eliminate colonialism, apartheid and racial discrimination in southern Africa	39/42	40/52	41/14	42/74	109/968
Implementation of the Declaration on the Granting of Independence to Colonial Countries and Peoples by the specialized agencies and the international institutions associated with the United Nations	39/43	40/53	41/15		43/30
Question of Namibia	39/50	40/97		42/14	43/26
Policies of apartheid of the Government of South Africa	39/72	40/64			
Implementation of the Declaration on the Granting of Independence to Colonial Countries and Peoples	39/91	40/57	41/41	42/71	43/45
Dissemination of information on decolonization	39/92	40/58	41/42	42/72	43/46
Programme of Activities in Observance of the Twenty-fifth Anniversary of the Declaration on the Granting of Independence to Colonial Countries and Peoples	39/93				
United Nations Relief and Works Agency for Palestine Refugees in the Near East	39/99			42/69	43/57

Subject of resolutions	Numbers of resolutions and year discussed				
	1985	1986	1987	1988	1989
Twenty-fifth anniversary of the Declaration on the Granting of Independence to Colonial Countries and Peoples		40/56			
Question of Bermuda			41/18		
Question of the British Virgin Islands			41/19		
Question of the Cayman Islands			41/20		
Question of Montserrat			41/21		
Question of the Turks and Caicos Islands			41/22		
Comprehensive and mandatory sanctions against the racist regime of South Africa			41/35		
Report of the Special Committee to Investigate Israeli Practices Affecting the Human Rights of the Population of the Occupied Territories			41/63	42/160	
Offers by Member States of grants and scholarships for higher education, including vocational training, for Palestine refugees			41/69	42/209	
The situation in the Middle East			41/162		
Military activities and arrangements by Colonial Powers in Territories under their administration which might be impeding the implementation of the Declaration on the Granting of Independence to Colonial Countries and Peoples			41/405		

Subject of resolutions	Numbers of resolutions and year discussed				
	1985	1986	1987	1988	1989
Implementation of the Declaration on the Granting of Independence to Colonial Countries and Peoples by the specialized agencies and the international institutions associated with the United Nations					109/970
Implementation of the Programme of Action for the Second Decade to Combat Racism and Racial Discrimination					1988/6
Measures to prevent international terrorism				42/159	
International Decade for the Eradication of Colonialism					43/47
Second Decade to combat Racism and Racial Discrimination					43/91
Adverse consequences for the enjoyment of human rights of political, military, economic and other forms of assistance given to the racist and colonialist regime of South Africa					43/92

Congress – Doc 23/Add 1

Implementation by the specialized agencies of the Declaration on the Granting of Independence to Colonial Countries and Peoples

Supplementary report by the Director-General of the International Bureau

1 After publication of its report, the International Bureau received resolution A/AC.109/1010 of 15 August 1989 of the Special Committee on the situation with regard to the implementation of the Declaration on the Granting of Independence to Colonial Countries and Peoples by the specialized agencies and the international institutions associated with the United Nations (see annex 1 attached[1]).

2 Among other things, paragraph 7 of the resolution requests the specialized agencies of the United Nations to render concrete assistance to the people of Namibia, in particular during the period of transition to and immediately after independence.

3 To this end, the UPU is prepared:

- to grant a programming mission to that country to study the postal situation and identify existing needs;
- if need be, to request the financial assistance of certain industrialized countries and technical inputs by the African countries under TCDC (Technical Cooperation among Developing Countries) in anticipation of possible action by the UPU in case of emergency, aimed at ensuring operation of the postal service.

Conclusion

4 Congress is invited:

i to take note of resolution A/AC.109/1010 of the Special Committee;

ii to make a decision on the measures for concrete assistance to Namibia by the UPU;

iii to issue such directives as it deems necessary concerning UPU technical assistance to Namibia immediately after independence.

Berne, 2 November 1989

A C BOTTO DE BARROS
Director-General

[1] Available in French, English, Russian and Spanish.

Congress - Doc 23/Add 1/Annex 1

UNITED NATIONS

A

General Assembly

Distr.
GENERAL

A/AC.109/1010
15 August 1989

SPECIAL COMMITTEE ON THE SITUATION WITH REGARD TO THE IMPLEMENTATION OF THE DECLARATION ON THE GRANTING OF INDEPENDENCE TO COLONIAL COUNTRIES AND PEOPLES

IMPLEMENTATION OF THE DECLARATION ON THE GRANTING OF INDEPENDENCE TO COLONIAL COUNTRIES AND PEOPLES BY THE SPECIALIZED AGENCIES AND THE INTERNATIONAL INSTITUTIONS ASSOCIATED WITH THE UNITED NATIONS

Resolution adopted by the Special Committee at its 1354th meeting, on 15 August 1989

The Special Committee,

Having examined the reports submitted by the Secretary-General, 1/ the Chairman 2/ and the Sub-Committee on Petitions, Information and Assistance 3/ on the item entitled "Implementation of the Declaration on the Granting of Independence to Colonial Countries and Peoples by the specialized agencies and the international institutions associated with the United Nations",

Recalling the Declaration on the Granting of Independence to Colonial Countries and Peoples, contained in General Assembly resolution 1514 (XV) of 14 December 1960, and the Plan of Action for the Full Implementation of the Declaration, contained in the annex to Assembly resolution 35/118 of 11 December 1980, and resolution 40/56 of 2 December 1985 on the twenty-fifth anniversary of the Declaration, as well as all other relevant resolutions adopted by the Assembly on this subject, including in particular resolution 43/30 of 22 November 1988,

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1/ A/43/297 and Add.1.

2/ A/AC.109/L.1705.

3/ A/AC.109/L.1686.

Bearing in mind the relevant provisions of the final documents of the successive Conferences of Heads of State or Government of Non-Aligned Countries and of the resolutions adopted by the Assembly of Heads of State and Government of the Organization of African Unity,

Welcoming the emplacement on 1 April 1989 of the United Nations Transition Assistance Group in Namibia and encouraged by the beginning of the independence process under the terms of Security Council resolution 435 (1978) of 29 September 1978,

Deeply conscious of the continuing critical need of the people of Namibia, particularly during the period of transition to and immediately after independence, for concrete assistance from the specialized agencies and the international institutions associated with the United Nations,

Noting the assistance extended thus far to colonial Territories by certain specialized agencies and other organizations of the United Nations system, in particular the United Nations Development Programme, and considering that such assistance should be expanded further, commensurate with the pressing needs of the peoples concerned for external assistance,

Stressing the importance of securing additional resources for funding expanding programmes of assistance for the peoples concerned and the need to enlist the support of the major funding institutions within the United Nations system in that regard,

Noting with deep concern that South Africa's practice of apartheid and acts of destabilization against the front-line and neighbouring States continue to present a serious threat to international peace and security,

Reaffirming the responsibility of the specialized agencies and other organizations of the United Nations system to take all the necessary measures, within their respective spheres of competence, to ensure the full and speedy implementation of General Assembly resolution 1514 (XV) and other relevant resolutions of the United Nations, particularly those relating to the extension of assistance to the peoples of the colonial Territories,

Expressing its appreciation to the General Secretariat of the Organization of African Unity for the continued co-operation and assistance it has extended to the specialized agencies and other organizations of the United Nations system in connection with the implementation of the relevant resolutions of the United Nations, and convinced that closer contacts and consultations between the specialized agencies and other organizations of the United Nations system and regional organizations help to facilitate the effective formulation of assistance programmes to the peoples concerned,

Expressing its appreciation to the Governments of the front-line States for the consistent support extended to the people of Namibia in their quest for independence and aware of the particular needs of those Governments for international assistance,

Considering that the retention of any links with the racist régime of South Africa is tantamount to support for, or endorsement of, the repressive policy and practice of apartheid pursued by that régime against the people of South Africa and its policy of destabilization against the neighbouring African States,

Bearing in mind the importance of the activities of non-governmental organizations aimed at putting an end to the assistance which is still being rendered to South Africa by some specialized agencies,

Mindful of the imperative need to keep under continuous review the activities of the specialized agencies and other organizations of the United Nations system in the implementation of the various United Nations decisions relating to decolonization,

1. Takes note of the report of its Chairman on his consultations with the President of the Economic and Social Council 2/ and endorses the observations and suggestions arising therefrom; 4/

2. Takes note of the report of the Sub-Committee on Petitions, Information and Assistance and the conclusions and recommendations contained therein; 3/

3. Reaffirms that the specialized agencies and other organizations and institutions of the United Nations system should continue to be guided by the relevant resolutions of the United Nations in their efforts to contribute, within their spheres of competence, to the full and speedy implementation of the Declaration on the Granting of Independence to Colonial Countries and Peoples;

4. Reaffirms also that the recognition by the General Assembly, the Security Council and other United Nations organs of the legitimacy of the struggle of colonial peoples to exercise their right to self-determination and independence entails, as a corollary, the extension by the specialized agencies and other organizations of the United Nations system of all the necessary moral and material assistance to those peoples and their national liberation movements;

5. Expresses its appreciation to those specialized agencies and other organizations of the United Nations system that have continued to co-operate in varying degrees with the United Nations and the Organization of African Unity in the implementation of General Assembly resolution 1514 (XV) and other relevant resolutions of the United Nations, and urges all the specialized agencies and other organizations of the United Nations system to accelerate the full and speedy implementation of the relevant provisions of those resolutions;

6. Requests the specialized agencies and other organizations of the United Nations system to render or continue to render, as a matter of urgency, all possible moral and material assistance to the colonial peoples, bearing in mind that such assistance should not only meet their immediate needs but also create

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4/ E/1988/81.

conditions for development after they have exercised their right to self-determination and independence;

7. Requests all specialized agencies and other organizations of the United Nations system to render concrete assistance to the people of Namibia, in particular during the period of transition to and immediately after independence;

8. Requests once again the specialized agencies and other organizations of the United Nations system to continue to provide all moral and material assistance to the newly independent and emerging States so as to enable them to achieve genuine economic independence;

9. Reiterates its recommendation that the specialized agencies and other organizations of the United Nations system should initiate or broaden contacts and co-operation with the colonial peoples and the administering Powers concerned. directly or, where appropriate, through regional organizations, in order to intensify programmes of assistance, to facilitate and to accelerate the implementation of General Assembly resolution 1514 (XV);

10. Urges the executive heads of the specialized agencies and other organizations of the United Nations system, in co-operation with the regional and other organizations where appropriate, to submit to their governing and legislative organs concrete proposals for the full implementation of the relevant United Nations decisions, particularly specific programmes of assistance to the peoples of the colonial Territories and their national liberation movements;

11. Urges once again the executive heads of the World Bank and the International Monetary Fund to draw the attention of their governing bodies to the present resolution and urges them to introduce flexible procedures to prepare specific programmes for the peoples of the colonial Territories;

12. Urges the specialized agencies and other organizations of the United Nations system that have not already done so to include in the agenda of the regular meetings of their governing bodies a separate item on the progress they have made in the implementation of resolution 1514 (XV) and other relevant resolutions of the United Nations;

13. Urges the specialized agencies and other organizations and institutions of the United Nations system to extend substantial material assistance to the Governments of the front-line States in order to enable them to resist the destabilization being perpetrated by the racist régime of South Africa;

14. Requests the specialized agencies and other organizations of the United Nations system to continue to take, in accordance with the relevant resolutions of the General Assembly and the Security Council, all necessary measures to withhold any financial, economic, technical or other assistance from the Government of South Africa and to refrain from taking any action that might imply support for, or endorsement of, the repressive policy and practice of apartheid pursued by the racist régime against the people of South Africa and its policy of destabilization against the neighbouring African States;

15. Invites the specialized agencies and other organizations of the United Nations system to co-operate with the Action for Resisting Invasion, Colonialism and Apartheid Fund, established by the non-aligned countries, in the common objective of providing emergency assistance to the front-line States and national liberation movements in southern Africa in their struggle against the apartheid régime;

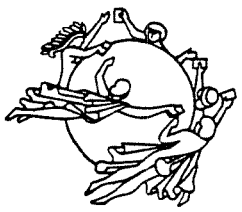
16. Recommends that all Governments should intensify their efforts in the specialized agencies and other organizations of the United Nations system of which they are members to ensure the full and effective implementation of General Assembly resolution 1514 (XV) and other relevant resolutions of the United Nations and, in that connection, should accord priority to the question of providing assistance on an emergency basis to the peoples of the colonial Territories;

17. Requests the Secretary-General to continue to assist the specialized agencies and other organizations of the United Nations system in working out appropriate measures for implementing the relevant resolutions of the United Nations and to prepare for submission to the relevant bodies, with the assistance of those agencies and organizations, a report on the action taken in implementation of the relevant resolutions, including the present resolution, since the circulation of his previous report;

18. Requests the Economic and Social Council to continue, as appropriate, to consider, in consultation with the Special Committee on the Situation with regard to the Implementation of the Declaration on the Granting of Independence to Colonial Countries and Peoples, appropriate measures for co-ordination of the policies and activities of the specialized agencies and other organizations of the United Nations system in implementing the relevant resolutions of the General Assembly;

19. Requests the specialized agencies to report periodically to the Secretary-General on their implementation of the present resolution;

20. Decides, subject to any directives the General Assembly might wish to give at its forty-fourth session, to continue to examine the question and to report to the Assembly at its forty-fifth session.



UNIVERSAL POSTAL UNION

List of Member Countries of the Universal Postal Union

Position on 1 September 1989

Berne 1989

International Bureau of the Universal Postal Union

List of Member Countries of the Union showing their contribution class, geographical group and position with respect to the Acts of the Union

a The Acts are indicated at the head of the columns by the following abbreviations:

- C = Constitution of the Universal Postal Union and Final Protocol
- PA = Additional Protocol to the Constitution of the Universal Postal Union
- RG = General Regulations of the Universal Postal Union
- CV = Universal Postal Convention, Final Protocol and Detailed Regulations
- CP = Postal Parcels Agreement, Final Protocol and Detailed Regulations
- MP = Postal Money Orders and Postal Travellers' Cheques Agreement and Detailed Regulations, Final Protocol
- VP = Giro Agreement and Detailed Regulations
- R = Cash-on-Delivery Agreement and Detailed Regulations
- RP = Collection of Bills Agreement and Detailed Regulations
- E = International Savings Agreement and Detailed Regulations
- AP = Subscriptions to Newspapers and Periodicals Agreement and Detailed Regulations

b The letters in the various columns indicate:

- S = that the Act has been signed
- SD = that the Act was signed definitively by the plenipotentiaries present at the Hamburg Congress
- R = that the Act has been ratified
- X = that the Act has been approved in accordance with article 25, paragraph 3, of the Constitution
- A = that the country has acceded to the Act

c The member countries are distributed among the following five geographical groups:

- I = Western hemisphere
- II = Eastern Europe and Northern Asia
- III = Western Europe
- IV = Southern Asia and Oceania
- V = Africa

Member countries[1] *(Constitution, article 2)*	*Contribution class* *Number of units*	*Geographical group*	*Constitution (Vienna 1964)*		*Additional Prot (Tokyo 1969)*		*Additional Prot (Lausanne 1974)*		*Additional Prot (Hamburg 1984)*		*1984 Hamburg Acts*									
											Compulsory Acts									
			C	*International Bureau circular*	*PA*	*International Bureau circular*	*PA*	*International Bureau circular*	*PA*	*International Bureau circular*	*RG*	*CV*	*CP*	*MP*	*VP*	*R*	*RP*	*E*	*AP*	*International Bureau circular*
Afghanistan (Republic of)[6]	0.5	IV	R	78/1969	R	122/1974	R	211/1979	R	321/1986	R	R	R	–	–	–	–	–	–	321/1986
Albania (Socialist People's Republic of)	1	II	R	241/1968	A	261/1979	A	261/1979	A	106/1988	A	A	A	–	–	–	–	–	–	106/1988
Algeria (People's Democratic Republic of)	5	V	R	169/1968	R	113/1973	R	287/1976	R	206/1987	R	R	R	R	R	R	R	–	–	206/1987
Angola (People's Republic of)	1	V	A	47/1977	A	47/1977	A	47/1977	S		S	S	S	–	–	–	–	–	–	
Argentine Republic	15	I	R	23/1968	R	9/1975	R	278/1979	S		S	S	S	S	S	S	S	–	S	
Australia	25	IV	R	20/1966	R	256/1971	R	77/1977	R	106/1988	R	R	R	–	–	–	–	–	–	106/1988
Austria (Republic of)	5	III	R	20/1966	R	205/1971	R	241/1976	R	206/1987	R	R	R	R	R	R	R	–	R	206/1987
Bahamas (Commonwealth of)	1	I	A	102/1974	A	102/1974	R	145/1976	R	175/1988	R	R	R	–	–	–	–	–	–	175/1988
Bahrain (State of)	1	IV	A	276/1973	A	276/1973	R	151/1983	S		S	S	S	–	–	–	–	–	–	
Bangladesh (People's Republic of)	10	IV	A	54/1973	A	54/1973	R	296/1976	R	206/1987	R	R	R	–	–	–	–	–	–	206/1987
Barbados	1	I	A	256/1967	R	175/1973	R	241/1976	S		S	S	S	–	–	–	–	–	–	
Belgium	15	III	R	3/1966	R	141/1971	R	258/1975	R	98/1986	X	X	X	X	X	X	X	X	X	98/1986
Belize	1	I	A	199/1982	A	199/1982	A	199/1982	–		–	–	–	–	–	–	–	–	–	
Benin (People's Republic of)	0.5	V	R	82/1967	R	175/1985	R	175/1985	S		S	SD	SD	SD	SD	SD	SD	SD	SD	
Bhutan (Kingdom of)	0.5	IV	A	39/1969	R	181/1971	R	246/1979	S		SD	SD	SD	–	–	–	–	–	–	
Bolivia (Republic of)	1	I	A	197/1972	R	197/1972	R	77/1977	R	308/1988	R	R	R	–	–	–	–	–	–	308/1988
Botswana (Republic of)	0.5	V	A	36/1968	R	98/1979	R	98/1979	R	98/1986	R	R	R	–	–	–	–	–	–	98/1986
Brazil (Federative Republic of)	25	I	R	178/1969	R	89/1973	R	150/1979	S		S	S	S	–	–	–	–	–	–	
Brunei Darussalam	1	IV	A	19/1985	A	19/1985	A	19/1985	–		–	–	–	–	–	–	–	–	–	
Bulgaria (People's Republic of)	3	II	R	164/1969	R	102/1974	R	270/1977	R	98/1986	X	X	X	X	–	–	–	–	X	98/1986
Burkina Faso[3]	0.5	V	R	95/1967	R	166/1971	R	246/1979	S		S	S	S	S	S	S	S	S	S	

Burundi (Republic of)	0.5	V	R	110/1969	R	70/1973	R	169/1977	S		S	S	S	S	S	S	–	–	–			
Byelorussian Soviet Socialist Republic	3	II	R	69/1978	R	69/1978	R	69/1978	S		S	S	S	–	–	–	–	–	–			
Cameroon (Republic of)	1	V	R	36/1969	R	9/1975	S		S		S	S	S	S	S	S	S	S	S			
Canada	50	I	R	165/1966	R	256/1971	R	252/1975	R	19/1987	X	X	S	–	–	–	–	–	–	19/1987		
Cape Verde (Republic of)	0.5	V	A	251/1976	A	251/1976	A	251/1976	–		–	–	–	–	–	–	–	–	–			
Central African Republic	0.5	V	R	186/1968	R	52/1974	R	169/1977	S		S	S	S	S	S	S	S	S	–			
Chad (Republic of)	0.5	V	R	98/1972	R	98/1972	R	99/1978	R	308/1988	R	R	S	R	S	R	–	R	–	308/1988		
Chile	5	I	R	241/1972	R	241/1972	R	99/1978	R	19/1988	R	R	R	R	R	R	R	R	R	19/1988		
China (People's Republic of)	25	IV	A	70/1973	A	70/1973	R	270/1977	R	133/1987	X	X	X	–	–	–	–	–	–	133/1987		
Colombia (Republic of)	3	I	R	154/1976	R	35/1979	R	261/1979	S		S	S	S	–	–	–	–	–	–			
Comoros (Islamic Federal Republic of the)	0.5	V	A	195/1976	A	195/1976	A	195/1976	S		S	S	S	S	S	S	–	S	S			
Congo (People's Republic of the)	1	V	R	264/1966	R	150/1979	R	150/1979	S		S	S	S	S	S	S	S	–	–			
Costa Rica (Republic of)	1	I	R	299/1981	R	299/1981	R	299/1981	S		S	S	S	–	–	–	–	–	–			
Côte d'Ivoire (Republic of)	3	V	R	3/1966	R	91/1981	R	91/1981	S		S	S	S	S	S	S	S	–	–			
Cuba (Republic of)	3	I	R	87/1969	R	9/1975	R	69/1978	S		S	S	S	–	–	–	–	–	–			
Cyprus (Republic of)	1	III	R	78/1969	R	241/1972	R	84/1977	R	175/1988	R	R	R	R	R	R	R	R	R	175/1988		
Czechoslovak Socialist Republic	10	II	R	264/1966	R	300/1980	R	235/1977	R	206/1987	X	X	X	X	–	X	–	–	–	206/1987		
Democratic People's Republic of Korea	5	IV	A	139/1974	A	139/1974	R	245/1978	R		R	R	R	–	–	–	–	–	R			
Denmark (Kingdom of)	10	III	R	71/1966	R	74/1971	R	118/1976	R	321/1986	SD	SD	SD	SD	SD	SD	SD	–	–	SD		
Djibouti (Republic of)	0.5	V	A	132/1978	A	132/1978	A	132/1978	S		S	S	S	S	–	–	–	–	–			
Dominica (Commonwealth of)	1	I	A	38/1980	A	38/1980	A	38/1980	R	175/1988	R	R	R	A	–	A	–	–	–	175/1988		
Dominican Republic	1	I	S		S		–		S		S	S	S	–	–	–	–	–	–			
Ecuador (Republic of)	1	I	R	215/1969	A	84/1977	R	84/1977	S		S	S	S	S	S	S	S	S	S			
Egypt (Arab Republic of)	10	V	R	181/1967	R	129/1972	R	77/1977	S		S	S	S	S	S	S	S	S	S			
El Salvador (Republic of)	1	I	R	132/1978	R	132/1978	R	132/1978	–		–	–	–	–	–	–	–	–	–			
Equatorial Guinea (Republic of)	0.5	V	A	148/1970	A	175/1973	A	299/1981	–		–	–	–	–	–	–	–	–	–			
Ethiopia (Socialist)	0.5	V	R	148/1969	R	11/1974	R	150/1979	S		S	S	S	–	–	–	–	–	–			

Member countries (Constitution, article 2)	*Contribution class* *Number of units*	*Geographical group*	*Constitution (Vienna 1964)*		*Additional Prot (Tokyo 1969)*		*Additional Prot (Lausanne 1974)*		*Additional Prot (Hamburg 1984)*		*1984 Hamburg Acts*									
											Compulsory Acts									
			C	*International Bureau circular*	*PA*	*International Bureau circular*	*PA*	*International Bureau circular*	*PA*	*International Bureau circular*	*RG*	*CV*	*CP*	*MP*	*VP*	*R*	*RP*	*E*	*AP*	*International Bureau circular*
Fiji	1	IV	A	135/1971	A	220/1972	R	258/1975	–		–	–	–	–	–	–	–	–	–	
Finland (Republic of)	10	III	R	104/1966	R	197/1972	R	35/1979	R	228/1986	X	X	X	X	X	X	–	X	X	228/1986
French Republic	50	III	R	71/1966	R	79/1971	R	258/1975	R	106/1988	X	X	X	X	X	X	X	X	–	106/1988
Gabonese Republic	1	V	R	82/1967	R	7/1973	R	245/1978	S		S	S	S	S	S	S	S	–	S	
Gambia (Republic of the)	0.5	V	A	205/1974	A	205/1974	A	70/1980	–		–	–	–	–	–	–	–	–	–	
German Democratic Republic	15	II	A	135/1973	A	135/1973	R	296/1976	R	321/1986	X	X	X	–	–	–	–	–	–	321/1986
Germany, Federal Republic of	50	III	R	197/1966	R	241/1971	R	38/1976	R	272/1986	R	R	R	R	R	R	R	R	R	272/1986
Ghana (Republic of)	3	V	R	63/1967	R	122/1974	R	193/1976	S		S	S	S	–	–	–	–	–	–	
United Kingdom of Great Britain and Northern Ireland, Channel Islands and Isle of Man	50	III	R	223/1966	R	193/1972	R	116/1976	R	272/1986	X	X	X	–	X	X	–	–	–	272/1986
Overseas Territories for whose international relations the Government of the United Kingdom of Great Britain and Northern Ireland is responsible	5	IV	R	65/1968	R	193/1972	R	118/1976	R	272/1986	X	X	X	–	X	–	–	–	–	272/1986
Greece	3	III	R	110/1968	R	173/1972	R	270/1977	S		S	S	S	S	S	S	S	–	S	
Grenada	1	I	A	33/1978	A	33/1978	A	33/1978	–		–	–	–	–	–	–	–	–	–	
Guatemala (Republic of)	3	I	R	59/1970	R	233/1975	R	211/1979	R	19/1987	R	R	A	–	–	–	–	–	–	19/1987
Guinea (Republic of)	0.5	V	R	95/1967	R	271/1973	R	251/1976	S		S	S	S	S	–	–	–	–	–	
Guinea-Bissau (Republic of)	0.5	V	A	138/1974	A	138/1974	S		–		–	–	–	–	–	–	–	–	–	
Guyana	1	I	A	75/1967	R	217/1973	A	300/1980	S		S	S	S	–	–	–	–	–	–	
Haiti (Republic of)	0.5	I	A	164/1975	A	164/1975	–		S		S	S	S	S	–	–	–	–	–	
Honduras (Republic of)	1	I	S		S		S		S		S	S	S	–	–	–	–	–	–	
Hungarian People's Republic	5	II	R	118/1967	R	102/1974	R	287/1976	R	19/1988	X	X	X	X	–	X	–	–	–	19/1988
Iceland (Republic of)	1	III	R	177/1965	R	105/1971	R	258/1975	R	228/1986	R	R	R	R	R	R	–	–	–	228/1986

India	25	IV	R	11/1967	R	7/1973	R	195/1976	S		S	S	S	–	–	–	–	–	–	
Indonesia (Republic of)	10	IV	R	44/1975	R	44/1975	R	263/1977	S		S	S	S	S	S	S	S	S	S	
Iran (Islamic Republic of)	5	IV	R	227/1968	R	154/1973	R	235/1977	S		S	S	S	–	–	–	–	–	–	
Iraq (Republic of)	3	IV	R	257/1967	R	256/1971	R	47/1977 263/1977	S		S	S	S	–	–	–	–	–	–	
Ireland	10	III	R	113/1966	R	171/1971	R	35/1979	S		S	S	S	–	–	–	–	–	–	
Israel	3	IV	R	62/1968	R	205/1971	R	287/1976	R	106/1988	X	X	X	–	–	–	–	–	–	106/1988
Italy	25	III	R	169/1968	R	220/1972	A	193/1976	A	206/1987	A	A	A	A	A	A	A	A	A	206/1987
Jamaica	1	I	R	87/1969	A	32/1974	R	251/1976	–		–	–	--	–	–	–	–	–	–	
Japan	50	IV	R	153/1965	R	166/1971	R	252/1975	R	314/1985	X	X	X	X	X	–	–	–	–	314/1985
Jordan (Hashemite Kingdom of)	1	IV	R	61/1968	R	89/1973	R	154/1976	R	98/1986	R	R	R	R	–	–	–	–	–	98/1986
Democratic Kampuchea[2]	1	IV	R	186/1969	R	220/1972	S		–		–	–	–	–	–	–	–	–	–	
Kenya (Republic of)	3	V	A	107/1968	R	113/1973	R	211/1979 300/1980	S		S	S	S	–	–	–	–	–	–	
Kiribati	0.5	IV	A	171/1984	A	171/1984	A	171/1984	–		–	–	–	–	–	–	–	–	–	
Korea (Republic of)	10	IV	R	165/1966	R	79/1971	R	38/1976	R	272/1986	X	X	X	X	X	X	–	–	X	272/1986
Kuwait	10	IV	R	207/1967	R	173/1972	R	77/1977 126/1977	S		S	S	S	S	–	–	–	–	–	
Lao People's Democratic Republic	0.5	IV	R	268/1967	R	254/1972	R	28/1982	A	133/1987	A	A	A	–	–	–	–	–	–	133/1987
Lebanese Republic	1	IV	R	261/1979	R	261/1979	R	261/1979	R	206/1987	R	R	R	R	–	–	–	–	–	206/1987
Lesotho (Kingdom of)	0.5	V	A	205/1967	A	21/1972	R	287/1976	R	321/1986	X	X	X	–	–	–	–	–	–	321/1986
Liberia (Republic of)	1	V	R	154/1976	R	193/1976	R	39/1981	S		S	S	S	–	–	–	–	–	–	
Libyan Arab Jamahiriya (Socialist People's)	5	V	R	164/1969	A	217/1973	R	99/1978	–		–	–	–	–	–	–	–	–	–	
Liechtenstein (Principality of)	1	III	R	281/1967	R	256/1971	R	252/1975	R	314/1985	R	R	R	R	R	R	A	–	R	314/1985
Luxembourg	3	III	R	156/1966	R	192/1971	R	118/1976	R	98/1986	R	R	R	R	R	R	R	–	R	98/1986
Madagascar (Democratic Republic of)	3	V	R	177/1965	R	207/1974	R	35/1979	R	19/1987	X	X	X	X	X	–	–	–	–	19/1987
Malawi	0.5	V	A	266/1966	R	106/1984	R	106/1984	R	133/1987	R	R	R	–	–	–	–	–	–	133/1987

Member countries (Constitution, article 2)	*Contribution class* *Number of units*	*Geographical group*	*Constitution (Vienna 1964)*		*Additional Prot (Tokyo 1969)*		*Additional Prot (Lausanne 1974)*		*Additional Prot (Hamburg 1984)*		*1984 Hamburg Acts*									
											Compulsory Acts									
			C	*International Bureau circular*	*PA*	*International Bureau circular*	*PA*	*International Bureau circular*	*PA*	*International Bureau circular*	*RG*	*CV*	*CP*	*MP*	*VP*	*R*	*RP*	*E*	*AP*	*International Bureau circular*
Malaysia	3	IV	R	87/1969	R	207/1974	R	116/1976	R	272/1986	X	X	X	–	–	–	–	–	–	272/1986
Maldives (Republic of)	1	IV	A	180/1967	A	32/1974	A	241/1976	–		–	–	–	–	–	–	–	–	–	
Mali (Republic of)	0.5	V	R	104/1966	R	220/1972	R	211/1979	S		S	S	S	S	S	S	S	S	–	
Malta	1	III	A	124/1968	–		–		–		–	–	–	–	–	–	–	–	–	
Mauritania (Islamic Republic of)	1	V	A	75/1967	R	84/1977	R	84/1977	S		S	S	S	S	S	S	S	–	–	
Mauritius	1	V	A	165/1969	A	241/1973	R	245/1978	–		–	–	–	–	–	–	–	–	–	
Mexico (United Mexican States)	10	I	R	97/1968	R	77/1974	R	187/1980	R	206/1987	R	R	R	R	–	–	–	–	–	206/1987
Monaco (Principality of)	1	III	R	227/1968	R	181/1971	R	38/1980	S		S	S	S	S	S	S	S	–	–	
Mongolian People's Republic	1	II	R	241/1968	S		S		S		S	S	S	–	–	–	–	–	–	
Morocco (Kingdom of)	5	V	R	118/1967	R	217/1973	R	33/1978	S		S	S	S	S	S	S	S	S	S	
Mozambique (People's Republic of)	1	V	A	238/1978	A	238/1978	A	238/1978	–		–	–	–	–	–	–	–	–	–	
Myanmar (Union of)[7]	3	IV	R	160/1969	R	241/1973	R	70/1980	S		S	S	S	–	–	–	–	–	–	
Nauru (Republic of)	1	IV	A	69/1969	S		–		–		–	–	–	–	–	–	–	–	–	
Nepal	3	IV	R	135/1970	R	164/1975	R	126/1977	S		S	S	S	–	–	–	–	–	–	
Netherlands	15	III	R	178/1969	R	205/1971	R	38/1976	R	19/1987	X	X	X	X	X	X	–	X	–	19/1987
Netherlands Antilles and Aruba[4]	1	I	R	178/1969	R	205/1971	R	38/1976	R	19/1987	X	X	X	X	X	X	X	–	–	19/1987
New Zealand	15	IV	R	11/1967	R	21/1972	R	263/1977	R	308/1988	R	R	R	–	–	–	–	–	–	308/1988
Nicaragua (Republic of)	1	I	R	106/1988	R	106/1988	R	106/1988	A	106/1988	A	A	A	–	–	–	–	–	–	106/1988
Niger (Republic of the)	1	V	R	135/1966	R	171/1971	R	287/1976	R	235/1989	X	X	X	X	X	X	X	–	–	235/1989
Nigeria (Federal Republic of)	10	V	R	82/1967	R	9/1975	R	278/1979	R	133/1987	R	R	R	–	–	–	–	–	–	321/1986
Norway	10	III	R	21/1966	R	113/1973	R	296/1976	R	19/1988	X	X	X	X	X	X	–	X	X	19/1988
Oman (Sultanate of)	1	IV	A	178/1971	A	178/1971	R	169/1977	R	308/1988	R	R	R	–	–	–	–	–	–	308/1988
Pakistan	15	IV	R	80/1967	R	241/1972	R	235/1977	S		S	S	S	–	–	–	–	–	–	
Panama (Republic of)	1	I	A	19/1985	S		S		S		S	S	S	–	–	–	–	–	–	

Papua New Guinea	1	IV	A	154/1976	A	154/1976	A	154/1976 251/1976	S		S	S	S	–	–	–	–	–	–		
Paraguay (Republic of)	1	I	R	98/1979	R	98/1979	R	98/1979 187/1980	S		S	S	S	–	–	–	–	–	–		
Peru (Republic of)	3	I	R	108/1970	A	35/1979	R	150/1979	S		S	S	S	S	S	S	S	S	S		
Philippines (Republic of the)	1	IV	R	154/1973	R	154/1973	R	278/1979	A	19/1987	A	A	–	–	–	–	–	–	–	19/1987	
Polish People's Republic	5	II	R	244/1967	R	121/1974	R	270/1977 99/1978	R	175/1988	X	X	X	X	–	–	–	–	–	175/1988	
Portugal	5	III	R	241/1968	R	98/1972	R	91/1981	S		S	S	S	S	–	S	S	–	S		
Qatar (State of)	5	IV	A	25/1969	R	300/1980	R	300/1980	R	321/1986	R	R	R	R	–	–	–	–	–	321/1986	
Romania (Socialist Republic of)	3	II	R	103/1969	R	122/1974	R	235/1977	R	206/1987	X	X	X	X	–	–	–	–	–	206/1987	
Rwandese Republic	0.5	V	R	175/1988	S		–		R	175/1988	R	R	R	R	R	–	–	–	–	175/1988	
Saint Christopher and Nevis	1	I	A	19/1988	A	19/1988	A	19/1988	A	19/1988	A	A	A	A	A	A	A	A	A	19/1988	
Saint Lucia	1	I	A	187/1980	A	187/1980	A	187/1980	A	19/1987	A	A	A	–	–	–	–	–	–	19/1987	
Saint Vincent and the Grenadines	1	I	A	39/1981	A	39/1981	A	39/1981	S		S	S	S	–	S	–	–	–	–		
San Marino (Republic of)	1	III	R	281/1967	R	171/1971	R	261/1979	R	106/1988	R	R	R	R	R	R	R	R	R	106/1988	
Sao Tome and Principe (Democratic Republic of)	0.5	V	A	196/1977	A	196/1977	A	196/1977	–		–	–	–	–	–	–	–	–	–		
Saudi Arabia (Kingdom of)	25	IV	R	39/1981	R	39/1981	R	39/1981	R	175/1988	R	R	R	–	–	–	–	–	–	175/1988	
Senegal (Republic of)	1	V	R	268/1967	R	77/1974	S		S		S	S	S	S	S	S	S	S	–		
Seychelles (Republic of)	1	V	A	235/1977	A	235/1977	A	235/1977	–		–	–	–	–	–	–	–	–	–		
Sierra Leone (Republic of)	0.5	V	R	207/1967	R	52/1974	S		–		–	–	–	–	–	–	–	–	–		
Republic of Singapore	1	IV	A	22/1966	R	65/1972	R	145/1976	R	228/1986	X	X	X	–	–	–	–	–	–	228/1986	
Solomon Islands	1	IV	A	106/1984	A	106/1984	A	106/1984	S		S	S	S	S	–	–	–	–	–		
Somali Democratic Republic	0.5	V	R	123/1968	A	98/1972	S		–		–	–	–	–	–	–	–	–	–		
Spain	25	III	R	63/1967	R	175/1973	R	70/1980	R	206/1987	R	R	R	R	R	R	R	R	R	206/1987	
Sri Lanka (Democratic Socialist Republic of)	5	IV	R	95/1967	R	154/1973	R	171/1984	R	19/1988	R	R	R	R	–	–	–	–	–	19/1988	
Sudan (Republic of the)[5]	0.5	V	S		S		S		S		S	S	S	S	–	–	–	–	–		
Suriname (Republic of)	1	I	A	118/1976	A	118/1976	A	118/1976	S		S	S	S	S	–	S	S	–	–		

Member countries (Constitution, article 2)	*Contribution class* / *Number of units*	*Geographical group*	*Constitution (Vienna 1964)*		*Additional Prot (Tokyo 1969)*		*Additional Prot (Lausanne 1974)*		*Additional Prot (Hamburg 1984)*		*1984 Hamburg Acts*									
											Compulsory Acts									
			C	*International Bureau circular*	*PA*	*International Bureau circular*	*PA*	*International Bureau circular*	*PA*	*International Bureau circular*	*RG*	*CV*	*CP*	*MP*	*VP*	*R*	*RP*	*E*	*AP*	*International Bureau circular*
Swaziland (Kingdom of)	1	V	A	217/1969	A	166/1971	R	154/1976	R	228/1986	R	R	X	–	–	–	–	–	–	228/1986
Sweden	15	III	R	80/1967	R	241/1971	R	77/1977	R	98/1986	X	X	X	X	X	X	–	X	X	98/1986
Swiss Confederation	15	III	R	113/1966	R	105/1971	R	252/1975	R	314/1985	R	R	R	R	R	R	R	–	R	314/1985
Syrian Arab Republic	1	IV	R	80/1967	R	241/1971	R	235/1977	S		R	R	R	R	–	–	–	–	–	308/1988
Tanzania (United Republic of)	0.5	V	R	268/1967	R	233/1975	R	245/1978	–		–	–	–	–	–	–	–	–	–	
Thailand	3	IV	R	156/1966	R	105/1971	R	116/1976	R	272/1986	X	X	X	X	–	X	X	–	X	272/1986
Togolese Republic	0.5	V	R	244/1967	R	65/1972	R	195/1976	R	235/1989	X	X	X	X	X	X	X	X	X	235/1989
Tonga (Kingdom of)	1	IV	A	35/1972	A	35/1972	S		S		S	S	S	–	–	–	–	–	–	
Trinidad and Tobago (Republic of)	1	I	R	186/1968	R	102/1974	A	35/1979	S		S	S	S	–	–	–	–	–	–	
Tunisia	5	V	R	260/1966	R	21/1972	R	38/1976	R	228/1986	R	R	R	R	R	R	R	R	R	228/1986
Turkey	5	III	R	224/1970	R	150/1979	R	228/1986	S		S	S	S	S	S	S	S	S	S	
Tuvalu	0.5	IV	A	39/1981	A	39/1981	A	39/1981	–		–	–	–	–	–	–	–	–	–	
Uganda	0.5	V	R	83/1969	R	35/1979	R	35/1979	–		–	–	–	–	–	–	–	–	–	
Ukrainian Soviet Socialist Republic	10	II	R	69/1978	R	69/1978	R	69/1978	S		S	S	S	–	–	–	–	–	–	
Union of Soviet Socialist Republics	25	II	R	69/1978	R	69/1978	R	69/1978	S		S	S	S	–	–	–	–	–	–	
United Arab Emirates	1	IV	A	89/1973	A	89/1973	R	98/1979	S		S	S	S	–	–	–	–	–	–	
United States of America	50	I	R	122/1967	R	192/1971	R	145/1976	R	228/1986	R	R	R	X	–	–	–	–	–	228/1986
Uruguay (Eastern Republic of)	3	I	R	98/1979	R	98/1979	R	98/1979	S		S	S	S	S	S	S	S	S	S	
Vanuatu (Republic of)	1	IV	A	152/1982	A	152/1982	A	152/1982	–		–	–	–	–	–	–	–	–	–	
Vatican City State	1	III	R	106/1968	R	175/1973	R	241/1976	S		S	S	S	S	–	S	–	–	S	
Venezuela (Republic of)	3	I	R	189/1969	R	69/1978	S	246/1979	R	308/1988	R	R	R	–	–	–	–	–	–	308/1988
Viet Nam (Socialist Republic of)	1	IV	R	181/1967	A	52/1974	R	296/1976	S		S	S	S	–	–	–	–	–	–	
Western Samoa (Independent State of)	0.5	IV	A	235/1989	A	235/1989	A	235/1989	A	235/1989	A	A	A	A	A	A	A	A	A	235/1989
Yemen Arab Republic	0.5	IV	R	36/1969	R	205/1971	R	132/1978	S		S	S	S	S	–	–	–	–	–	

Yemen (People's Democratic Republic of)	0.5	IV	A	126/1968	A	129/1972	R	211/1979	S		S	S	S	S	–	–	–	–	–	
Yugoslavia (Socialist Federal Republic of)	5	II	R	63/1967	R	241/1971	R	195/1976	R	235/1989	R	R	R	R	R	R	R	R	R	235/1989
Zaire (Republic of)	3	V	R	278/1979	R	278/1979	R	278/1979	–		–	–	–	–	–	–	–	–	–	
Zambia (Republic of)	3	V	A	75/1967	R	151/1983	R	151/1983	S		S	S	S	–	–	–	–	–	–	
Zimbabwe	3	V	A	246/1981	A	246/1981	A	246/1981	S		S	S	S	–	–	–	–	–	–	

Number of member countries: 170

[1] The names of member countries are those under which the plenipotentiaries signed the 1984 Hamburg Acts. The names of countries having been admitted or having acceded to the Union since the 1984 Hamburg Congress are those duly communicated to the International Bureau.

[2] Name used at the United Nations.

[3] New name. See International Bureau circular 172/1984.

[4] New name. See International Bureau circular 313/1985.

[5] New name. See International Bureau circular 31/1986.

[6] New name. See International Bureau circular 66/1989.

[7] New name. See International Bureau circular 212/1989.

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List of member countries of Committee 7 (Parcel Post)[1] [2]

(Position on 15 August 1989)

Names of countries party to the Postal Parcels Agreement

1 Afghanistan (Republic of)
2 Albania (Socialist People's Republic of)
3 Algeria (People's Democratic Republic of)
4 Angola (People's Republic of)
5 Argentine Republic
6 Australia
7 Austria (Republic of)
8 Bahamas (Commonwealth of the)
9 Bahrain (State of)
10 Bangladesh (People's Republic of)
11 Barbados
12 Belgium
13 Benin (People's Republic of)
14 Bhutan (Kingdom of)
15 Bolivia (Republic of)
16 Botswana (Republic of)
17 Brazil (Federative Republic of)
18 Brunei Darussalam
19 Bulgaria (People's Republic of)
20 Burkina Faso
21 Burundi (Republic of)
22 Byelorussian Soviet Socialist Republic
23 Cameroon (Republic of)
24 Canada
25 Central African Republic
26 Chad (Republic of)
27 Chile
28 China (People's Republic of)
29 Colombia (Republic of)
30 Comoros (Islamic Federal Republic of the)
31 Congo (People's Republic of the)
32 Costa Rica (Republic of)
33 Côte d'Ivoire (Republic of)
34 Cuba (Republic of)
35 Cyprus (Republic of)
36 Czechoslovak Socialist Republic

[1] Subject to changes made by the countries concerned, the names of the member countries are those under which the plenipotentiaries signed the 1984 Hamburg Acts. The names of countries which have been admitted or have acceded to the Union since the Hamburg Congress are those duly communicated to the International Bureau.

[2] The delegates of member countries which are not parties to the Agreements in question may take part in the discussions of Committee 7 without the right to vote (Rules of Procedure of Congresses, article 9, paragraph 3).

37 Democratic People's Republic of Korea
38 Denmark (Kingdom of)
39 Djibouti (Republic of)
40 Dominica (Commonwealth of)
41 Dominican Republic
42 Ecuador (Republic of)
43 Egypt (Arab Republic of)
44 Ethiopia (Socialist)
45 Finland (Republic of)
46 French Republic
47 Gabonese Republic
48 German Democratic Republic
49 Germany, Federal Republic of
50 Ghana (Republic of)
51 United Kingdom of Great Britain and Northern Ireland, Channel Islands and Isle of Man
52 Overseas Territories for whose international relations the Government of the United Kingdom of Great Britain and Northern Ireland is responsible
53 Greece
54 Guatemala (Republic of)
55 Guinea (Republic of)
56 Guyana
57 Haiti (Republic of)
58 Honduras (Republic of)
59 Hungarian People's Republic
60 Iceland (Republic of)
61 India
62 Indonesia (Republic of)
63 Iran (Islamic Republic of)
64 Iraq (Republic of)
65 Ireland
66 Israel
67 Italy
68 Japan
69 Jordan (Hashemite Kingdom of)
70 Kenya (Republic of)
71 Kiribati
72 Korea (Republic of)
73 Kuwait
74 Lao People's Democratic Republic
75 Lebanese Republic
76 Lesotho (Kingdom of)
77 Liberia (Republic of)
78 Liechtenstein (Principality of)
79 Luxembourg
80 Madagascar (Democratic Republic of)
81 Malawi
82 Malaysia
83 Mali (Republic of)
84 Mauritania (Islamic Republic of)
85 Mexico (United Mexican States)
86 Monaco (Principality of)
87 Mongolian People's Republic
88 Morocco (Kingdom of)
89 Myanmar (Union of)
90 Nepal
91 Netherlands
92 Netherlands Antilles and Aruba
93 New Zealand
94 Nicaragua (Republic of)
95 Niger (Republic of the)
96 Nigeria (Federal Republic of)

97 Norway
98 Oman (Sultanate of)
99 Pakistan
100 Panama (Republic of)
101 Papua New Guinea
102 Paraguay (Republic of)
103 Peru (Republic of)
104 Polish People's Republic
105 Portugal
106 Qatar (State of)
107 Romania (Socialist Republic of)
108 Rwandese Republic
109 Saint Christopher and Nevis
110 Saint Lucia
111 Saint Vincent and the Grenadines
112 San Marino (Republic of)
113 Saudi Arabia (Kingdom of)
114 Senegal (Republic of)
115 Singapore (Republic of)
116 Solomon Islands
117 Spain
118 Sri Lanka (Democratic Socialist Republic of)
119 Sudan (Republic of the)
120 Suriname (Republic of)
121 Swaziland (Kingdom of)
122 Sweden
123 Swiss Confederation
124 Syrian Arab Republic
125 Thailand
126 Togolese Republic
127 Tonga (Kingdom of)
128 Trinidad and Tobago (Republic of)
129 Tunisia
130 Turkey
131 Ukranian Soviet Socialist Republic
132 Union of Soviet Socialist Republics
133 United Arab Emirates
134 United States of America
135 Uruguay (Eastern Republic of)
136 Vatican City State
137 Venezuela (Republic of)
138 Viet Nam (Socialist Republic of)
139 Western Samoa (Independent State of)
140 Yemen Arab Republic
141 Yemen (People's Democratic Republic of)
142 Yugoslavia (Socialist Federal Republic of)
143 Zambia (Republic of)
144 Zimbabwe

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List of member countries of Committee 8 (Postal Financial Services)[1] [2]

(Position on 15 August 1989)

The Postal Financial Services Agreements are as follows:

- Money Orders and Postal Travellers' Cheques Agreement (MP);
- Giro Agreement (VP);
- Cash-on-Delivery Agreement (R);
- Collection of Bills Agreement (RP);
- International Savings Agreement (E);
- Subscriptions to Newspapers and Periodicals Agreement (AP).

Names of countries party to the Postal Financial Services Agreement

Note. – The sign x opposite a country's name indicates that it is a party to the Agreement concerned.

	Member countries	MP	VP	R	RP	E	AP
1	Algeria (People's Democratic Republic of)	×	×	×	×		
2	Argentine Republic	×	×	×	×		×
3	Austria (Republic of)	×	×	×	×		×
4	Belgium	×	×	×	×	×	×
5	Benin (People's Republic of)	×	×	×	×	×	×
6	Bulgaria (People's Republic of)	×					×
7	Burkina Faso	×	×	×	×	×	×
8	Burundi (Republic of)	×	×	×			
9	Cameroon (Republic of)	×	×	×	×	×	×
10	Central African Republic	×	×	×	×	×	

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[2] The delegates of member countries which are not parties to the Agreements in question may take part in the discussions of Committee 8 without the right to vote (article 9, paragraph 3, of the Rules of Procedure of Congresses).

	Member countries	MP	VP	R	RP	E	AP
11	Chad (Republic of)	×	×	×		×	
12	Chile	×	×	×	×	×	×
13	Comoros (Islamic Federal Republic of the)	×	×	×		×	×
14	Congo (People's Republic of the)	×	×	×	×		
15	Côte d'Ivoire (Republic of)	×	×	×	×		
16	Cyprus (Republic of)	×	×	×	×	×	×
17	Czechoslovak Socialist Republic	×		×			
18	Democratic People's Republic of Korea						×
19	Denmark (Kingdom of)	×	×	×			×
20	Djibouti (Republic of)	×					
21	Dominica (Commonwealth of)	×		×			
22	Ecuador (Republic of)	×	×	×	×	×	×
23	Egypt (Arab Republic of)	×	×	×	×	×	×
24	Finland (Republic of)	×	×	×		×	×
25	French Republic	×	×	×	×	×	
26	Gabonese Republic	×	×	×	×		×
27	Germany, Federal Republic of	×	×	×	×	×	×
28	United Kingdom of Great Britain and Northern Ireland, Channel Islands and Isle of Man		×	×			
29	Overseas Territories for whose international relations the Government of the United Kingdom of Great Britain and Northern Ireland is responsible		×				
30	Greece	×	×	×	×		×
31	Guinea (Republic of)	×					
32	Haiti (Republic of)	×					
33	Hungarian People's Republic	×		×			
34	Iceland (Republic of)	×	×	×			
35	Indonesia (Republic of)	×	×	×	×	×	×
36	Italy	×	×	×	×	×	×
37	Japan	×	×				
38	Jordan (Hashemite Kingdom of)	×					
39	Korea (Republic of)	×	×	×			×
40	Kuwait	×					
41	Lebanese Republic	×					
42	Liechtenstein (Principality of)	×	×	×	×		×
43	Luxembourg	×	×	×	×		×
44	Madagascar (Democratic Republic of)	×	×				
45	Mali (Republic of)	×	×	×	×	×	
46	Mauritania (Islamic Republic of)	×	×	×	×		
47	Mexico (United Mexican States)	×					
48	Monaco (Principality of)	×	×	×	×		
49	Morocco (Kingdom of)	×	×	×	×	×	×
50	Netherlands	×	×	×		×	
51	Netherlands Antilles and Aruba	×	×	×	×		

	Member countries	MP	VP	R	RP	E	AP
52	Niger (Republic of the)	×	×	×	×		
53	Norway	×	×	×		×	×
54	Peru (Republic of)	×	×	×	×	×	×
55	Polish People's Republic	×					
56	Portugal	×		×	×		×
57	Qatar (State of)	×					
58	Romania (Socialist Republic of)	×					
59	Rwandese Republic	×	×				
60	Saint Christopher and Nevis	×	×	×	×	×	×
61	Saint Vincent and the Grenadines		×				
62	San Marino (Republic of)	×	×	×	×	×	×
63	Senegal (Republic of)	×	×	×	×	×	
64	Solomon Islands	×					
65	Spain	×	×	×	×	×	×
66	Sri Lanka (Democratic Socialist Republic of)	×					
67	Sudan (Republic of the)	×					
68	Suriname (Republic of)	×		×	×		
69	Sweden	×	×	×		×	×
70	Swiss Confederation	×	×	×	×		×
71	Syrian Arab Republic	×					
72	Thailand	×		×	×		×
73	Togolese Republic	×	×	×	×	×	×
74	Tunisia	×	×	×	×	×	×
75	Turkey	×	×	×	×	×	×
76	United States of America	×					
77	Uruguay (Eastern Republic of)	×	×	×	×	×	×
78	Vatican City State	×		×			×
79	Western Samoa (Independent State of)	×	×	×	×	×	×
80	Yemen Arab Republic	×					
81	Yemen (People's Democratic Republic of)	×					
82	Yugoslavia (Socialist Federal Republic of)	×	×	×	×	×	×

Congress – Doc 27

List of organizations invited to the 20th Congress

Memorandum by the Secretary-General

1 On the basis of article 102, paragraph 6, n, of the General Regulations, the Executive Council, in resolution CE 2/1989, instructed the Director-General of the International Bureau to invite to the 20th Congress:

a the following intergovernmental international organizations:

- International Labour Organisation (ILO);
- Food and Agriculture Organization of the United Nations (FAO);
- United Nations Educational, Scientific and Cultural Organization (UNESCO);
- World Health Organization (WHO);
- World Bank;
- International Monetary Fund (IMF);
- International Civil Aviation Organization (ICAO);
- International Telecommunication Union (ITU);
- World Meteorological Organization (WMO);
- International Maritime Organization (IMO);
- World Intellectual Property Organization (WIPO);
- International Atomic Energy Agency (IAEA);
- Customs Co-operation Council (CCC);

b the following non-governmental international organizations:

- International Air Transport Association (IATA);
- International Organization for Standardization (ISO);
- International Chamber of Shipping (ICS);
- International Savings Banks Institute (ISBI).

The Director-General was also instructed to state, in the invitations to the above-mentioned non-governmental organizations, that their presence would be limited to the meetings of Congress Committees considering questions of interest to them, on terms decided later in conjunction with the Chairmen of the Committees concerned.

The invitations were sent out on 30 May 1989.

2 The following de jure observers, whose participation is governed either by a provision of the Acts or by specific decisions, were also invited to be represented at the 20th Congress:

- the UN, whose participation in Congress rests on the UN–UPU Agreement, article II, paragraph 1;
- the Restricted Unions with which the UPU maintains relations in accordance with the Constitution, article 8, paragraph 2: APPU, APTU, APU, CAPTAC, CEPT, NPU, PAPU, PUAS, SWAPU and UPA;
- the Organization of African Unity (OAU), in accordance with Lausanne Congress decision C 92;
- the League of Arab States, in accordance with the Rio de Janeiro Congress resolution C 7;
- the national liberation movements recognized by the Organization of African Unity, in accordance with Lausanne Congress resolution C 3;
- the Palestine Liberation Organization ("Palestine" according to UN resolution 43/177), as a national liberation movement recognized by the League of Arab States, in accordance with Lausanne Congress resolution C 3.

3 As of the end of September 1989, the following organizations had accepted the Director-General's invitation:

- FAO, World Bank, IMF, ICAO, ITU;
- IATA, ISO, ICS;
- APTU, APU, CAPTAC, CEPT, PAPU, PUAS, UPA.

All the organizations represented at Congress will be included in the list of participants.

Berne, 4 October 1989

A C BOTTO DE BARROS
Secretary–General

Congress – Doc 28

Distribution of Congress documentation

Statement by the Secretary-General

The proposals and documents submitted to the Washington Congress have been distributed in nine dispatches, the first dated 31 May 1989 and the last 9 October 1989.

All "Congress – Doc" documents which were to be dispatched prior to the opening of Congress were included in the above-mentioned dispatches. The remaining ones will be distributed to the delegates' boxes at the Washington Congress Center. The following are the documents concerned:

- 3 to 15 Agendas;
- 31 and 32 Languages of discussion during Congress;
- 37 Speeches and contributions prepared in advance in writing;
- 40 Contribution class changes;
- 42 to 47 Election of members of the EC and CCPS;
- 68 Final report of Committee 2 (Finance);
- 70 Final report of Committee 9 (Technical Cooperation);
- 78 Decisions other than those amending the Acts.

Following the same procedure as at the 1984 Hamburg Congress, the files of proposals do not contain any basic texts (texts of the Acts of the previous Congress). In order to compare the texts of the Hamburg Acts with those of the proposals, it will therefore be necessary to consult the Annotated Acts of the Hamburg Congress or any other basic text. Accordingly, delegates attending the Washington Congress are requested to provide themselves with these texts, given that the number of copies of these Acts which the Congress Documentation Service will be able to make available to participants is very limited.

Nevertheless, with respect to the Money Orders, Giro and Cash-on-Delivery Agreements revised by the Executive Council pursuant to Hamburg Congress resolutions C 10 and C 81 and decision C 28, the EC at its 1989 session invited postal administrations to submit their proposals to the Washington Congress on the basis of the revised texts. These texts appear on the right-hand side of the draft revisions, which are the subject of proposals of a general nature 6000.1, 7000.1 and 8000.1[1] respectively, whereas the texts adopted by the Hamburg Congress are given on the left-hand side.

Moreover, since the proposals and documents for the 20th Congress were printed in a limited number of copies, they will not be distributed at Washington; Congress participants are requested to bring them with them along with the corresponding binders.

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[1] The related forms are the subject of proposals 6900.1, 7900.1 and 8900.1 respectively.

After the Washington Congress, the Acts arising from it will be dispatched from Washington only to those countries which were not represented or which did not attend the meetings held during the last week. Delegates are therefore requested to take with them or to dispatch from Washington the number of sets of the new Acts which they will require pending the official publication of the Congress Decisions about one year after Congress.

Berne, 4 October 1989

A C BOTTO DE BARROS

Secretary-General

Congress – Doc 29

Representation of one member country by the delegation of another member country at Congress and Committee meetings

Memorandum by the International Bureau

1 Article 3, paragraph 6, of the Rules of Procedure of Congresses authorizes the delegation of a member country which is prevented from attending one or more meetings to arrange to be represented by the delegation of another country provided, inter alia, that notice in writing is given to the Chairman of the meeting concerned. Nevertheless, a delegation may represent only one country other than its own.

2 In practice, the Chairman notifies the assembly at the beginning of each meeting of any such cases of representation.

3 To make things easier for delegations that decide to take advantage of this facility, the Congress Secretariat will keep a supply of ad hoc proxy forms (for specimen, see annex 1) at their disposal at the Chairman's rostrum in the two halls. These have only to be filled in and signed before being handed to the Secretary of the plenary meetings or of the Committee concerned.

4 In the case of electronic voting, the duly authorized delegation should go to the seat of the delegation which has conferred the mandate and vote on behalf of the latter by means of the electronic voting system.

5 Ad hoc proxies must not be confused with the proxies mentioned in paragraph 4 of the above-mentioned article 3, which relate to the credentials of a member country that arranges for the delegation of another member country to represent it during the entire Congress. These permanent proxies, which are based on article 101, paragraph 2, of the General Regulations, must be submitted in the form prescribed in article 3, paragraph 1, of the Rules of Procedure for credentials themselves. Permanent proxies are notified to Congress by means of a special Congress – Doc.

Berne, 20 July 1989

F CICERON

Deputy Director-General

Congress – Doc 29/Annex 1

UNIVERSAL POSTAL UNION
20th Congress
Washington 1989

FORM OF PROXY
(Rules of Procedure of Congresses, article 3, paragraph 6)

Delegation giving proxy	Name of country
Delegation to which proxy is given	Name of country
Meeting(s) at which representation will be effected	☐ Plenary — Date(s) ☐ Committee — No or title — Date(s)
Place and date: Washington	Signature of Head of delegation

N.B. The form of proxy should be handed to the Chairman or Secretary of the respective plenary or Committee meeting(s).

Congress – Doc 30

Operation of translation services at Congress and provision of documentation in various languages

Statement by the Secretary-General

General

1 Pursuant to the Rules of Procedure of Congresses, article 13, paragraph 1, documents prepared during Congress shall be published in French by the Secretariat of Congress. Provision is further made under article 13, paragraph 3, for Congress documents to be translated into the languages of the language groups set up in accordance with the relevant provisions of the General Regulations.

2 To this end, according to the spokesmen of the various language groups, Arabic, Chinese, English, Portuguese, Russian and Spanish Translation Services will operate during Congress.

3 With a view to maximum efficiency and in order to keep the work of the Secretariat and that of the translation services fully in step, I think it desirable to provide the following information about these services.

Work of the translation services

4 The work of the translation services is as follows:

a to prepare the French version of texts submitted to Congress written in Arabic, Chinese, English, Portuguese, Russian or Spanish by delegations belonging to one of these language groups (Rules of Procedure of Congresses, article 13, paragraph 2);

b to translate into Arabic, Chinese, English, Portuguese, Russian and Spanish the documents of Congress which the language group in question has decided to have translated (Rules of Procedure, article 13, paragraph 3).

Delivery of manuscripts for translation

5 Documents produced by delegations shall be submitted in French to the Secretary of Congress or of the Committee concerned (Rules of Procedure, article 13, paragraph 2).

6 Manuscripts of documents to be translated into French shall be forwarded to the duly designated liaison and coordination service (office 32.a).

Distribution of documents

7 Subject to paragraph 8 below, Congress documentation will be supplied to all delegates, including observers, in French or in the languages requested by the participants, in accordance with the provisions for each language group.

8 At Congress, documents will in principle be distributed to participants' pigeonholes. Those issued exceptionally to delegates during meetings will be distributed again to all the pigeonholes.

Berne, 18 September 1989

A C BOTTO DE BARROS

Secretary-General

Congress – Doc 31

Languages of discussion at Congress

1 In accordance with article 107, paragraph 9, of the General Regulations and article 12 of the Rules of Procedure of Congresses, the discussions of Congress and its Committees (except those of Committee 10) will be interpreted in the four languages admitted: French, English, Russian and Spanish.

2 In addition, the proceedings will be interpreted in Arabic, Chinese, German, Japanese and Portuguese, in accordance with article 107, paragraphs 10 and 11, of the General Regulations and article 12 of the Rules of Procedure of Congresses.

3 Portuguese interpretation will be provided in the large conference hall only (Hall A). Interpretation in the other languages listed above will be provided in both conference halls (A and C).

4 So that I can apportion the interpretation costs and inform the Congress participants, I should be grateful if you would let me know, *by 21 November at the latest*, which language the members of your delegation will be using in the discussions of Congress and its Committees. This request does not concern Italian, for which special arrangements have been made.

5 For this purpose, please complete and sign the enclosed form and return it to the Congress Secretariat (office 23).

Washington, 13 November 1989

A C BOTTO DE BARROS

Secretary-General

LANGUAGES TO BE USED AT MEETINGS

Country

For discussions at the meetings of the Washington Congress and its Committees, the delegation of the country indicated above will use:

☐ French	☐ English	☐ Spanish	☐ Russian
☐ German	☐ Arabic	☐ Chinese	☐ Portuguese
☐ Japanese	☐		

The resulting interpretation costs will be borne in accordance with the provisions of article 107, paragraph 12, of the General Regulations.

Signature

Head of delegation

Congress – Doc 32

Communication from the Secretariat

Languages of discussion chosen for simultaneous interpretation during Congress

Following the communication addressed to Heads of delegation on 13 November 1989 (Congress – Doc 31) about the language their delegation would be using during Congress and Committee debates, the replies have been shown on the attached list. Where no reply was received, countries have been officially assigned to that language category thought likely to be most suitable. In such cases the country's name is followed by an asterisk.

Washington, 4 December 1989

Congress – Doc 32/Annex 1

Languages of discussion during Congress

Abbreviations: Fr = French; En = English; Sp = Spanish; Ru = Russian; Ge = German; Ar = Arabic; Ch = Chinese; Po = Portuguese; Ja = Japanese

Country	**Languages chosen**								
	Fr	**En**	**Sp**	**Ru**	**Ge**	**Ar**	**Ch**	**Po**	**Ja**
Republic of Aghanistan		x							
People's Democratic Republic of Algeria	x					x			
People's Republic of Angola								x	
Argentine Republic			x						
Australia		x							
Republic of Austria					x				
Commonwealth of the Bahamas		x							
State of Bahrain						x			
People's Republic of Bangladesh*		x							
Barbados		x							
Belgium	x								
People's Republic of Benin	x								
Kingdom of Bhutan		x							
Republic of Bolivia			x						
Republic of Botswana		x							
Federative Republic of Brazil								x	
Brunei Darussalam		x							
People's Republic of Bulgaria				x					
Burkina Faso	x								
Republic of Burundi	x								
Byelorussian Soviet Socialist Republic				x					
Republic of Cameroon	x								
Canada	x	x							
Republic of Cape Verde								x	

Country	Languages chosen								
	Fr	En	Sp	Ru	Ge	Ar	Ch	Po	Ja
Central African Republic	x								
Republic of Chad	x								
Chile			x						
People's Republic of China							x		
Republic of Colombia			x						
Islamic Federal Republic of the Comoros	x								
People's Republic of the Congo	x								
Republic of Costa Rica			x						
Republic of Côte d'Ivoire	x								
Republic of Cuba			x						
Republic of Cyprus		x							
Czechoslovak Socialist Republic				x					
Kingdom of Denmark		x							
Republic of Djibouti	x								
Dominican Republic			x						
Republic of Ecuador			x						
Arab Republic of Egypt						x			
Republic of El Salvador			x						
Socialist Ethiopia		x							
Fiji*	x								
Republic of Finland		x							
French Republic	x								
Gabonese Republic	x								
Republic of Gambia		x							
German Democratic Republic	x								
Federal Republic of Germany					x				
Republic of Ghana		x							
United Kingdom of Great Britain and Northern Ireland, the Channel Islands and the Isle of Man		x							
Overseas Territories for whose international relations the Government of the United Kingdom of Great Britain and Northern Ireland is responsible		x							
Greece	x								

Country	Languages chosen								
	Fr	En	Sp	Ru	Ge	Ar	Ch	Po	Ja
Republic of Guatemala			x						
Republic of Guinea	x								
Guyana		x							
Republic of Haiti	x								
Republic of Honduras			x						
Republic of Hungary	x								
Republic of Iceland		x							
India		x							
Republic of Indonesia		x							
Islamic Republic of Iran	x	x							
Republic of Iraq						x			
Ireland		x							
Israel	x								
Italy[1]									
Jamaica		x							
Japan		x							
Hashemite Kingdom of Jordan						x			
Republic of Kenya		x							
Kiribati*		x							
Republic of Korea		x							
Kuwait						x			
Lao People's Democratic Republic		x							
Lebanese Republic						x			
Kingdom of Lesotho		x							
Republic of Liberia		x							
Socialist People's Libyan Arab Jamahiriya						x			
Principality of Liechtenstein	x								
Luxembourg	x								
Democratic Republic of Madagascar	x								
Malawi		x							
Malaysia		x							

[1] Italy is using Italian.

Country	Languages chosen								
	Fr	En	Sp	Ru	Ge	Ar	Ch	Po	Ja
Republic of Maldives		x							
Republic of Mali	x								
Malta		x							
Islamic Republic of Mauritania	x								
Mauritius		x							
United Mexican States			x						
Principality of Monaco	x								
Mongolian People's Republic				x					
Kingdom of Morocco						x			
People's Republic of Mozambique*								x	
Union of Myanmar		x							
Republic of Nauru		x							
Nepal		x							
Netherlands	x	x							
Netherlands Antilles and Aruba		x							
New Zealand		x							
Republic of Nicaragua*			x						
Republic of Niger	x								
Federal Republic of Nigeria		x							
Norway		x							
Sultanate of Oman						x			
Pakistan		x							
Republic of Panama			x						
Papua New Guinea		x							
Republic of Paraguay			x						
Republic of Peru*			x						
Republic of the Philippines		x							
Polish People's Republic	x			x					
Portugal								x	
State of Qatar						x			
Socialist Republic of Romania*	x								
Rwandese Republic	x								
Saint Christopher and Nevis		x							

Country	Languages chosen								
	Fr	En	Sp	Ru	Ge	Ar	Ch	Po	Ja
Saint Lucia		x							
Saint Vincent and the Grenadines		x							
Republic of San Marino	x								
Democratic Republic of Sao Tome and Principe*								x	
Kingdom of Saudi Arabia						x			
Republic of Senegal	x								
Republic of Sierra Leone		x							
Singapore		x							
Solomon Islands		x							
Somali Democratic Republic		x							
Spain			x						
Democratic Socialist Republic of Sri Lanka		x							
Republic of Sudan*						x			
Republic of Suriname		x							
Kingdom of Swaziland		x							
Sweden		x							
Swiss Confederation	x								
Syrian Arab Republic						x			
United Republic of Tanzania		x							
Thailand		x							
Togolese Republic	x								
Kingdom of Tonga*		x							
Republic of Trinidad and Tobago		x							
Tunisia	x								
Turkey	x								
Tuvalu*		x							
Uganda		x							
Ukrainian Soviet Socialist Republic				x					
Union of Soviet Socialist Republics				x					
United Arab Emirates						x			
United States of America		x							
Eastern Republic of Uruguay			x						

Country	Languages chosen								
	Fr	En	Sp	Ru	Ge	Ar	Ch	Po	Ja
Vatican City State	x	x							
Republic of Venezuela			x						
Socialist Republic of Viet Nam	x	x							
Independent State of Western Samoa		x							
Yemen Arab Republic						x			
People's Democratic Republic of Yemen						x			
Socialist Federal Republic of Yugoslavia	x								
Republic of Zaire	x								
Republic of Zambia		x							
Zimbabwe		x							

Congress – Doc 33

Information concerning minutes and reports

Communication from the Secretary-General

1 In accordance with article 23, paragraph 2, of the Rules of Procedure of Congresses minutes of a Committee's meetings may be replaced by reports to Congress, if the Executive Council so decides. On the basis of this provision, the Executive Council decided in resolution CE 4/1989 that minutes will be prepared for the plenary meetings and for Committee 3 (General). For the other Committees, reports will be written.

2 The minutes and reports are distributed to delegates in the form of *drafts*.

3 In accordance with article 23, paragraph 4, of the Rules of Procedure of Congresses, delegates are allowed a period of twenty-four hours in which to submit their comments, which must be communicated to the Secretary of the meeting to which they relate and then submitted by the latter to the Chairman of the meeting.

4 After the above-mentioned period has expired, a communication bearing the same reference number as the minutes or report in question is issued, either to inform delegates of the amendments to be made to the minutes or the report (corrigendum), or to announce that the minutes or report are to be regarded as final after their approval (addendum).

5 The minutes or report are then submitted to the plenary assembly or to the Committee concerned for approval (Rules of Procedure, article 23, paragraph 5).

6 The approved minutes and reports are not re-issued. They are published in their final form in the Congress Documents.

7 The minutes or reports of the last meetings which it has not been possible to submit to the body concerned for approval will be approved by the respective Chairmen. In finalizing these minutes or reports, the International Bureau will take account of any comments received from delegates within forty days of the dispatch of the minutes or reports to them (Rules of Procedure, article 23, paragraph 5).

Berne, 20 September 1989

A C BOTTO DE BARROS

Secretary-General

Congress – Doc 34

Composition of the Secretariat of the 20th Congress

Communication from the Secretary-General

As Secretary-General of Congress, I wish to inform you that the various functions of the Congress Secretariat will be assumed by the following officials:

				Office
Secretary-General (SG)	Mr	Botto de Barros	Director-General	15 a
Assistant Secretary-General (ASG)	Mr	Cicéron	Deputy Director-General	16 b
Coordinators for plenary meetings and Committees within their purview				
Plenaries, Committees 1, 3, 10 and administrative and general services	Mr	Ascandoni	Assistant Director-General	14 f
Committees 4, 5, 6, 7, 8	Mr	Gharbi	Assistant Director-General	14 e
– Assistant	Mr	Dohogne		23
General Debate, Committee 9	Mr	Mazou	Assistant Director-General	14 d
SG's Office and Secretariat of the Bureau of Congress	Mr	Rubens	Senior Counsellor	14 g
	Mr	Pinheiro	Counsellor	22 f
	Mr	Devecchi	Assistant Counsellor	14 g
	Miss	Robert	Secretary-General's	15 b
	Mrs	Hebeisen	secretaries	14 h
	Miss	Vreuls		14 b
Relations with the host country	Mr	Delehanty	First Secretary	23
Special Counsellors	Mr	Chaubert	former Senior Counsellor	24 d
	Mr	Voeffray	former Counsellor	24 c
ASG's secretaries	Mrs	Sudan		16 a
	Miss	Baguidy		16 a
ADGs' secretaries	Mrs	Montchaud		14 b
	Miss	Fritz		14 c

				Office
Plenary meetings				
Secretaries	Mr	Ducommun	Counsellor	20 f
	Mr	Langheld	Counsellor	20 b
Assistant Secretaries	Mr	Devecchi	Assistant Counsellor	14 g
	Mr	Ranaivoson	Assistant Counsellor	20 f
	Mr	Montandon	First Secretary	20 f
General Debate	Mr	Rubens	Senior Counsellor	14 g
	Mr	Ouadahi	Assistant Counsellor	13 a
	Mr	Delehanty	First Secretary	23
	Mr	Montandon	First Secretary	20 f
Congress Committees				
C1 (Credentials)				
Secretary	Mr	Langheld	Counsellor	20 b
Assistant Secretary	Miss	Barabás	First Secretary	20 b
C2 (Finance)				
Secretary	Mr	Beney	Senior Counsellor	22 d
Assistant Secretary	Mr	Gentizon	Assistant Counsellor	22 d
C3 (General)				
Secretary	Mr	Ducommun	Counsellor	20 f
Assistant Secretary	Mr	Ranaivoson	Assistant Counsellor	20 f
C4 (Letter Post – Regulatory aspects)				
Secretary	Mr	Fall	Counsellor	21 b
Assistant Secretary	Mr	Haider	Assistant Counsellor	21 b
Assistant	Mr	Kalicki	First Secretary	21 b
C5 (Letter Post – Rate-fixing and payments)				
Secretary	Mr	Muñoz	Senior Counsellor	21 d
Assistant Secretary	Mr	Goudet	Assistant Counsellor	21 d
Assistant	Mr	Johnsen	First Secretary	21 d
Aide	Mr	Badet	(Belgium)	29 a
C6 (Airmail)				
Secretary	Mr	Nlend	Senior Counsellor	21 f
Assistant Secretary	Mr	Der Hovsépian	Assistant Counsellor	21 f
C7 (Parcel Post)				
Secretary	Mr	Harding	Counsellor	22 b
Assistant Secretary	Mr	Sebakunzi	First Secretary	22 b
Assistant	Mr	Brix	First Secretary	22 b

				Office
C8 (Postal Financial Services)				
Secretary	Mr	Samawi	Counsellor	20 d
Assistant Secretary	Mr	Navarro	Assistant Counsellor	20 d
Aide	Mr	Kossignon	First Secretary	20 d
C9 (Technical Cooperation)				
Secretaries	Mr	Peng	Counsellor	22 f
	Mr	Pinheiro	Counsellor	22 f
Assistant Secretary	Miss	Chandrasiri	Assistant Counsellor	22 f
Aide	Mr	Smerák	First Secretary	29 e
C 10 (Drafting)				
Secretary	Mr	Gheorghiev	Counsellor	13 a
Assistant Secretary	Mr	Ouadahi	Assistant Counsellor	13 a
Assistants	Mr	Doomun	First Secretary	13 a
	Mr	Finkpon	First Secretary	13 a
Aides	Miss	Carrera		13 a
	Mr	Scheidegger		13 a
Forms Working Party				
Secretary	Mr	Cacciatore	Senior Counsellor	7
Assistant Secretary	Mr	Aguilar	Assistant Counsellor	7
Aide	Mr	Miserez		7
Chief Rapporteur	Mr	van der Weg	Assistant Counsellor	29 c
Rapporteurs	Mr	Goudet	Assistant Counsellor	21 d
	Mr	Ghanbari	First Secretary	28 c
	Mrs	Tomic	First Secretary	29 b
	Mr	Doomun	First Secretary	13 a
	Mr	Faúndez Vásquez	First Secretary	29 d
	Miss	Barabás	First Secretary	20 b
	Mr	Suprapto	First Secretary	28 c
	Mr	Sebakunzi	First Secretary	22 b
	Mr	Kigaraba	First Secretary	29 d
	Mr	Finkpon	First Secretary	13 a
	Mr	Smerák	First Secretary	29 e
	Mr	Montandon	First Secretary	20 f
	Mr	Miyaji	First Secretary	29 e
	Miss	Meylan	(Switzerland)	29 b
	Mr	Mouzin	(France)	29 a
Head of administrative and general services	Mr	Paris	Counsellor	23
Assistant Head	Mr	Tallon	Assistant Counsellor	23
Personnel	Mr	Somayajulu	Assistant Counsellor	24 a
Cash	Mr	Pillonel		24 b
	Mr	Pilloud		24 b

				Office
Production and translation of documents	Mr	Karvonen	Assistant Counsellor	32 a
Word processing	Mr	Déchanez	First Secretary	30 a
Liaison and coordination	Mr	Bezençon		32 a
	Mr	Wermeille		32 a
Reproduction of documents	Mr	Möschberger		28 b
	Mr	Schläfli		28 b
Documentation and dispatch				
Head	Mrs	Júdice Glória	First Secretary	Documentation Center
Assistants	Mrs	Libera	First Secretary	Documentation Center
	Mr	Nanba	First Secretary	
Aides	Mr	Guerdat		23 Documentation Center
	Mr	Sapin		

Berne, 26 September 1989

A C BOTTO DE BARROS

Secretary-General

Congress – Doc 35/Rev 1

Allocation of proposals of a general nature and Congress – Docs to the bodies of Congress

Memorandum by the Secretary-General

At one of its first meetings, Congress has to decide on the allocation to its various bodies of the proposals of a general nature and of the reports submitted in the form of Congress – Docs.

For this purpose, the Secretariat has prepared a list of proposals of a general nature (annex 1/Rev 1) and a list of Congress – Docs (annex 2/Rev 1), suggesting the body which, by reason of its responsibilities, is appropriate to consider each of the matters in question in these documents.

In accordance with the General Regulations of the Universal Postal Union, article 119, paragraph 2, proposals concerning the Constitution or the General Regulations should reach the International Bureau not later than six months before the opening of Congress. Those received after that date but before the opening of Congress cannot 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 article 119, paragraph 1, are fulfilled. Proposals subject to these conditions received by the International Bureau are listed in annex 3 and Congress is asked to decide whether it wishes to consider them and, if so, to specify the body to which it allocates them.

Berne, 7 November 1989

A C BOTTO DE BARROS
Secretary-General

Congress – Doc 35/Annex 1/Rev 1

List of proposals of a general nature

No	Origin	Subject	Proposed allocation
01	EC	Immediate application of the new legislative powers of the EC	Committee 3 (General) + Congress
02	EC	Second phase of the transfer to the EC of some of the legislative functions of Congress	Committee 3 (General)
03	EC	Liquidation of accounts in arrears under the former financing system	Committee 3 (General)
04	EC	Clearing up of accounts of all kinds in arrears	Committee 3 (General)
05	EC	Execution of Agreements abolished by the UPU	Committee 8 (Postal Financial Services)
06	Sierra Leone	Increased UPU presence in the field in the technical assistance sphere	Committee 9 (Technical Cooperation)
07	Hungarian People's Rep	Deadlines for replies to questionnaires	Committee 3 (General)
08	Japan	Entry into force of the Acts of the 1989 Washington Congress	Congress
09	EC	Representation of the members of the Executive Council	Committee 3 (General)
010	EC	Permanent project to safeguard and enhance the quality of and to modernize the international postal service	Congress
011	EC	Institution of a general debate	Congress
012	EC and CCPS	Committee to coordinate the work of the Union's permanent bodies	Congress
013	EC and CCPS	Permanent control of the quality of service worldwide	Congress

No	Origin	Subject	Proposed allocation
014	Peru	UPU anthem	Committee 3 (General)
015	EC	UPU technical assistance priorities and principles	Committee 9 (Technical Cooperation))
016	EC	Financing UPU technical assistance activities	Committee 9 (Technical Cooperation))
017	EC	Technical cooperation among developing countries (TCDC)	Committee 9 (Technical Cooperation)
018	EC	UPU action on behalf of the least developed countries (LDCs)	Committee 9 (Technical Cooperation)
019	EC	Increased UPU presence in the field in the area of technical assistance	Committee 9 (Technical Cooperation)
020	CCPS	CCPS work programme for 1989–1994	Congress
021	Denmark, Finland, Iceland, Norway, Sweden	Policy guidelines for UPU technical assistance activities	Committee 9 (Technical Cooperation)
022	EC	Admission of the Press to the General Debate	Congress
023	EC	Vice-chairmanships of the 20th Congress	Congress
024	EC	Chairmanship and vice-chairmanships of the Committees of the 20th Congress	Congress
025/ Rev 1	EC	Members of the restricted Committees	Congress
026	Great Britain	Subsequent improvement of the management of the Union's work	Committee 3 (General)
027	Argentina	Creation of a World Post anthem	Committee 3 (General)

Congress – Doc 35/Annex 2/Rev 1

List of reports submitted in the form of Congress – Docs

Congress – Doc No	Subject	Proposed allocation
16	Comprehensive report on the work of the EC 1984–1989	Congress
17	Comprehensive report on the work of the CCPS 1984–1989	Congress
18	Director-General's report 1985–1989	Congress
19	Director-General's report on the finances of the Union	Committee 2 (Finance)
20	Five-yearly report on the development of the postal services 1982–1986	Congress
21	Implementation of the Declaration of Hamburg	Congress
22	Relations with the UN and other international organizations	Congress
23 and Add 1	Implementation by the specialized agencies of the Declaration on the Granting of Independence to Colonial Countries and Peoples	Congress
35	Allocation of proposals of a general nature and of Congress – Docs to the bodies of Congress	Congress
36	List of drafting proposals	Committees concerned
38	Updating of the Final Protocol to the Universal Postal Convention	Committee 4 (Letter Post – Regulatory aspects)
39	Updating of the Final Protocol to the Postal Parcels Agreement	Committee 7 (Parcel Post)
40	Contribution class changes	Congress
41	Election of the Director-General and of the Deputy Director-General	Congress

Congress – Doc No	Subject	Proposed allocation
48	General Debate	Congress
48.1, Corr 1 and Add 1	General Debate	Congress
49	Memorandum on technical cooperation documents to be considered by Congress	Committee 9 (Technical Cooperation)
50	Technical cooperation policy and activities	Committee 9 (Technical Cooperation)
51	Technical assistance action programme and resources required	Committee 9 (Technical Cooperation)
52	Technical cooperation among developing countries (TCDC)	Committee 9 (Technical Cooperation)
53	UPU action on behalf of the least developed countries (LDCs)	Committee 9 (Technical Cooperation)
54	Human resources and training	Committee 9 (Technical Cooperation)
55	Increased UPU presence in the field with regard to technical assistance	Committee 9 (Technical Cooperation)
56	Remailing	Committee 5 (Letter Post – Rate-fixing and payments)
57	Consequences of the use of the SDR as accounting unit	Committee 5 (Letter Post – Rate-fixing and payments)
58	Basic charges	Committee 5 (Letter Post – Rate-fixing and payments)
59	Mail classification	Committee 5 (Letter Post – Rate-fixing and payments)
60	Terminal dues	Committee 5 (Letter Post – Rate-fixing and payments)
61	Transit charges – Calculation of new scales	Committee 5 (Letter Post – Rate-fixing and payments)
62	Revision of the Agreements concerning the postal financial services	Committee 8 (Postal Financial Services)
63	Basic airmail conveyance rate	Committee 6 (Airmail)

Congress – Doc No	Subject	Proposed allocation
64	Principle and method of calculating internal air conveyance dues	Committee 6 (Airmail)
65	Maximizing the air conveyance of mail	Committee 6 (Airmail)
66	The Post and telematics	Congress
67	Unique identification of items, receptacles and related documents in the international postal services	Committee 4 (Letter Post – Regulatory aspects)
69	CCPS work programme, 1989–1994	Congress
71 and Add 1	Reimbursement of debts from the former financial system and measures to facilitate the recovery of arrears	Committee 3 (General)
72	International postal regulations	Committee 3 (General)
73	Adapting the operation of the Union to present commercial and technical demands	Congress
74	Invitation for the 21st Universal Postal Congress	Congress
75	Methods for improving the return of empty mailbags	Committee 4 (Letter Post – Regulatory aspects)
76	Recorded delivery service	Committee 4 (Letter Post – Regulatory aspects)
77	Updating of the Final Protocol to the Agreements concerning postal financial services	Committee 8 (Postal Financial Services)

Congress – Doc 35/Annex 3

List of proposals consideration of which is at Congress's discretion

(General Regulations, art 119, para 2)

No	Origin	Subject	Possible allocation
1502.7	Colombia	Election of members of the EC (Gen Regs, art 102, paras 3 and 3bis)	Committee 3 (General)

Congress – Doc 36

List of drafting proposals

Memorandum by the Secretary-General

In pursuance of article 119, paragraph 4, of the General Regulations and article 15, paragraph 1, of the Rules of Procedure of Congresses, the International Bureau has drawn up the present list, which comprises the following two categories:

a drafting proposals whose number is followed by the letter R (ie proposals designated as such by their authors). These proposals are assigned direct to the Drafting Committee because, in the opinion of the International Bureau, there is no doubt as to their nature;

b proposals whose number is not followed by the letter R (ie they are not regarded as drafting proposals by their authors) but which, in the opinion of the International Bureau, are of a drafting character. They should be assigned to the appropriate Committees.

It will lie with the various Committees to consider whether they can endorse the assignment of the proposals listed under b below.

a "R" proposals assigned direct to the Drafting Committee

Number	Author	Act and article
3587.1 R	Luxembourg	Convention, Detailed Regulations, article 187
3912.1 R/Rev 1	Luxembourg	Convention, Forms, form C 12ter
3915.9 R	Luxembourg	Convention, Forms, form C 15ter
7009.1 R	France	Giro, Agreement, article 9, paragraph 2

b *Proposals whose number is not followed by the letter R but which, in the opinion of the International Bureau, are of a drafting character (to be assigned to the appropriate Committees)*

Number	Author	Act and article
2035.3	Pakistan	Convention, article 35
2513.2	United States of America	Convention, Detailed Regulations, article 113, paragraph 7
2541.3	Pakistan	Convention, Detailed Regulations, article 141, paragraph 2
2557.1	Canada	Convention, Detailed Regulations, article 157, paragraph 1
3587.4	German Dem Rep	Convention, Detailed Regulations, article 187, paragraph 3
5013.1	Pakistan	Parcels, Agreement, article 13, n
5031.1	Pakistan	Parcels, Agreement, article 31, title and paragraph 1
5520.2	China (People's Rep)	Parcels, Detailed Regulations, article 120, paragraph 3
5525.1	China (People's Rep)	Parcels, Detailed Regulations, article 125, paragraph 6

Berne, 2 October 1989

A C BOTTO DE BARROS

Secretary–General

Congress – Doc 37

Speeches and contributions prepared in advance in writing

Communication from the Congress Secretariat

1 In order to facilitate the correct summary in the Congress minutes and reports, and to ensure the best possible simultaneous interpretation, of speeches and contributions prepared in writing in advance by delegates, it is important that existing texts be put at the disposal of the precis-writers and, in particular, of the interpreters, before the meeting at which the speeches will be given.

2 Delegates are therefore strongly recommended to hand to the Congress Secretariat (office 20f) a copy of the prepared text whenever possible and in good time before the meeting in question. These documents will be passed to the Chief Precis-writer and to the Chief Interpreter and treated with the necessary discretion.

3 In addition, delegates are reminded that, under article 23, paragraph 3, of the Rules of Procedure of Congresses, each delegate is 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 text is handed to the secretariat no later than two hours after the end of the meeting.

Washington, 13 November 1989

A C BOTTO DE BARROS

Secretary-General

Congress – Doc 38/Rev 1

Updating of the Final Protocol to the Universal Postal Convention

Memorandum by the International Bureau

Since the 1984 Hamburg Congress, amendments have been made to the Final Protocol to the Universal Postal Convention as a result of new accessions[1] and of the waiving by some member countries of certain reservations.[2] In order to provide the countries concerned with clear information, on the eve of the 20th Congress, about their position in relation to the said Final Protocol, it was considered useful to recapitulate the amendments concerned in this update drawn up at 29 November 1989.

Amendments

Article 1 (Ownership of postal items)

Paragraph 1. Add, in their appropriate position: "Brunei Darussalam", "Kiribati", "Saint Christopher and Nevis".

Article II (Exception to the exemption of literature for the blind from postal charges)

Paragraph 1. Delete: "the Philippines" and "Portugal".

Article VII (Small packets)

Delete: "Bhutan", "Bolivia", "Colombia".

Article X (Withdrawal from the post. Alteration or correction of address)

Paragraph 1. Add, in their appropriate position: "Brunei Darussalam", "Kiribati", "Saint Christopher and Nevis".

---

1 The following accessions or admissions, involving amendments to the Final Protocol, have been notified:

- Kiribati (circular 171/1984);
- Brunei Darussalam (circular 19/1985);
- Saint Christopher and Nevis (circular 19/1988).

2 Waiving of a reservation in the Final Protocol to the Convention, see circulars:

- 19, 96 and 142 of 1986;
- 277 of 1987.

Article XIII (Articles subject to customs duty)

Paragraph 2. Delete: "Romania (Soc Rep)".

Article XXV (Characteristics of postage stamps)

Delete "Chile" and "New Zealand".

Washington, 29 November 1989

A C BOTTO DE BARROS
Director-General

Congress – Doc 39

Updating of the Final Protocol to the Postal Parcels Agreement

Memorandum by the International Bureau

Since the 1984 Hamburg Congress, changes have been made to the Final Protocol to the Postal Parcels Agreement as a result of the notification of new accessions to the Union.[1] For the countries concerned to be clearly informed, on the eve of the 20th Congress, about their position in relation to that Final Protocol, it was considered appropriate to recapitulate the relevant changes in this update as of 24 May 1989.

Changes

Article I (Exceptional inward land rates)

Add, in the appropriate position: "Brunei Darussalam".

Article II (Exceptional transit land rates)

Add, in the appropriate position, the following information:

1	2	3		4		5		6		7		8	
		fr	SDR	fr	SDR	fr	SDR	fr	SDR	fr	SDR	fr	SDR
15bis	Brunei Darussalam	9.20	3.01	11.00	3.59	11.85	3.87	15.15	4.95	18.80	6.14	21.80	7.12
53bis	St Christopher and Nevis	13.50	4.41	16.00	5.23	17.00	5.55	21.50	7.02	26.50	8.66	30.50	9.96

[1] The following accessions or admissions involving changes to the Final Protocol have been notified:
- Kiribati (circular 171/1984);
- Brunei Darussalam (circular 19/1985);
- Saint Christopher and Nevis (circular 19/1988).

Article IV (Sea rates)

Add, in the appropriate positions: "Brunei Darussalam", "Kiribati" and "Saint Christopher and Nevis".

Article VI (Supplementary rates)

Paragraph 4. Replace: "Democratic Republic of Sudan" by "Republic of Sudan".

Article XII (Exceptions to the principle of liability)

Replace: "Democratic Republic of Sudan" by "Republic of Sudan".

Article XIII (Compensation)

Add, in the appropriate positions: "Brunei Darussalam", "Kiribati" and "Saint Christopher and Nevis".

Berne, 24 May 1989

A C BOTTO DE BARROS
Director-General

Congress – Doc 40

Contribution class changes

Secretary-General's report

I. Introduction

Under the General Regulations, article 125, paragraphs 4, 5 and 7, member countries may change contribution class on condition that this change is communicated to the International Bureau before the opening of Congress. This notification, which is brought to the attention of Congress, takes effect on the date of the entry into force of the financial provisions drawn up by Congress. Member countries may not insist on being lowered more than one class at a time. Moreover, member countries that have not made known their wish to change contribution class by the opening of Congress must remain in the class to which they belonged up to that time. On the other hand, changes to a higher class are not subject to any restriction.

II. Situation at the start of Congress

At the close of the 1984 Hamburg Congress, the Union comprised 166 member countries representing 993 contribution units. Since that time the following changes have occurred:

a New members (General Regulations, article 124, paragraph 7)

	Difference	*As of*
Kiribati	+ 1	1984
Brunei Darussalam	+ 1	1985
Saint Christopher and Nevis	+ 1	1988
Western Samoa	+ 0.5	1989
	3.5	

b Change to a lower class (least developed countries (LDCs) listed by the UN, having changed from the one-unit class to the 0.5-unit class)

31 member countries having applied Hamburg Congress resolution C 39	– 15.5	1986
Kiribati	– 0.5	1988
Tuvalu	– 0.5	1989
	– 16.5	

Accordingly, at the start of the Washington Congress, the Union comprises 170 member countries for a total of 980 contribution units as set out in detail at annex 1.

III. Notifications of change to a lower class

a In accordance with article 125, paragraphs 4 and 5, of the General Regulations, the member countries listed below have notified the International Bureau of their wish to change contribution class as of 1991.

Member country	*Contribution class*		*Difference*
	current	*new*	
Canada	50	40	– 10
Australia	25	20	– 5
Brazil	25	20	– 5
Argentina	15	10	– 5
Egypt	10	5	– 5
Ireland	10	5	– 5
Chile	5	3	– 2
Dem People's Rep of Korea	5	3	– 2
Madagascar	3	1	– 2
Myanmar	3	1	– 2
Venezuela	3	1	– 2
			– 45

b Country appearing on the UN "LDC" list and which requested a change of class after adoption by the EC of the 1990 budget and following notification to member countries of the amount of the 1990 contribution:

Mozambique	1	0.5	– 0.5

IV. Conclusions

In view of the foregoing changes of contribution class, the expenses of the Union for the next financial period will be divided among 170 member countries for a total of 934.5 contribution units (decrease of 4.6 percent relative to the situation at the start of the Washington Congress), subject to any changes to higher classes that might occur during or subsequent to the present Congress.

Congress is requested to take note of the notifications of change to a lower class (section III).

Washington, 17 November 1989

A C BOTTO DE BARROS

Secretary-General

Congress – Doc 40/Annex 1

Classification of member countries for apportionment of Union expenditure

(Position at the start of the Washington Congress)

		Contribution units
Class of 50 units		
1	Canada	50
2	French Republic	50
3	Federal Republic of Germany	50
4	United Kingdom of Great Britain and Northern Ireland, Channel Islands and the Isle of Man	50
5	Japan	50
6	United States of America	50
		300
Class of 40 units		–
Class of 35 units		–
Class of 25 units		
1	Australia	25
2	Federative Republic of Brazil	25
3	People's Republic of China	25
4	India	25
5	Italy	25
6	Kingdom of Saudi Arabia	25
7	Spain	25
8	Union of Soviet Socialist Republics	25
		200
Class of 20 units		–
Class of 15 units		
1	Argentine Republic	15
2	Belgium	15
3	German Democratic Republic	15
4	Netherlands	15
5	New Zealand	15
6	Pakistan	15
7	Sweden	15
8	Swiss Confederation	15
		120

		Contribution units
Class of 10 units		
1	People's Republic of Bangladesh	10
2	Czechoslovak Socialist Republic	10
3	Kingdom of Denmark	10
4	Arab Republic of Egypt	10
5	Republic of Finland	10
6	Republic of Indonesia	10
7	Ireland	10
8	Republic of Korea	10
9	Kuwait	10
10	United Mexican States	10
11	Federal Republic of Nigeria	10
12	Norway	10
13	Ukrainian Soviet Socialist Republic	10
		130
Class of 5 units		
1	People's Democratic Republic of Algeria	5
2	Republic of Austria	5
3	Chile	5
4	Democratic People's Republic of Korea	5
5	Overseas Territories for whose international relations the Government of the United Kingdom of Great Britain and Northern Ireland is responsible	5
6	Republic of Hungary	5
7	Islamic Republic of Iran	5
8	Socialist People's Libyan Arab Jamahiriya	5
9	Kingdom of Morocco	5
10	Polish People's Republic	5
11	Portugal	5
12	State of Qatar	5
13	Democratic Socialist Republic of Sri Lanka	5
14	Tunisia	5
15	Turkey	5
16	Socialist Federal Republic of Yugoslavia	5
		80
Class of 3 units		
1	People's Republic of Bulgaria	3
2	Byelorussian Soviet Socialist Republic	3
3	Republic of Colombia	3
4	Republic of Côte d'Ivoire	3
5	Republic of Cuba	3
6	Republic of Ghana	3
7	Greece	3
8	Republic of Guatemala	3
9	Republic of Iraq	3
10	Israel	3
11	Republic of Kenya	3
12	Luxembourg	3
13	Democratic Republic of Madagascar	3
14	Malaysia	3

		Contribution units
Class of 3 units (cont)		
15	Union of Myanmar	3
16	Nepal	3
17	Republic of Peru	3
18	Socialist Republic of Romania	3
19	Thailand	3
20	Eastern Republic of Uruguay	3
21	Republic of Venezuela	3
22	Republic of Zaire	3
23	Republic of Zambia	3
24	Zimbabwe	3
		72
Class of 1 unit		
1	Socialist People's Republic of Albania	1
2	People's Republic of Angola	1
3	Commonwealth of the Bahamas	1
4	State of Bahrain	1
5	Barbados	1
6	Belize	1
7	Republic of Bolivia	1
8	Brunei Darussalam	1
9	Republic of Cameroon	1
10	People's Republic of the Congo	1
11	Republic of Costa Rica	1
12	Republic of Cyprus	1
13	Commonwealth of Dominica	1
14	Dominican Republic	1
15	Republic of Ecuador	1
16	Republic of El Salvador	1
17	Fiji	1
18	Gabonese Republic	1
19	Grenada	1
20	Guyana	1
21	Republic of Honduras	1
22	Republic of Iceland	1
23	Jamaica	1
24	Hashemite Kingdom of Jordan	1
25	Democratic Kampuchea	1
26	Lebanese Republic	1
27	Republic of Liberia	1
28	Principality of Liechtenstein	1
29	Republic of Maldives	1
30	Malta	1
31	Islamic Republic of Mauritania	1
32	Mauritius	1
33	Principality of Monaco	1
34	Mongolian People's Republic	1
35	People's Republic of Mozambique	1
36	Republic of Nauru	1

		Contribution units
Class of 1 unit (cont)		
37	Netherlands Antilles and Aruba	1
38	Republic of Nicaragua	1
39	Republic of the Niger	1
40	Sultanate of Oman	1
41	Republic of Panama	1
42	Papua New Guinea	1
43	Republic of Paraguay	1
44	Republic of the Philippines	1
45	Saint Christopher and Nevis	1
46	Saint Lucia	1
47	Saint Vincent and the Grenadines	1
48	Republic of San Marino	1
49	Republic of Senegal	1
50	Republic of Seychelles	1
51	Republic of Singapore	1
52	Solomon Islands	1
53	Republic of Suriname	1
54	Kingdom of Swaziland	1
55	Syrian Arab Republic	1
56	Kingdom of Tonga	1
57	Republic of Trinidad and Tobago	1
58	United Arab Emirates	1
59	Republic of Vanuatu	1
60	Vatican City State	1
61	Socialist Republic of Viet Nam	1
		61
Class of 0.5 unit		
1	Republic of Afghanistan	0.5
2	People's Republic of Benin	0.5
3	Kingdom of Bhutan	0.5
4	Republic of Botswana	0.5
5	Burkina Faso	0.5
6	Republic of Burundi	0.5
7	Republic of Cape Verde	0.5
8	Central African Republic	0.5
9	Republic of Chad	0.5
10	Islamic Federal Republic of the Comoros	0.5
11	Republic of Djibouti	0.5
12	Socialist Ethiopia	0.5
13	Republic of Equatorial Guinea	0.5
14	Republic of the Gambia	0.5
15	Republic of Guinea	0.5
16	Republic of Guinea-Bissau	0.5
17	Republic of Haiti	0.5
18	Kiribati	0.5
19	Lao People's Democratic Republic	0.5
20	Kingdom of Lesotho	0.5
21	Malawi	0.5
22	Republic of Mali	0.5
23	Rwandese Republic	0.5

		Contribution units
Class of 0.5 unit (cont)		
24	Independent State of Western Samoa	0.5
25	Democratic Republic of Sao Tome and Principe	0.5
26	Republic of Sierra Leone	0.5
27	Democratic Republic of Somalia	0.5
28	Republic of the Sudan	0.5
29	United Republic of Tanzania	0.5
30	Togolese Republic	0.5
31	Tuvalu	0.5
32	Uganda	0.5
33	Yemen Arab Republic	0.5
34	People's Democratic Republic of Yemen	0.5
		17.0
Grand total: 170 member countries		**980.0**

Congress – Doc 41

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

Memorandum by the Secretary-General

1 Under the terms of article 108, paragraph 1, of the General Regulations of the Universal Postal Union, the Director-General and the Deputy Director-General of the International Bureau shall be elected by Congress for the period between two successive Congresses.

2 According to paragraph 2 of the same article 108, applications must be submitted by the Governments of member countries, through the intermediary of the Government of the Swiss Confederation. To that end, the Swiss Government sends a memorandum to the Governments of member countries at least seven months before the opening of Congress, inviting them to send in their applications, if any, within a period of three months. The candidates must be nationals of the member countries which put them forward. In its memorandum, the Government of the Swiss Confederation also states whether the Director-General and Deputy Director-General in office have declared their interest in a renewal of their initial term of office.

3 By means of circular No 301 of 12 December 1988 (cf annex 1), the International Bureau informed the postal administrations that the Director-General had informed the Government of the Swiss Confederation of his interest in a renewal of his term of office and that the present Deputy Director-General did not intend to seek a further term of office.

4 The Federal Department of Foreign Affairs of the Swiss Confederation, in a letter dated 3 August 1989 (cf annex 2), sent the International Bureau the applications which it had received through diplomatic channels before expiry of the time limit. The curriculum vitae of each applicant was attached to that letter.

5 For the **post of Director-General**, the Director-General in office, Mr Adwaldo Cardoso BOTTO DE BARROS, has declared his interest in a renewal of his initial term of office (cf annex 3). No other application was submitted.

6 For the **post of Deputy Director-General**, the following applications were submitted (cf annex 4):

- Mr Jaime ASCANDONI RIVERO, Spain
  Assistant Director-General at the International Bureau (annex 4/attachment 1);
- Mr El Mostafa GHARBI, Morocco
  Assistant Director-General at the International Bureau (annex 4/attachment 2);
- Mr Jean-Claude RAUCH, France
  Controller-General of Posts and Telecommunications, Director of Posts of the Rhône-Alpes region (annex 4/attachment 3).

7 Congress is requested to elect the Director-General and the Deputy Director-General for the period up to the 21st Congress, in accordance with the procedure laid down in article 108, paragraphs 1 and 2, of the UPU General Regulations and in article 22 of the Rules of Procedure of Congresses.

Berne, 21 August 1989

A C BOTTO DE BARROS

Secretary-General

Congress – Doc 41/Annex 1

UNIVERSAL
POSTAL UNION

Translation from French

Berne, 12 December 1988

International Bureau Circular **301**

Election of the Director-General
and Deputy Director-General
of the International Bureau
by the 20th UPU Congress

Dear Sirs

I am sending you for information a copy of the letter I sent on 1 December 1988 to the Government of the Swiss Confederation informing it that I am interested in renewing my term of office as Director-General of the International Bureau if the Washington Congress should so decide.
In fact, under the General Regulations of the Union, article 108, and as it emerges from the reasons for proposal 1508.1 EC to the 1979 Rio de Janeiro Congress, it is not necessary for the Government of the candidate's country of origin to make a further formal submission of the application if the incumbent has declared his interest in a renewal of his term of office as Director-General or Deputy Director-General.
The present Deputy Director-General, Mr Félix Cicéron, has informed the Swiss Government that he does not intend to seek a further term of office.

Yours faithfully,

A C BOTTO DE BARROS
Director-General

Congress – Doc 41/Annex 2

FEDERAL DEPARTMENT OF FOREIGN AFFAIRS

Ref No p.o.411.18 – SRO/BMR

Berne, 3 August 1989

Registered

Universal Postal Union
Weltpoststrasse 4

3000 Berne 15

UPU: 20th World Congress
Election of the Director-General
and of the Deputy Director-General

Dear Sir

We refer to our exchange of correspondence concerning the obligations of the Swiss Government with regard to the submission of applications for the above-mentioned election, in accordance with article 108, paragraphs 1 and 2, of the UPU General Regulations.

To enable you to prepare the necessary documentation for the 20th Congress, we enclose herewith the applications for the post of Deputy Director-General which reached us before expiry of the time limit set out in the said Regulations, as well as the corresponding curricula vitae.

The applicants are, in alphabetical order:

1 Mr Jaime ASCANDONI RIVERO, Spain
2 Mr El Mostafa GHARBI, Morocco
3 Mr Jean-Claude RAUCH, France

who have been given the support of their respective Governments.

Yours faithfully,
pp
(signed) Erwin H Hofer

International Organizations Directorate

Attachments as mentioned

Congress – Doc 41/Annex 3

UNION POSTALE UNIVERSELLE
Le Directeur général du Bureau international

3000 BERNE 15
Weltpoststrasse 4
Téléphone 43 22 11

1 December 1988

Département fédéral des affaires étrangères
(Federal Department for Foreign Affairs)
Eigerstrasse 73
3007 BERNE

Subject: Renewal of my term of office

Sir

With reference to the procedure provided under the General Regulations of the Universal Postal Union, article 108, concerning the election or the renewal of the term of office of the Director-General of the International Bureau of the Universal Postal Union, I have the honour to inform you that I am interested in the possibility of a renewal of my term of office as Director-General by the forthcoming Universal Postal Congress to be held in Washington in 1989.

Accept, Sir, the assurances of my highest consideration.

A C BOTTO DE BARROS

Congress – Doc 41/Annex 4

Applications for the post of Deputy Director-General

(listed in the alphabetical order of the names)

Attachment 1:	Mr Jaime ASCANDONI RIVERO, 57	(Spain)
Attachment 2:	Mr El Mostafa GHARBI, 54	(Morocco)
Attachment 3:	Mr Jean-Claude RAUCH, 53	(France)

Congress – Doc 41/Annex 4/Attachment 1

Curriculum vitae

1 Personal information

Name	Jaime ASCANDONI R
Date of birth	22 July 1932
Place of birth	Oviedo (Spain)
Nationality	Spanish
Present position	Assistant Director-General at the International Bureau of the UPU

2 Education

a) University

Higher education	Bachelor of Laws (Madrid University) Doctor of Laws (Madrid University)

b) Additional training

Postal studies	Preparatory course for the Postal Technician competition (Directorate-General of Posts and Telecommunications), Madrid, 1951
Postal administration of Belgium	Staff selection, training and further training courses; work analysis and job evaluation, Brussels, 1968
National Public Administration School	Organization and Methods Diploma, Madrid, 1971
Madrid University	Course on European Community Law, 1982 Course on the Law of the Sea, 1983

3 Postal career

a) At the Spanish postal administration:

1951	–	Appointed an official in the Posts Technical Corps, and assigned to the León Main Post Office, in which he occupied several responsible positions in the various postal and financial services
1959	–	Took part in the Plan for the modernization of the rural services network in León province
1965	–	Transferred to Pontevedra as Deputy Postmaster of the Main Post Office
1969	–	Transferred to Madrid as Deputy Head of the International Postal Service, in the Directorate-General of Posts and Telecommunications

1970-85 – Representative of the Directorate-General of Posts and Telecommunications on the Permanent Inter-ministerial Commission for the Valleys of Andorra

1970-73 – Member of the National Airport Security Committee

1971-85 – Appointed Head of the International Postal Service

1971-74 – Member of the Air Transport Facilitation Committee

1971-74 – Member of the Sea Transport Management Council

1971-73 – Member of the Board of the Post Office Friendly Society

1973-75 – Representative of the Ministry of the Interior on the Inter-ministerial Commission of the Sovereignty Maritime Services

1973 – President of the Examination Panel of the Competitive Examination for junior Post Office employees

1980 – Promoted to the newly created Senior Postal and Telecommunications Corps

1981 – Member of the Examination Panel of the Competitive Examination for Posts and Telecommunications Officers

1982 – Appointed Director of International Affairs in the Directorate-General of Posts and Telecommunications

1982 – Appointed Corresponding Member of the Ibero-American and Philippines Postal History Academy

1983 – Representative of the Directorate-General of Posts and Telecommunications at the International Technical Cooperation Seminar held by the National Public Administration Institute

b) At the International Bureau of the UPU:

1985 – Appointed Assistant Director-General by the Executive Council, he took the position of Head of the "Technical Cooperation Division", where he had the responsibility for all matters and activities in that field, in particular as regards:

. Coordinating all UPU activities concerning the programming and operational management of technical assistance

. Relations with the UNDP, the Restricted Unions and the Regional Economic Commissions

. Seeking other sources of finance for UPU technical assistance activities

. Programming of special measures on behalf of the least developed countries (LDC)

– As a member of the International Bureau management he has taken part in the meetings of the International Bureau Management Board

1989 – He is placed in charge of the "Legal and Administrative Division" where, in addition to directing the Sections of this Division (Legal, Staff and Administrative), he is responsible for organizing the meetings of Congresses and of the Executive Council

. At Congress, he supervises the work of the secretariat of the General Committee, Credentials Committee and Drafting Committee. In addition, he coordinates the work of all the Plenary meetings

. In the Executive Council, he supervises the work of the secretariat of the General Committee, Staff Committee and the Plenary meetings

4 International activities

4.1 IN THE SPANISH POSTAL ADMINISTRATION

A. Universal Postal Union

a) Congress

Plenipotentiary delegate to the 16th Tokyo Congress (1969)
Plenipotentiary delegate to the 17th Lausanne Congress (1974)
Plenipotentiary delegate to the 18th Rio de Janeiro Congress (1979)
Plenipotentiary delegate to the 19th Hamburg Congress (1984) and Chairman of Committee 3 (General)

b) Executive Council

Observer (CEPT representative) at the 1973 and 1974 meetings
Head of Delegation at the meetings in 1975, 1976, 1978, 1982, 1983 and 1984
Deputy Head of Delegation at the 1977, 1979, 1980 and 1981 meetings
Vice-Chairman of the Executive Council in 1982, 1983 and 1984
Observer (as Chairman of Committee 7 of CCPS) at the 1985 meeting

c) Consultative Council for Postal Studies

Observer (CEPT representative) at the 1972 meeting
Head of Delegation at the meetings in 1974, 1976, 1977, 1979, 1982 and 1984
Deputy Head of Delegation at the meetings in 1975, 1978, 1980 and 1981
Chairman of Committee 7 at the 1984 meeting

B. Postal Union of the Americas and Spain (PUAS)

a) Congress

Plenipotentiary delegate to the 10th Santiago de Chile Congress (1971) and Chairman of the Drafting Committee of the Congress
Plenipotentiary delegate to the 11th Lima Congress (1976) and Chairman of the Congress Drafting Committee
Deputy Head of Delegation to the 12th Managua Congress (1981) and Doyen of Congress
Deputy Head of Delegation to the 13th La Havana Congress (1985) and Chairman of the Statutes and Regulations Committee

b) PUAS Conferences

Head of Delegation at the Conferences held in connection with the Universal Postal Congress in Tokyo (1969), Lausanne (1974), Rio de Janeiro (1979) and Hamburg (1984)
Chairman of the PUAS Conference in Rio de Janeiro (1979)

c) Consultative and Executive Council

Head of Delegation at the meetings in 1973, 1974 and 1975
Chairman of the Council at the 1973 meeting
Observer at the meetings in 1978, 1981, 1982, 1983 and 1984

d) Seminars

General coordinator of the Madrid Seminar (1972)
Lecturer at the Asunción Seminar (1975)
Alternate Chairman and general coordinator of the "2nd Meeting of Presidents and Directors-General of Posts", Madrid (1982)

C. European Conference of Posts and Telecommunications Administrations (CEPT)

a) Plenary Assembly

Delegate to the 6th Plenary Assembly in Montreux (1970)
Deputy Head of Delegation to the 7th Plenary Assembly in The Hague (1972)
Chairman of the CEPT "Posts" Committee at the 8th Plenary Assembly in Torremolinos (1975)

Head of Delegation at the 9th Plenary Assembly in Stockholm (1977) and Vice-Chairman of the Assembly
Delegate to the 10th Plenary Assembly in Brussels (1980)
Delegate to the 11th Plenary Assembly in Vienna (1982)

b) Extraordinary Assemblies

Delegate to the Lugano (1969) and the Montreux (1984) Assemblies

c) Extraordinary "Posts" Committees

Delegate to the Lugano meeting (1969)
Head of Delegation at the Tokyo (1969), Lausanne (1974), Rio de Janeiro (1979) and Hamburg (1984) meetings
Chairman of the "Posts" Committee at the León (1972), Las Palmas (1974) and Lausanne (1974) meetings
Head of Delegation at the Liège (1979), Ostend (1979), Strasbourg (1983), Bordeaux (1984) and Lyon (1984) meetings

d) CEPT Conference of Ministers

Member of the Spanish Delegation at the 4th Conference, Vienna (1972)

e) Seminars

Lecturer at the Seminar on modernizing postal banking services, Hamburg (1972)

f) Meetings of Directors-General

Delegate at the 1973 and 1974 Madrid meetings

g) Working Parties

He attended the following meetings of CEPT Working Parties:

WP 3: Parcel Post: 1977, 1979 and 1981
WP 4: Letter Post: 1971, 1977, 1978, 1979 and 1980
WP 9: Postal Financial Services: from 1970 to 1982
WP 11: European Tariff Policy: 1972
WP16: Structure and operation of the UPU and its bodies: 1973, 1976, 1978, 1980, 1982 and 1983
WP17: EUROPA postage stamps: 1972 and 1985
WP18: International Postal Savings Bank Service: 1970 and 1971
ad hoc WP: Structure of the CEPT: 1971, 1972, 1977, 1979 and 1983

D. African Posts and Telecommunications Union (APTU)

Observer at the APTU Conference of Ministers, Cotonou (Rep of Benin) in 1982
Observer at the APTU Conference of Ministers, Bangui (Central African Rep) in 1983

E. Technical cooperation activities

1968 Teacher at the 1st Inter-American Postal Instructors Training Course, Central American Public Administration Institute (ICAP), San José, Costa Rica

1975 Mission to Caracas (Venezuela) to analyze and evaluate the postal services

1976 Mission to Managua (Nicaragua) to analyze the postal situation and recommend solutions

1977 Mission to Quito (Ecuador) to analyze the situation of the postal services

1978 Manager of the Modernization of Postal Services Project in Ecuador

1980 Technical Coordinator of the postal mission to Equatorial Guinea

1981	Technical Coordinator of the Posts and Telecommunications Experts in Equatorial Guinea
1982	Mission to Addis Ababa (Ethiopia) to study the technical assistance to be provided to that country

4.2 AT THE INTERNATIONAL BUREAU

a) EC and CCPS sessions

He has taken part at the following meetings:

- Executive Council: 1986, 1987 and 1988
- Consultative Council for Postal Studies: from 1985 to 1988.

b) Other meetings

Since joining the International Bureau he has represented the UPU at the following meetings:

– UNO	:	Geneva (1985) and Mexico (1986)
– UNDP	:	Copenhagen (1985), New York (1986) and Geneva (1986)
– PUAS	:	Consultative and Executive Council (1986 and 1988)
– APTU	:	Governing Council of the EMSP (1986)
– PAPU	:	Administrative Council (1988)
– ECA	:	United Nations Decade for Transport and Communications in Africa (1987 and 1988)

5 Publications and lectures

He is the author of several books on postal matters, including "The Universal Postal Union (UPU)" published in 1983

Since 1967 he has published more than fifty articles on questions relating to the postal service in Spanish and foreign magazines

He has given several lectures on financial, airmail and international postal services

6 Honours and distinctions of Spain

Plaque of the Order of Postal Merit
Plaque of the Order of Telecommunications Merit
Plaque of the Order of Civil Merit

7 Languages

Spanish (mother tongue), French and English

Congress – Doc 41/Annex 4/Attachment 2

Curriculum vitae of Mr El Mostafa GHARBI, Assistant Director-General at the International Bureau of the Universal Postal Union (UPU)

Date of birth:	9 February 1935
Nationality:	Moroccan
Education:	– Bachelor of Laws, University of Paris – Graduate of the Higher National PTT School, Paris (1958)

Present position:

Since 1981, Assistant Director-General at the International Bureau of the Universal Postal Union (UPU), Head of the Postal Services Division including new services such as EMS, electronic mail and quality control.

Experience:

1 MOROCCAN MINISTRY OF PTT

from 1956 to 1971 where, after attending various courses and undergoing practical training, he held the following posts successively:

a *Inspecteur principal* (approximately equivalent to Senior Postal Controller) responsible for on-the-spot inspection and organization of post offices throughout the country.

b *Head of Department*, responsible for international relations, research and methods, statistics, settlement of international accounts, rate-fixing matters and the parcel-post service.

c *Head of Department*, responsible for post office organizational and operational matters, routeing and issues in dispute.

d *Head of the Postal Services Division*, which controls the above-mentioned two departments.

e *Director of Postal and Financial Services*, adding to the above-mentioned functions the money order, savings bank, giro, accounting and postage-stamp issuing services.

f *Director of the General Inspectorate*, the functions of which cover the supervision and organization of all postal and telecommunications services and legislative matters.

2 *INTERNATIONAL BUREAU OF THE UNIVERSAL POSTAL UNION*

since 1 July 1971 with successive grades of Assistant Counsellor (P 4), Counsellor (P 5), Senior Counsellor (D 1) and Assistant Director-General (D 2). The posts held are as follows:

a *Head of the Director-General's Office*, from 1971 to 1974, which provided an overview of the activities of the Union in general and of the International Bureau in particular. In addition to close cooperation with two Directors-General who succeeded each other during that period (Messrs Rahi and Ridge), this post involved representing the Universal Postal Union (UPU) and putting its views to United Nations bodies such as the Economic and Social Council (ECOSOC), the Inter-Agency Coordination Committees, etc.

b *Head of the Technical Cooperation Section* for Africa, Europe and the Arab countries (November 1974 to June 1980), with the following duties: devising, preparing, implementing and administering technical assistance projects concerning the countries of these regions, relations with the United Nations Development Programme (UNDP) and participation in drawing up UPU technical cooperation policy.

c *Secretary of the Consultative Council for Postal Studies (CCPS)* (July 1989 to June 1981), involving participation in the preparation, conduct and follow-up of studies, inquiries and symposia, in close cooperation with the postal administrations and such agencies as the International Organization for Standardization (ISO), the International Telecommunication Union (ITU), etc.

d *Present post (since June 1981):* Head of the Postal Services Division which is responsible for all matters covered by the Convention and the Financial and Postal Parcels Agreements. Division II* is also responsible for other services such as EMS, quality control operations, electronic mail and management matters. This Division also includes the section responsible for the Secretariat of the CCPS. For several years, it included the Information and Documentation Section as well.

In addition to the seven CCPS Committees, the Head of this Division is responsible for five of the 10 Congress Committees and for five of the 10 Executive Council Committees. He is also responsible for all working parties (WP), symposia, etc, which report to these Committees.

Division II edits the following publications: "EMS News", "EMS Press Review" and the internal bulletin "What's New in the Post".

The Head of Division II is a member of the Management and of the Management Board of the International Bureau and as such is required to express his opinion on all major issues of interest to the UPU in general and the International Bureau in particular.

3 *ATTENDANCE AT INTERNATIONAL MEETINGS*

Took part, as delegate of Morocco, in the Vienna Congress (1964), and in various meetings of the Executive Council, the Consultative Council for Postal Studies of the UPU, the Arab Postal Union (UPA), the African Postal Union (APU), the Maghreb Posts and Telecommunications Coordinating Committee, and the UPU Training Committee.

As a UPU official, represented that organization and took part in meetings of various UN bodies such as the Economic and Social Council (ECOSOC), the Administrative Committee on Coordination (ACC), the United Nations Development Programme (UNDP), and various Restricted Union meetings and seminars in Africa, Asia, Europe and in the Arab countries.

* There are three Divisions in the International Bureau, the other two being Legal and Administrative Affairs, and Technical Cooperation.

Participated in the Lausanne Congress (1974), the Rio de Janeiro Congress (1979), the Hamburg Congress (1984), and in the Executive Councils and Consultative Councils for Postal Studies established by those Congresses.

Languages:

French, Arabic, English

Miscellaneous:

Has published several articles, of which the most recent on "Deregulation, a postal modernization factor" aroused considerable interest in the international postal world.

Among his most recent public statements were those made at the press conference on EMS and electronic mail held in Berne in February 1988 and the lecture and discussion at Chamonix in March 1988 before 2 x 400 officials of the French postal administration on the topic "Postal strategies in the face of the competition and the new mission of the public service".

Congress – Doc 41/Annex 4/Attachment 3

Name:	RAUCH
Forename:	Jean-Claude
Date of birth:	16 June 1936
Place of birth:	Saint-Max (near Nancy) MEURTHE ET MOSELLE (FRANCE)
Nationality:	French
Grade:	Controller-General of Posts and Telecommunications
Present duties:	Director of Posts of the Rhône-Alpes region at Lyon Chairman Commissioner General of PHILEXFRANCE 89 in Paris

Education

St Max Primary School
Henri Poincaré Secondary School: Secondary and higher studies *(special mathematics)*
Paris and Strasbourg Faculties of Law *(Bachelor of Law)*

Vocational training

Two-year course for controller trainees while attending the faculty

Higher National PTT School (ENSPTT): three years of study *(management, administration, organization and operation of central and outside services, etc)* pursuant to an internal competition for admission to the "grandes écoles" (specialized university-level colleges)

Direct admission from the outside is now possible for holders of higher education diplomas and for former "grandes écoles" students.

While attending the ENSPTT, students spend 18 months at the National School of Administration where senior officials of all the major administrative bodies of the State receive training.

Institute of Higher National Defence Studies

Public Management Higher Education Centre *(participation in various sessions: modern management techniques, marketing, marketing research) (Professor Harper W Boy Jr of Stanford University)* Market studies *(Professor Abe Schuchmann of Columbia University)* Analysis of human behaviour, time and human resource management, data-processing techniques.

Career

PTT controller (1956)

Administrator (1964–1967 ENSPTT)

Assistant to the Regional Director of Posts of Lorraine (1967–1974), responsible for Development and Communication, and for replacing the Director in his absence.
Assistant to Mr Lesaux, Head of the International Affairs Branch, Paris (1974-1975), responsible for UPU and technical cooperation matters.

Director of Posts of the Ardennes (1975–1977), 1500 employees
Director of Posts of the Doubs (1977–1980), 2500 employees
Director of Posts of the Rhône (1982–1983), 7000 employees
head of all departmental services

Technical Adviser to the Minister of PTT (1982-1983), assisting him in laying down national and international postal policy.

Since 1983 Director of Posts for the Rhône-Alpes region *(25 000 employees, 1650 offices, a profit of 300 million francs in 1987)*, managing one tenth of postal France

Chairman Commissioner-General of Philexfrance 89 since October 1988.

Honours and awards

Knight of the Legion of Honour and of the National Order of Merit

Gold (silver-gilt) medal of the Ministry of Social Affairs
(National Pension Scheme)

Silver medal of the National Savings Bank

Other activities

Honorary Chairman of the PTT Literary Society of Lorraine *(active from 1968 to 1974)*

Established twinning between the Karlsruhe and Nancy PTT in 1968

Established twinning between the Freiburg and Besançon PTT in 1978

General Chairman of the Lyon PTT Sports Association since 1986

Honorary Chairman of the Association of ENSPTT Alumni and Students (1983–1986), contributed during his two terms of office to expanding the influence of the corps of PTT senior managers in their own administration or in others, in France and in many other countries, particularly by organizing the first national study days in Tunisia.

International Activities

Chairman of the European Federation of Senior PTT Administrative Officials (FEFAS PTT) since October 1984.

Study trip to Cambodia and Japan (March–April 1967)

Technical cooperation missions to:

Senegal: *introduction of analytical accounting and improving cost-effectiveness with a view to an IMF loan*

Brazil: *preparation of the terms for a second economic cooperation contract between the French postal administration and the Brazilian Telegraph and Post Office Enterprise*

Algeria:
Syria:
Yugoslavia: *study concerning the practical application of proposals for cooperation within the framework of SOFREPOST*

In June 1974: practical training at the British Civil Service facility at Sunningdale

In June 1973: practical training at Kleinheubach: Post Akademie Deutsche Bundespost

Organization of international Congresses:

Menton (1968) – Nancy (1973) – Blois (1976)
Lyon (1984) – Monastir (1985) – Avignon (1988)

Participation in FEFAS PTT International Congresses:

1968:	Menton	FEFAS discussion leader, establishment of working parties
1970:	Rome	The senior manager in the PTT
1972:	The Hague	*"Quo vadis, PTT?"*
1974:	Kleinheubach	Marketing and public service
1976:	Blois	The commercial attitude in the PTT – development and consequences
1978:	Ostend	The position of the European senior PTT officials between three powers: public, staff and political
1980:	Bologna	The role of information in the decision-making activity of the senior managers of the PTT
1982:	Berlin	Decline and competition: the future of the PTT in the socio-political, economic and technical dimensions
1984:	Maastricht	Consultation and coordination between the PTT and the professional organizations: is it possible on a European scale?
1986:	Cambridge	The role of profit in the PTT
1988:	Avignon	Competition, marketing policies and public service ... in the Europe of the PTT

Participation in Swiss postal administrators' conferences in 1977, 1978 and 1979, and from 1983 to 1987.

Two-week secondment to the Swiss General Directorate of Posts in July 1986.

PHILACEPT at The Hague in October 1988.

In 1988, attended the CCPS, the meeting of CLAUPAE (Airlines–PUAS Liaison Committee) at Buenos Aires, then a UPU meeting in Nairobi (symposium for the Ministers and Directors-General of Posts of the African countries south of the Sahara) chaired by the Director-General of the International Bureau and the Director-General of Posts of Kenya.

Gave a lecture followed by a discussion on the economic and social cost-effectiveness of the Post with J SOMDA, Director-General of Posts of Burkina Faso.

Carrying out the various missions successively assigned to him, organizing meetings of the ENSPTT and the FEFAS PTT Congresses, and maintaining contacts with many ENSPTT alumni in some 30 developing countries, has acquired management experience on an international scale.

Personal activities

Preparation of candidates for higher competitions
(French – Mathematics)

Implementation of a method for handling cash at the counter

Introduction and publication of periodicals
(Poste-Lorraine Informations, Rhône-Alpes Poste)

Writing of articles and editorials at the regional, national and European levels

Lectures and courses given at Nancy, Strasbourg and Lyon
(Universities and Institutes)

at the ENSPTT
at the National Management Institute
and at the National Institute of PTT Administrative Officials

Since 1976, has helped to train new Postal Departmental Branch Heads

Languages

In addition to French (mother tongue):

English – Spanish – German

Congress – Doc 42

List of member countries on the basis of the five geographical regions, for the election of the members of the Executive Council

Communication from the Secretariat

Article 102, paragraph 3, of the General Regulations lays down that the members of the Executive Council shall be elected by Congress on the basis of an equitable geographical distribution.

For this purpose, the member countries have, at previous Congresses, been classified in the five geographical regions appearing in the annex to the present document. This classification is based on the one noted by the 1984 Hamburg Congress. The names of the countries which have acceded to or have been admitted to the Union since then have been added. These new member countries have been put in the different regions on the basis of their geographical location.

Washington, 14 December 1989

Congress – Doc 42/Annex 1

List of member countries on the basis of the five geographical regions

Western hemisphere	Eastern Europe and Northern Asia	Western Europe	Southern Asia and Oceania	Africa
Argentina	Bulgaria (People's Rep)	Albania	Afghanistan	Algeria
Bahamas	Byelorussia	Austria	Australia	Angola
Barbados	Czechoslovakia	Belgium	Bahrain	Benin
Belize	German Dem Rep	Cyprus	Bangladesh	Botswana
Bolivia	Hungarian People's Rep	Denmark	Bhutan	Burkina Faso
Brazil	Mongolian People's Rep	Finland	Brunei Darussalam	Burundi
Canada	Polish People's Rep	France	China (People's Rep)	Cameroon
Chile	Romania (Soc Rep)	Germany, Fed Rep of	Dem Kampuchea	Cape Verde
Colombia	Ukraine	Great Britain	Dem People's Rep of Korea	Central African Rep
Costa Rica	USSR	Greece	Fiji	Chad
Cuba	Yugoslavia	Iceland	Overseas Terr (United Kingdom of Great Britain and Northern Ireland)	Comoros
Dominica		Ireland	India	Congo (People's Rep)
Dominican Rep		Italy	Indonesia	Côte d'Ivoire (Rep)
El Salvador		Liechtenstein	Iran (Islamic Rep)	Djibouti
Equador		Luxembourg	Iraq	Egypt
Grenada		Malta	Israel	Equatorial Guinea
Guatemala		Monaco	Japan	Ethiopia
Guyana		Netherlands	Jordan	Gabon
Haiti		Norway	Kiribati	Gambia
Honduras (Rep)		Portugal	Korea (Rep)	Ghana
Jamaica		San Marino	Kuwait	Guinea
Mexico		Spain	Lao People's Dem Rep	Guinea-Bissau
Netherlands Antilles and Aruba		Sweden	Lebanon	Kenya
Nicaragua		Switzerland	Malaysia	Lesotho
Panama (Rep)		Turkey	Maldives	Liberia
Paraguay		Vatican	Myanmar	Libyan Jamahiriya
Peru			Nauru	Madagascar
Saint Christopher and Nevis			Nepal	Malawi
Saint Lucia			New Zealand	Mali
Saint Vincent and the Grenadines			Oman	Mauritania
Suriname			Pakistan	Mauritius
Trinidad and Tobago			Papua New Guinea	Morocco
United States of America			Philippines	Mozambique
Uruguay			Qatar	Niger
Venezuela			Saudi Arabia	Nigeria
			Singapore	Rwanda
			Solomon Islands	Sao Tome and Principe
			Sri Lanka	Senegal
			Syrian Arab Rep	Seychelles
			Thailand	Sierra Leone
			Tonga	Somalia
			Tuvalu	Sudan
			United Arab Emirates	Swaziland
			Vanuatu	Tanzania (United Rep)
			Viet Nam	Togo
			Western Samoa	Tunisia
			Yemen Arab Rep	Uganda
			Yemen (People's Dem Rep)	Zaire
				Zambia
				Zimbabwe
35 member countries	11 member countries	26 member countries	48 member countries	50 member countries

Congress – Doc 43

Submission of applications for seats on the Executive Council (EC)

Communication from the Secretary-General

1 Article 102, paragraph 3, of the General Regulations provides that "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."

2 It will therefore be for Congress to elect the members of that body at its plenary meeting on 4 December 1989.

3 As the distribution of seats decided by the 1974 Lausanne Congress (resolution C 11) and confirmed in practice by the 1979 Rio de Janeiro and 1984 Hamburg Congresses has not been changed, the election will be carried out on the following basis:

Group 1 – Western Hemisphere	8 seats
Group 2 – Eastern Europe and Northern Asia	4 seats
Group 3 – Western Europe	6 seats
Group 4 – Southern Asia and Oceania	10 seats
Group 5 – Africa	11 seats
Total	39 seats

plus one seat for the chairmanship, held by the host country of Congress. Thus, the geographical group of the country which has organized the 20th Congress will have one additional seat.

4 The member countries listed below according to their geographical distribution may no longer be re-elected because they have served for two successive terms of office since the 1979 Rio de Janeiro and 1984 Hamburg Congresses:

Group 1	*Group 2*	*Group 3*	*Group 4*	*Group 5*
Chile	USSR	France	India	Algeria
Honduras (Rep)		Ireland	Iraq	Côte d'Ivoire (Rep)
Mexico			Jordan	Egypt
			Saudi Arabia	Gabon
			Thailand	Senegal
3	1	2	5	5

5 Accordingly, I request interested countries to submit their applications in writing to the Congress Secretariat (room 20f) not later than 29 November 1989.

6 On the expiration of the time limit laid down above, the Secretary-General will publish a list of the candidates according to the geographical groups set out in paragraph 3, details of which are given in Congress – Doc 42.

Washington, 20 November 1989

A C BOTTO DE BARROS

Secretary-General

Congress – Doc 44

Submission of applications for seats on the Consultative Council for Postal Studies (CCPS)

Communication from the Secretary-General

As Congress is to proceed to the election of the member countries of the Consultative Council for Postal Studies, in accordance with the provisions of article 104, paragraphs 1 and 2, of the General Regulations, I request countries which intend to submit their applications for membership of the Council to do so in writing not later than 29 November 1989 to the Congress Secretariat (office 20f).

Washington, 20 November 1989

A C BOTTO DE BARROS
Secretary-General

Congress – Doc 45

Candidacies for the election of members of the Executive Council (EC)

In response to the invitation from the Secretary-General of Congress (see Congress – Doc 43), the following 56 countries (broken down by geographical groups) have notified their intention of standing for election to the Executive Council:

Group 1 – Western Hemisphere (8 seats – not including the seat reserved for the host country of Congress (United States of America))

Argentina
Bahamas
Brazil*
Canada
Colombia*
Costa Rica
Cuba
Ecuador
Paraguay
Uruguay*
Venezuela

Group 2 – Eastern Europe and Northern Asia (4 seats)

Hungary (Rep)*
Mongolian People's Rep
Polish People's Rep*
Yugoslavia

Group 3 – Western Europe (6 seats)

Austria
Belgium*
Germany, Fed Rep of
Great Britain
Italy
Portugal*
Spain
Sweden
Switzerland*

Group 4 – Southern Asia and Oceania (10 seats)

Australia*
China (People's Rep)
Indonesia
Iran (Islamic Rep)
Japan*
Korea (Rep)
Kuwait
Lebanon*
New Zealand*
Pakistan*
Syrian Arab Rep
United Arab Emirates
Yemen Arab Rep

* Country which was a member of the Executive Council elected at the 1984 Hamburg Congress and is eligible for re-election.

Group 5 – Africa (11 seats)

Benin*
Cameroon*
Congo (People's Rep)
Ethiopia*
Ghana
Kenya
Liberia
Madagascar*
Morocco
Nigeria*
Rwanda
Sierra Leone
Sudan
Swaziland
Tanzania (United Rep)
Togo
Tunisia
Zambia*
Zimbabwe

Washington, 30 November 1989

* Country which was a member of the Executive Council elected at the 1984 Hamburg Congress and is eligible for re-election.

Congress – Doc 46

Candidacies for the election of members of the Consultative Council for Postal Studies (CCPS)

In response to the invitation from the Secretary-General of Congress (see Congress – Doc 44), 56 countries have notified their intention of standing for election to the Consultative Council for Postal Studies (CCPS).

Delegations are reminded that in accordance with article 104, paragraph 2, of the General Regulations, "the members of the Consultative Council shall be elected by Congress, in principle on the basis of as wide a geographical distribution as possible". The names of candidate countries are reproduced below in English alphabetical order:

Algeria
Argentina
Australia
Austria
Belgium
Bolivia
Botswana
Brazil
Canada
Chile
China (People's Rep)
Cuba
Czechoslovakia
Denmark
Egypt
France
Gabon
Germany, Fed Rep of
Great Britain
Greece
Hungary (Rep)
India
Indonesia
Iran (Islamic Rep)
Iraq
Ireland
Italy
Japan
Jordan
Kenya
Kuwait
Lebanon
Liberia
Mali
Mexico
Morocco
Netherlands
New Zealand
Pakistan
Polish People's Rep
Saudi Arabia
Senegal
Sierra Leone
Singapore
Spain
Sri Lanka
Sudan
Swaziland
Switzerland
Tanzania (United Rep)
Thailand
Togo
Tunisia
USSR
United States of America
Zaire

Washington, 30 November 1989

Congress – Doc 47

List of member countries elected by the 1989 Washington Congress to the Executive Council and the Consultative Council for Postal Studies

1 Executive Council

Argentine Republic
Australia
Commonwealth of the Bahamas
Belgium
People's Republic of Benin
Federative Republic of Brazil
Republic of Cameroon
Canada
People's Republic of China
Republic of Colombia
Republic of Costa Rica
Republic of Cuba
People's Democratic Republic of Ethiopia
Federal Republic of Germany
United Kingdom of Great Britain and Northern Ireland, the Channel Islands and the Isle of Man
Republic of Hungary
Republic of Indonesia
Italy
Japan
Republic of Kenya
Republic of Korea
Kuwait
Lebanese Republic
Mongolian People's Republic
Kingdom of Morocco
New Zealand
Federal Republic of Nigeria
Islamic Republic of Pakistan
Polish People's Republic
Sweden
Swiss Confederation
United Republic of Tanzania
Togolese Republic
Tunisian Republic
United Arab Emirates
United States of America (Chairman)
Republic of Venezuela
Socialist Federal Republic of Yugoslavia
Republic of Zambia
Republic of Zimbabwe

2 Consultative Council for Postal Studies

People's Democratic Republic of Algeria
Argentine Republic
Australia
Republic of Austria
Belgium
Federative Republic of Brazil
Canada
People's Republic of China
Republic of Cuba
Kingdom of Denmark
Arab Republic of Egypt
French Republic
Federal Republic of Germany
United Kingdom of Great Britain and Northern Ireland, the Channel Islands and the Isle of Man
Greece
India
Republic of Indonesia
Republic of Iraq
Ireland
Italy
Japan
Hashemite Kingdom of Jordan
Republic of Kenya
United Mexican States
Kingdom of Morocco
Netherlands
New Zealand
Islamic Republic of Pakistan
Kingdom of Saudi Arabia
Spain
Swiss Confederation
Thailand
Tunisian Republic
Union of Soviet Socialist Republics
United States of America

Washington, 4 December 1989

Congress – Doc 48

General Debate

Washington, 16 November 1989

Memorandum by the Secretary-General

For practical reasons, the documentation for the General Debate comprises:

- *Congress – Doc 48.1*, distributed before Congress and containing:
  - practical information about the conduct of the General Debate;
  - the outline of the introductory statement by the Chairman of Congress;
  - the detailed outlines of the three papers to be presented by the panellists.
- *Congress – Doc 48.2*, distributed towards the end of Congress, in which the five-year general programme of action, along with the relevant draft resolution, will be submitted to Congress for approval.

The brochure in the Collection of Postal Studies containing a brief digest of the Debate, the introductory statement by the Chairman of Congress, the papers of the three panellists and the five-year general programme of action will be prepared and distributed after Congress.

Berne, 19 September 1989

A C BOTTO DE BARROS

Secretary-General

Congress – Doc 48.1

General Debate

Washington, 16 November 1989

Memorandum by the Secretary-General

Contents

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1 Timing

2 Preparatory Groups for the General Debate topics

3 Outline of the introductory statement by the Chairman of Congress

4 Detailed outline of the paper by Great Britain "Knowledge of the market"

5 Detailed outline of the paper by France "Commercial and operational strategies of the Post"

6 Detailed outline of the paper by Colombia "Management structures and systems at national and international levels"

I. Introduction

1 At its 1988 session, the Executive Council of the UPU decided on the principle of holding a General Debate during the Washington Congress and entrusted the task of preparing for it to the International Bureau in conjunction with the United States of America, the host country of Congress.

2 Thus, in the past several months, a number of preparatory activities were carried out. Among other things, three topics were adopted for papers and discussion, which come within the framework of the general topic of the Debate and which reflect the major and current concerns of the Post.

II. General information

3 Date – Place – Schedule

3.1 The General Debate will be held on Thursday, 16 November 1989, in hall No 1 of the Washington Convention Center, in accordance with the following schedule:

9 am – 12.40 pm
3 pm – 6 pm

3.2 The detailed timing of the day's activities is set out in annex 1.

4 Title of the Debate – Topics for discussion

4.1 The title of the General Debate is:

CARING FOR THE CUSTOMER

with the sub-title: "Commercial and operational strategies of the Post".

4.2 The General Debate will include the following points:

a introductory statement by the Chairman of Congress;

b paper on the topic "Knowledge of the market";

c paper on the topic "Commercial and operational strategies of the Post";

d paper on the topic "Management structures and systems at national and international levels";

e general summary by the Discussion Leader;

f statement by the Secretary-General;

g conclusions by the Chairman of Congress.

5 Chairman – Discussion leader

5.1 The General Debate will be chaired by the Chairman of Congress, assisted by Mr Kenneth J Hunter, Associate Postmaster General, who will serve as discussion leader.

6 Working Party and Preparatory Groups

6.1 A Working Party was set up at the International Bureau to prepare the General Debate and to supervise all the material aspects of its conduct.

6.2 In close cooperation with the Chairman designate of Congress, 24 administrations were asked to assist; divided into three Preparatory Groups in relation to the topics selected (see annex 2 attached), they have been working for several months now on the technical organization of the Debate.

7 Role of the members of the Preparatory Groups

7.1 During the General Debate, each Preparatory Group in turn will take its place on the Chairman's rostrum; the role of the members of these Groups is as follows:

Panellist

- to present, on behalf of his Group, a paper on the topic selected;
- to direct the discussion under the guidance of the discussion leader;
- to sum up the discussion, seeking to bring out its major points.

Other members

- to answer questions, at the request of the discussion leader or the panellist, asked by participants after presentation of the paper.

8 General programme of action

8.1 At the end of the General Debate, the discussion leader will summarize everything that was discussed and the suggestions that were made in the course of the day. The ideas and conclusions adopted will be used as the basis for a "provisional general programme of action" to be prepared as promptly as possible so that it may be used as a guide by the Congress Committee Chairmen. Towards the end of Congress, the programme will be finalized and converted into a five-year "general programme of action" on the basis of the discussions and the decisions reached during the proceedings of Congress, to which it will be submitted for approval, accompanied by a suitable resolution.

9 Documents

9.1 The General Debate will be the subject of the following documents:

- *Congress – Doc 48.1*, the present document, which contains:
  - practical information about the conduct of the General Debate;
  - an outline of the introductory statement by the Chairman of Congress;
  - detailed outlines of the three papers to be presented by the panellists;
- *the provisional general programme of action*, which will be distributed to the Congress Committee Chairmen as quickly as possible after the General Debate:
- *Congress – Doc 48.2*, through which the five-year general programme of action, accompanied by the relevant draft resolution, will be submitted to Congress for its approval;
- the brochure, to be prepared after Congress and which will contain a concise record of the Debate and of the three panellists' papers, as well as the five-year general programme of action.

10 Role of the participants

10.1 The postal administrations of Union member countries are all earnestly requested to take an active part in the General Debate and to arrange for representation at the highest level.

10.2 In view of the preparations already under way, written contributions relating to the General Debate should not be sent to the International Bureau.

10.3 Given the limited time available (one day only), delegations should limit the length of their speeches to a strict minimum and ensure that they are directly relevant to the topics under discussion: they will therefore refrain from making any statement of a general nature.

11 Presence of the media

11.1 Upon proposal of the host country of Congress, the Executive Council decided to admit the media to the General Debate as listeners without the right of speaking, subject to the final decision in this regard being made by the Washington Congress (decision CE 12/1989) (proposal 022).

III. Outline of the introductory statement by the Chairman of Congress

12 The outline of the introductory statement by the Chairman of Congress is given in annex 3 to this document. The text of the statement itself will be reproduced in the record on the General Debate.

IV. Detailed outlines of the papers

13 The following detailed outlines are attached:

- annex 4: detailed outline of the paper to be presented on behalf of its Preparatory Group by Great Britain, panellist for topic No 1: "Knowledge of the market";
- annex 5: detailed outline of the paper to be presented on behalf of its Preparatory Group by France, panellist for topic No 2 "Commercial and operational strategies of the Post";
- annex 6: detailed outline of the paper to be presented on behalf of its Preparatory Group by Colombia, panellist for topic No 3 "Management structures and systems at national and international levels".

14 The complete texts of these three papers will be given in the record of the General Debate.

Berne, 2 October 1989

A C BOTTO DE BARROS
Secretary-General

Congress – Doc 48.1/Annex 1

Timing

Action		*Duration*	*Time*
1	Introductory statement by the Chairman of Congress	20 minutes	9 – 9.20 am
2	*Paper No 1*	*90 minutes*	
2.1	Paper	20 minutes	9.20 – 9.40 am
2.2	Discussion	60 minutes	9.40 – 10.40 am
2.3	Summary	10 minutes	10.40 – 10.50 am
3	Coffee break	20 minutes	10.50 – 11.10 am
4	*Paper No 2*	*90 minutes*	
4.1	Paper	20 minutes	11.10 – 11.30 am
4.2	Discussion	60 minutes	11.30 am – 12.30 pm
4.3	Summary	10 minutes	12.30 – 12.40 pm
5	Lunch		12.40 – 3 pm
6	*Paper No 3*	*90 minutes*	
6.1	Paper	20 minutes	3 – 3.20 pm
6.2	Discussion	60 minutes	3.20 – 4.20 pm
6.3	Summary	10 minutes	4.20 – 4.30 pm
7	Coffee break	20 minutes	4.30 – 4.50 pm
8	General summary by the discussion leader and additional comments	70 minutes	4.50 – 6 pm
9	Statement by the Secretary-General		
10	Conclusions by the Chairman of Congress		

Congress Doc 48.1/Annex 2

I. Preparatory Groups for topics in the General Debate

Topic No 1

"Knowledge of the market"

Group composed of:

–	Panellist:	Great Britain (Mr William Cockburn)
–	Co-panellist:	Malaysia
–	Members:	Belgium, Brazil, Japan, Pakistan, Sweden, Tanzania (United Rep)

Topic No 2

"Commercial and operational strategies of the Post"

Group composed of:

–	Panellist:	France (Mr Jean-Claude Rauch)
–	Co-panellist:	Burkina Faso
–	Members:	Australia, Argentina, Canada, German Dem Rep, India, Morocco

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Topic No 3

"Management structures and systems at national and international levels"

Group composed of:

–	Panellist:	Colombia (Mr Vicente A Alonso Sereno)
–	Co-panellist:	Jordan
–	Members:	Finland, Netherlands, New Zealand, Senegal, Switzerland, USSR

II. Discussion leader

Mr Kenneth J HUNTER, Associate Postmaster General, postal administration of the United States of America

Congress – Doc 48.1/Annex 3

WASHINGTON UNIVERSAL POSTAL CONGRESS

General Debate (16 November 1989)

Caring for the customer

Commercial and operational strategies of the Post

Introductory statement by the Chairman of Congress

Detailed outline of the statement

E Horgan, Associate Postmaster General of the United States of America

Outline of statement by Edward E Horgan, Jr, at the opening of the General Debate at the 20th UPU Congress, 16 November 1989

I. Introduction

The theme of the General Debate, "Caring for the customer", symbolizes the UPU's turning outward to the public it serves and its desire to be more responsive to their problems.

II. The day's task

The assignment today is to establish a strategy for the world's posts for the next five years.

The size of the task demands that we be concise and to the point in our interventions.

The General Debate is a prelude to the rest of the Congress, and its themes should be pursued and find practical expression in many of our other meetings.

III. Declaration of Hamburg

The Declaration is our starting point. We must follow its example and emphasize real-world problems and practical solutions and lay the foundation for an action plan.

Service improvement, the major concern of the Declaration, should remain our number one priority.

IV. Organization of discussion

The world postal situation will be examined from three perspectives:

i knowledge of the market;

ii commercial and operational strategies of the Post;

iii management structures and systems at national and international levels.

Leading our discussion of these topics will be Great Britain, France and Colombia.

The discussions will raise many important questions, and we should address each with action-oriented ideas on how we can improve the situation.

We should approach the discussion with an awareness of our weaknesses but also a full appreciation of our many strengths.

V. Achievements of the past five years

We begin our task with momentum, since we have over the past five years achieved record results:

- a new emphasis on service at UPU, regional and national levels;
- new mechanisms for communicating and coordinating among ourselves;
- streamlining of the International Bureau along technical lines;
- greater coordination among the EC, CCPS and International Bureau.

Complacency must be resisted, however, since our competitors have also advanced.

VI. Competition and our response

Our most effective response is to place the interests of our customers first.

Competing companies have the advantage of unified management and control of all their business processes.

To overcome this handicap, we should explore new ways to coordinate our efforts, especially in setting worldwide service standards and improving operational methods to ensure the standards are met.

We must act now, at this Congress, because time is pressing as our competitors move forward and as pressures build on individual postal administrations.

Failure to do so could permanently weaken the UPU and the worldwide posts.

VII. Opportunity as well as challenge

Immediate action is called for also to take advantage of the growth of the communications market, which may double in size by 1995.

We should be guided in all we do by the mandate we have to serve all the people and the entire world community.

Congress – Doc 48.1/Annex 4

WASHINGTON UNIVERSAL POSTAL CONGRESS

General Debate (16 November 1989)

Caring for the customer

Commercial and operational strategies of the Post

Topic No 1

Knowledge of the market

Detailed outline of the paper

Panellist: William Cockburn, Managing Director, Royal Mail Letters, postal administration of Great Britain

Co-panellist: Malaysia

Members of the Preparatory Group: Belgium, Brazil, Japan, Pakistan, Sweden, Tanzania (United Rep)

I. Introduction

A policy of "Caring for the customer" may seem to be a matter of common sense, but it is also a policy which is essential for the future survival of postal administrations.

Caring for the customer means, among other things:

- finding out what your customers want; and
- giving your customers the services they need.

If we, the postal administrations of the world, do not provide sufficient care for our customers, then our customers will take their business away from us and give it to the competition. It is happening already, and will continue to happen, unless we improve our performance in all areas.

In order for us to be able to give our customers the services they need, the first step we must take is to find out what they want: we need "knowledge of the market".

This paper examines the need for a greatly improved knowledge of the market for postal services, in the context of:

- the threat from competition; and
- changing customer expectations.

The paper identifies key areas in which we need to develop market knowledge.

It suggests methods which administrations can use in order to understand the market better.

This paper uses examples from developments in Great Britain and Europe; but the general principles and conclusions apply to any administration, anywhere in the world.

II. The need for knowledge of the market

During the last 15 years in Europe, there has been a massive decline in the market share for postal services. International trade and exports have *increased* significantly, by over 100 percent, but international postal traffic has actually *fallen* in the same period, by about 10 percent.

In CEPT countries, in recent years, the use of telephone, telex, air services and road services have all increased enormously. But the use of parcels and letters has scarcely grown at all.

Even in Great Britain, where postal traffic is growing by 8 percent a year, the communications market is growing by 11 percent a year. The British Post Office is failing to keep pace with the market.

Basic data such as this forms a first step in an understanding of the market.

Another important step is to know what our market consists of, and what types of mail our customers are sending. In Great Britain we divide letter mail, in market terms, into Financial Mail, other Commercial Mail, Direct Mail (advertising), Premium Mail (high-speed), and Social Mail. The first two are the biggest market sectors.

In different countries the markets will have different characteristics, but it is important to know the composition of the traffic. Different sectors of the market have distinctive needs. They have to be served in different ways; and the types, methods and effects of the competition will be different in each sector.

V. Conclusion: Action we can take

There are a number of actions we can take, both as individual administrations and as a body, in the UPU.

- We need to develop a market-led culture, where the needs of the customer come first.
- We need constant dialogue with our customers, to establish what their needs are.
- We need to reduce bureaucracy between administrations in handling international mail, in developing international services and in dealing with our customers' suggestions and complaints.
- We must recognize the need for truly global products, provided with uniform quality in all countries, and based on customer needs.
- We need to use the UPU as a channel to administrations, in order to maximize the sharing of expertise in market knowledge, market techniques and commercial practices.
- We need to encourage all administrations to operate on a more commercial and customer-orientated basis.

We all have our obligations to operate as a public service; but this does not prevent us from being commercial as well. A postal service that is run on a sound economic basis is a positive asset to the nation. The postal service can best contribute to a nation's social and economic development by being responsive to the needs of its customers.

Congress – Doc 48.1/Annex 5

WASHINGTON UNIVERSAL POSTAL CONGRESS

General Debate (16 November 1989)

Caring for the customer

Commercial and operational strategies of the Post

Topic No 2

Commercial and operational strategies

Detailed outline of the paper

Panellist: Jean-Claude Rauch, Inspector-General
Postal administration of France

Co-panellist: Burkina Faso

Members of the Preparatory Group: Australia, Argentina, Canada, German Dem Rep, India, Morocco

In its paper, Great Britain showed that the Post is present on many markets and that it is encountering increasingly keen competition.

The paper "Commercial and operational strategies" answers the question: "How should postal administrations respond to market requirements, ie care for their customers?".

I. Commercial strategies

1.1 At national level:

- Postal administrations are in the delivery market:
  - We are entering the era of communication;
  - The service sector, which is expanding, communicates a great deal;
  - Business mail, 75 to 80 percent, is showing a strong increase (especially expedited mail and advertising mail);
  - Postal consumption per inhabitant (which varies from 700 to 10 items) should continue to grow.
- Powerful competitors are interested in the postal markets. They retrieve unsatisfied customers and have no respect for monopolies.
- First conclusion: postal administrations have a public service mission to fulfil, have customers to deal with and know how to meet their needs.
- We must listen to the customer to determine his needs.
- The experience of the postal administrations of the developed countries in getting to know their customers can be used to advantage by other postal administrations and will lead to conclusions valid for all postal administrations:
  - The need to offer a range of services with three levels of speed and rates;
  - Service standards must be defined and a commitment made to the customer as regards different degrees of speed and in terms of reliability and security;
  - An effort has to be made to sell these products;
  - We must adapt to the strategies of the competition, which offers door-to door pick-up and delivery and rates reductions.

1.2 At the international level

A high-quality international postal service can be built only on high-quality national postal services, otherwise the standard of quality would be lowered to the level of the weakest link.

Faced with the competition from the powerful multinational firms, our organization suffers from the following handicaps and for all practical purposes loses the advantage of its universality:

- The decision-making process takes longer than in the international firm and the capacity to react is lower;
- The problem is especially serious in respect of financial compensation;
- Customs procedures are frequently too burdensome;
- EMS is not yet sufficiently widespread and efficient compared with our competitors.

II. Operational strategies

2.1 At national level

- Operational strategies to define and guarantee standards of quality for the three aspects of security, regularity and speed:
  - Permanent monitoring to detect malfunctions and correct them;
  - Priorities should focus on the essential, after which the knowledge acquired can be extended to the whole;
  - Provide EMS with its own resources.
- Operational strategies to maintain costs, and therefore rates and a competitive stance.
- Sound use of human resources and automation.

2.2 At international level

- International operational strategies are hindered by the poor interconnection of national systems, hence the urgency of solving problems such as:
  - allocation of equal priority to all mail, both national and international;
  - permanent and bilateral monitoring of circulation routes.
- Air conveyance should be preferred to sea transport for long distances and the use of S.A.L. mail should be made general.
- Customs clearance work should be prepared by electronic means where necessary.

Conclusion

It is necessary to identify the needs of our customers and to offer tailor-made services to the most important among them.

The service standards defined will have to be respected.

The Post must present the appearance of a single enterprise on the international level.

Flexibility, speed of reaction and financial compensation are the key to survival of the Post and of our Union.

Congress – Doc 48.1/Annex 6

WASHINGTON UNIVERSAL POSTAL CONGRESS

General Debate (16 November 1989)

Caring for the customer

Commercial and operational strategies of the Post

Topic No 3

Management structures and systems at national and international levels

Detailed outline of the paper

Panellist: Vicente A Alonso Sereno
Postal administration of Colombia

Co-panellist: Jordan

Members of the Preparatory Group: Finland, Netherlands, New Zealand, Senegal, Switzerland, USSR

I. Introduction

Nature of the postal service in the contemporary world

- Can the virtually exclusive postal monopoly for the physical conveyance of information still be useful?
- Has the Post ceased to be an essential means of communication and become one instrument among others in the global communications market?
- Can the private organizations in vigorous competition with the Post be contained?
- Is redefinition of management structures and systems along the model of a market enterprise a necessity and a priority?

II. Limitations and shortcomings of postal management[1]

1 Incompatibility of the administrative structure with the characteristics and requirements of the communications market

This incompatibility takes the form primarily of:

- a legal status marked by excessive dependence on the supervisory authorities;
- a lack of the ideal means and systems for adjusting services and products to demand trends;
- the absence of adequate planning;
- shortcomings in the training and preparation of management staff.

2 Ignorance of the composition and potential of the demand

- The structure of the Post and of its services is determined on the basis of a restricted supply and not of the real demand.
- Other market forces, whether regulated or not, fill the gap resulting from postal service incompatibility.
- This prevents administrations from taking proper advantage of an expanding market.

3 Budgetary dependence

- Large proportion of budget resources transferred by the central public administration sector to the Post.
- Inadequacy of resources for investment in infrastructure and expansion.

4 Distortion of the administrative management plan

- Political interference and obstruction with respect to strictly administrative objectives.

5 Inadequate protectionism

- A traditional view of the postal monopoly restricts the measures and the thrust needed to overcome situations of tied capital, low growth and expanding bureaucracy.

[1] Key points derived mainly from the contributions of the members of the Preparatory Group.

6 Absence of information

- Lack of an appropriate public information policy: the active forces of demand are frequently ill-informed about postal services.

7 Centralization and ineffectiveness of the decision-making process

- Excessive centralization of administrative, budgetary and operational decisions, frequently underscored by the absence of administrative and financial autonomy of the postal administrations.

8 Inappropriate management plan

- The administrative structure and management systems are more suited to the organization charts and overall organizational principles of the public administration as a whole than to the specific conditions governing the various aspects of the postal service.

9 The international context

- Need to strengthen the organization of the UPU so as to give it broader powers better adapted to achieving new objectives in six specific priority areas.

III. The concept of the postal corporation as a management principle in the present context of the postal communications market

1 General objectives

- To give the postal corporation a modern organization and structure.
- To place the postal corporation in a position such that it will be able to produce profits which will be used for the preservation, improvement and expansion of that same service.
- To ensure that the Post will retain and expand a significant sector of the vast communications market.

2 Administrative structure

To achieve the status of a corporation, it is necessary to review:

- the degree and terms and conditions of control by the political supervisory authority;
- all of the powers directly relating to the management and operation of the services;
- the organization and structure of the headquarters and to reorganize its operation.

3 Asset building

- Complete autonomy of management must begin with the building of a patrimony of fixed titles and assets.
- This is also a prerequisite for self-financing.

4 *Principles of organization*

- The management plan of the postal corporation as well as its underlying principles of organization must correspond as much as possible to the principles and characteristics of commercial management.
- Redefinition of the powers and levels of management and adoption of systems for control of management and evaluation of results.

5 *Financial structure*

- Is it essential that the postal corporation strive to lower its costs?
- Should its structure be one that makes greater provision for variable costs?
- Determination of the various means for achieving the objectives established.
- Investments should mainly be aimed at the modernization of mail-handling equipment and the rational development of automation of the services.

6 *Production capacity*

- Modernizing operations and eliminating inefficient and costly procedures.
- Reclassification of items and adaptation of services to customer needs.
- Creation of operational units through which production capacity can be increased.

7 *Staff management*

- The Post needs some freedom of movement as regards the recruitment and remuneration of its staff.
- Mechanisms for staff motivation and incentive.
- Broad and continuing training.

8 *Role of the UPU*

- The UPU will have a number of new and specific tasks to perform.

IV. Activities aimed at establishing a new postal structure

- The conversion of administrations into corporations is to be initiated or completed.
- Undertake promptly and progressively activities aimed at redefining management structures and systems.
- Which are the measures worthy of note?

1 Strategic planning in terms of the market

- Planning the development of the service on the basis of a broad market study.
- Determining the activities to be included within the scope of the study.
- Identifying the strategies that will provide a stimulus for restructuring the postal corporation.

2 Formulation and preparation of a marketing plan

- Identification of present and potential customers.
- The plan of action should be founded on a programme promoting the image of the service and should include activities aimed at "listening to the customer".
- Activities designed to encourage customers to provide information about their needs and requirements.

3 Asset-management rules and transition budget

- Negotiate with the appropriate authorities and obtain guidelines under which the Post will have the use of the budget resources and assets resulting from the sale of its services.
- Guidelines for managing the initial and modernization phase capital.

4 Revision of the rate system

- Recognition of the powers of the Post and establishment of a rate structure based on an analysis of the costs of the service and effective projections of demand.
- Establishment of differential rates adaptable to the traffic and to the activities of the competition.

5 Revision of products and procedures and of the relation between fixed and variable costs

- Management measures and systems can also be understood as activities aimed at de facto consolidation of the postal corporation concept, even before it has been defined and formally instituted.

6 Role of the UPU

- To provide elements for analysis as well as information and projections about the experiments conducted by postal administrations regarding the measures outlined above and, more specifically, about the situation and the trends of the postal communications market.
- Creation at postal administration level of a structure to monitor UPU information and quality control activities.

Congress – Doc 48.1/Add 1

General Debate

Washington, 16 November 1989

Attitude towards the competition

Memorandum by the Secretary-General

I. Introduction

1 It is considered essential for the prime question of the competition to be given special attention by the 20th Congress within the framework of the General Debate. The attached International Bureau circular letter (annex 1) on the threat to the Post from competition was distributed with this in mind.

2 Subsequently, on the basis of fresh evidence, this question, which may be regarded as vital, gave rise to thorough study at the International Bureau as regards the attitude to be adopted towards the competition. It was felt, in this connection, that some ideas should be carefully considered by Congress with a view to laying down future policy, if possible.

3 It was from this point of view that this contribution was prepared, looking at the matter from the position of the administrations and then of the UPU.

II. The administrations and competition

a Is limited protection advisable?

4 It is patently obvious that, in one form or another, the competition is established in almost every country, taking a greater or lesser share of the urgent mail market, and that the Post is condemned to coexist with it. The question is on what terms?

5 Because of the serious consequences for the Post if the competition gets stronger, a first step might be to achieve effective application of Hamburg Congress recommendation C 26 which appeals to governments to define clearly the items which come under the monopoly and, where appropriate, to instruct the Customs and other national authorities to assist the postal authorities in enforcing the postal monopoly.

6 This recommendation may be regarded as fully justified since, even where the Post has been privatized, the countries concerned have kept some form of protection as compensation for public service constraints.

7 However, whatever the extent of the monopoly, there is little need to recall that it has very often been a negative factor as regards quality of service. Even in a protected sector, the Post should endeavour to improve its performance.

b Are relations with the competition desirable?

8 Even where there is some limited protection, a large portion of the urgent mail market has often already been captured by the competition. That is why administrations must, in any event, define their position towards the companies operating in the competitive market.

9 In view of the specific situations noted, there are several possibilities:

1 Rejection of any agreement with the competition?

10 This would, of course, be the most rigid position towards the competition. The danger inherent in concluding agreements with the competition is set out in the above-mentioned International Bureau circular letter. It was pointed out, in particular, that such agreements are contrary to the spirit of solidarity, that they are used for advertising purposes, to influence other administrations and that they would involve serious financial imbalance for the Post.

11 It might be argued that such agreements would make it possible to offset the shortcomings of the Post and to monitor better (or at very least to follow better) the competition's activities. But would such a strategy be more appropriate in view of all the factors to be taken into account?

2 Refusal to have any contact with the competition?

12 While remaining firm on a rejection of any agreement, should administrations accept or establish contacts with the competition? Some have already done so, in the belief that it is important to know the intentions and operations of the competition better through direct contact. Indeed, would the absence of contact not deprive the Post of information which it might badly need to make its services more competitive?

13 But would it not be naive to imagine that the competition would provide information which might be used against it? It is considered that the Post could and should obtain by other means the information which it might be able to get from contacts with the competition, for instance, through a system of monitoring the competition's activities.

14 Moreover, should we not ask ourselves whether such contacts would not run the risk of being a first step towards the conclusion of agreements? The question seems to arise mainly in the case of "small" administrations which are ill-equipped to resist pressure from the competition towards an agreement.

15 The International Bureau considers that, if administrations consider it useful to have contacts with the competition, they should be prudent and firm.

III. The UPU and the competition

16 At UPU level, the competition has been the subject of growing attention in recent years as is shown in the work of the Executive Council.

17 In view of the challenges represented by the competition, it would be advisable for Congress to lay down or outline general policies, bearing in mind of course the diversity of situations and the exclusive authority of governments in this field.

a Should the need for limited protection be reaffirmed?

18 It might be advisable for the Washington Congress to reconfirm the above-mentioned Hamburg Congress recommendation C 26, stressing the need for its effective application.

19 As has been said, this would be a realistic position, bearing in mind the Post's need for limited protection as compensation for the public service constraints imposed on it.

20 Significantly, the European Economic Community, with its acknowledged liberal outlook, considered it advisable to lay down for the mail service regulations taking account of the need of a "hard core" reserved for the public operator and defining the area of services open to the competition.

b Should contact with the competition be accepted?

21 It is considered essential that the 20th Congress should answer, naturally in carefully chosen words, the basic question of possible UPU contacts with the competition.

22 The UPU tries to help administrations to keep or expand their market share; from that point of view, would it be desirable for it to establish contacts with the competition, for instance, by agreeing to talk with it and attend the meetings and promotional events it organizes?

23 Would such an approach enable the UPU to know the competition better and, hence, to help administrations more effectively to combat it? Naturally, this form of contact could lead, through reciprocity, to the competition's obtaining more easily information on administrations' efforts and also to competitors' asking to be invited to our organization's meetings. Would not such a policy raise questions of principle and run the risk of causing confusion, from which the competition might benefit in its approaches to administrations or governments?

24 Would it not be better for the UPU to monitor the competition by combing relevant press articles and publications as well as using information provided by postal administrations? It is a fact that the latter are better placed than the UPU for finding out the competition's intentions and activities. But they would have to agree to provide the UPU systematically with the information obtained.

IV. Conclusion

25 The International Bureau is fully aware that it will not be easy for Congress to answer the above questions. It might be desirable to keep in mind two ideas of major importance:

- the vital need for solidarity among administrations to better meet customers' requirements and, hence, to combat the competition more effectively;
- the need for the UPU to lay down policy as regards any relations with the competition so as to end the present confusion which can only serve to benefit the competition.

26 The International Bureau thinks that it would be advisable for the UPU not to have contacts with the competition, particularly for the sake of credibility: the UPU cannot advise administrations to spare no effort to recapture the market share in the hands of the competition and, at the same time, maintain contacts with it which might be interpreted as a form of collaboration.

27 Therefore, it is felt that the EC should be instructed, in cooperation with the CCPS and the International Bureau, to ensure general supervision of the international postal network, in order to achieve as far as possible the prime objective of the Declaration of Hamburg: integration of postal networks.

28 If administrations agreed to such a change, that might offset to some extent the advantage of the competing companies' centralized decision-making procedure.

Berne, 3 November 1989

A C BOTTO DE BARROS

Secretary-General

Congress – Doc 48.1/Add 1/Annex 1

UNIVERSAL POSTAL UNION
INTERNATIONAL BUREAU

Berne, 14 August 1989

Our reference
0115(B)1760

Translation from French

BY AIRMAIL

To: The postal administrations of Union member countries

The Restricted Unions (for information)

Subject

Threat to the Post from agreements with competitors

Dear Sirs

The International Bureau has come by some information in recent weeks that impels me to bring urgently to your attention the dangers posed, in the opinion of the IB, by agreements with competitors of the Post in the private sector, whether in connection with remailing, operating authority, or delivery on behalf of these companies.

Of course, governments are free to decide on such agreements; they, should not, however, lose sight of the international dimensions of the ensuing problems, in spite of local difficulties.

Remailing agreements are particularly worrying and dangerous since, quite apart from the financial aspects, they run counter both to one of the two facets of the aim of the Union, namely to promote international collaboration (cf art 1 of the Constitution), and to the spirit of the Declaration of Hamburg, which seeks to enhance the integration of national networks and, consequently, to strengthen solidarity among administrations. This is why remailing has already been the subject of International Bureau circular letters No 0115(B/C)1745 of 14 August 1987 and No 3370(B/C)1790 of 2 September 1987, as well as of extensive debate by the Executive Council. In addition, at the round table on terminal dues last April, the destabilizing effect of remailing on the international postal service was emphasized.

I therefore make the point again that agreeing to *"remailing"*, which may at first sight appear financially attractive, reflects a superficial analysis of the situation. Its development would seriously threaten the foundations of the international postal service by reinforcing an inward-looking, self-centred tendency among administrations.

This is why the IB, faced with the growing number of such arrangements, appeals to the vision and solidarity of all members to put an

end to these practices which are against UPU rules and the real interests of all administrations. I would remind you that under article 23 of the Convention, member countries can refuse to accept remailed items. I would also remind you that this issue is addressed in considerable detail in a document submitted to Congress (Congress - Doc 56) and will no doubt give rise to thorough discussion in the General Debate at the start of the upcoming Congress.

*
* *

I would also like to draw administrations' attention to other types of agreement with competitors that also present a danger to the international postal service.

As a result of pressure on national authorities, often at a very high level, private couriers sometimes manage to obtain operating authority, against payment or not, in dispensation from the monopoly; in some cases, agreements are sought with administrations for delivery of mailings. Various observations are appropriate here.

First, as the Declaration of Hamburg states, the Post must be concerned to respond better to the needs of users/customers (by creating new services and improving service quality), which will also give it a better competitive edge. Furthermore, the Hamburg Congress also adopted Recommednation C 26 appealing to the governments of member countries to define clearly the scope of the postal monopoly and to enforce it. This line of action stems from the Post's public service mission and its significant investment in capital equipment. It would seem, therefore, that, while endeavouring to offer satisfactory service, administrations should continue to protect themselves to some extent, if only as a transitional measure.

Second, as the aim of the competitors is to cream off traffic with no obligation to provide a public service, their incursion into the market inevitably adversely affects the Post financially, with consequent eventual deterioration in the quality of service that can be offered. In the long run, in such a situation, the Post runs the risk of being reduced to a social service, especially for customers in rural arears, with no further role in economic development, contrary to its national and international vocation.

One final point should be made: any agreement or arrangement with competitors, which are often multinational corporations, serves to strengthen the competition against other postal administrations. This is obviously totally at variance with the spirit of the UPU Constitution and the Declaration of Hamburg. Moreover, contracts between the Post and these firms are often used for advertising purposes and lend them an image of respectability, whereas they represent a sometimes unfair and particularly dangerous form of competition.

Congress therefore has before it various measures to better organize the strategy to counter the competition. These measures relate to the adjustment of rates and terminal dues, the quality of service - the decisive factor - and the strengthening of the provisions of the Convention to provide a firmer legal basis to combat the competition. But to be effective, any measures taken should be based on greater solidarity among administrations and on greater determination on their part.

Already, the International Bureau deems it necessary to recommend that all member countries thoroughly consider all the aspects of any form of cooperation with the Post's competitors and take into account the letter and spirit of the UPU provisions. In particular, all the consequences that such cooperation could have in the medium and long term on the overall operation of the international postal service should be weighed.

I hope that this circular letter will make administrations more aware and conscious of the real dimension of the problems posed by the competition.

I would like to think that it will help encourage all authorities to refrain from taking any initiatives that would weaken the solidarity that is more necessary than ever among the world's postal administrations.

Yours faithfully,

(signed) F CICERON

Deputy Director-General

Congress – Doc 48.2

Washington General Action Plan

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I. Introduction

A. General Action Plan: A tool for the Union

1 The General Debate of the Washington Congress, as the supreme focal point of ideas and reflection on the Post of today and tomorrow, has made it possible to outline a General Action Plan to be implemented between 1990 and 1994.

2 As submitted, the Action Plan takes into account:

- the policy lines and conclusions of the postal leaders who took part in the General Debate;
- the work done previously by the EC, the CCPS and the International Bureau, particularly on problems of quality of service, competition, remailing and terminal dues;
- the results of the implementation of the Declaration of Hamburg;
- the conclusions of top-level meetings held in several regions;
- information contained in experts' and consultants' reports.

3 The Action Plan, which derives its strength and coherence from the General Debate and also covers all the activities stemming from other Congress decisions, is to be an instrument for the postal administrations and Union bodies responsible for implementing it on the basis of a timetable to be drawn up as soon as possible. The Action Plan will be studied and approved by Congress at a plenary meeting after the General Debate and will be finalized at the end of Congress to take account of action stemming from other Congress decisions.

B. Action Plan environment: Features of the present communications market

4 In the new environment taking shape around the Post, postal administrations benefit from some favourable currents but also suffer from some dangerous weaknesses.

5 The favourable currents stem mainly from the following circumstances which the Post should take advantage of to make some adaptations:

- the major upswing in traffic generated by the development of international trade;
- the existence of buoyant postal markets because of the expansion of the tertiary sector of the economy and the powerful surge in business mail;
- the fairly marked growth in postal consumption, which, however, does not keep step with expansion in trade and services.

6 The obvious weaknesses are mainly due to:

- the emergence of powerful competitors who seized considerable market share, in particular by attracting dissatisfied customers and circumventing postal monopolies, at a time when the Post was not in a position to stand up to the fierceness of the competition;
- getting bogged down in bureaucratic attitudes which discourage initiative and delay change;
- the ineffectiveness of monopolies which crumble under pressure from deregulation and the opening of the market;
- the lack of a coherent commercial and tariff policy;
- the lack of strategies for listening to customers and taking their needs into account as regards the range of services provided, the quality of which is often found wanting;
- the fact that training is not tailored to the Post's commercial function.

7 It is in this favourable yet unstable context that the Post has to use the electronic revolution and other technological and regulatory innovations to adapt, expand, change and improve, according to individual cases and sectors domestically and internationally.

8 Through the General Action Plan, the Post will attempt for the first time not to regard itself as a fixed institution assured of everlasting life and stability and act more like a dynamic business in the same way as other modern businesses. In so doing, the Post will position itself firmly in a competitive market and will develop a coherent universal strategy to take up the challenge.

II. Content of the Action Plan

9 For the sake of clarity and convenience, the content of the Action Plan is divided into several parts corresponding, on the whole, to the topics discussed in the General Debate, ie present concerns and realities. For the same reasons and for ease of implementation, the Action Plan is presented as a series of "objectives and actions", listed in two columns, so that each objective to be achieved corresponds to one or more actions to be taken.

10 The resolution setting out the framework for the adoption and implementation of the Action Plan and giving it the required legal force, as well as the Action Plan annexed to it, are attached hereto.

III. Implementation of the Action Plan

A. Immediate action

11 After final approval of the Action Plan by Congress and before the closure of the latter, the Chairman and the Secretary-General will send the postal administrations of Union member countries a letter enclosing the Action Plan and drawing their attention to the priority actions to be taken immediately.

B. Legal measures and selection of work to be assigned to administrations and to the Union's permanent bodies

12 Implementation of the Action Plan requires first of all some legal and organizational measures to determine the work to be done by administrations and by the Union's permanent bodies.

13 The devolution of the work to the bodies and its apportionment among them will affect their work methods and resources, hence the need to take appropriate measures quickly (decisions, application texts) in order to establish priorities for carrying out the studies and operational activities and to facilitate and expedite the intervention of the operators.

14 As these arrangements have to be made quickly and require meticulous preparation and concerted finalization by the persons in charge of the three permanent bodies, Congress must first proceed with the formalities of approval.

C. Practical measures and resources needed

15 Each body must, on the basis of the duties assigned to it, take the practical measures it considers necessary.

16 The measures taken from the beginning of implementation of the Action Plan will be supplemented or amended throughout the implementation process. The resources, other than those provided for at the start, needed to carry out the work will be precisely identified and approved in due course.

D. Periodical assessment of results

17 For the sake of coordination, the results of Action Plan implementation will be assessed periodically by each body for the part concerning it. The periodical report on this assessment must be submitted to the EC for approval and then to the CCPS.

E. Adjustment of activities and resources

18 Together with the periodical assessment of the results, each body is required to present all the adjustments it considers necessary to make to the actions and resources assigned to it.

19 These adjustments are presented as part two of the periodical assessment report.

IV. General assessment of results and report to Congress

A. Assessment by each body

20 Each body must make a general assessment of the action taken, the work done and the results obtained for the part of the Action Plan for which it is responsible.

B. Conclusions and suggestions

21 Each body is asked to supplement its general assessment with conclusions on the effectiveness of the work and of the action taken and to make suggestions to the next Congress.

C. Report to Congress

22 At the end of the five-year period, the three permanent bodies are responsible for preparing for submission to Congress the Joint Report previously adopted by the EC and the CCPS.

23 The general conclusions and suggestions to be made will cover all the aspects of the Action Plan and the most appropriate policies for inclusion in the next Action Plan.

Washington, 18 November 1989

E E HORGAN

Chairman of Congress

Congress – Doc 48.2/Annex 1/Rev 1

Draft resolution

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/Annex 1/Attachment 1/Rev 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 contact 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

[1] This column indicates the entities responsible for the actions. The abbreviations used are:

Adm = administration
IB = International Bureau
CC = Coordination Committee
CCPS = Consultative Council for Postal Studies
EC = Executive Council
Gvt = Member country's Government
RU = Restricted Unions.

Objectives		Actions		Responsibility
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

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

Objectives	Actions	Responsibility
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

Objectives		Actions		Responsibility
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
		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

Objectives		Actions		Responsibility
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	To have a technical assistance programme in training, operations, commercial activities and management systems	F3.1	Set up an integrated network for exchange of information by telematics	CCPS, EC,
F.4	To strengthen and develop technical cooperation	F4.1	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

Congress – Doc 49

Memorandum on technical cooperation documents to be considered by Congress

Memorandum by the Executive Council

1 At its April 1989 session, the Executive Council decided to submit to Congress the following six reports, which together form a comprehensive document on UPU technical assistance:

- Technical cooperation policy and activities (Congress – 50);
- Technical assistance programme and resources required (Congress – Doc 51);
- Technical cooperation among developing countries (TCDC) (Congress – Doc 52);
- UPU action on behalf of the least developed countries (LDCs) (Congress – Doc 53);
- Human resources and training (Congress – Doc 54);
- Increased UPU presence in the field with regard to technical assistance (Congress – Doc 55).

2 The important questions examined in these documents are the subject of the following draft resolutions which are submitted as separate proposals:

- UPU technical assistance priorities and principles;
- Financing UPU technical assistance activities;
- Technical cooperation among developing countries (TCDC);
- UPU action on behalf of the least developed countries (LDCs);
- Increased UPU presence in the field with regard to technical assistance.

3 Congress is requested to consider all these documents and, if it endorses the relevant conclusions, to adopt the above-mentioned proposals.

Berne, 27 April 1989

For the Executive Council:

F KOLLER

Chairman

Congress – Doc 50

Technical cooperation policy and activities

Executive Council report

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I. Introduction

1 UPU general technical cooperation policy is largely based on the decisions taken in the United Nations system and on the resolutions adopted by the Hamburg Congress in this field as supplemented by Executive Council directives.

2 Part I of this document deals with general development strategy and more particularly with the preparation of the new strategy for the 1990s as well as with the measures based on the policy guidelines issued by the United Nations General Assembly regarding the United Nations system's operational activities. It likewise examines the development of UNDP policy which is not without repercussions on UPU technical assistance policy.

3 Part II takes stock of and evaluates UPU technical assistance activities from 1984 to 1988. This part is supplemented in attachment 1 with quantified analyses of these activities. It also seems useful to recall the machinery of UPU technical assistance in attachment 2.

PART I

II. International development strategy

4 The international development strategy for the Third Decade (1981–1990) is based on a number of general principles, viz:

- speeding up the development of Third World countries and more particularly of the least developed and other disadvantaged countries so as to narrow the gap between them and the developed countries;
- implementing the 1979 Vienna Programme of Action on Science and Technology for Development;
- promoting economic and technical cooperation among developing countries.

5 The organizations of the United Nations system were invited to give appropriate assistance in applying the strategy and seeking new possibilities of economic cooperation for development.

6 The international development strategy for the Third Decade thus formed the general technical cooperation framework in the United Nations system.

7 The UPU took due account of this in preparing its programme of action and its technical assistance activities.

A. New international development strategy for the 1990s

8 The following policy guidelines can be derived from the work of the various consultations and meetings organized by ECOSOC and within the ACC with a view to evaluating the international development strategy for the Third Decade and to fixing the priority objectives for the new international development strategy for the Fourth Decade.

9 The next strategy should deal with development problems globally and not from a purely economic angle. Emphasis should be placed on human development and the well-being of peoples, with economic objectives being considered as a means of attaining human development objectives.

10 The new strategy should deal with the concerns and problems of both the developing and the developed countries, although the main theme would still be the developing countries. It should be flexibly designed so as to make it adaptable to circumstances. In this context, the agencies of the United Nations system should devote more attention to defining indicators, particularly in the social and environmental fields.

11 The new strategy should pay the necessary attention to the development of infrastructure, in particular to *transport and communications.*

12 Since the United Nations international development strategy for the Fourth Decade is at the preparatory stage, no precise objectives have been defined as yet.

13 It is important for the UPU to follow the progress of work in that connection in order to adapt its own strategy and development objectives to the major options adopted by the United Nations system.

B. Operational activities of the United Nations system

14 Resolution A/Res/42/196, adopted by the United Nations General Assembly following consideration of a study on policy guidelines on operational activities for development, can be regarded as the basic document which will characterize the development of technical assistance policy.

15 The various policy guidelines are based on the recommendations of a case study mission and essentially concern:

- the system's coherence;
- coordination;
- decentralization;
- use of the UNDP programme as a reference framework;
- improving the capacity of the United Nations system for country-level analysis;
- improving the flow of development information towards external services.

16 As regards the *system's coherence*, efforts should be pursued to integrate operational activities more closely through joint programming and other methods in order to derive maximum benefit from the complementary aspects.

17 While *aid coordination* is mainly the duty of the governments of the beneficiary countries, it is noted that more often than not, their resources are limited and the public machinery available for this purpose has numerous defects. The coordination role should fall to the United Nations Resident Coordinators.

18 To facilitate the widest possible application of joint programming methods, management of operational activities should be *decentralized* and the procedures of the various agencies gradually harmonized, in particular as regards the programming cycle, project descriptions, financial regulations and the delegation of decision-making powers to representatives in the field.

19 *UNDP country programming should serve as a reference framework* for all sources of assistance of the United Nations system.

20 If the governments agree to the proposed innovations, it should be possible to carry out much more extensive country programming which would take account not only of the use of the indicative planning figure (IPF)[1] but also of other actual and possible sources of aid to the government of the beneficiary country, in particular parallel financing obtained from bilateral donors and from other multilateral donors.

21 In order *to improve the capacity of the United Nations system for country-level analysis*, technical staff would have to be reassigned to conduct in-depth sectoral, intersectoral and thematic studies needed for programming and aid coordination.

22 *Improving the flow of development information* towards the external services will clarify the concept of technical assistance which is currently undergoing a major transformation.

III. Development of UNDP policy

23 The policy guidelines issued by the United Nations General Assembly have necessarily influenced the policy of the United Nations Development Programme, in particular as regards its relations with the governments of the countries receiving technical assistance and with its other partners.

A. General policy

24 The UNDP has a wealth of experience accumulated since the adoption of the programming system and is continually adapting its policy and guidelines, particularly as regards the country programming process, the quality of the programmes and projects, the coordination and mobilization of resources, and the supervision and evaluation of projects.

Country programming

25 The programming of UNDP assistance based on national development priorities calls for the participation of the donors and specialized agencies at the beginning of the programming process, in accordance with the wishes of the government of the beneficiary country.

Quality of the programmes and projects

26 The UNDP has issued a series of recommendations on drawing up criteria for measuring the quality of execution and the selection of project executing agencies. In this connection, while the role of United Nations system Executing Agencies is admittedly essential at the stage of project formulation, the Resident Representatives have the option of using the services of independent consultants in certain cases in order to improve quality.

Coordination and mobilization of resources

27 Because of the ever-growing number of agencies dispensing technical assistance, it seemed necessary to reinforce the programme coordination machinery both inside and outside the country programming framework. To this end, the round tables coordinated by the UNDP and the consultative groups organized by the World Bank should make it possible to improve aid coordination.

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[1] IPF: Financial resources which the UNDP makes available to a country to help it to implement its multi-annual development programme.

28 Regarding the definition of economic policies to support structural adjustment programmes, the cooperation set up between the UNDP, the World Bank and other financial institutions is essential for expanding the UNDP's role. This organization must profit in particular by the willingness of bilateral donors to coordinate their inputs on the basis of advantageous agreements on cost sharing or joint financing of projects.

29 As regards the mobilization of resources, a global approach should be sought when preparing and executing projects in order to supplement the resources available under the IPF. In this field, the possibility is not excluded of involving commercial undertakings, in particular banks, in joint financing operations, naturally when the beneficiary country so wishes.

30 Monitoring and *evaluation* activities should make it possible to follow up project execution on a continuous basis and guarantee the system's performance while maintaining a high quality in project design, execution and feedback. Efforts are being made to improve the means of training staff responsible for evaluation work.

B. Financial situation

31 The voluntary contributions which maintain the UNDP's resources have developed as follows over the five-year period 1984–1988 (in millions of US dollars):

1984	1985	1986	1987	1988
651.1	662.8	788.7	887.1	955.0

32 As the above figures show, UNDP resources have gradually increased from year to year.

33 According to forecasts, IPF resources under the 4th programming cycle are between 4.6 and 5 thousand million United States dollars, representing a relative increase assessed at 100 or 500 million compared with the estimates. Even though this increase is partly due to the drop in the dollar exchange rate against the currencies of the main contributors, the excess revenue has enabled the UNDP Governing Council to raise the amounts allocated to a large number of countries under the IPFs.

34 The UPU has taken advantage of the redeployment of resources in order to make the governments and Resident Representatives' offices aware of the need to take account of the postal projects already proposed but not selected at the beginning of the programming period. However, the success of the UPU's action in this field depends on the vigour of the approaches made by senior postal staff themselves to the authorities responsible for aid coordination.

IV. UPU technical assistance policy from 1984 to 1988

35 On the basis of the technical assistance priorities set by the Hamburg Congress and in accordance with the general policy guidelines issued by the Executive Council in this area, the International Bureau implemented, within the limits of the available resources, a programme of activities which also takes account of the policy and procedures established by the UNDP. The following paragraphs survey the development of UPU technical assistance policy over the period 1984–1988.

A. Priorities

36 Hamburg Congress resolution C 38 laid down the priorities with regard both to the countries receiving assistance and to the areas of action. Certain organizations such as the UN and the UNDP have adopted measures which have somewhat affected the implementation of activities within the framework of these priorities.

37 The number of least developed countries (LDCs), now stands at 42.

38 As for the fields of action defined in resolution C 38, the UPU endeavoured to implement various activities by annually selecting priorities at world and regional level on the basis of requirements expressed or noted. It was not possible to conduct certain activities for all the regions, mainly because of the choices made by the countries or groups of countries themselves. This applies in particular to the "introduction of postal financial services on a general basis" sector, for which few countries or regions showed any interest.

39 In addition to the priorities set by the Hamburg Congress, activities were conducted in respect of UPU participation in other programmes such as the International Programme for the Development of Communication (IPDC), by means of which a project concerning the organization of modular courses was implemented on behalf of certain intercountry and country schools. At regional level, pursuit of the action programmes adopted under the United Nations Transport and Communications Decades in Africa and for the Asia/Pacific region provided the UPU with an opportunity of supporting the measures taken in this field by the governments concerned and by the regional agencies.

B. Resources

40 In accordance with the decisions of successive Congresses since Tokyo, the UNDP is still the main source of financing for UPU technical assistance activities. However, this source of funding falls far short of meeting all the aid requirements expressed by the countries and the UPU is actively seeking resources to supplement UNDP assistance.

a Under the UNDP

41 Over the period 1984–1988, expenditure under projects executed on behalf of the UNDP averaged 1.8 million United States dollars per year. The total figure of 8 952 000 dollars represents a drop of 30.6 percent compared with the period 1979–1983 (8 952 000 dollars against 12 894 000 dollars). Moreover, the participation rate (UPU project expenditure as a percentage of total UNDP project expenditure) was 0.3 percent for the period 1984–1988 compared with 0.4 percent for the period 1979–1983.

42 It should be noted that the participation rate decreased during the periods 1979–1983 and 1984–1988; it had been 0.5 percent for the first UNDP programming cycle 1972–1976. A number of factors underlie this decrease, viz:

- the Post does not manage to receive a high enough priority, particularly at national level;
- the economic situation of many developing countries leads them to concentrate the aid received from the international community on extremely urgent projects.

43 For a number of years now, the UPU has been receiving a special sectoral support allocation from the UNDP. This credit, a fairly small sum (an average of 47 000 United States dollars per year) makes it possible to conduct an in-depth analysis of the situation of the postal services in a few countries and to propose programmes and projects on their behalf. Between 1984 and 1988, 28 such missions were organized for the benefit of 26 countries.

b Additional resources

44 In view of the scale of the needs to be satisfied and the inadequacy of the financial resources obtained from the UNDP, the International Bureau has pursued its efforts to mobilize additional resources.

45 Where the UPU Special Fund is concerned, the UPU's consciousness-raising campaign has borne fruit: compared with 1983, contributions in non-tied funds increased by 3.2 percent in 1988, in particular due to the marked increase made by a certain number of contributing countries.

46 It should be noted that tied contributions and contributions in kind, the total value of which is considerable, supplement the aforementioned resources each year.

47 In accordance with Hamburg Congress resolution C 37, the budgetary credits for the UPU technical assistance programme were raised to 1 652 000 francs for each year from 1986 onwards.

48 It should also be specified that nearly all postal administrations which provided consultants agreed to pay their salaries during their missions, and this is a sizeable financial input.

49 The International Bureau's approaches since 1984 to the World Bank and other financial institutions have produced fairly limited results. However, through approaches on behalf of telecommunications, the World Bank group is granting loans to certain countries to finance postal investments. Measures are underway to interest the Commission of the European Communities (CEC) in postal projects on behalf of the ACP[1] associated States and to encourage the World Bank to include the postal services in the improvement and modernization activities to which it contributes.

C. Programmes

50 The International Bureau helped prepare programmes and projects to follow up the 3rd programming cycle and proposed a considerable number of activities during the preparation of the 4th cycle 1987–1991. Within this framework, some 60 postal projects were proposed to the national authorities and the UNDP. Moreover, several follow-up activities were conducted in order to further the process for approval of the proposed projects. Despite the International Bureau's active participation in this programming work, a fairly limited number of new projects were adopted: of the 144 programmes approved only 17 comprised new assistance to the postal services.

51 With regard to regional programmes, results are still encouraging even though UNDP assistance was lacking for one region (the UPU receives UNDP support for implementing projects in four regions, including Europe). UNDP allocations under regional projects accounted for 54.8 percent of the total resources obtained for the period 1984–1988.

[1] ACP: Group of States of Africa, the Caribbean and the Pacific associated with the CEC.

V. Relations with the Restricted Unions and the United Nations Regional Economic Commissions

A. Relations with the Restricted Unions

52 Pursuant to Rio de Janeiro resolution C 90, the Executive Council examined all aspects of the participation of the Restricted Unions in the UPU's technical assistance programme. The study resulted in the Council's adoption of resolution CE 6/1983 which invites the International Bureau to strengthen its collaboration with the Restricted Unions in identifying the needs and priorities peculiar to each region, determining regional programme components, promoting the harmonious implementation of regional programmes and evaluating the results of the programmes carried out.

53 In accordance with the spirit of resolution CE 6/1983, various measures were taken, viz:

- exchange of programmes for information and activity coordination purposes;
- discussions in a spirit of genuine cooperation during the working meetings held at the annual EC and CCPS sessions;
- additional assistance for projects implemented by the Restricted Unions;
- conclusion of cooperation agreements with the Restricted Unions;
- implementation of joint activities, in particular as regards holding symposia and making senior postal officials aware of current problems (management, integration of networks, quality of services), courses and study cycles;
- design and execution of projects with tripartite UNDP/UPU/Restricted Union participation;
- holding of periodic meetings to follow up resolutions and recommendations in the field of mail circulation and delivery;
- increasingly regular exchange of information about action programmes and activities implemented as well as of documentation (final reports of courses, study cycles and other technical meetings).

54 With regard to the implementation of joint projects, attention should be drawn to the remarkable efforts made by certain Restricted Unions which provide not only sizeable financial contributions but also first-class intellectual input when formulating project proposals. The UPU's participation in the Executive or Administrative Councils of the Restricted Unions, and that of the Restricted Unions in the UPU Executive Council and CCPS, make it possible to strengthen the existing ties and improve cooperation in coordinating technical assistance activities.

B. Relations with the United Nations Regional Economic Commissions

55 The UPU endeavours to follow the activities of the Regional Commissions and to maintain cooperation with them. In this connection, International Bureau attendance at certain meetings held by these Commissions provides the Union with an opportunity to further develop relations with these agencies, in particular with a view to coordinating activity programmes.

56 Efforts to intensify relations included the International Bureau's initiative in 1987 to strengthen cooperation between the Economic and Social Commission for Asia and the Pacific (ESCAP) on the one hand and the UPU and the Asian-Pacific Postal Union on the other. As part of its role as a UN agency in the region, ESCAP had agreed to conduct a campaign to increase awareness among the countries' governmental authorities of the need to devote more attention to the postal sector's needs. ESCAP supports projects submitted by the UPU vis-à-vis the UNDP.

57 The UPU, for its part, involves ESCAP as closely as possible in evaluating the situation of the postal services of the region, identifying needs and defining a development strategy. ESCAP will be able to rely on the technical capacity of the UPU and the APPU in preparing and executing any postal projects it may wish to finance.

58 Cooperation between the UPU and the United Nations Economic Commission for Africa (ECA) mainly took the form of exchanges of documents and other technical information.

59 The UPU still keeps in constant touch with ESCAP and ECA in the context of implementing the programmes of the Transport and Communications Decade in Africa and in the Asia-Pacific region.

60 Mention should also be made of the beginning of relations with the Economic Commission for Latin America and the Caribbean (ECLAC), currently confined to that agency's sending the UPU a number of documents dealing with socio-economic indicators for the countries of the region.

61 Because of the importance of the role which the Economic Commissions are called on to play, the UPU has a duty to systematize active cooperation with these agencies in so far as they show the desired interest in the postal sector.

Part II

VI. Results and evaluation of UPU technical assistance activities from 1984 to 1988

62 The results of the UPU's technical assistance action programme, as laid down by the Hamburg Congress for 1984–1988, may be appraised from two angles, namely, the results of the work carried out on the basis of the priorities and action principles, and evaluation of the programme projects and activities themselves.

A. Results of the action programme adopted by the Hamburg Congress

i Results in figures

63 To facilitate their examination, the technical cooperation results for the five years 1984–1988 are presented in the form of charts and tables, which are attached. They are as follows:

Chart UPU technical cooperation (financial situation):

a Total cost

b Cost by region

c Cost by component

Tables 1: Breakdown of UPU technical assistance by receiving country and region
2: Contributions to UPU technical assistance by donor country and region
3: Intercountry training courses, study cycles and technical meetings held by the UPU or with its cooperation
4: Technical assistance in kind for 1984–1988 according to the information available at the International Bureau.

64 In the charts and tables 1 and 2, a comparison is made between the two five-year periods 1979–1983 and 1984–1988.

65 This comparison reveals that:

- the UNDP is still the main source of financing for UPU technical cooperation activities, although the UNDP share of total resources has decreased from 71 percent to 56.8 percent, a drop of 14.2 percent (chart a);
- the total volume of UPU technical assistance during the period 1984–1988 showed a decrease as compared with 1979–1983 (– 13.3 percent);
- the percentage reduction in UNDP aid was offset by increased participation of other funding sources, in particular the UPU's own resources;
- expenditure on experts and consultants fell from 59 percent to 42.9 percent of the total expenditure, with the difference being offset by increased expenditure on fellowships and equipment;
- the number of receiving countries rose from 142 to 146 while the number of donor countries increased from 100 to 115 (tables 1 and 2);
- assistance to the disadvantaged countries (LDCs and landlocked or island developing countries) showed a marked decrease in the number of experts' and consultants' missions (111 as opposed to 207), but a substantial increase in the number of fellowships (1003 as opposed to 619);
- in comparison with the other developing countries, the participation of the African and Asian countries as providers of technical assistance decreased slightly, but the number of individual Fellows received by those countries showed a clear increase;
- there was a considerable increase in non-tied cash contributions to the UPU Special Fund (approximately 1.6 million Swiss francs compared with 1.4 million Swiss francs) (table 2).

ii Reminder about the content of the action programme

66 The action programme for the five-year period 1984–1989 was derived basically from the objectives defined in resolution C 38 adopted by the Hamburg Congress, which gave priority to activities designed to:

- rationalize management;
- improve the quality of the service;
- train and give specialized training to middle-grade and senior staff;
- introduce postal financial services on a general basis;
- promote public information activities.

Moreover, under the terms of recommendation C 23, international settlements were identified as a specific area in which the developing countries should receive technical assistance.

iii Achievements in each of the priority fields of activity

1 Rationalization of management

67 Many activities were initiated in this high-priority sector. In all regions of the world, numerous consultants' missions were carried out in the following areas: postal statistics, plan-

ning, costing and rate-fixing policy, postal establishment inspection, financial management, analytical accounting and human resource management.

68 Given the direct influence of legislation on management structures, a number of missions were conducted with a view to helping the countries to revise their postal legislation, to update their administrative structures and to begin studies aimed at creating a public corporation.

69 To rationalize management on the regional and interregional levels and to promote the free exchange of knowledge in this area, several courses, study cycles and technical meetings were organized on various aspects of management.

70 Meetings were also held at which government authorities and the persons in charge of the administrations were made aware of the major postal management and development problems, namely:

- symposia for African postal managers (Paris, October 1985 and Rugby, May 1986);
- management symposium for Chairmen/Directors-General of Posts of the Arab countries (Dubai, December 1987);
- interregional symposium on postal operations and management strategies (Beijing, August 1988);
- meeting of PMGs and conference of Ministers responsible for the Post of the English-speaking countries of the Caribbean (Georgetown, September 1988);
- symposium of Directors-General and conference of Ministers responsible for the postal services of the sub-Saharan African countries (Nairobi, November 1988).

These meetings, which were also inspired by the directives contained in the Declaration of Hamburg, made it possible to identify not only management problems but also the measures to be adopted to eliminate the shortcomings noted.

Among the corrective measures advocated pursuant to these meetings were the following:

- autonomy of management (finance, staff, rate-fixing, etc);
- legislative reforms aimed at modernizing the services;
- adoption of a commercial system responsive to market needs;
- definition and establishment of a management control system; and
- creation of conditions suitable for motivating the staff.

2 Quality of service improvement

71 Many activities were conducted with respect to improving the quality of the service at country and regional levels. Consultants' missions were arranged in various related sectors: introduction of the postal code, reorganization of sorting centres, improvement of delivery service, preparation of service standards and quality control, feasibility studies for introduction of automated sorting, etc.

72 A number of courses, study cycles and symposia were held in all regions on this subject in order, among other things, to raise the awareness of officials of the need to establish a permanent system for monitoring the quality of the service in their administrations.

3 Training and specialized training for middle-grade and senior staff

73 In view of the shortage of middle-grade and senior staff in certain regions, a series of activities was initiated to provide postal administrations with officials specialized in various priority fields.

74 The various training activities conducted by the UPU or in conjunction with the intercountry schools are set out in Congress – Doc 54.

4 Introduction of postal financial services

75 It is acknowledged that the introduction of postal financial services on a general basis is beset by complex technical problems; technical assistance activities therefore focussed on three objectives:

- improvement of the services in those countries where they already exist;
- conduct of feasibility studies for the benefit of those countries wishing to introduce one of the financial services;
- consciousness-raising in those countries which do not yet provide these services.

76 Thus, a number of countries received consultants' missions on computerization of the savings bank and life insurance services and the introduction of a computerized money order accounting system. Also, a series of missions was conducted in Africa for the purpose of mobilizing the savings bank service in rural areas; the aim was to improve the existing services or to examine the prerequisites for the introduction of certain financial services, especially the money orders and savings bank services. In another region, a course to train consultant-specialists in postal financial services was conducted, with a view to arousing the interest of the countries concerned, among other things. In the Asia/Pacific region, some countries contemplating the introduction of the giro service received technical assistance from the UPU in that regard. On the whole, however, few countries called on the UPU for assistance.

5 Promotion of public information activities

77 Most postal administrations showed only extremely limited interest in promoting public information. In many countries, this sector is still in a very embryonic stage, and for this reason, during the 1984–1988 five-year period, three group training activities (symposium/study cycle) were conducted or planned, including two in Africa (English-speaking and French-speaking countries) and one in Latin America. It is planned to organize similar activities for the benefit of the Arab and Asian countries.

78 Also, a number of consultants' missions were granted, mainly to the countries of Latin America, for the purpose of raising senior postal officials' awareness of the need to establish or improve public information services.

6 Assistance to postal administrations in the field of settlement of international accounts

79 Under the terms of Hamburg Congress recommendation C 23, the UPU must provide the developing countries with assistance relating to settlement of international accounts. Four study cycles were organized, three in Africa (one for each of the three language groups) and one in the Arab countries. The countries of origin of the participants also received operational missions which enabled the organization of the work to be rationalized on the spot in those countries. Missions in this field were conducted for the benefit of other regions as well. The training activities and the operational missions had a substantial impact on the operation of the service in the beneficiary countries since there resulted a better presentation of accounts and an increase in terminal dues receipts.

7 Other activities

7.1 Technical and economic development of EMS

80 Given the urgent necessity of establishing EMS at world level as quickly as possible, extraordinary measures were taken to set all available resources to work. In this connection, the following activities should be mentioned:

- study cycle on EMS (Thailand 1987);
- organization of the EMS seminar (United States of America 1988);
- organization of consultants' missions to some 15 countries;
- organization of many group and individual practical training courses.

The missions dealt with technical and economic issues: organization of the service, cost-effectiveness, rate-fixing, quality of service, marketing and publicity campaigns, etc.

7.2 Interregional projects

81 During the five-year period, some 30 sectoral support missions were conducted with a view to:

- preparing studies for analysis of the postal services in the countries concerned;
- determining technical assistance requirements;
- preparing project documents for submission to financing organizations and more particularly to the UNDP.

One third of the project documents thus prepared led to receipt of the funding required for their implementation.

7.3 IPDC project

82 Within the framework of the International Programme for the Development of Communication (IPDC), administered by an intergovernmental council for which the secretariat function is assumed by UNESCO, a technical assistance project was carried out relating to application of the modular instruction system. It involved the following components:

- organization of two courses on the modular instruction system (for the benefit of the English-speaking and French-speaking countries);
- follow-up missions;
- supply of instructional equipment.

In connection with this project, one intercountry school and one country school received equipment suited to the modular instruction system.

7.4 UNFDAC project

83 A seminar for the benefit of postal officials of the countries of Asia and the Pacific concerning the detection of postal items containing narcotics was held in Bangkok in 1988 thanks to the financial resources of the United Nations Fund for Drug Abuse Control and the technical support of the CCC and INTERPOL. Similar activities are planned for other regions.

84 Although on the whole, the implementation of the action programme in the form of concrete activities may be considered satisfactory, a few problems should be brought to light.

iv Some problems

85 There were four areas in which the UPU encountered problems relating to:

- the legal status of the administrations;
- the lack of staff motivation;
- recruitment of experts and consultants;
- the high cost of training.

86 The efforts put forth by some countries to rationalize their management systems ran into legal obstacles. For instance, in one administration with a public service status, management does not have the necessary authority in key areas: human resources, rate-fixing, budget, operations. These obstacles are invariably accompanied by financial constraints. For those administrations with a corporation status, an absence of clarity in the legislation was noted. Also, the authority granted to the boards of directors is often inadequate for effective management. The decision-making powers, even as regards operational matters, are sometimes the purview of the Ministers. As for the semi-autonomous corporations, financial management is strictly controlled by the government in all crucial functions; the corporation is thus subject to many ministerial controls. These difficulties can be overcome by means of a sustained consciousness-raising campaign among government authorities.

87 One of the most serious consequences of this situation is the lack of staff motivation. This can be seen in the low impact of the technical assistance activities on the receiving countries' postal operations. A lack of follow-up is sometimes noted with regard to experts' and consultants' recommendations as well as inadequate use of the knowledge acquired by officials.

88 The major problem encountered in the implementation of activities was finding qualified experts and consultants. It seems increasingly necessary to offer certain financial conditions in order to attract specialists with the required profile and experience. Nevertheless, the UPU benefited from the willingness of the many countries that supplied experts and consultants; without that willingness, the results would undoubtedly have been less favourable.

89 There has been a very appreciable rise in training costs over the past few years. Although the UPU received substantial support from the developed countries and from certain developing countries which received trainees, the fact remains that the increase in training costs is a major concern and that a solution should be sought.

B. Evaluation

90 During the 1984–1988 five-year period, evaluation activities were more systematic in that evaluation was normally conducted on the spot. This approach is in response to the concerns of the UNDP and of the Executive Council about the need to have a better knowledge of the real results of the projects implemented.

91 The evaluation activity dealt, among other things, with:

- the suitability of the aid and the design of the project (relevance);
- the quality of the results obtained, their value in the short and the long term (effect);
- the effectiveness of the implementation of the activities (supervision);
- the support provided and the benefit derived by the beneficiary country;
- the pursuit of project objectives once the project is operationally completed.

The above-mentioned aspects cover all the successive stages of a project: design, programming, implementation, achievement and application of results.

92 Nevertheless, the value of an evaluation is largely a factor of its objectivity and of the broadest utilization of its findings.To this end, the International Bureau has for the past while been organizing a series of evaluation missions in the field by independent persons. The findings that were made were systematically reviewed by all the services concerned, including those of the receiving countries and where appropriate, those of the UNDP. In principle, all activities relating to experts' and consultants' missions and to training are systematically evaluated on the basis of documentary evidence, if not in the field.

93 Regional and country projects financed by the UNDP and the activities carried out under the UPU programme were evaluated according to the criteria and methods decided by the UNDP and the Executive Council. The evaluation produced the following results:

Regarding design, execution and follow-up

94 The design of regional projects frequently gives rise to problems relating to identification of needs. Considering the diversity of the socio-economic levels of the countries, it is not always possible to define objectives that will respond to the expectations of all administrations in the region. Experience shows that it is preferable to design medium-scale projects, applicable to countries of the same sub-region with a well-established interest.

95 Given the nature of regional projects, their evaluation cannot be a purely one-time affair. The UPU worked closely with the UNDP and the participating countries in preparing tripartite meetings and moreover, apart from these meetings, it examined activities already completed. On the whole, these examinations resulted in a significant change to projects in progress.

96 It has been found that projects to establish new training institutions are very delicate by nature: their design must be thoroughly reviewed, especially with regard to the degree of support granted to the activity. This is with regard to the commitment of the participating countries to provide the financial and administrative support needed to maintain the institution once it is handed over to them. Evaluation of actual cases reveals that this aspect should be more thoroughly examined before the project is approved.

97 The number of experts' and consultants' missions relating to regional projects increased over the past few years. This change, although gratifying, resulted in a net decrease in the time available for preparing them and monitoring their implementation. This could have an impact on the quality of the results. It thus seems necessary to decentralize these activities, which require constant attention at all stages.

98 A regional project experienced serious delays in terms of the timetable established for its execution due to a lack of consensus among the participating countries. Agreement was reached after prolonged consultation. This experience demonstrates the need for more thorough consultation at the project design stage.

99 During the 1984–1988 five-year period, the UPU participated in a large number of tripartite meetings concerning country projects funded by the UNDP.

100 Moreover, a number of already completed projects were evaluated on the spot by persons who had not participated in their design or their execution. The results of the evaluation can be summarized as follows:

- Periodical monitoring inspections of projects under way are essential; this practice should be made general.
- The success of projects depends to a large extent on the determination of the receiving country. According to the observations made at the time of the evaluation, the lack of motivation is due to excessive mobility of management staff, ill-adapted personnel management or lack of clarity regarding relationships between the project and the development objectives.
- In most of the cases reviewed, the rate of implementation was fairly satisfactory, although the experts' and consultants' recommendations were not adopted in their entirety either because of the financial crisis being experienced by the countries, or because of a lack of qualified staff.
- In general, the experts and consultants assigned to the projects evaluated had the necessary qualifications. It would seem desirable to establish their terms of reference as a function of both the duration of their mission and their field of specialization. In one way, it is important to make a careful choice between the specialist and the generalist, depending on the nature of the post.
- Delays were noted in the start-up of a number of projects, due to the slowness with which formalities (appointment of counterparts, supply of premises, etc) were attended to.
- Despite the willingness of the countries which supply the experts and the consultants (industrialized and developing countries alike), finding specialists is a real problem. It would appear that they are more readily available if the mission is either short (one month) or long (more than 12 months). Intermediate durations often cause problems for the countries supplying the experts in their search for candidates. The inadequacy of the remuneration offered also seems to be a reason for the problems relating to recruitment of high-calibre experts.

101 Regarding evaluation of instructional activities:

- Group training activities went off satisfactorily, thanks to the material and technical support of the host countries.
- In general, participants in group training activities are satisfied with the course programmes and contents although some would like to have seen more attention given to practical work.
- Specialization courses (rate-fixing, costing, international settlements, etc) should keep to a limited number of topics in order to focus on the specialization subjects, the final aim of such training being to enable the participants to perform their duties with no outside assistance. In this regard also, the organization of workshops could be more effective than overly theoretical classroom courses.

102 Whatever the source of funding, the conduct of group training activities gives rise to increasingly serious problems with regard to the capability of the host countries to supply the contribution required (infrastructure, secretariat services, office equipment, etc). While agreeing to serve as hosts for courses, symposia or study cycles, the administrations request financial assistance which it is impossible to give them without placing a serious strain on the project budget. One of the solutions contemplated consists in holding all group training activities in the intercountry schools.

103 On the basis of the evaluation work conducted during the past five-year period, it can be seen that the results of the programmes financed by both the UNDP and the UPU have, on the whole, achieved the objectives that were set. Nevertheless, it is obviously desirable to strive to improve the programming and execution processes further still so that the assistance provided produces more concrete results. To this end, evaluation activities will also have to be more thorough.

Berne, 27 April 1989

For the Executive Council:

F KOLLER

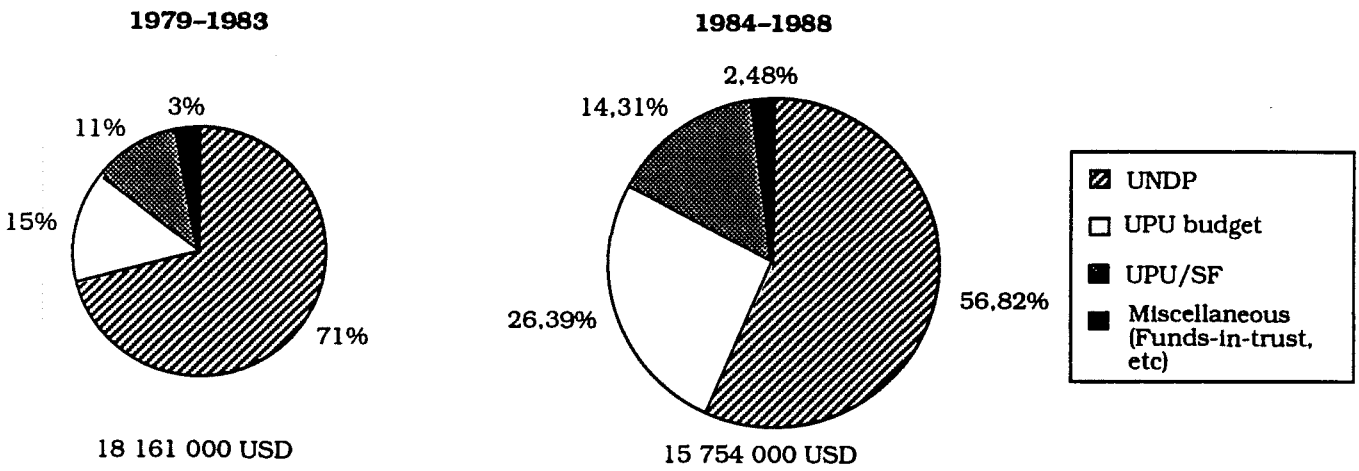
Chairman

RESULTS OF UPU TECHNICAL ASSISTANCE

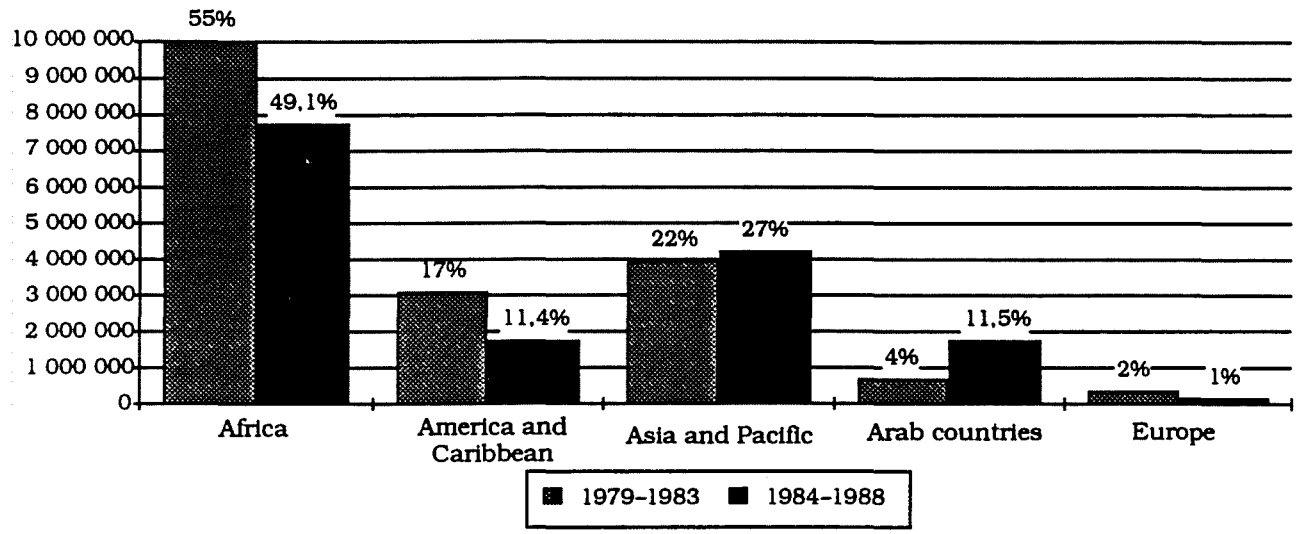
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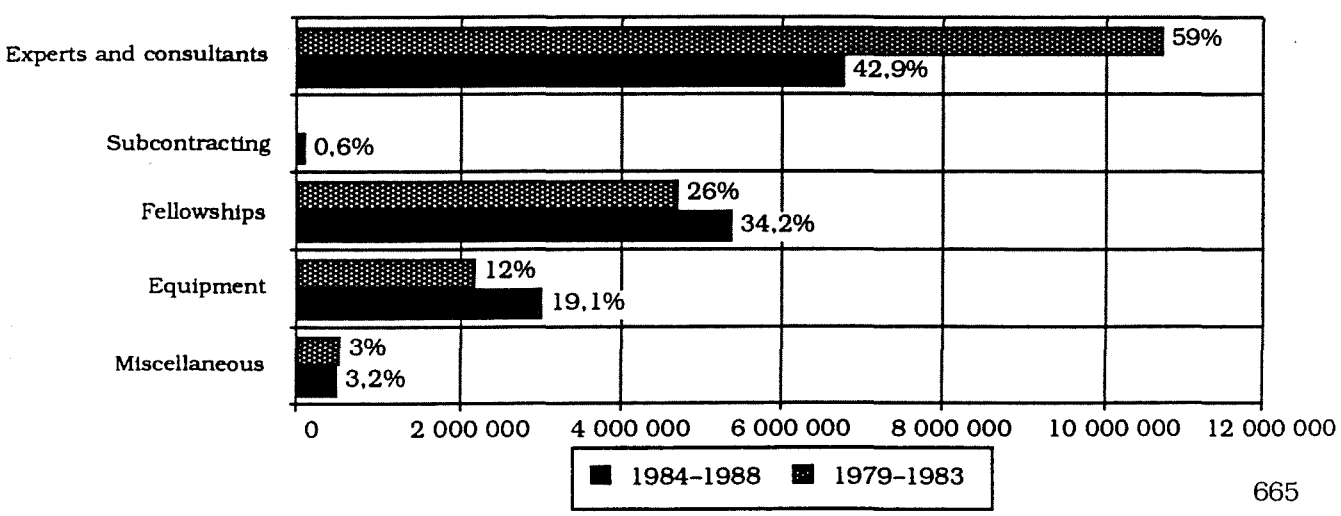
a Total cost



b Regions (thousands of USD)



c Components (thousands of USD)



Breakdown of UPU technical assistance by receiving countries and regions

Table 1

Receiving countries or regions	UNDP						UPU/SF in cash[1]				UPU budget					
	1979–1983			1984–1988			1979–1983		1984–1988		1979–1983			1984–1988		
	Experts	Fellowships	Equipment	Experts	Fellowships	Equipment	Fellowships	Equipment	Fellowships	Equipment	Consultants	Fellowships	Equipment	Consultants	Fellowships	Equipment
Africa																
Angola	7	1	M		4		2		4	M	3			2	8	M
Benin		3			7		9		5		6	5		4	7	
Botswana		1		2	7	M	2		2		1	5	M	1	11	M
Burkina Faso	1	3			5		8		11	M	3	7			10	M
Burundi	7	34			2		3		1	M	2	4		3	11	M
Cameroon					2					M	2	1		4	2	
Cape Verde	7	1		2	2	M	1		1		2	3		1	2	
Central African Rep	3	8	M		9	M	5		5		3	6		1	12	M
Comoros					2	M	4		2	M	3	6	M		10	M
Congo (People's Rep)		22			13		5		3		3	3		2	2	
Côte d'Ivoire (Rep)	5	22			12		2		2		7			1	5	
Ethiopia		17			2		6		5	M	9	5	M	1	12	M
Gabon		1			2		4				3			1		
Gambia				2	8	M	5		3	M	3	5	M	1	1	M
Ghana					1		6		5	M	1	3		2	4	M
Guinea	4	14	M	3	13	M	6		1	M	4	4	M		10	M
Guinea Bissau					1		3		2	M	1	1	M	4	3	M
Equatorial Guinea	5	12	M		1				1		2			1	7	
Kenya				1	3		4		2		3	2		1	3	M
Lesotho					3		5		5	M	2	6		1	9	M
Liberia	2	39	M	2	87	M	4		1		2			1	2	
Madagascar		9			10	M	2		1		3	5			5	M
Malawi		9			5		1		3		2	4	M	4	12	M
Mali		1			5		9		12	M	5	5	M	1	13	
Mauritius		2	M		2		1		3			2		1	3	M
Mauritania				1	1		4		1		2	3		1	5	
Mozambique					2		7		1		4	3	M	1	6	M
Niger	7	35	M		22		5		12	M	1	2		1	8	M
Nigeria	18	32	M		3				2		2	1		2	4	M
Uganda		1			4		4		3	M	2	3		2	14	M
Rwanda	2	9	M	1	14	M	4		1	M	4			3	13	M
Sao Tome and Principe		6	M		1	M	2		2	M	2	3		1	3	M
Senegal		9			21		4		2		4	2		3	4	M
Seychelles	2	4			3				3			3			3	
Sierra Leone					1		1		3	M	4	6		4	8	M
Swaziland					6		1		3		3	3			12	

[1] Including special or tied contributions.

Receiving countries or regions	UNDP						UPU/SF in cash				UPU budget					
	1979–1983			1984–1988			1979–1983		1984–1988		1979–1983			1984–1988		
	Experts	Fellowships	Equipment	Experts	Fellowships	Equipment	Fellowships	Equipment	Fellowships	Equipment	Consultants	Fellowships	Equipment	Consultants	Fellowships	Equipment
Tanzania (United Rep)		2		1	3		5		4	M	5	8		2	10	
Chad		5		9	38	M	7		4			2			5	
Togo		2			2		8		7		3	5		3	11	M
Zaire				8	25	M	4		1		2	3		3	3	
Zambia		2			4		5		4		3	6		1	11	M
Zimbabwe		2		1	2		2		5			3			2	M
Regional projects	58	26	M	68		M		M		M	7			31		
Subtotal	128	334		101	360		161		138		124	139		96	286	
Latin America and Caribbean																
Anguilla							1								3	
Antigua and Barbuda							1				4	3	M	1	3	
Argentina					1		1				1			1	5	
Bahamas							1					1			3	
Barbados								M	2		1	1		1	4	
Belize							1								4	
Bolivia							3		1	M	9	5		2	7	M
Brazil															3	
Cayman Islands	2						1				1				2	
Chile							2	M	1	M	2	5		3	5	M
Colombia							1			M	2	4		2	2	
Costa Rica							4		1		4	6		3	6	
Cuba							1		4			6			7	M
Dominican Rep							1			M		2		2	2	M
Dominica		1					2				3	4	M		6	
El Salvador				1			3	M	1		2	5			4	
Ecuador									1		5	2		1	6	M
Grenada							1		1		3	3	M		4	
Guatemala				7	2		3	M	1	M	3	5		2	6	M
Guyana					2		1		4			2		1	5	M
Haiti	5	1	M	2	13	M	5	M	3	M	4	2	M	4	14	M
Honduras (Rep)	4						2				6	2		2	2	
Jamaica							1				5	1		1	6	
Mexico											4	2			1	
Montserrat							1	M			2	3	M		4	
Nicaragua							18	M			8	4	M	2	1	
Panama (Rep)							1		2		2	6		3	7	M
Paraguay							2				4	3			3	
Peru							1		2	M	5	2		3	6	
Saint Christopher and Nevis							1				1	3			6	
Saint Lucia					2		2		1	M	3	1	M	1	5	M
Saint Vincent and the Grenadines							1				4	2	M	1	6	

Receiving countries or regions	UNDP						UPU/SF in cash				UPU budget					
	1979–1983			1984–1988			1979–1983		1984–1988		1979–1983			1984–1988		
	Experts	Fellow-ships	Equipment	Experts	Fellow-ships	Equipment	Fellow-ships	Equipment	Fellow-ships	Equipment	Consultants	Fellow-ships	Equipment	Consultants	Fellow-ships	Equipment
Suriname	7	6	M												2	
Trinidad and Tobago							1					1		1	2	
Turks and Caicos Islands							1					1			2	M
Uruguay							2			M	3	2		3	6	M
Venezuela							2		2		4	3		4	6	
Virgin Islands							1					2			4	
Regional projects	41	165		34			1				4			13		
Subtotal	59	173		44	20		71		27		99	94		57	170	
Asia and Pacific																
Afghanistan	1				4		3		2	M					2	M
Bangladesh	1	2	M	2	10	M	8		4	M	3	1		3	5	M
Bhutan	2	20			15				2			2		2	4	M
Burma	4	2	M		4		2		6						8	
Brunei Darussalam					2		1									
China (People's Rep)		6			5				1		2		M	3	5	M
Korea (Rep)					5				2						1	
Fiji		1			10		2		2						1	
Cook Islands					3											
India					8		6		4		1	1		2	12	
Indonesia		4			9		5		5		2			1	4	
Iran (Islamic Rep)		1			2											
Hong Kong					1											
Democratic Kampuchea																
Kiribati		1			7		1		1						2	
Lao People's Dem Rep	3	12	M		1		2			M					2	M
Malaysia	2	2	M	7	18		3		9		2				5	
Maldives					1		2		4			1		3	3	M
Mongolian People's Rep					2			M		M						M
Nauru					2				1			2			1	
Nepal					5		4		5		3	1		1	2	M
Niue					2										1	
Pakistan		1			40	M			5					3	3	
Papua New Guinea					9		4		5	M	1	1		1	2	M
Philippines			M		33	M	7		2		1			2	3	
Dem People's Rep of Korea					1			M						1	1	M
Solomon Islands					13		3		2	M					4	M
Western Samoa	1				13				2							
Singapore											2				1	
Sri Lanka					13		4		3	M	4			1	7	M

Receiving countries or regions	UNDP						UPU/SF in cash				UPU budget					
	1979–1983			1984–1988			1979–1983		1984–1988		1979–1983			1984–1988		
	Experts	Fellowships	Equipment	Experts	Fellowships	Equipment	Fellowships	Equipment	Fellowships	Equipment	Consultants	Fellowships	Equipment	Consultants	Fellowships	Equipment
Thailand					4		3		2		7			3	3	
Tonga					5		3				2					
Tuvalu		1			1										2	
Vanuatu					5		2							1	6	M
Viet Nam					6		2		1	M				3	2	M
Regional projects	43	321	M	80		M					1			8		M
Subtotal	57	375		98	259		69		70		32	9		38	92	
Europe																
Bulgaria (People's Rep)									1						1	
Cyprus							1		2			1				
Greece		12		2											1	
Hungarian People's Rep									1						4	
Polish People's Rep															3	
Portugal		8														
Romania (Soc Rep)									2						1	
Switzerland (IB)											4					
Czechoslovakia					1										4	
Turkey	3	2									1					
USSR											1					
Regional projects				5												
Subtotal	3	22		7	1		1		6		6	1			14	
Arab countries																
Algeria		1					1					2		2	1	
Saudi Arabia														2		
Bahrain														2		
Djibouti				8	11		1				1	2			4	M
Egypt	5	10	M			M	3		1		2	4		3	2	
United Arab Emirates											2			3	1	
Iraq					1										3	
Libyan Jamahiriya									1			2			3	
Jordan	4	9	M		18		4	M		M	2			2	7	M
Kuwait				2												
Lebanon		3			3		5								4	M
Morocco							4				4					
Oman					1				1						1	
Qatar	1			7	1	M			1		2				1	
Somalia					2		5		2			7		1	14	

Receiving countries or regions	UNDP						UPU/SF in cash				UPU budget					
	1979–1983			1984–1988			1979–1983		1984–1988		1979–1983			1984–1988		
	Experts	Fellow-ships	Equipment	Experts	Fellow-ships	Equipment	Fellow-ships	Equipment	Fellow-ships	Equipment	Consultants	Fellow-ships	Equipment	Consultants	Fellow-ships	Equipment
Sudan					6		2		3	M	1	1	M	2	9	M
Syrian Arab Rep					3		2		1		1		M	2	6	M
Tunisia									3		3				2	
Yemen Arab Rep				1	1		1			M	3	2	M	1	10	M
Yemen (People's Dem Rep)				1	5		5		1	M	3	2	M	1	11	M
Regional projects				6	1	M			2					1		
Subtotal	10	23		25	53		32		16		24	21		25	80	
Interregional projects	8															
Grand total	365	927		275	693		334		257		285	264		216	642	

Contributions to UPU technical assistance by donor country and region

Table 2

Donor country or region	UNDP				UPU/SF in cash				UPU budget			
	1979–1983		1984–1988		1979–1983		1984–1988		1979–1983		1984–1988	
	Experts' services supplied	Individual Fellows received	Experts' services supplied	Individual Fellows received	Amount of contributions in Sfr	Individual Fellows received	Amount of contributions in Sfr	Individual Fellows received	Consultants services supplied	Individual Fellows received	Consultants services supplied	Individual Fellows received
Africa												
Angola		2		1		7				1		10
Benin	5		4					5			1	
Botswana										3		
Burkina Faso		2			3 000		1 039					
Cameroon		1		1			3 122	8				
Cape Verde		1				4		2				
Central African Rep				9								
Congo (People's Rep)	1	3				3		2				17
Côte d'Ivoire (Rep)		50		15		43	4 757	41	1	1		25
Ethiopia									1			
Gabon		5		10	25 875		30 150	8				
Ghana	3						10 920					11
Kenya	2	16	1	33		15		27	1		1	45
Liberia				76		4				5		
Madagascar	5				11 970				1			
Malawi						9		18				
Mali				1					1			
Mauritania					1 810		1 810					
Niger		3										
Nigeria	1	6			14 802	5	10 810					
Rwanda				6								
Sao Tome and Principe												8
Senegal	5	6	10	7	7 860	3	10 511		2		3	11
Swaziland		1										
Tanzania (United Rep)			2	2				5				24
Togo	1	13	1			9				4	2	
Zaire				40								8
Zambia			1									21
Subtotal	23	109	19	201	65 317	102	73 119	116	7	14	7	180
America												
United States of America	2	4	3	1							3	37
Antigua and Barbuda												12
Argentina	4		8	2	78 600		105 110	2	8		6	16
Barbados	3				5 419		5 952				5	22

Donor country or region	UNDP				UPU/SF in cash				UPU budget			
	1979–1983		1984–1988		1979–1983		1984–1988		1979–1983		1984–1988	
	Experts' services supplied	Individual Fellows received	Experts' services supplied	Individual Fellows received	Amount of contributions in Sfr	Individual Fellows received	Amount of contributions in Sfr	Individual Fellows received	Consultants services supplied	Individual Fellows received	Consultants services supplied	Individual Fellows received
Bolivia			3		2 340							1
Brazil	6	2						2	4	1	3	1
Canada	4	3	3								1	
Chile			1						2			
Colombia	2		2		4 000			12	3		1	16
Costa Rica												14
Cuba	3		2						1		3	
Ecuador												6
Guadeloupe (France)				3				1				
Guatemala			1									
Guyana	1								4			13
Haiti				10		1						9
Jamaica	1				995		494		1			10
Mexico									1		1	
Nicaragua						1						
Peru	5		2						2		2	
Saint Lucia									6			16
Trinidad and Tobago	1		1								1	
Uruguay												13
Venezuela			2		103 260				1		2	22
Subtotal	32	9	28	16	194 614	2	111 556	17	33	1	28	208
Asia and Pacific												
Australia	5	3	14	4		1			7		6	5
Bangladesh	6						2 000					7
China (People's Rep)				8		4		10				19
Korea (Rep)			1	1	16 991		42 720		1		1	
Fiji				48								
Iran (Islamic Rep)							6 000					
Hong Kong			1	21								
India	33	2	34	6		1	23 000	1	27		35	7
Indonesia	1				18 319		20 580					
Japan		1		7	65 000	1	65 000					4
Malaysia			1	1								
Maldives												7
New Zealand			2									
Pakistan	11		13	26	10 000		10 000		5		10	
Philippines	1			12								
Solomon Islands							9 075					

Donor country or region	UNDP				UPU/SF in cash				UPU budget			
	1979–1983		1984–1988		1979–1983		1984–1988		1979–1983		1984–1988	
	Experts' services supplied	Individual Fellows received	Experts' services supplied	Individual Fellows received	Amount of contributions in Sfr	Individual Fellows received	Amount of contributions in Sfr	Individual Fellows received	Consultants services supplied	Individual Fellows received	Consultants services supplied	Individual Fellows received
Singapore				1								1
Sri Lanka	2		5								1	
Thailand		20		104	24 709	6	29 035	40		5		56
Subtotal	59	26	71	239	135 019	13	207 410	51	40	5	53	106
Europe												
Germany, Fed Rep of	2	18	2	10		5		1	4	1	2	8
Germany, Fed Rep of	8	16	6	13		2		1	7		3	11
Austria					20 000	1	50 000					
Belgium	4			1		2		1	2		2	8
Cyprus					4 250		4 407					
Denmark				4		1						
Spain	6	11	5		51 568	4	68 892	1	1	3	5	3
Finland		2	3	5		2			1		1	2
France	68	94	81	100	180 000	11	252 000	21	77	15	64	52
Great Britain	26	35	14	36		29		22	14	3	8	27
Greece								1				
Hungarian People's Rep		2				1						
Ireland	7	1	4		25 880		37 669		4		1	
Italy						1				1		
Malta					2 434		2 496					
Norway				2		1			2		2	
Netherlands	8	8	2	7	240 186	2	111 606	1	3	3	2	1
Polish People's Rep			1									
Portugal	7		2	3				4	1		7	5
Sweden	2	1	5	10		1			4			
Switzerland	4	7	1	1	130 000	1	250 000			1	1	
Czechoslovakia		3	3									
Turkey									1			
Yugoslavia					50 000		50 000		1	1		
Subtotal	142	198	129	192	704 318	64	827 070	53	122	28	98	117
Arab countries												
Algeria			2	4	20 193		21 288	1			2	17
Saudi Arabia					29 504		63 375				1	
Bahrain					2 715		4 525					
Egypt		2	3	2	8 574		7 278		2			8

Donor country or region	UNDP				UPU/SF in cash				UPU budget			
	1979–1983		1984–1988		1979–1983		1984–1988		1979–1983		1984–1988	
	Experts' services supplied	Individual Fellows received	Experts' services supplied	Individual Fellows received	Amount of contributions in Sfr	Individual Fellows received	Amount of contributions in Sfr	Individual Fellows received	Consultants services supplied	Individual Fellows received	Consultants services supplied	Individual Fellows received
United Arab Emirates					62 443		39 804					8
Iraq					21 505		18 102					
Libyan Jamahiryia			1		31 412		48 745					
Jordan			1	8	2 715	1	4 525	7				6
Kuwait					49 803		62 005					
Lebanon					1 810		2 715					
Morocco	3	2	6	7	19 719	1	14 946	1	4		1	1
Oman					2 715		4 525					
Qatar					82 867		102 900					
Somalia					1 810		2 715					
Sudan					4 071		6 785					
Syrian Arab Rep				23	4 071	8	6 785	4				14
Tunisia		1	5	8	4 071		6 785	1	2		3	1
Yemen Arab Rep					3 022		4 525					
Yemen (People's Dem Rep)					2 715		4 525					
UPA					11 235							
Subtotal	3	5	18	52	366 970	10	426 853	14	8		7	55
Total	259	347	265	700	1 466 238	191	1 646 008	251	210	48	193	666
Germany, Fed Rep of					63 000[1]							
Belgium					1 397 273[3]		603 326[1]					
China (People's Rep)							190 000[1]					
Finland							166 666[2]					
Great Britain					432 455[2]		489 328[2]					
Switzerland					8 767[3]		29 500[1]					
Subtotal					1 901 495		1 478 820					
Grand total	259	347	265	700	3 367 733	191	3 124 828	251	210	48	193	666

[1] Tied contribution.
[2] Contribution in kind.
[3] Special contribution.

Intercountry training courses, study cycles and technical meetings held by the UPU or with its assistance (1984–1988)

Table 3

Place	Period	Theme	Financed by	Number of partic-ipants	Number of fellowships		
					UNDP	UPU/SF	UPU budget
A. Initial training courses							
Evry (France)	1984, 1986, 1988	Instructor training	UNDP, UPU/SF, UPU budget	-	9	7	5
B. Special training course							
AFRICA							
Dar-es-Salaam (Tanzania (United Rep))	8 March to 6 April 1984	Postal savings bank	UPU budget and multibilateral assistance (FRG)	15	-	5	-
Cotonou (Benin)	12 March to 7 April 1984	Postal savings bank	UPU budget and multibilateral assistance (FRG)	14	1	5	-
Bangui (Central African Rep)	12 March to 13 April 1984	Mail circulation	UNDP, UPU budget	18	-	-	12
Ndola (Zambia)	12 March to 13 April 1984	Mail circulation	UNDP, UPU budget	15	-	-	12
Blantyre (Malawi)	25 May to 3 July 1984	Postal instructors' refresher course	UNDP and UPU/SF	10	1	7	99-
Libreville (Gabon)	2 July to 10 August 1984	Postal instructors' refresher course	UNDP, UPU/SF	15	3	8	-
Nairobi (Kenya)	13 August to 7 September 1984	Postal statistics	UNDP, UPU/SF and UPU budget	15	1	1	7
Nairobi (Kenya)	10 September to 30 November 1984	Postal instructor training	UPU/SF and bilateral assistance (Switzerland)	12	-	9	-

Place	Period	Theme	Financed by	Number of partic-ipants	Number of fellowships		
					UNDP	UPU/SF	UPU budget
Abidjan (Côte d'Ivoire (Rep.))	1 to 26 July 1985	Giro	UNDP, UPU/SF UPU budget	15	3	4	8
Nairobi (Kenya)	2 to 27 September 1985	Financial control and post office inspection	UPU budget	9	-	-	9
Dresden (German Dep Rep)	4 to 27 September 1985	Postal management	UNDP, UPU/SF and UPU budget	12	9	1	1
Praia (Cape Verde)	1 October to 30 November 1985	Postal instructors' course	UPU/SF, UPU budget	-	-	2	-
Blantyre (Malawi)	1 June to 12 July 1986	Postal planners' refresher course	UPU/SF	15	-	12	-
Toulouse (France)	1 September to 10 October 1986	Modular training	UNESCO	4	4 (UNESCO)	-	-
Kinshasa (Zaire)	11 to 24 September 1986	Public information	UNDP, UPU budget	-	2	-	8
Rugby (Great-Britain)	2 March to 10 April 1987	Modular training	UNESCO	4	4 (UNESCO)	-	-
Dakar (Senegal)	31 August to 9 October 1987	Postal planners' refresher course	UNDP, UPU budget	-	1	-	11
Yaoundé (Cameroon)	31 August to 11 September 1987	Organization and management of a postal school	UPU/SF, UPU budget	-	1	8	-
Nairobi (Kenya)	31 August to 27 November 1987	Postal instructor training	UPU/SF	7	-	7	-
Nairobi (Kenya)	5 to 24 October 1987	Costing and rates policy	UPU budget and PAPU	19	-	-	13
Libreville (Gabon)	19 October to 18 December 1987	Instructor training	UNDP	9	6	-	-
Kigali (Rwanda)	28 October to 27 November 1987	Management of post offices	UNDP	12	6	-	-
Accra (Ghana)	2 to 14 November 1987	Public information	UPU budget	16	-	-	11
Bangui (Central African Rep)	1 April to 26 May 1988	Post office inspection	UNDP	17	9	-	-

Place	Period	Theme	Financed by	Number of partic-ipants	Number of fellowships		
					UNDP	UPU/SF	UPU budget
Potomac (United States of America)	20 June to 8 July 1988	Seminar on the organization of EMS	Bilateral assistance[1] USA–UPU	39	-	-	38
Dresden (German Dem Rep)	6 to 30 September 1988	Postal planning	UNDP, UPU budget	14 + 2 (MAG)	7	-	7
Brazzaville (Congo (People's Rep))	17 October to 26 November 1988	Postal management	UNDP, UPU budget	21	-	-	12
Cotonou (Benin)	24 October to 12 November 1988	Costing and rate-fixing	UNDP, UPU budget, PAPU	14	-	-	10
Sao Tomé (Sao Tomé and Principe)	28 November to 16 December 1988	Costing and rate-fixing	UNDP, UPU budget	9	-	-	4
Nairobi (Kenya)	5 September to 2 December 1988	Instructor training course	UPU/SF	7	-	6	-
LATIN AMERICA AND CARIBBEAN							
Kingston (Jamaica)	16 April to 15 June 1984	Supervisors' course	UPU budget	15	-	-	10
Port-au-Prince (Haiti)	28 March to 12 April 1984	Vocational training for junior staff	UPU budget	42	-	-	9
Caracas (Venezuela) and Quito (Ecuador)	3 September au 24 November 1984	Training course for consultant-specialists	UPU budget	6	-	-	6
Bogota (Colombia)	16 April to 26 May 1984	Postal instructors' refresher course	UPU SF	12	-	9	-
Bridgetown (Barbados)	8 April to 17 May 1985	Course for operational staff	UPU budget	12	-	-	12
Quito (Ecuador)	6 October to 28 November 1986	Training course in postal planning	UPU SF	12	-	12	-

1 Travel fellowships granted by the UPU, living expenses borne by the postal administration of the United States of America. The travel costs relating to the participation of representatives of two Restricted Unions were borne by the Unions concerned.

Place	Period	Theme	Financed by	Number of partic-ipants	Number of fellowships		
					UNDP	UPU/SF	UPU budget
Bridgetown (Barbados)	10 March to 6 June 1986	Operational and middle-level management course	UPU budget	10	-	-	10
Saint-Lucia	27 April to 5 June 1987	Course for operational staff	UPU budget	16	-	-	16
ARAB COUNTRIES							
Damascus (Syrian Arab Rep)	12 June to 1 October 1985	Training course for consultant-specialists	UNDP, UPU	16	9	-	7
Damascus (Syrian Arab Rep)	15 December 1985 to 13 February 1986	Instructor training course	UPU budget, UPU/SF	8	-	1	7
Damascus (Syrian Arab Rep)	23 August to 20 November 1986	Training course for consultant-specialists (Postal financial services)	UNDP	14	14	-	-
ASIA AND PACIFIC							
New Delhi (India), Islamabad (Pakistan) and Bangkok (Thailand)	16 August to 24 November 1984	Training consultant-specialists for TCDC	UNDP	6	6	-	-
Suva (Fiji)	1 October to 30 November 1984	Course on behalf of the South Pacific countries	UNDP	18	-	-	14
Suva (Fiji)	1 October to 15 November 1985	Course for operational staff	UNDP	16	16	-	-
Suva (Fiji)	1 October to 15 November 1986	Course for operational staff	UNDP	18	18	-	-
Islamabad (Pakistan)	1 to 12 November 1987	Seminar on the quality of postal services	UNDP	18	18	-	-
Bangkok (Thailand)	23 November to 18 December 1987	Higher management course	UNDP	13	13	-	-
Male (Maldives)	6 June to 20 July 1988	Training course for junior staff (operational service)	UPU budget	9	1	-	8

Place	Period	Theme	Financed by	Number of partic-ipants	Number of fellowships		
					UNDP	UPU/SF	UPU budget
Rajshahi (Bangladesh)	23 October to 7 December 1988	Training of middle-grade and junior staff in postal organization in rural areas	UPU budget	7	-	-	7
Bangkok (Thailand)	3 to 7 October 1988	Training of postal staff in the detection of items containing narcotics	UPU, UNFDAC, INTERPOL, CCC	17	-	-	-
New Delhi (India)	21 November to 2 December 1988	Workshop on international mail circulation	UNDP	24	22	-	-
C. Study cycles							
AFRICA							
Sao Tomé (Sao Tomé and Principe)	1 to 13 September 1986	International regulations	UPU budget	9	-	-	4
Abidjan (Côte d'Ivoire (Rep.))	1 to 15 October 1986	International regulations	UNDP, UPU budget	20	4	-	9
Nairobi (Kenya)	13 to 25 October 1986	International regulations	UPU budget	15	-	-	10
Harare (Zimbabwe)	16 to 27 February 1987	Philately	UPU budget	18	-	-	9
Cairo (Egypt)	6 to 18 June 1988	Vocational training	UPU budget	12	-	-	7
LATIN AMERICA AND CARIBBEAN							
Bogota (Colombia)	18 August to 5 September 1987	Study cycle on integration of the postal network	UPU budget	15	-	-	15
Cordoba (Argentina)	15 October to 6 November 1987	Study cycle on marketing and public information	UPU budget	16	-	-	16
San José (Costa Rica)	4 to 22 July 1988	Study cycle on staff management	UPU budget	19	-	-	14

Place	Period	Theme	Financed by	Number of partic-ipants	Number of fellowships		
					UNDP	UPU/SF	UPU budget
ARAB COUNTRIES							
Algiers (Algeria)	11 to 29 February 1984	Study cycle on adminis-trative management	UPU, UPA	23	-	-	8
Amman (Jordan)	8 to 24 October 1984	Study cycle on international accounting, charges, terminal dues and special drawing rights	UPU budget, UPA	24	-	-	6
ASIA AND PACIFIC							
China (People's Rep)	1985	Study cycle on postal services in rural areas	UPU/SF	-	-	7	-
Bangkok (Thailand)	7 to 18 December 1987	Study cycle on EMS	UPU budget	16	-	-	16
D. Technical meetings							
AFRICA							
Lusaka (Zambia)	21 to 24 February 1984	Improving mail circulation in landlocked countries	UNDP	16	14	-	-
Lusaka (Zambia)	16 to 18 May 1984	Task force	UNDP	14	9	-	-
Rugby (Great Britain)	14 to 26 May 1984	Symposium of heads of training and training establishments	UPU budget	12	-	-	9
Niamey (Niger)	28 to 30 May 1984	Task force	UNDP	14	8	-	-
Paris (France)	21 to 26 October 1985	Symposium for heads of postal management	UNDP and UPU budget	8	1	-	7
Rugby (Great Britain)	16 to 21 May 1986	Management symposium	UPU budget	10	-	-	10

Place	Period	Theme	Financed by	Number of partic-ipants	Number of fellowships		
					UNDP	UPU/SF	UPU budget
Arusha (Tanzania (United Rep))	24 September to 1 October 1986	3rd Conference on mail circulation	UNDP, UPU budget	34	1	-	23
Kinshasa (Zaire)	3 to 7 August 1987	Symposium on the establishment of workshops for the manufacture of postal equipment	UNDP	38	38	-	-
Nairobi (Kenya)	14 to 18 November 1988	Symposium of Directors-General on postal management	UNDP	37	27	-	-
LATIN AMERICA AND CARIBBEAN							
Montevideo (Uruguay)	1 to 11 December 1985	Symposium on postal management	UPU budget	13	-	-	13
Antigua (Antigua and Barbuda)	3 to 7 Marrch 1986	Meeting of the PMGs of the English-speaking Caribbean countries and territories	UPU budget	12	-	-	12
Caracas (Venezuela)	7 to 18 March 1988	Symposium on financial and budgetary management	UPU budget	21	-	-	16
Georgetown (Guyana)	12 to 16 September 1988	Meeting of the PMGs followed by the Conference of Ministers of the English-speaking Caribbean countries and territories	UPU budget	18	-	-	13
ARAB COUNTRIES							
Algiers (Algeria)	21 to 26 March 1987	Symposium on promoting financial services	UPU budget, UPA	9	-	-	9
Dubai (United Arab Emirates)	6 to 10 December 1987	Management Symposium for Chairmen and DGs	UPU budget, UPA	16	-	-	8
ASIA AND PACIFIC							
Bangkok (Thailand)	9 to 20 December 1985	Symposium on postal training	UNDP	16	16	-	-
Beijing (China (People's Rep))	17 to 26 August 1988	Symposium on postal operational and management strategies	UPU budget, China (People's Rep), UNDP	33	3	-	20

Technical assistance in kind 1984–1988 according to the information received by the International Bureau

Table 4

Donor countries	1984	1985	1986	1987	1988
a UPU Special Fund (contributions in kind)					
China (People's Rep)		Fellowships for Hangzhou study cycle	Postal equipment for Burundi	Postal equipment for Burundi	Postal equipment for Burundi (32 fellowships for August 1988 symposium)
Great Britain	4 fellowships for the postal management course at Rugby (Barbados, Lesotho, Pakistan, Zimbabwe)	4 fellowships for the postal management course at Rugby (Ghana, Korea (Rep), Sri Lanka, Tanzania (United Rep))	3 fellowships for the postal management course at Rugby (Barbados, Lesotho, Malaysia)	5 fellowships for the postal management course at Rugby (Burma, Lebanon, Saint Lucia (2), Zimbabwe)	4 fellowships for the postal management course at Rugby (China (People's Rep), Ethiopia, Korea (Rep), Sudan)
Switzerland	3 fellowships for the instructors' course (Ethiopia, Ghana, Lesotho)	8 fellowships for the instructors' course (Burkina Faso (2), Ghana, Mali, Niger (2), Togo (2))			
b Technical assistance in kind (bilateral)					
Australia		$A 60 000 made available to the APPTC, Bangkok, for financing fellowships for the countries of Asia and the Pacific Two 2-month fellowships for India for a training course	$A 60 000 made available to the APPTC, Bangkok, for financing fellowships for the countries of Asia and the Pacific 5 fellowships for Papua New Guinea for a training course and one 2-consultant mission to Western Samoa	$A 60 000 made available to the APPTC, Bangkok, for financing fellowships for the countries of Asia and the Pacific	$A 100 000 made available to the APPTC, Bangkok, for financing fellowships for the countries of Asia and the Pacific
Belgium		12 fellowships for group training (3 months) for: Benin, Burkina Faso, Burundi, Cameroon, Côte d'Ivoire (Rep), Indonesia, Mali, Mauritania, Morocco, Niger, Senegal, Zaire	13 fellowships for 3-month group training for: Benin, Burkina Faso, Burundi, Cameroon, China (People's Rep), Côte d'Ivoire (Rep), Mali, Mauritania, Niger, Senegal, Thailand, Tunisia, Zaire Two 2-week fellowships for a course in the Polish People's Rep 21 15-day fellowships for 2 courses in Turkey	11 fellowships for 3-month group training for: Benin, Burkina Faso, Burundi, China (People's Rep), Ethiopia, Indonesia, Mali, Morocco, Niger, Senegal, Zaire	
Brazil		14 fellowships (without travel) for the higher course in postal administration in Brasilia: (Angola (2), Cape Verde, Ethiopia, Equatorial Guinea (2), Guinea, Guinea-Bissau, Haiti, Malawi, Mali, Rwanda, Suriname, PAPU)			2 fellowships for the higher course in postal administration for Guinea Bissau 2 one-month fellowships for Bolivia and Uruguay in the fields of human resources and postal inspection

Donor countries	1984	1985	1986	1987	1988
Egypt		11 8-week fellowships for Sudan in postal management and instructor training 10 1.5-month fellowships for Ghana, Liberia and Somalia for a course			
Finland				16 6-week fellowships for international postal management for: Botswana (1), Kenya (2), Lesotho (1), Malawi (1), Sri Lanka (2), Swaziland (2), Tanzania (United Rep) (2), Thailand (1), Zambia (2), Zimbabwe (2)	Organization of a 4-week study cycle in postal management in Bangkok and fellowships for the following countries: Burma, China (People's Rep), Indonesia, Lao People's Dem Rep, Malaysia, Maldives, Philippines, Sri Lanka, Thailand and Viet Nam
France		208 months of fellowships for training for: Brazil, Chad, China (People's Rep), Cuba, Egypt, Equatorial Guinea, Gabon, Iraq, Madagascar, Morocco, Panama (Rep), Thailand, Togo, Turkey	128 months of fellowships for training for: Brazil, Chad, China (People's Rep), Cuba, Comoros, Egypt, Japan, Madagascar, Morocco, Togo, Tunisia, Venezuela	172 months of fellowships for training for: Brazil, Chad, Central African Rep, China (People's Rep), Côte d'Ivoire (Rep), Cuba, Egypt, India, Japan, Guinea, Guinea-Bissau, Madagascar, Morocco, Rwanda, Zaire	153 months of fellowships for training for: Cameroon, Central African Rep, Chad, China (People's Rep), Congo (People's Rep), Egypt, India, Morocco and Zaire
		Equipment (518 000 French francs) for: Burkina Faso, Cameroon, Côte d'Ivoire (Rep), Ethiopia, Haiti, Senegal	Equipment (128 000 French francs) for: Burundi, Central African Rep, Chad, Comoros, Congo (People's Rep), Guinea, Senegal	Equipment and forms (116 292 French francs) for: Central African Rep, Chad, Comoros, Guinea, Lebanon, Mauritania, Rwanda	Equipment and forms (127 666 French francs) for: Benin, Central African Rep, Lebanon, Madagascar, Mauritania, Niger and Yemen Arab Rep
		32 short experts' missions and 21 long experts' missions	26 short experts' missions and 21 long experts' missions	29 short experts' missions and 27 long experts' missions	
German Dem Rep		25 3-week fellowships for a study cycle (Cuba)			
Germany, Fed Rep of	Financing for project on promoting the Postal Savings Bank in Africa	105 months of fellowships for training for: Bangladesh, Brazil, Cyprus, Ethiopia, Thailand, Turkey		42 fellowships for: Bangladesh (6), Brazil (1), China (People's Rep) (4), Cyprus (2), Egypt (4), Ethiopia (4), India (2), Madagascar (1), Thailand (15), Turkey (3)	

Donor countries	1984	1985	1986	1987	1988
India		6 12-week fellowships for: Gambia, Ghana, Liberia, Malawi, Malaysia, Swaziland 1 consultant's mission to the APPTC, Bangkok	One 8-week fellowship in postal management and operations in addition to the 6 fellowships granted under the programme of technical assistance in kind 1 consultant's mission to the APPTC, Bangkok One contribution of US $10 000 to the APPTC to finance fellowships for the countries of Asia and the Pacific	6 8-week fellowships in postal management and operations One consultant's mission to the APPTC, Bangkok One contribution of US $10 000 to the APPTC to finance fellowships for the countries of Asia and the Pacific	
Israel			4 5-week fellowships for study cycle in postal operations (Liberia, Malawi, Philippines, Thailand)		
Japan		One contribution of US $41 500 to the APPTC, Bangkok to finance fellowships for the countries of Asia and the Pacific One 2-week seminar in Tokyo for 13 postal heads from countries in Africa, the Middle East, Asia and South America	One contribution of US $60 117 to the APPTC, Bangkok to finance fellowships for the countries of Asia and the Pacific One long experts' mission to the APPTC One 2-week seminar in Tokyo for 14 postal heads from countries in Africa and Asia		One contribution of US $51 500 to the APPTC, Bangkok to finance fellowships for the countries of Asia and the Pacific Long experts' missions One 2-week seminar in Tokyo for 15 senior postal managers from countries in Asia, the Pacific, Africa and Central America
Jordan				3 franking machines for Lebanon	
Korea (Rep)					A donation of US $30 000 to the APPTC, Bangkok to buy equipment A contribution of US $60 000 to the PAPU, Arusha to finance a mission by 2 experts in EMS
Kuwait		4 2-month fellowships for a course, Yemen (People's Rep)		5 2-month fellowships for a course, Yemen (People's Rep)	5 2-month fellowships for a course, Yemen (People's Rep)
New Zealand			Equipment and forms (Western Samoa)		One cancelling machine (Maldives)

Donor countries	1984	1985	1986	1987	1988
Pakistan		15 2-month fellowships for: Bangladesh (2), India, Jordan, Malawi, Malaysia, Maldives, Nepal (2), Sri Lanka, Sudan, Tanzania (United Rep), Yemen Arab Rep, Yemen (People's Dem Rep)	10 2-month fellowships for a training course for: Bangladesh, Bhutan, India, Maldives, Nepal, Sri Lanka 3 6-fellowships in postal management (Nigeria) 7 fellowships in postal management for: Egypt, Malawi, Nigeria, Philippines, Seychelles, Thailand, Yemen (People's Dem Rep)	33 fellowships for: Bangladesh (3), Bhutan (2), Burma (4), Egypt, Ghana, Guyana, India (2), Lao People's Dem Rep, Maldives (2), Malaysia, Nepal (2), Nigeria, Philippines (3), Solomon Islands, Sri Lanka (2), Sudan, Thailand, Togo, Uganda, Yemen (People's Dem Rep), Zimbabwe	29 fellowships in different specialities for 23 countries, including 24 fellowships for: Bangladesh (3), Bhutan, Botswana, Ethiopia, Gambia, Ghana, Indonesia, Lesotho, Malawi (2), Maldives (2), Nepal (2), Somalia, Sri Lanka (2), Swaziland (2), Tanzania (United Rep), Uganda and Yemen (People's Dem Rep)
Portugal			2 4-month fellowships in postal management and staff management (Mozambique)	5 fellowships for training courses (Mozambique, Guinea-Bissau)	11 fellowships for training courses for: Angola (6), Cape Verde and Guinea-Bissau (4)
Spain		500 airmail bags, 100 metal date-stamps and 150 sealing tongs for Ethiopia 85 uniforms, 20 caps, one pair of epaulettes, 300 gilt badges, 70 lapel badges for Equatorial Guinea 1 cancelling machine, 40 posting boxes, 50 manual date-stamps, 200 bags, 50 sealing tongs, 50 000 brass seals for Nicaragua	5 2-month fellowships in postal training for Ethiopia	Office equipment for Equatorial Guinea	
Sweden					Execution of a project in Guinea Bissau financed by SIDA Feasibility studies in postal technical assistance and philatelic services in the SADCC countries and preparation of documents for the fourth meeting of the Directors of those countries

Donor countries	1984	1985	1986	1987	1988
Switzerland		7 fellowships to attend the EMSP controllers' course (Benin (2), Central African Rep (2), Guinea, Niger, Togo) 10 fellowships for the higher course in human resources management (African countries and Thailand)	Fellowships for the international postal service course, a group course and a business management course (French-speaking African countries, Cape Verde, Equatorial Guinea and Thailand) Fellowships to attend the EMSP controllers' or instructors' course Provision of a discussion leader for the postmasters' refresher course in the Central African Rep	3000 small mailbags (Lebanon)	Fellowships for international postal services, postal operations and business management courses 3 fellowships for the EMSP administrators' course One 1-month consultant's mission in sorting centre reorganization in Burkina Faso
USSR		5 cancelling machines, 5 franking machines (Nicaragua)			
United States of America				Postal equipment for Lebanon	Organization of courses in several specialities at the Potomac Management Academy for 11 senior officials from other countries Supply of postal vehicles to the administrations of El Salvador and Mexico and of a photocopying machine to the Postal School in Chile A mission by a consultant in postal buildings and equipment to Bermuda
Zambia					One 49-day consultant's mission in the organization of a planning and marketing unit in Mozambique

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Machinery of UPU technical assistance

Introduction

1 UPU member countries can obtain technical assistance through various forms of technical cooperation, the main ones being:

I. The United Nations Development Programme (UNDP).

II. The UPU's own resources, which at present consist of:

- the regular budget of the UPU, and
- the UPU Special Fund (UPU/SF);

III. Other forms of technical assistance.

2 The UNDP is still the main source of funding for the UPU's technical assistance programme. The UPU's own resources are used for needs not covered by the UNDP.

3 The main elements of UPU technical cooperation are the provision of experts' or consultants' services, training fellowships and equipment (mostly demonstration or training equipment). UPU consultants' missions are short-term only (two or three months at the most). Because of its modest resources, the UPU/SF is used mainly to finance training fellowships and teaching equipment.

I. The United Nations Development Programme (UNDP)

4 As the specialized agency for postal matters, the UPU is the executing agency for UNDP postal projects.

5 UNDP, which is supervised by the United Nations General Assembly and its Economic and Social Council (ECOSOC), consists of three bodies:

a the Governing Council, comprising 48 countries;

b the Secretariat, under an Administrator;

c the local services of the Resident Representatives, who represent the UNDP Administrator and are assigned, in principle, to each of the developing countries.

In many countries, the Resident Representatives also act as Resident Coordinators and, as such, are regarded as representatives of all the United Nations agencies.

6 As most of the projects financed by UNDP are implemented by the specialized agencies and other United Nations organizations, the latter contribute to the formulation of UNDP policy. This is done in the Inter-Agency Consultative Meetings, composed of the representatives of organizations and chaired by the UNDP Deputy Administrator.

7 The UNDP's funds for financing technical assistance activities consist of voluntary contributions by United Nations member countries. They are allocated to the developing countries for their country projects (about 81 percent of the total amount) every five years (programming cycle) on the basis of the indicative planning figures (IPF), and are also used for regional, interregional and global programmes (about 19 percent of the total).

8 The indicative planning figures (IPF) per country are amounts made available to countries for a specific period but they are not regarded as firm commitments. They are reasonably valid indications for programming purposes; these amounts are allocated by the UNDP Governing Council to governments on the basis of criteria and directives laid down by that Council.

9 The Governing Council has also adopted indicative planning figures for regional, interregional and global programmes, also for a five-year period.

10 It should be pointed out that in allocating available resources, UNDP is increasingly giving priority to the least developed countries (LDC).

11 The use of IPF is determined by the Government of the beneficiary country, and for that purpose it draws up, in collaboration with the Resident Representative, a country programme for submission to and approval by the UNDP Governing Council. The country programme is further developed by the national coordinating body (generally the Ministry of Planning) on the basis of the objectives and priorities chosen by the Government for national development.

12 At this stage, it is up to postal administrations to contribute actively towards establishing the country programme and to have postal service development needs included among priority areas. The UPU also provides assistance in this field by arranging programming missions.

13 After the programmes have been approved, their components form the basis for government planning of individual projects, in cooperation with the Resident Representative and the specialized agencies; all projects must be subject to approval binding the Government, the UNDP and the executing agency. In order to make the system more flexible, provision is made for periodical revisions of the programme, when certain projects can be changed or cancelled or others included.

14 Therefore, even if postal needs are not included in the country programme, postal administrations can obtain postal projects, provided they are able to convince the national authorities concerned of the need for UNDP assistance in developing their postal services. The UPU provides assistance to the postal administrations in drawing up postal projects, when it has sufficient information on the situation in their postal services.

A. The different phases of the cooperation cycle

15 The different phases of the cooperation cycle are:

i preparation of the programme;

ii formulation and approval of projects;

iii execution of projects;

iv evaluation of project activities.

i Preparation of the programme

a Country programme

16 With a view to the preparation of the country programme, the Resident Representative drafts a background paper designed to help in defining the country's development objectives, the resultant needs and the external assistance inputs required.

17 Like the other specialized agencies, the UPU is, in principle, invited to make comments on the background paper and, on that occasion, the International Bureau can, in close consultation with the administration concerned, mention what action should be taken on behalf of the Post. The International Bureau quite often has the necessary data from a programming or sectoral support mission.

18 To back a subsequent request to the national authorities responsible for programming, it is in administrations' interest to have a thorough study of the position of the postal services done at the appropriate time.

19 After collecting the views of the parties concerned on the background paper, the Resident Representative draws the government's attention to all the comments made by the agencies and UNDP headquarters.

20 The government then prepares the draft programme. A further round of consultations takes place, both in the country at sectoral and intersectoral level, and with the UNDP services and the agencies, culminating in the submission to the UNDP Administrator of the final programme document for the UNDP Governing Council.

b Regional programme

21 For each region the UNDP prepares a draft programme on the basis of priorities jointly defined by the relevant government officials of the countries concerned and in close consultation with the bodies of the region involved (particularly the Regional Economic Commissions) as well as with the international organizations providing not only sectoral analyses but also project outlines. Before being submitted to the UNDP Governing Council for approval, the draft programme is sent to the governments concerned for their views.

22 In order to have activities concerning them included in the draft programme, the postal administrations must therefore urge the national programming authorities to support such activities during the UNDP consultation.

ii Formulation and approval of projects

23 The same rules apply to country and regional projects. Formulation and approval of a project document are, in principle, the responsibility of the local authorities in close cooperation with the Resident Representative.

24 Particularly as regards country projects, postal administrations have an important part to play, especially in specifying the type and timetable of activities under projects. At the request of the Resident Representatives, the International Bureau provides technical help. Preparation of intercountry projects is, in principle, the responsibility of the International Bureau in close cooperation with the Restricted Unions and the groups of countries concerned.

25 The project document must be approved before the activities relating to the actual project are undertaken by the government or governments, the UNDP and the executing agency. If need be, preparatory assistance may be granted to make it easier to prepare and finalize that document.

iii Execution of projects

26 Country projects are executed under the direct supervision of the beneficiary countries, which are also responsible for selecting experts from the applicants submitted by the International Bureau. It is up to the postal administrations to ensure that the work done under the project really corresponds to their needs and they can, in periodic reviews, terminate or reorientate projects.

27 The UPU is responsible for supervision of the projects, while the Resident Representatives supervise certain administrative and financial aspects of the projects and keep a general eye on their progress.

iv Evaluation of activities

28 Evaluation is a very important phase in the cooperation cycle since it provides an opportunity to reorientate the project during execution, if need be, in line with the beneficiary country's needs and, after the project, to assess to what extent the objectives have been achieved. Moreover, the lesson learnt from the evaluation operations greatly contribute to the gradual improvement of the system of formulating and executing projects.

29 Whether it is performed during the periodic reviews of the ongoing projects or in the operations prescribed for that purpose, evaluation is carried out with the active participation of the beneficiary country, the Resident Representative and, as applicable, with the help of the executing agency.

30 Evaluation covers programming, execution and assessment of the results of experts' and consultants' missions, courses, study cycles and individual training courses.

B. The role of the postal administrations in the technical cooperation cycle

i Preparation of programmes

31 Each government has exclusive responsibility for formulating its national development plan. It also decides for which objectives UNDP assistance is necessary.

32 Wherever it can, the International Bureau is naturally willing, on request, to advise any country needing aid in identifying the various postal factors involved. Its consultants are also able to take an active part in preparing postal development plans for inclusion in country programming and to carry out studies and investigations into priority objectives. In some cases, UPU experts on the spot may also be of considerable use.

33 The information contained in the preceding chapters is designed to enable postal administrations to contribute effectively to the preparation of the documents which their governments have to submit to the UNDP. It is also desirable that they should be able to provide the International Bureau, on request, with all information for it to support postal technical assistance projects under the UNDP.

34 The contribution of the postal administrations can be summed up as follows:

a they should provide the competent bodies with all essential information on the situation of the postal services in their country;

b they should indicate the order of magnitude of the development envisaged for the postal services and the extent of the technical cooperation that will be needed to achieve it.

c they should specify, if possible, the forms and elements of postal technical assistance to be provided in one or two priority areas; the experts, fellowships and equipment requested should be concentrated within these clearly defined areas and special reference should be made to the interrelationship of postal projects and other development projects provided for in the economic plans;

d they should give all necessary assistance to the competent national and UNDP organs in the evaluation of projects undertaken prior to the programming cycle and of current projects.

35 Some postal administrations already have one or more officials who are responsible for the planning of postal services and also for the preparation of texts concerning the Post in national economic plans. This practice is to be recommended as it leads to greater awareness of postal needs on the part of governmental authorities and to the granting of rational and effective technical assistance designed to meet those needs, in particular by the UNDP.

36 After the identification and inclusion of postal needs in the national plan, the postal assistance to be requested from the UNDP has to be determined, including staff training, since postal projects are included in the country programme.

37 The success of the process described above depends primarily on the approaches made by the postal administrations to the organs responsible for the coordination of technical cooperation requests (Ministry of the plan, international organizations division, economic planning commission, etc).

38 If, within the framework of the priorities which it has set for the various sectors, the Government does not find it possible to include the postal projects in the country programme, it will nevertheless have the possibility of keeping them in reserve so as to be able, if need be, to include them in that programme during the mid-term review which it conducts in cooperation with the UNDP Resident Representative.

39 If a group of countries plans to make a request for a regional or subregional project of common interest, International Bureau assistance may be obtained for coordinating views and formulating the request.

ii Preparation of projects

40 In principle, the preparation of country projects is the responsibility of the administrations and the Resident Representatives, but very often the assistance of the International Bureau is sought, particularly when relatively large projects are involved. The project documents are based on the draft projects included in the country programmes and constitute the official request by the Governments.

41 The preparation of intercountry projects gives rise to consultations with the groups of beneficiary countries or the Restricted Unions concerned.

iii Execution and evaluation of projects

42 The beneficiary Government, the UNDP and the executing agency are jointly responsible for the execution of the projects in relation to the targets set. It is therefore in the interest of postal administrations to participate actively in the execution and evaluation of projects in close consultation with the Resident Representatives and the International Bureau.

43 The execution of projects depends to a large extent on the provision by beneficiary administrations of counterpart staff and facilities (particularly premises) mentioned in the project documents. This is an obligation on the Governments of the countries concerned.

44 Administrations are responsible for selecting, through the relevant national authorities and the Resident Representatives, the experts to be recruited under the country projects. In addition, they would be well-advised to follow closely the progress of the work to ensure that it corresponds to their needs at all times; if need be, they could initiate a revision of the projects.

45 It is important that administrations should also pay the desired attention to the evaluation operations conducted by the Resident Representatives and the International Bureau; this is an essential condition for the effectiveness of the assistance provided under the UNDP. It would therefore be advisable for them to provide regularly the information requested on this subject by the International Bureau.

II. UPU's own resources

46 At present, the UPU's own resources are:

- the UPU's regular budget; and
- the UPU Special Fund (UPU/SF).

47 The budgetary credits are used to finance consultants' missions and the fellowships and small items of equipment connected with them. In order to reinforce UPU technical assistance activities, administrations able to do so are asked to cover some of the expenses relating to consultants' missions (board and/or lodging). This information is to be indicated in the request.

48 Under the direction of the Executive Council, the International Bureau also administers the UPU Special Fund. This is financed by voluntary contributions, and its resources are used for instructor-training and specialization fellowships and the supply of training equipment. The UPU Special Fund also has a section for contributions in kind, for which the UPU merely acts as an intermediary between donor and requesting countries.

49 Since 1981, these two funding sources have been used to finance the technical assistance programme under the UPU's own resources, which supplements the shortfall in UNDP assistance.

50 It should be remembered that UPU assistance can only be *supplementary*, as the development and improvement of the postal sector still mainly remain the business of the countries which must make every effort possible.

51 To enable the UPU to prepare the technical assistance programme under its own resources, postal administrations in need of assistance are invited to let the International Bureau know by replying to a circular letter sent out each autumn. The programme is submitted to the annual session of the Executive council.

52 The request contains all the necessary details about the number, field, duration, period, place, lingua franca used in the consultants' mission countries or for the training requested and the type of equipment sought.

53 The requests thus received are carefully studied in relation to the resources available, taking due account of the priority fields and countries laid down by Congress.

III. Other forms of technical assistance

54 In addition to assistance provided direct by one country to another (bilateral aid), there are other forms of technical assistance that operate through the UPU. These are:

- technical assistance under funds deposited with the UPU (Funds-in-Trust):
  - by beneficiary countries (technical assistance against payment (TAP));
  - by countries providing associate experts;
  - by other international organizations;
- assistance provided by certain countries through the UPU, for the purpose of financing urgent projects not adopted by the UNDP or by the UPU's own resources (multibilateral technical assistance);
- assistance offered by certain countries, for which the UPU merely acts as an intermediary between donor and beneficiary countries (technical assistance in kind (TAK)).

55 The standards and procedures for the execution of technical assistance projects against payment are similar to those of the UNDP.

56 The assistance provided in this form of technical cooperation usually consists of experts' technical services in any postal field chosen by the requesting country. It may also be the supply of equipment or, possibly, granting and administering fellowships, although the UPU has not yet had any cases of the latter two.

57 Requests for projects financed out of Funds-in-Trust are drawn up by the Governments concerned in consultation with the UNDP Resident Representative on the spot who passes them on to the UPU International Bureau.

Conclusions

58 In conclusion, attention should be drawn to the essential role played by the receiving countries in technical assistance. They are asked not only to estimate needs and set priorities, but also to provide national personnel who will work together with the international staff, to use their trained officials to the best possible advantage and to draw maximum benefit from the assistance received for the purpose of achieving technical self-reliance at national level. Technical cooperation among developing countries (TCDC) has opened new perspectives for the various groups of developing countries by helping them to achieve collective self-reliance through mutual aid.

59 Because of the paucity of available resources compared with the size of the urgent needs of the postal administrations of the developing countries, the UPU Executive Council has endorsed an International Bureau suggestion on approaching bilateral donors with a view to improved coordination of their technical assistance programmes and projects with those of the UPU.

Congress – Doc 51

Technical assistance action programme and resources required

Executive Council report

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I. Introduction

1 Congress – Doc 50, entitled "Technical cooperation policy and activities" deals, in its first part, with the broad lines of international development strategy and the development of technical assistance policy. The second part of the document provides a summary and evaluation of UPU technical assistance activities in behalf of the developing countries during 1984–1988.

2 In keeping with the idea set out in document CE 1988/C 9 – Doc 10[1] and approved by the Executive Council in 1988, the present document seeks to propose an action programme and principles for the period 1991–1995.

3 It is up to the Washington Congress, on the basis of the results achieved and the shortcomings observed during the past five-year period, to establish the main lines of UPU technical assistance policy. Indeed, although they may be changing in nature, the needs of the developing countries' administrations are still considerable and the Union must help them to modernize their services, in the spirit of article 1, paragraph 3, of the Constitution. In this connection, there should be no need to point out that:

- although providing technical assistance is an important function of the Union, the beneficiary countries should strive towards self-sufficiency. Unfortunately, the world economic crisis, whose effect is felt even more by the developing countries, does not allow a policy of progressive disengagement to be implemented as regards aid, for fear of inflicting even greater damage on the postal operations of these countries;
- UPU assistance towards postal development and modernization remains complementary, it being understood that the main thrust of the effort must be supplied by the countries themselves.

4 Owing to the changes in the communications sector and the many challenges facing the postal organization in all regions, it is important that the role of the UPU in development assistance be given thorough consideration from the viewpoints of future prospects, the action programme and the resources required.

II. Future prospects and programme of action for 1991–1995

5 A number of events have a bearing on the UPU in terms of the design of the aid and the conditions under which it is offered. Even though, to a certain extent, the major policies set by the Hamburg Congress remain valid, it should be borne in mind that:

- the economic recession tends to be easing in the industrialized countries whereas the situation remains disquieting in the Third World countries, where the authorities are forced to adopt structural adjustment measures which are not without social consequence;
- fortunately, the UNDP's financial capacity had improved and it has even been noted that the contributions pledged exceed the forecasts;
- because of the crisis situation which still continues in the developing countries, it is unlikely that the postal sector will receive much assistance from the international community without very specific action being taken in the field to raise the awareness of governments, financial backers and donors.

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[1] Main lines of UPU general policy in regard to technical assistance: outline of the "Congress – Docs" to be submitted to the 20th Congress.

6 In view of all the constraints, it is important that Congress adopt a strategy regarding the countries that will receive assistance and the fields in which the UPU will take action on a priority basis so as to provide the countries with effective assistance.

A. Beneficiary countries

7 Hamburg Congress resolution C 38 stipulates that beneficiary countries are classified in three groups, namely:

- the least developed countries: first priority;
- the countries that are disadvantaged in the UN sense but not classified in the category of least developed countries: second priority;
- the other developing countries: third priority.

8 Obviously, the principle according to which priority is given to the needs of the least developed countries (LDCs) must be retained. Nevertheless, in selecting the beneficiary countries, it would be desirable to take account of the following considerations:

- from various viewpoints, most developing countries are in a difficult economic situation;
- limiting the number of countries receiving technical assistance through the UPU's own resources would make it possible to concentrate financial resources on those countries for which development assistance seems most necessary and pressing and would strengthen the impact of the action taken.

9 Given these conditions, it might be sufficient to provide for two categories of priority countries:

- the least developed countries;
- the remaining low-income countries and the lower middle-income countries.[1]

Such a classification would also have the advantage of eliminating sub-categories of countries, the number of which varies too frequently to be defined in an objective manner. It should however be specified that the other developing countries could also receive technical assistance under the UPU programme on the basis of well-justified needs, taking into account the motivation of these countries and the resources available.

10 Regardless of the category to which it belongs, a country would have to demonstrate determination. It should among other things have a multi-annual sectoral development plan with a clear indication of the objectives sought as well as the financial effort that the administration or corporation is willing to make in order to achieve them. Moreover, requests for supplementary assistance from the UPU should be in keeping with the priority fields that will have been established by the Washington Congress.

11 Assistance provided under the UPU's own resources should wherever possible be in the form of integrated projects programmed on a multi-annual basis. Any administration benefiting from this kind of project must conclude a "development contract" with the UPU, in which it will undertake to implement the planned improvements and advances.

[1] According to the World Bank basic indicators, the per capita GNP of the lower middle-income countries in 1988 ranged approximately from 460 to 1570 US dollars.

12 A financial commitment, albeit a partial one, by the requesting country would be one element taken into account during consideration of a request for technical assistance (agreement to bear the cost of living expenses for international staff, financing of part of the cost of a training activity, etc).

13 Naturally, the UPU would continue to approach the UNDP on behalf of any developing countries or groups of developing countries which so desire, in connection with country and intercountry programmes.

B. Priority development objectives

14 Although on the whole, the overall objectives or world priorities fixed by the Hamburg Congress can still be considered valid, they should be altered to some extent to take account of the experience acquired and the development of general technical assistance policy. It would be a matter of centring these objectives on a limited number of high-priority areas corresponding to the realistic and essential needs of the countries and regions.

15 From this viewpoint, the following three major objectives could be adopted:

Improvement of management

16 Notwithstanding the efforts put forth, all regions continue to be beset by acute management problems precisely because the competition is gaining strength. The symposia for Directors-General and conferences of Ministers held these past years revealed that shortcomings relating to legal status and management were at the bottom of many deadlocks.

17 Measures should be intensified in the following fields: status and financial autonomy, personnel management, management control, statistics and planning, costing and rate-fixing, creation of new products, quality of service, marketing strategies and public information. UPU efforts should seek to foster the adoption and introduction of modern management systems suited to the intrinsic development requirements of the postal service. In view of the competition, administrations should be given the status and the human and financial resources they need to carry out their mission. Operational activities to be set in motion should be based on policies that will have been set in this regard by Congress after the general debate.

International and domestic mail circulation and delivery

18 This would be a matter of ensuring not only the regularity, security and speed of mail conveyance and delivery, but also of establishing quality objectives to allow the postal services of the developing countries to improve their image and respond more adequately to the needs of their customers. The problem of the security and integrity of items entrusted to the Post should also give rise to measures at world level owing to the upsurge of misappropriations observed in all regions.

Training and specialization of middle-grade and senior staff

19 Despite the many efforts put forth, training is still a priority area because of the important role that the quality of human resources plays in postal operations. The action to be taken, which is spelled out in Congress – Doc 54, should focus, among other things, on assistance for revision of instructional programmes, diversification of activities, training and classroom initiation of instructors, and evaluation and follow-up of training activities.

20 In addition to the overall objectives, development objectives tailored to the realities and concerns of each region should also be fixed.

Priority objectives at regional level

21 These are essentially priorities set on the basis of decisions made or views expressed upon conclusion of the meetings organized in each region at the initiative of the UPU or of the groups of countries themselves:

– For Africa:	Conference of African Ministers in charge of the Post, held in Nairobi in November 1988, which adopted a final act setting general policies.
– For Latin America and the Caribbean:	• Meeting of the Consultative and Executive Council of the Postal Union of the Americas and Spain (PUAS) in September 1988 during which the secretariat proposed a number of objectives as subjects for reflection. • The Conference of Postmasters-General and of Ministers in charge of the Post of the English-speaking countries and territories of the Caribbean, held at Georgetown in 1988 and during which a number of priority objectives were set.
– For the Arab countries:	The Symposium of Chairmen and Directors-General of Posts held in Dubai in December 1987 which advocated several measures for modernizing the service.
– For Asia/Pacific:	• The Executive Council of the Asian-Pacific Postal Union (APPU) which set the priority fields of action after a study conducted by its permanent Committee on technical assistance. • The Beijing Symposium on management and operational strategies produced certain conclusions.[1]
– For the countries of Europe and the Mediterranean (UNDP IPF beneficiaries):	The Symposium on postal development strategies held at Dubrovnik, Yugoslavia, in January 1989, upon conclusion of which a regional action programme was adopted.

22 Moreover, account was taken of the requests made by all the countries and of the observations made on the spot.

23 On the basis thus defined, at regional level, the objectives stressing certain aspects of the global priorities could be the following:

i *Africa*

a Improvement of the quality of the service

b Training and refresher training of staff

c Organization of national sorting centres and mail transit centres

d Organization of service in urban areas

e Creation of new products and services (EMS in particular)

[1] Some African countries participated in this symposium.

ii *Latin America and Caribbean*

a Improvement of the quality of the service

b Strengthening of the postal presence on the market (network development, creation of new products)

c Introduction of state-of-the-art technology for management and operational services

d Specialized training (accounting, management of information and data analysis systems, etc)[1]

e Market study

f Adaptation of postal legislation to new requirements[2]

iii *Arab countries*

a Training and refresher training of staff

b Improvement of the quality of the service

c Extension of the postal network

d Creation or development of EMS and of postal electronic mail

e Development of financial services

iv *Asia/Pacific*

a Extension of the postal network in rural areas on an economically viable basis

b Organization of service in urban areas

c Improvement of international mail circulation and creation of new mail transit centres

d Development of postal financial services (introduction of the basic financial services in the least developed countries) and creation of the postal giro transfer service

e Establishment of an information management system

v *European and Mediterranean countries*

a Mechanization and automation of letter sorting

b EMS

c Computerization

d Postal electronic mail

C. Principles of action

24 To achieve the above objectives while seeking means by which to increase the effectiveness of technical assistance activities, the UPU should strive to apply the following principles as strictly as possible:

a *Coherence of country and regional plans or programmes*

It will be recalled that UPU technical assistance activities are initiated at the request of the developing countries and are designed solely to respond to the priorities and needs which they have defined; the contribution of the UPU will be fruitful only inasmuch as it is predicated on a

[1] English-speaking countries and territories of the Caribbean.

coherent programme established and implemented by administrations willing to supply the necessary resources, with outside assistance necessarily remaining complementary. The degree of determination of the administrations and of the governments should be taken into consideration in seeking to enhance the effectiveness of the aid supplied.

Wherever possible, the UPU will use UNDP country programming as the reference framework for operational activities. It should be noted, however, that, because of timetable problems, the UNDP country and regional programming cycles do not correspond with the UPU Congress period during which major policies and action programmes are decided. One solution to this problem might be to consider the five-year aid programme adopted by the UPU as being a general policy subject to revision in the light of the country and regional priorities established by the UNDP.

b Adapting assistance to the levels of the countries

The UPU's technical assistance activities should be adapted to the level of development of the countries concerned; for some more developed countries, assistance should be provided for the introduction of modern management techniques, whereas for the least developed countries, the UPU contribution would still relate to the transfer of conventional technical knowledge.

c Development contract

Wherever possible, assistance activities under the UPU's own resources would be implemented as integrated projects requiring that a "development contract", which would involve the government as well, be concluded with each administration. The integrated projects would be programmed on a multi-year basis; they would be subject to a mid-term review in order to assess their relevance and their real impact on the improvement or development of the service or services in question.

d Coordination and mobilization of resources

It is important to establish and set in motion the principles and practical terms and conditions required for genuine coordination between the UPU and the other sources of technical assistance funding, especially bilateral donors. This coordination should take the form of regular exchanges of information and periodical meetings with the central services responsible for technical assistance in order to establish conditions for cooperation when considering requests for assistance and their joint financing.

e Decentralization of UPU technical assistance activities

It has been found that decentralization of technical assistance activities is one of the most appropriate means of enhancing the effectiveness of the UPU in the field concerned.

At its May 1988 session, the Executive Council endorsed the idea of a study aimed at establishing the terms and conditions for decentralization of such activities by drawing, among other things, on the system adopted by the ITU.

The study in question, which deals mainly with the objectives of decentralization, the activities to be decentralized, the expected advantages and results as well as the resources needed, is the subject of Congress – Doc 55.

f Strengthening the evaluation and follow-up system

The UPU should expand the facilities for evaluating and measuring the impact of projects by systematically organizing on-site evaluation and follow-up missions. The evaluation missions should be conducted independently and should in principle be assigned to persons who did not

participate either in the design or in the execution of the projects in question. Moreover, the use to which an administration has put earlier assistance should be an element of appreciation of subsequent requests.

g Systematic use of EC and CCPS studies

In defining the fields of technical assistance activity aimed at improving the postal services of the developing countries, the studies conducted by the Executive Council and the Consultative Council for Postal Studies should be put to use. Consideration should also be given to the results of the periodical surveys of countries to be conducted by the International Bureau in order to supplement or amend the content of the objectives that will have been decided by Congress.

h Enhancement of technical cooperation among developing countries (TCDC)

Technical cooperation among developing countries has almost become an essential dimension of the active cooperation being established between countries in their intra-regional and inter-regional relations. The UPU should intensify its efforts so that genuine South–South exchanges become established in the various postal sectors. The measures to be taken in this area are the subject of Congress Doc – 52.

i Tightening of relations between the UPU and the Restricted Unions

In connection with UPU cooperation with the Restricted Unions, it would be desirable that they continue to be associated with the Union's technical assistance activities and that Union programmes be systematically coordinated with those being conducted under the Restricted Unions' own resources. Cooperation with the Restricted Unions should be governed by the spirit of Executive Council resolution CE 6/1983 and the agreements concluded by the UPU with each of these Unions.

The framework and nature of relations between the UPU and the Restricted Unions are described in the documents concerning technical cooperation policy and activities (Congress – Doc 50) and increased UPU presence in the field with regard to technical assistance (Congress – Doc 55).

j United Nations Regional Economic Commissions

Owing to the increasingly important role played by the United Nations Regional Economic Commissions in defining priority development objectives in all sectors and because of their acknowledged capacity as executing agencies, it would be desirable to consider the possibility of concluding cooperation agreements with these agencies if they are interested in the postal field.

III. Resources required

25 For the programme proposed above to be implemented under favourable conditions, the UPU will require financial and human resources during the period 1991–1995.

1 Financial resources

a UNDP cooperation

26 Under the terms of Hamburg Congress resolution C 37, the UNDP must remain the main source of finance for the UPU technical assistance programme. This principle should be maintained although a downward trend has been observed in the UNDP share of overall UPU financial resources. Fortunately, the resources mobilized by the UNDP are increasing and it is to be hoped that this will mean a chance to obtain an increase in the resources allocated to the postal sector.

In this connection, the countries that have requested the technical assistance should themselves strongly support the UPU's approaches to the UNDP.

b Supplementary resources

27 It would be desirable to continue the efforts already initiated with a view to having the countries benefiting from technical assistance activities bear part of the related costs, in keeping with UNDP practice (cost sharing).

28 The policy of co-financing of projects with the UNDP and bilateral assistance or other sources of aid should also be pursued systematically.

29 Subject to the needs expressed by the countries themselves, the UPU should help them to seek funding for their capital projects from the institutions of the World Bank group or from the regional development banks. The conclusion of agreements between these institutions and the UPU would foster better coordination of activities for the benefit of the postal sector.

30 As for the UPU's own resources (Union budget and UPU Special Fund), it would be desirable:

- to maintain in real terms the level of resources allocated from the budget by the Hamburg Congress (by eliminating the effects of inflation) without prejudice to the resources needed for any new measures which Congress may see fit to introduce with regard to technical assistance;
- to initiate procedures to increase the resources of the UPU Special Fund.

2 Human resources

31 Other than the experts and consultants supplied by the UNDP, whose number and duration of activity depend on the scope of the aid supplied by that agency, the human resources available under the UPU's own resources consist of headquarters officials and consultants engaged for specific missions.

32 To these resources should be added the consultants recruited through other sources of financing such as the International Programme for the Development of Communication (IPDC), the associate experts and the officials made available to the International Bureau free of charge by some administrations for the conduct of specific activities (lecturers for courses, study cycles and symposia).

33 While limiting the financial burden to the resources already available, the increased UPU presence in the field with regard to technical assistance advocated in Congress – Doc 55, through which it is planned to station six experts/consultants in the regions, will make it possible to counter the disadvantages of not having a UPU presence in the regions. The value of such an operation seems evident in that, among other things, it would contribute to a substantial rise in the number of country and regional postal projects receiving financial support from the UNDP and to an increase in the possibilities of improving the image of the Post.

IV. Conclusions

34 On the basis of the experience acquired over the past five years, it has been possible to suggest a new policy and an action programme which take account of the difficult economic situation of all developing countries and some measures which the postal administrations of those countries should take to cope with the many challenges facing them.

35 The present document reveals that the following elements should be considered in connection with technical assistance activities for the period 1991–1995:

a the choices of priorities in terms of the countries that will receive the aid (two categories) and the three major world-level objectives, namely:

- improvement of management,
- circulation and delivery of international and domestic mail,
- training and specialization of middle-grade and senior staff,

and the objectives at regional level;

b the principles of action to be followed to enhance the effectiveness of technical assistance activities;

c measures for increasing the required financial and human resources.

36 All these elements gave rise to two draft resolutions (proposals 015 and 016) which Congress is asked to adopt, should it endorse the ideas contained in these drafts.

Berne, 27 April 1989

For the Executive Council:

F KOLLER

Chairman

Congress – Doc 52

Technical cooperation among developing countries (TCDC)

Executive Council report

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I. Background

1 The United Nations Conference held at Buenos Aires in 1978 drew up a plan of action to promote and implement technical cooperation among developing countries.

2 The primary aim of the Plan is to promote self-reliance in developing countries by increasing their capacity for finding novel solutions to their own development problems, solutions which correspond to their own aspirations, values and needs.

3 Technical cooperation is intended to enhance the collective self-reliance of developing countries through exchanges of experience, the pooling and sharing of their technical resources and the improvement of their complementary capacities.

4 The Plan stressed the fact that TCDC is not an end in itself, and that it cannot serve as a substitute for North-South cooperation. On the contrary, this should be seen as a new dimension which, in general, has the effect of quantitatively and qualitatively enhancing the assistance provided for development.

5 A number of recommendations which directly concern the UPU should be recalled, namely:

- the strengthening of transport and communications among developing countries is considered indispensable if TCDC is to become a major element for progress;

- the maximization of the use of developing countries' capacities is an objective to be attained whether it involves project staff, placement of Fellows or procurement of equipment;
- the organizations of the United Nations system should make every effort to extend the activities for technical cooperation among developing countries which they conduct in their respective fields;
- although the financing of TCDC activities is primarily the responsibility of developing countries themselves, it will nevertheless be necessary for the developed countries and the United Nations development system to support these activities financially without prejudice to the decision-making control by the developing countries of the activities concerned.

II. Basic criteria and principles

6 The Plan of Action stipulates that a High-level Committee should meet every two years to consider the progress of technical cooperation among developing countries.

7 The High-level Committee has laid down principles according to which a TCDC project or activity should have the following characteristics:

a it presupposes the sharing or systematic and voluntary exchange of resources, skills and technical capacity among two or more developing countries, in the interests of their individual or collective development;

b it must be proposed, organized and managed primarily by the developing countries themselves;

c the financing of projects and other inputs must primarily be the responsibility of the developing countries themselves, contributions from the developed countries and organizations within the United Nations system being considered only as catalysts and supplements.

III. Implementation of the Plan of action: progress

A. At country level

8 At national level, the action undertaken has consisted essentially in creating centres for the promotion of TCDC, some of whose functions are described below:

- to establish the national policies and mechanisms for TCDC;
- to facilitate coordination between sectoral ministries, official departments and other bodies concerned with TCDC as well as between the government and the private sector;
- to organize briefing seminars, training courses and study trips devoted to TCDC;
- to provide a link between national enterprises concerned with TCDC and their opposite numbers abroad;
- to issue directives for the creation of a national TCDC information network (an inventory of the needs of the country as well as of the national resources which it is prepared to share with other developing countries).

9 Since the 1985 session of the High-level Committee, there has been some revival in TCDC. In 1987, 84 developing countries implemented various programmes.

10 A new type of negotiations known as TCDC programming operations has been created to facilitate the exchange of skills and technologies. After regional and interregional meetings held in China (People's Rep), Peru, Tunisia and Turkey, in 1986 and 1987, almost a thousand TCDC activities have formed the subject of agreements involving a wide range of technologies.

11 The UNDP and certain United Nations agencies provide assistance for organizing TCDC programming operations, which are also known as TCDC "markets".

B. At international level: the role of the UNDP

12 The General Assembly entrusted to the UNDP the role of leader for TCDC promotion and support within the United Nations system. As the central instrument of technical cooperation for development, the UNDP, among other things, provides aid to governments for multisectoral country programmes as well as for regional and world programmes.

13 Programmes financed by the UNDP under IPFs generally represent a relatively modest component (in 1985–1986, expenditure on TCDC by countries made up less than 4 percent of their total expenditure under the IPF during that period).

14 At regional level, on the other hand, more than 25 percent of the expenditure committed under the 1985–1986 IPFs was earmarked for TCDC, according to the UNDP regional offices.

IV. Initiatives taken by the UPU

15 Since the adoption of the Plan of Action by the United Nations Conference held at Buenos Aires, the UPU has sought to enhance its action to promote TCDC in the postal sector.

16 Both the Rio de Janeiro and Hamburg Congresses adopted resolutions aimed at stepping up efforts to promote TCDC.

17 It should be recalled that, since the Rio de Janeiro Congress, the following action has been undertaken in the field under consideration, particular emphasis being given to the preparation and distribution of a number of publications and lists and the training of consultant-specialists in Asia/Pacific and Latin America.

Implementation of the 1984 Hamburg resolution

18 By resolution C 67, Congress calls on:

- the administrations of the developing countries and the Restricted Unions to increase their efforts under TCDC and to overcome obstacles, particularly the psychological barriers, which might arise in this respect;
- the administrations of the developing countries benefiting from activities under TCDC to provide the contributions to supplement the aid which the donor countries or the UPU might grant to this end;
- the administrations of the beneficiary countries and the donor countries to establish direct links between one another for the implementation of TCDC projects and to inform the International Bureau about them;
- the administrations of the developed countries to support the efforts made in this field, either direct or through the intermediary of the UPU.

19 It instructs the Director-General of the International Bureau:

- to expand the action undertaken to aid the administrations concerned to promote cooperation among one another, if possible in cooperation with the Restricted Unions;
- to make a periodic evaluation of the progress made in this respect and report to the Executive Council on it.

20 In accordance with the above-mentioned resolution, the International Bureau has pursued or undertaken the activities described below:

- organization of a training course for TCDC consultant-specialists from the Arab countries, with UNDP financial support and the cooperation of the Arab Postal Union (UPA), (Damascus, 1985);
- organization, under the UPU programme, of a training course for TCDC consultant-specialists for the benefit of senior officials from the English-speaking African countries (Addis Ababa, 1989);
- a UNDP-financed regional project for the countries of Asia and the Pacific with substantial TCDC components;
- other training activities which are planned under the 4th UNDP regional programming cycle for the countries of Latin America and the Caribbean;
- a general directory of postal specialists, published by the International Bureau and periodically updated; it includes data on qualified senior officials who may be seconded for missions to other countries and is thus aimed at facilitating the direct exchange of experts and consultants between countries;
- a brochure on training activities planned by certain postal administrations is published every year to publicize the opportunities which exist in this field and to encourage countries to practice horizontal cooperation in this field.

21 Through the promotion of activities such as those in the information field, a sizeable number of senior officials carry out missions to other developing countries.

22 Financial assistance is given by the countries of origin of the TCDC consultant-specialists through payment of their salaries during their missions to other developing countries.

23 At the request of the International Bureau or on their own initiative, developing countries accept trainees from other developing countries in their schools free of charge; in certain cases, they pay all the residence expenses, the travel expenses being paid either by the UPU or by the trainees' country of origin.

24 Administrations of certain industrialized countries encourage TCDC by financing fellowships for developing countries, which provide training for their staff at multinational schools in Africa and Asia.

25 Efforts are also made as regards procurement of operational equipment; when the quality is equal, the equipment is purchased in the recipient countries or in other developing countries.

26 The creation of subregional workshops for manufacturing postal equipment and of intercountry staff training structures within regions are also activities with strong TCDC potential.

V. Some obstacles

27 The International Bureau is not sufficiently well-informed about the use made by the developing countries of publications concerning offers to provide the services of consultant-specialists (Directory) or about training activities organized in the developing countries. Also, it does not have sufficient data to assess the extent to which TCDC consultant-specialists who have received training are used.

28 The principal obstacles to greater use of the TCDC system are well known: the opportunities provided by TCDC are not yet properly understood; there are also financial difficulties (such as payment of the living expenses of a TCDC expert or consultant by the country receiving the mission); in some cases, the International Bureau has noted a somewhat unfavourable attitude to TCDC.

VI. Initiatives to be taken

29 Besides the measures already taken, the initiatives suggested below are aimed at reducing, if not removing altogether, the obstacles of all kinds which impede the development of TCDC in the postal field:

- organization of regional or interregional seminars of the "TCDC programming operations" type, during which the administrations involved could exchange postal skills and techniques;
- organization of a system of exchanges of officials with various specialities with the cooperation of the Restricted Unions;
- systematic integration of TCDC components into all regional and, if possible, national technical assistance programmes and projects;
- promotion of the use of operational teams, preferably consisting of consultant-specialists who have been trained in the TCDC framework and who would be instructed to jointly study ways and means of helping other developing countries to solve their management or operational problems;
- preparation of a standard bilateral TCDC agreement to be made available to countries wishing to introduce or develop this system of cooperation;
- dissemination of information about TCDC activities conducted independently of the UPU.

VII. Conclusions

30 Notwithstanding the progress achieved in TCDC promotion, the importance of this dimension of international cooperation does not yet appear to have been adequately grasped by the potential beneficiaries. An additional and more active publicity drive by the International Bureau would seem to be required to ensure that countries can derive maximum benefit from the existing opportunities.

31 As regards finance, the recipient countries should agree to make certain sacrifices by paying the living expenses of the consultants, their salaries being paid by their country of origin.

32 The UPU should increase initiatives for improving exchanges of experience and technologies among developing countries.

33 It is proposed that Congress adopt the draft resolution (proposal 017) aimed at making the TCDC concept a preferred form of South-South cooperation by stepping up UPU initiatives in this field.

Berne, 27 April 1989

For the Executive Council:

F KOLLER

Chairman

Congress – Doc 53

UPU action on behalf of the least developed countries (LDCs)

Executive Council report

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I. Introduction

1 During consideration of the main lines of general UPU technical assistance policy for 1991–1995, the Executive Council accepted in principle at its April-May 1988 session a special programme on behalf of the least developed countries. It instructed the International Bureau to prepare a document on that subject for consideration at its April 1989 session prior to submission to the 1989 Washington Congress.

2 The aim of this report is to inform Congress on the situation in the least developed countries and to propose action to be taken to help these countries to put their postal services on an even keel. It should be noted that the measures taken or contemplated by the Universal Postal Union are part of action taken by the international community, particularly that of the United Nations, on behalf of the least developed countries.

II. Socio-economic development in the LDCs

3 As long ago as 1964, the international community started paying special attention to the alarming economic situation of a category of developing countries. It was quickly realized that special measures should be taken on their behalf within the framework of international economic cooperation. Sufficiently objective economic and social criteria were defined to pinpoint the countries to which these specific measures were to be applied. The number of least developed countries, on the basis of their low income, low literacy rate and very low level of industrial production, has increased from 24 in 1971 to 42 now.

a General situation since 1980

4 With international encouragement and aid, the least developed countries tried to improve their economic situation throughout the 1980s. However, progress was minimal mainly because of the structural weakness of the national economies, particularly the lack of breadth of the domestic markets, and also because of the unfavourable international climate during that period.

5 According to the 1987 UNCTAD report, the per capita gross domestic product fell steadily during the first four years of the current decade despite the major economic development efforts made by the least developed countries. The average GDP in the LDCs has fallen from an estimated 250 dollars in 1970 to slightly above 200. In general, two important factors explain this situation: low agricultural production and poor results from basic products on foreign markets.

6 This unfavourable situation is further compounded by reduced domestic saving, a marked fall in investment, trade imbalances, balance of payments deficits and natural disasters.

7 At the beginning of the decade, the annual growth rate required to double national production was estimated at 7.2 percent. Apart from Botswana and Maldives, no LDC has been able to achieve that rate. The aim of doubling national production between now and 1990 therefore remains hypothetical unless both internal and external conditions change. Tremendous efforts must be made in this respect to improve the economic situation of the LDCs, which have, however, already taken steps which might change the bases of the problem.

b Measures taken and trends observed

8 For some time, the LDCs, like the other developing countries, have adopted national policies designed to introduce lasting economic development. Major reforms are under way in most countries to increase mobilization of domestic resources: restructuring the public sector, more appropriate work and training programmes and promoting national savings and private enterprise. Other reforms also effect food production, the manufacturing industry and external trade. Naturally, external financial aid is essential in view of LDC vulnerability in marshalling financial resources.

9 The reforms have not yet produced their effects in most countries and their aims are still far from being achieved. In addition, further efforts are still needed, particularly in the form of international aid, which is already appreciable and has been provided to LDCs for some ten years now.

III. International action on behalf of the LDCs

10 The international community, in particular the governmental and non-governmental international organizations, have made special efforts to marshal the necessary financial resources for the least developed countries. International action has steadily grown over the past ten years and more in view of the increasing deterioration of the economic question in the countries concerned.

a The LDCs and the substantial programme of action

11 In 1979, the United Nations Conference on Trade and Development had drawn the attention of the international community to the serious economic difficulties of the LDCs and proposed to correct the situation in two stages: an immediate programme of action (1979–1981) and a "Substantial New Programme of Action" (1981–1989).

12 The substantial new programme of action had three main objectives: implementing the structural changes necessary to overcome the economic difficulties on a lasting basis, providing minimum standards of living for the poor and implementing investment potential. The programme proposed by UNCTAD and approved by the 1981 United Nations Conference on LDCs aimed at doubling 1970 national income by 1990. To achieve that objective, it was considered that the GDP would have to increase at an average annual rate of 9.2 percent.

13 A mid-term review of the substantial programme of action was made in 1985 to establish the progress made in its implementation. Despite the considerable efforts made by the LDCs, particularly in adjusting national policies, it was noted that dark areas persisted in agriculture, education, training, health and population. It was pointed out that the measures taken by the LDCs could not be effective unless the international community agreed to increase financial aid to achieve the objectives of the programme. According to UNCTAD projections, if the financial conditions were met, growth rate in the LDCs would be 7.2 percent between now and 1990.

b The role of the United Nations and the specialized agencies

14 The United Nations and its specialized agencies have played and continue to play a very active part in aiding the LDCs and in implementing the substantial programme of action. The design of the recovery programmes and the mobilization of the resources necessary to implement them were possible only through action taken in the United Nations system.

15 Almost all the United Nations specialized agencies have implemented sectoral projects on behalf of the LDCs in their technical assistance programmes.

16 Special mention must be made of the major aid action for the LDCs undertaken by the UNDP. In addition to the basic resources granted under the indicative planning figure, the UNDP allowed the LDCs many other advantages. The round tables organized by the UNDP provide an opportunity to better evaluate aid requirements and to marshal more resources for the LDCs. The UNDP plans to substantially increase (10 to 15 percent) the resources allocated under the IPFs of the LDCs for the fifth programming cycle, to strengthen the roles of the UNCDF[1] and of the Fund for special measures on behalf of the LDCs.

IV. The Universal Postal Union and the LDCs

17 In resolution C 37, the 1979 Rio de Janeiro Universal Postal Congress had decided, among other technical assistance priorities, to pay special attention to the needs of the postal administrations of the disadvantaged countries, including the LDCs.

18 To underline its determination to help the least developed countries even more effectively, the Hamburg Universal Postal Congress adopted resolution C 66 aimed at implementing a special programme on behalf of that category of country. In addition, the LDCs have been given priority in all activities under world and regional objectives adopted by the 19th Congress in both UNDP and UPU projects.

19 Aid to the LDCs increased from 27 percent of total assistance to developing countries in 1980 to 39.7 percent in 1987. Despite the efforts made, it was not possible to achieve, as in the other sectors, all the postal development objectives.

a Situation of the postal services in the LDCs

20 According to information available to the International Bureau, it appears that, in the LDCs:

- the postal infrastructure is still inadequate;
- the quality of service leaves much to be desired, particularly as regards mail circulation;
- there are grave problems in management;
- staff training is inadequate.

b Action taken by the UPU

21 Within the framework of the special action programme, it was planned that efforts would be made to implement the following activities:

- setting up post offices, particularly in rural areas;
- seeking finance for organizing postal transport;
- training middle-grade and junior staff, particularly in postal organization in rural areas.

[1] United Nations Capital Development Fund.

22 Under this programme, the International Bureau organized consultants' missions and training activities in planning and extending the postal network in rural areas. In establishing post offices in rural areas, activities focussed on methods of organizing services in areas which were hard to reach, while avoiding installing an expensive system with no relation with the services rendered.

23 As regards seeking finance for organizing postal transport, it must be said that lenders of funds and donors are reserved about marshalling large investments in a field where the economic return is nil.

c *Action planned for 1991 – 1995*

24 On the basis of field studies conducted by UPU consultants, there are still many shortcomings in the postal administrations of the least developed countries.

25 But the main priority fields for which almost all the LDCs' postal administrations need aid seem to be the following:

- improving management by restructuring the statistics, international accounting and rate-fixing services as well as staff training in those fields;
- improving the quality of national and international mail circulation bearing in mind the shortcomings observed in quality controls over the past four years;
- help in acquiring light equipment for mail conveyance, particularly for improving delivery of EMS items.

26 Although some activities already appear in the overall objectives to be achieved on behalf of developing countries as a whole, the action to be taken for the LDCs in these fields should be more intensive. Special stress would be laid on activities relating to the basic function of the Post, ie the mail service.

V. Conclusion

27 During the 1980s, the least developed countries benefited from substantial assistance from the international community.

28 For their part, the LDCs made efforts to restructure their economies in order to marshal domestic resources with the help of the international community. Solidarity was shown in the adoption of a substantial programme of action aimed specifically at providing minimum standards of living for their citizens and at making investments. In the postal sector, the aim should be to continue the activities and respond adequately to LDC requests.

29 Adoption of a special programme by the 20th Congress and implementation of it by the International Bureau should make it possible to focus efforts on that category of country. Congress is requested to approve the draft resolution (proposal 018), if it accepts the ideas put forward in it.

Berne, 27 April 1989

For the Executive Council:

F KOLLER

Chairman

Congress – Doc 54

Human resources and training

Executive Council report

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I. Introduction

1 It is common knowledge that the Post depends on both quantity and quality in human resources in order to develop an efficient, reliable service which is tailored to the constantly changing requirements of the public. The "human factor" plays a decisive role in the postal services and most postal administrations devote 60 to 80 percent of their budgetary resources to it. That is why staff training is, and must remain, a priority activity.

2 Aware of the importance of training, the Executive Council decided at its April 1989 session to submit a report to Congress on the development of human resources and postal training activities for the next five-year period particularly in the developing countries.

3 The purpose of this report is to give an account of the present situation as regards postal training and the measures planned to increase the efficacy of the training given in the country and intercountry schools. In this connection, it should be recalled that the general training principles applied hitherto remain valid for the next five-year period.

II. General policy and results, 1985–1989

4 The cardinal points in general training policy defined by the UPU since the 1964 Vienna Congress have always been: training operational staff at country level, developing intercountry centres for the further training of middle-grade and senior staff, systematic training and refresher training of instructors, and monitoring the training activities conducted as thoroughly as possible. It was on the basis of these general principles that the 1984 Hamburg Congress fixed the priority action to be taken during the past five-year period (1985–1989).

a Priority action taken

5 The Hamburg Congress decided that postal administrations, particularly those of developing countries, should devote special attention to three major categories of training activities: the training of senior staff in management, the specialization of middle-grade staff in as wide a variety of postal techniques as possible, and the intensification of instructor training. Within the framework of its technical assistance activities, the Universal Postal Union has made a substantial contribution to implementing these activities.

6 The Hamburg Congress resolutely stressed the importance of training senior staff in management, and insisted that it should henceforth constitute one of the main priorities with a view to improving and developing the postal services. In addition, it recommended that such training be organized at intercountry level to avoid dispersal resources.

7 Thus, bearing in mind the high priority given to management issues, the UPU gave special emphasis to training activities for senior staff and to heightening the awareness of top-level officials as regards management. Thanks to these actions, reorganization of services has already been carried out or is being planned in order to give them an appropriate framework for making postal activities more profitable.

8 The same Congress insisted on the complementary nature of management training and postal technical training. While recognizing that management training involves specialized, high-level instruction, it stressed that this general type of training should not be given preference over postal technical training intended in particular for middle-grade staff.

9 For this reason, specialized training activities on behalf of middle-grade staff were organized by the UPU or with its support in most of the regions. The actions taken dealt with various specialized fields: statistics, planning, settlements of international accounts, budgetary and

financial management, public information and marketing, quality of service, mail circulation and delivery, EMS, costing and rate-fixing policy, philately, giro, auditing and inspection of offices, etc.

10 Moreover, under a special programme, courses were also held every year for middle-grade staff of the postal administrations of the least developed countries on the organization of the Post in rural areas. A seminar was held, for this same staff category, on detecting postal items containing narcotics with the cooperation of INTERPOL, the Customs Co-operation Council and the United Nations Fund for Drug Abuse Control.

11 Several instructor-training activities were organized and financed by the UPU over the past five years. These dealt with the introductory and further training of instructors as well as with training in the use of modern teaching techniques and audio-visual methods.

12 Several seminars held for the benefit of officials in charge of training services and training establishments made it possible, in particular, to improve their methods of managing and assessing training programmes as well as to promote exchanges of experience among the schools.

b Training resources available

13 Since the Vienna Congress, the UPU has constantly encouraged the creation and development of training systems and reception infrastructures at both country and intercountry level.

14 Praiseworthy efforts have been made by the developing countries, in particular with the assistance of the international community, with a view to setting up or strengthening the country schools. In order to report on the progress made in this field, the UPU regularly publishes a brochure about postal training resources. The purpose of this publication is to inform postal administrations of the developing countries about training opportunities which exist in other Third World countries.

15 UPU support to the country schools took the form of action within the framework of annual technical assistance programmes: consultants' missions, instructor specialization fellowships and the supply of teaching equipment. The UPU also made a special contribution to the introductory and further training of local instructors, to the provision of equipment and modern teaching aids, and to the evaluation and revision of training programmes.

16 It is important to recall also the UPU's numerous efforts towards the setting up of regional schools, in particular with the UNDP's assistance and the cooperation of the countries involved. Those already set up include the intercountry schools at Abidjan (Côte d'Ivoire (Rep)), Bangkok (Thailand), Brazzaville (Congo (People's Rep)), Damascus (Syrian Arab Rep) and Nairobi (Kenya). The influence and efficacy of the training activities of these schools are widely known even if their structures and the development of some of them now need some adjustments. Negotiations are under way to obtain the creation of an intercountry school for the Portuguese-speaking African countries. The same will apply for the countries of Latin America and the Caribbean when these two regions have decided about the nature of their cooperation in this field.

17 Regarding the support given to the intercountry schools, in particular those for which UNDP aid has ended, the UPU grants supplementary aid from its own resources in the form of consultants' missions to train teaching staff, improve administrative management or develop the teaching activities of these establishments.

18 The scope of the activities conducted in the field of training is shown in table 1 attached to Congress – Doc 50. According to the information provided in this table, 1592 fellowships were granted during the period 1984–1988.

19 Despite these efforts, however, requirements still have to be satisfied in order to help certain countries acquire adequate, functional infrastructures which can provide a continual stimulus for measures aimed at the professional upgrading of postal staff, as a way of improving the quality of service and increasing the efficacy and productivity of the human resources available. Moreover, efforts must be made to improve the quality of the instruction.

c Inadequacies noted as regards training

20 Considering the importance of training at country level, in particular as regards operational and in some cases supervisory staff, the creation of a school for each country and possibly of several other decentralized schools should be yet another UPU objective. Many countries have not yet, in fact, set up permanent staff-training structures.

21 Furthermore, as regards the organization and functioning of training structures and systems, it has to be admitted that, for various reasons, results are not always satisfactory in certain countries. Certain shortcomings have been noted, in particular:

- lack of continuity in training and further training activities as the result, inter alia, of the lack of annual training plans or programmes;
- outdated instruction programmes;
- shortage of audio-visual facilities and modern teaching aids;
- poor maintenance of teaching equipment;
- considerable mobility of trained instructors;
- lack of measures to monitor the staff trained in order to ensure that the skills acquired are used appropriately.

22 On the basis of prior assessments which would be carried out by the countries themselves, where appropriate with the cooperation of consultants within the framework of technical assistance missions, it would be advisable in future to stress the following actions:

- evaluation of the human resources needed and determination of training requirements on the basis of postal development and modernization plans;
- application of appropriate methods for the planning, programming and management of training activities with a view to making better use of the infrastructures and teaching staff available in each postal administration;
- drawing up of vocational training programmes based on actual requirements and giving priority consideration to the Post's new marketing strategies;
- regular appraisal and review of instruction programmes;
- diversification of training activities, especially in the management field;
- continuing the training and refresher training of permanent instructors and introductory instructor-training for certain senior staff;
- implementation of a plan for the efficient use of the staff trained and an incentive system aimed at retaining the services of qualified officials.

III. Measures to be taken

23 The organization and quality of a postal service depend, among other things, on the ability and motivation of the personnel. That is why staff training and motivation should remain the focal point of any attempt to modernize and develop the Post. Although great efforts have been

made over the past five years, considerable training needs still have to be met. However, for the future, the first steps should be to identify training requirements more precisely, improve teaching methods and content, extend postal training to embrace other useful knowledge, and motivate staff, especially instructors.

a Study of staff strength and training requirements

24 A study of staff strength and training requirements would make it possible to obtain details about the actual and necessary staff numbers as well as about the appropriate training for staff in service or to be recruited. The findings of the study should also make it possible to obtain objective information with a view to adapting staff strength to the actual short and long term training requirements. It seems that the most important factor in this work will be as precise and exhaustive as possible an analysis of the tasks and jobs with a view to pinpointing the level of knowledge needed and hence, the training requirements.

b Reform of instruction programmes

25 Any instruction programme should facilitate a perfect correspondence between the training given and the work done on the job. Experts and consultants have discovered that there is a wide discrepancy between the skills acquired in postal schools and the qualifications required for carrying out the various postal duties.

26 There may be several reasons for this situation, in particular those connected with the content of the instruction, the duration of the training, the teaching methods and the adaptability of the training. In some cases, the proportion of general courses is higher than that of vocational courses. Moreover, the training is often too long, largely because of the national education systems which impose administrative constraints to ensure that the training given is recognized. Furthermore, the classic methods of "ex cathedra" instruction still practised in many establishments are outdated and unsuitable. Lastly, postal training programmes often take little account of technological and socio-economic changes, even though these have a considerable influence on the training system.

27 The planned reform would be mainly based on the modular system which enables the training activities to be determined according to students' requirements and adapted to specific conditions, and their content to be easily updated. Modular instruction has the added advantage of shortening the training, allowing a clear definition of the training objectives and considerably reducing training costs.

c Diversification of training activities

28 Introductory training, a system used in a large number of country and intercountry postal schools, has so far produced fairly satisfactory results despite the shortcomings noted. Although progress has been made in this connection, a number of postal administrations are now wondering about the increasingly obvious imbalance between the cost of the training given and the benefit they derive from it.

29 According to the findings of UPU consultants and experts in the field, it appears that, all things being equal as regards human and material resources, the cost of introductory training is higher than that of specialized training. Furthermore, from the sole viewpoint of the duration of training and the number of students the cost per week/student is undoubtedly lower for specialized training.

30 Consequently, it seems necessary to diversify training activities with a view to making profitable the human and material resources available in postal schools, in particular intercountry schools. Diversification of training activities is all the more necessary because it meets the present needs of most postal administrations as regards specialization of staff.

31 Specialized training would be held in parallel with introductory training on the basis of a multi-year programme prepared in accordance with the requirements expressed by the postal administrations concerned. By specifying a reasonable number of specialized training activities annually, it would be possible to hold the planned training under good conditions without, or with few, extra costs. This approach would undoubtedly make teaching staff expenditure and the available infrastructure to a large extent cost-effective. The UPU could help those higher postal intercountry schools which agreed to radically reform their structures and expand their activities.

32 There is of course no question, in the intercountry schools, of abandoning introductory training in favour of specialized training only. However, this redesigned introductory training would be shorter and focussed more on management questions. The instruction given should make it possible to train genuine management specialists. In addition to theoretical courses, this training should provide the participants with an opportunity to exchange management ideas and experience. Senior staff receiving such training should, through their research and analyses, contribute to the standardization of management practices and methods and the implementation of a system applicable in their respective countries, subject to adaptation.

d Cooperation between higher postal schools and management institutes

33 The organization of higher training in intercountry postal schools, particularly in the management field, calls for the availability of high-level specialists. Furthermore, training focussed on management problems should not be of a theoretical nature only, in view of the specific nature of the methods applied according to the structure, size and location of the postal corporations or administrations concerned. It therefore seems necessary and expedient to involve in this work instructors specializing in business management from higher management schools or university management institutes. These establishments have at their disposal the necessary theoretical courses and also, because of their contacts with business and industry, are sources of enrichment for the training field.

34 The UPU could promote such relations between the intercountry postal schools and these higher or university institutes with a view in particular to exchanging course modules and teaching staff. Higher-grade staff undergoing training in intercountry postal schools could follow certain specialized management courses in the university establishments.

35 This type of cooperation between postal schools and university institutes will be systematically encouraged at regional level and, within the limits of the resources available, support could be provided in the context of UPU technical assistance activities. It is self-evident that, in order to take account of the Hamburg Congress policy guidelines, such cooperation should not obscure the specific nature of training in postal management and techniques. Thus, care will have to be taken to ensure that training within a purely university context does not put general training before postal techniques.

e Introductory and refresher training of instructors

36 As in the past, the UPU should continue to give priority to the training of instructors. Despite the praisworthy efforts made by postal administrations and corporations in this field, inadequacies are still felt, particularly as regards staff strength, because of the extreme mobility of this staff category.

37 In order to mitigate the drawbacks of this situation, an intensive programme of instructor training and of refresher training for permanent instructors should be systematically undertaken. The training and refresher courses should take place in the intercountry schools under the head of annual specialization and further-training activities. However, it is essential that postal

administrations and corporations demonstrate sufficient political will and take appropriate action to achieve these objectives. The interests of their training centres and the quality of their countries' postal services are at stake.

38 Regarding the intercountry schoools, a specific effort is needed to fill the gaps noted in the number and quality of instructors. In some cases, the number of instructors is particularly high but they are often unable to give the types of training which the administrations wish their officials to have. One solution to this problem might be to reduce the number of permanent instructors and use the services of visiting staff from the countries participating in the school activities. These visiting instructors, chosen from among senior officials specializing in a specific field, would be given introductory instructor training before their deployment at the intercountry schools. This formula would have the dual advantage of being less costly for the groups of countries sharing the cost of funding an intercountry school and of enabling the students to receive training from a specialist in the relevant field.

f Evaluation and monitoring of training

39 The effectiveness of training activities can be measured only if there is a system for evaluating and monitoring the activities conducted. If no such mechanism exists, the impact of the effort invested may be lessened or even wiped out by inappropriate use and/or excessive mobility of the staff trained.

40 With a view to further strengthening administrations' action in this field, the Universal Postal Union will step up evaluation and follow-up activities in the field with a view to better monitoring of training results. This will above all involve checking whether the staff trained are used effectively. Fresh assistance activities would only be undertaken on this condition. Similarly, the impact of the training conducted would be evaluated with a view to adapting the programme content to the professional situation where necessary.

41 As regards mobility of staff, and more specifically of teaching staff, it will be necessary to check whether the staff trained are kept in their posts long enough to make the skills they have acquired cost-effective. Mobility should be envisaged only in exceptional cases motivated by the official's special interests or for pressing service reasons and provided that a replacement has been found.

42 To supplement evaluation, administrations should do everything in their power to provide the necessary stimuli in order to upgrade their officials' work. This would include paying appropriate salaries and providing good working conditions and other incentives to enable staff to achieve a high level of performance and pursue their personal development.

IV. Conclusion

43 Since the Hamburg Congress, many efforts have been made to train middle-grade and senior postal staff in a variety of specialized fields, particularly management. Moreover, action has been taken to increase top-level executive awareness of the management problems which are currently one of the major obstacles in the fight against private competition.

44 However, there is still a great deal to be done as regards training, particularly in management and specialized postal techniques, and so it is planned to pursue efforts in this field. The envisaged reform of the instruction programmes of the country and intercountry schools will help achieve the necessary correspondence between the training given and the relevant professional skills.

45 Prior to any programme reform, however, staffing structures should be analyzed in order to make an optimum assessment of training requirements.

46 Without prejudging the decisions to be taken on this subject, it may be interesting to note that the modular course formula offers both instructional and economic advantages. In-depth study of this system with a view to applying it in the postal administrations concerned will be worthwhile.

47 Training in the intercountry schools should first be adapted to the conditions and context of the communications market. In this connection, specialized training should be continued and extended to fields other than management and instructor training. In this context, cooperation between higher intercountry postal schools and university management institutes should enhance postal training by contributing other useful knowledge from the field of business organization and administration. Appropriate measures should also be taken to ensure that the higher intercountry schools meet the criterion of efficiency while keeping down the costs of the countries that contribute to their operation.

48 The Universal Postal Union should continue to assist administrations in their efforts to provide high-quality training for their staff, in particular through evaluation and monitoring aimed specifically at improving the activities undertaken.

Berne, 27 April 1989

For the Executive Council:

F KOLLER

Chairman

Congress – Doc 55

Increased UPU presence in the field with regard to technical assistance

Executive Council report

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I. Introduction

1 Since the 1974 Lausanne Congress, increased UPU presence in the field with regard to technical assistance has been considered as the most appropriate way of increasing the effectiveness of Union action in this domain (cf Lausanne Congress resolution C 78, Rio de Janeiro Congress resolution C 37 and Hamburg Congress resolution C 38). If the terms and conditions of increased presence in the field with regard to technical assistance have not been implemented as systematically as in other agencies of the United Nations system, this is because the slenderness of resources compared with the needs made it seem more urgent to concentrate those resources on carrying out purely operational activities. However, because of the evolution of the United Nations agencies' policy in identifying requirements, formulating project objectives and participating in intersectoral planning processes during the country programming exercises, it has become imperative for efficiency's sake to bring project preparation and implementation activities closer to the beneficiary countries.

2 The purpose of this document is to report on the results of the study conducted in this sphere by the International Bureau, which takes account of two concerns: on the one hand, to comply with the wish repeatedly expressed by the great majority of member countries to see the Union step up its presence in the regions, and on the other, to make the necessary changes by the most economic means. The proposed form of increased presence in the field should be implemented with the resources available and through the efforts which the countries concerned would be called on to make themselves.

II. Need for increased UPU presence in the field

3 It is common knowledge that UNDP aid is granted to countries on the basis of a "programming cycle" which generally covers five years. This period is often preceded by preparatory work coordinated by the Resident Representatives, during which the technical cooperation priorities and the necessary allocations if funds are determined. The choices made at this stage are often decisive and changes, which are very seldom, in the context of continuous programming are only accepted for urgent actions and cases of force majeure.

4 Like the international organizations which are not present in the field, the Universal Postal Union, for various reasons, one of which is the "out of sight, out of mind" attitude, rarely takes part in the coordination meetings held at country level. For this reason in particular, the possibilities of obtaining funds to finance postal projects under the UNDP are limited.

5 Moreover, for a number of years now, the UNDP has ceased financing long-term regional experts' posts and this trend seems irreversible. Replacing such experts by headquarters officials and consultants has not proved effective. Generally speaking, the consultants are not sufficiently familiar with UPU and UNDP technical cooperation policy, and their missions are short by their very nature. Similarly, officials from headquarters cannot always be on the spot at the right time and their missions are necessarily short because of the work to be done at headquarters. This inadequate presence of technical cooperation staff in the field affects activities as a whole, but more particularly there is less possibility of obtaining more UNDP aid and of making approaches on behalf of postal development.

6 It should be added that if the governments of many countries tend to underestimate the Post's role in the economy, this is partly because of the absence of direct, sustained UPU contacts in the field at a time when the competition is becoming more and more firmly established.

7 Aware of the need to take action closer at hand in order to better assess the countries' needs and respond to them effectively, a large number of United Nations agencies have set up decentralized structures for implementing their technical assistance programmes. These agencies include

ILO, UNESCO, WHO, UNICEF, FAO, ICAO, UNIDO, World Bank, UNDP and ITU. All these organizations have created decentralized systems, under various names, which carry the work of headquarters to the field.

8 Because of its limited resources, the UPU should not create conventional regional structures requiring human and material resources which are out of proportion to the results expected.

9 However, it seems increasingly necessary for the UPU to adopt a decentralization system based on a more extensive presence in the field. In this connection, the formula adopted by the ITU deserves some consideration.

III. Formula adopted at the ITU

10 The International Telecommunication Union (ITU) decided at its 1982 Nairobi Plenipotentiary Conference to ensure its presence in the field in the different regions. Its Secretary-General was authorized to create senior regional representative posts financed out of the ITU budget and area representative posts which are basically financed out of the administrative costs paid by the UNDP.

11 Basically, the senior regional representatives, recruited on a fixed-term contract, represent the ITU vis-à-vis the countries, the United Nations regional bodies, and the regional and subregional agencies. They are responsible for implementing the Union's decisions and resolutions in the field and give advice about the development of telecommunications. The level of duties was fixed at grade D 1 and there are currently four such representatives.

12 There are seven area representatives at present: three in Africa (Dakar, Harare and Yaoundé), two in Latin America (Santiago and Tegucigalpa) and two in Asia/Pacific (Colombo and Djakarta). In accordance with the directives, and under the supervision, of the Head of the Technical Cooperation Department at ITU headquarters, the representative of a geographical area is responsible in particular for the following activities in the countries of his jurisdiction:

- sectoral support to telecommunications administrations, governments and UNDP coordinators and Resident Representatives;
- supervision, administration and monitoring of projects;
- cooperation as an expert in his technical specialization;
- participation in the collection, dissemination and exchange of information about questions concerning cooperation and technical assistance, development of telecommunications and their efficient use, and ITU activities in these fields;
- participation in meetings or study cycles and accomplishment of any other task concerning the development of telecommunications which may be assigned to him by ITU headquarters.

13 In accordance with a decision taken by the ITU Governing Council at its 42nd session in 1987, a Group of Experts was instructed to study the development of ITU technical cooperation activities. In its report, the Group of Experts confirmed the ITU's policy of strengthening its regional presence in the matter of technical cooperation. The Group of Experts recommended that the ITU benefit from the experience acquired by other international organizations, in particular ICAO, in order to monitor and facilitate the correct application of approved telecommunication standards. Apart from a few variations concerning objectives and ways and means, the UPU could take a lead from the ITU's decentralization formula.

IV. Objectives and activities to be provided for within the framework of UPU presence in the field

a Objectives sought

14 Increased presence in the field with regard to technical assistance aims in particular at:

- improving the effectiveness of activities conducted on behalf of the countries;
- strengthening the UPU's role in order to promote and develop the postal services;
- strengthening links between the UPU and the administrations on the one hand and between the UPU and the Restricted Postal Unions on the other, as well as with the regional economic organizations responsible for development planning.

b Activities to be provided for

Programming and drawing up of projects

15 Programming involves a number of important tasks which all contribute to the design and preparation of one or more projects, in particular:

- helping administrations to analyze the functioning of their services and to determine postal development strategy, policies and plans;
- identifying development objectives in consideration of the general and intersectoral objectives defined by the governments;
- identifying technical assistance requirements;
- contributing to the preparation of technical assistance programmes and projects for funding by the UNDP or by any other external source of financing;
- helping to make the necessary approaches to the authorities responsible for coordinating external aid, and planning with a view to obtaining funding, in particular from the UNDP;
- cooperating with the Restricted Unions on defining regional technical assistance programmes.

Execution and follow-up of projects

16 Above all, the aim is to ensure that the projects are carried out in conformity with the defined objectives and that they are implemented with the participation of the beneficiary countries. This consists in particular in:

- monitoring implementation of the activities;
- evaluating the progress made and, if need be, suggesting and observing the application of corrective measures;
- helping and advising the national authorities on all the project operational activities;
- writing periodic reports for headquarters.

Promotional and consciousness-raising activities

17 The promotional and consciousness-raising activities to be conducted in the field would consist in:

- providing general information about the UPU and about its organization, mission, programmes and activities in order to promote its catalytic role in the development of the postal services;

- publicizing and explaining UPU technical cooperation activities and taking part in exchanges of information about technical cooperation matters;
- establishing, developing and maintaining contacts with the various regional and subregional organizations, in particular the Restricted Postal Unions, as well as with certain other bodies and the banks interested in the work and development of the postal services;
- advising the national authorities on general questions relating to the postal services and their harmonious development;
- making economic protagonists aware of the efforts made or the measures planned by the Post to offer a high standard of service and create new products, naturally with the agreement of the administrations concerned;
- ensuring the follow-up of the work of the quality-of-service inspectors whose introduction is proposed by the EC in its report on adapting the operation of the Union to present commercial and technical demands (Congress – Doc 73).

Action of a general nature

18 UPU presence in the field could also apply to activities of a general nature which basically involve administrative, advisory and representational tasks. These include, among many others:

- representing the Union at the technical meetings of regional and subregional organizations;
- taking part in organizing training activities and other meetings (symposia, study cycles, courses, etc) planned by the Union;
- helping postal administrations and Restricted Unions, at their request, to solve certain isolated technical or administrative problems;
- advising postal administrations about implementing various decisions or recommendations made by Union bodies;
- contributing to the promotion of technical cooperation among developing countries (TCDC) at subregional and regional level;
- providing headquarters with useful comments or information which could improve and strengthen the efficacy of technical cooperation activities;
- informing headquarters about local peculiarities and making suggestions about the adaptability of technical cooperation principles.

c Resources needed

19 Ensuring increased presence in the field means adopting forms of intervention which are as effective and as fast as possible. The services of qualified senior staff with many years' experience of postal techniques and postal management problems would be used. They should have a keen appreciation of personal contacts and be familiar with UPU policies and activities. They would have to acquire in-depth knowledge of multilateral technical cooperation mechanisms, in particular those of the UPU and the UNDP, as quickly as possible.

20 Regional advisers would be assigned to the regions for a fixed term depending on the requirements and the nature of the work to be done. They would be recruited on a contractual basis, but their conditions of employment would be largely based on the United Nations system. Account would be taken of the duties they are required to perform while bearing in mind the need to maintain a favourable cost/benefit ratio.

21 For a given year, provision would have to be made for two units for Africa, one for Latin America, two for Asia/Pacific and the Caribbean and one for the Arab countries, ie an average of six units per year.

22 The necessary financial means would be taken from the resources already available under the technical cooperation activities planned annually. Considering the average duration per year and per region, and the recruitment level (equivalent to P 4), the annual costs in Swiss francs can be estimated at:

a	Salaries of six regional advisers:	350 000
b	Travel expenses:	232 500
c	Sundries:	34 000
	TOTAL	617 000

This estimate is based on the assumption that the administrations of the regional advisers' countries of assignment are willing to provide a secretariat service, premises and other facilities free of charge.

23 The transfer of certain headquarters activities to the regions will result in a change in the nature of the work currently done by Technical Cooperation Division staff and by one category of consultants. All missions concerning programming, project support, follow-up of programming activities, project evaluation, participation in the organization of courses or study cycles, attendance at the board meetings of intercountry schools and certain other missions of a technical nature will be assigned to regional advisers in the field. Under these circumstances, it would be necessary to reorganize the services and review the work of the Technical Cooperation Division.

d Consequences of UPU presence in the field for technical assistance activities at UPU headquarters

24 The transfer of certain activities will inevitably affect the organization of the Technical Cooperation Division's work.

The Division would be freed from certain operational tasks and could devote itself more intensively to the activities listed below (the list is not restrictive):

- general coordination of technical cooperation policies;
- study of long-term strategies and plans for postal development;
- participation in defining and implementing the technical assistance policies decreed by bodies of the United Nations system (in particular the General Assembly, ECOSOC, UNDP);
- formulation of general directives for the experts and consultants assigned to field duty and guidance of this staff category;
- seeking of project funding from international organizations (Commission of the European Communities, World Bank, regional banks, etc);
- preparation and implementation of principles and practices for coordinating technical assistance activities between the UPU and other funding sources, in particular bilateral activities;
- definition and implementation of training programmes for middle-grade and senior staff in conjunction with the regional and national institutions as well as with specialized university institutes;

- study and implementation of standards for the planning of staffing and training requirements in the developing countries;
- assistance to administrations wishing to receive technical support for the establishment or improvement of their training system;
- administrative and financial management of projects;
- study and handling of important aspects concerning the programming, management and execution of programmes and projects;
- preparation of reports for the EC and the CCPS on the situation of the postal services in the developing countries and on appropriate corrective measures for remedying the shortcomings noted;
- preparation and setting up of mechanisms for evaluating and measuring the impact of the work done;
- preparation and negotiation of "development contracts" concerning the aid granted under UPU resources (integrated projects);
- UPU representation at high-level conferences and other meetings.

V. Expected advantages and results

25 Increased UPU presence in the field with regard to technical assistance should enable the Union to:

- have at its disposal means of direct, fast intervention to provide the sectoral support needed with a view to increasing the number of UNDP-financed projects;
- help administrations cope with the serious problem of getting their technical assistance requests taken into consideration under the UNDP;
- provide more extensive and more effective technical and psychological support with regard to the implementation of technical cooperation projects;
- increase the possibilities of improving the image of the Post and of the postal administrations;
- familiarize itself more closely with local conditions and with actual requirements in order to improve the efficacy of the aid provided;
- strengthen cooperation with the Restricted Postal Unions, the regional and subregional economic organizations, and the international and regional financing institutions;
- increase the effectiveness of approaches to national authorities responsible for coordinating external aid;
- apply a more systematic policy of decentralizing technical cooperation activities towards the regions in conformity with the relevant guidelines of the United Nations bodies;
- increase the capacity of the International Bureau Technical Cooperation Division to provide more effective aid to the countries on the basis of pre-set objectives covering several years yet taking account of the evolution of needs;
- focus the work of the International Bureau Technical Cooperation Division on long-term planning problems, seeking funding for projects, and general coordination, as well as on the study and important aspects of monitoring the execution of programmes and projects, as described in detail in paragraph 25;
- increase UPU presence in the field at lower cost.

VI. Conclusions

26 Increased UPU presence in the field has been desired since the 1974 Lausanne, 1979 Rio de Janeiro and 1984 Hamburg Congresses but has not been fully applied. It has been ensured by consultants conducting isolated short-term missions and by International Bureau officials. However, experience has shown that:

- although the consultants have the desired technical skills, they lack adequate knowledge of UNDP and UPU policy and are often short of time;
- UPU officials visiting on the spot do not have the necessary time either: their missions are of limited duration because of the work to be done at headquarters.

27 The result is that contacts at the level of countries and groups of countries are clearly inadequate, whereas developments in international aid policy make an increased UPU presence in the field more imperative than ever before because of the need to:

- give greater technical and psychological support to the administrations of the developing countries;
- intervene more systematically on behalf of postal development with national authorities responsible for coordinating aid;
- transfer certain UPU activities to the field;
- seek ways of increasing considerably the number of country postal projects receiving UNDP financial assistance.

28 It should be noted that UNDP financing of a project, even for a comparatively modest sum, obtains revenue for the UPU under the reimbursement of administrative costs which may be as high as 22 percent of the total cost of the project implemented. Naturally, the aim is to design and implement projects of a very high standard.

29 It seems that the best way of remedying the drawbacks of the UPU's absence in the regions would be to perform locally certain tasks hitherto carried out at Union headquarters. Provided they were well defined and corresponded to the needs really felt by the beneficiary countries, the tasks in question would produce better results.

30 The choice of regional advisers, as well as their conditions of employment, should satisfy the cost/benefit criterion.

31 In any case, the necessary means should be drawn from the resources already available under the UPU technical assistance programme.

32 The transfer to the regions of certain activities conducted from Union headquarters would, of course, occasion a redefinition of the work done by the Technical Cooperation Division. This Division could thus devote more attention, in particular, to planning, raising the consciousness of potential financial backers, general coordination and the constant search for ways of increasing the effectiveness of technical cooperation action in the postal sphere.

33 Congress is requested to consider this report and adopt the draft resolution (proposal 019) aimed at supporting the initiatives by the Executive Council and the International Bureau concerning increased UPU presence in the field with regard to technical assistance.

Berne, 27 April 1989

For the Executive Council:

F KOLLER

Chairman

Congress – Doc 56

Remailing

Executive Council report

I. Introduction

a What is remailing?

1 Remailing is the creaming off of mail traffic by private businesses which take advantage of the differences in rates and regulations among postal administrations in order to post items in a country other than that of the sender.

2 There are three forms of remailing, viz:

i Mail from country A for country B posted in country C;

ii Mail from country A for country B posted in country B; and

iii Mail from country A for country A posted in country B.

3 The first form is very important and mainly involves lightweight items for which the administration of destination receives insufficient remuneration in the form of terminal dues to adequately cover its delivery costs. This form of remailing is also used for large quantities of fairly heavy printed matter, especially when remail firms can transport them by air at prices considerably lower than those payable by the postal administration of the country of origin.

4 The second form of remailing mainly involves heavy items for which the domestic postage rates of the administration of destination are lower than the terminal dues payable by the administration of origin. However, this form also affects a number of lightweight postal items for which speed is of greater concern than postage rates.

5 The last form of remailing is the classic one. As early as the beginning of this century, certain senders began to convey correspondence across the frontier in order to benefit from postage rates that were lower than those in the country where they resided. To avoid the postal administration of the dispatching country having to cover the cost of delivering such items without receiving any compensation, the 1924 Stockholm UPU Congress introduced a new article into the Convention according to which "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 1957 Ottawa Congress enlarged the scope of this article so that it would also apply to items of this kind posted in large quantities, whether or not such postings were made with a view to benefiting from lower charges. The provisions in question are currently to be found in article 23, paragraphs 1 to 3. Since the introduction of terminal dues, the administration of destination is well remunerated for the delivery of heavy items, so that today this form of remailing involves lightweight items only. Even though the problem is a serious one for some administrations, they have good formal protection in article 23, paragraphs 1 to 3, of the Convention, as well as – in the case of many countries – in their national legislation. For this reason the present document deals in the main only with the first two forms of remailing.

b Why remailing?

6 The chief reasons why businesses use the services of remail firms are:

i lower rates than those offered by the Post;

ii better quality of service (speed and reliability) than that offered by the Post; and

iii added-value services which are not offered by the Post.

7 The rates charged by the Post to its customers and the remuneration applied in accounting between postal administrations have been based on the principles of equality and simplicity. Postal rates must normally take account of the costs of posting, sorting, conveyance and delivery of the items. Many administrations now grant reductions for items posted in bulk (reduction in posting costs) and for pre-sorted items. The 1969 Tokyo Congress introduced a simple system of terminal dues designed to offset the expenses incurred by postal administrations in the sorting, conveyance to the delivery office, and delivery of mail received in excess. This system takes no account of the structural differences between the various traffic flows. Remail firms play on the weaknesses of this simplistic terminal dues system in order to offer their customers rates which generally take no account of the actual costs of delivering their mail. They post lightweight items in a third country at prices which do not cover the cost of delivery in the country of destination, although they cover the terminal dues which the postal administration of the third country has to pay to the administration of destination. As a result, instead of receiving a type of mail that conforms roughly to the worldwide mail structure, the administration of destination receives a type of mail that contains many more items per kg, without being remunerated for the extra cost of delivering such mail. If the postal administration of the sender's country is thus deprived of lightweight items, it must fix rates for heavy items that take account of the high terminal dues for these items (because they are fixed in the form of a world average rate per kg) rather than the normal costs of delivery, etc, in the country of destination. Remail firms which post their heavy items in the country of destination at much lower (sometimes subsidized) domestic rates can thus offer rates that are lower than those of the postal administration of the sender's country. Sometimes, remail firms effect delivery themselves in large city centres where delivery costs are fairly low and post the rest of the mail with the administration of the country of destination. The main reason for the success of remail firms lies in the low rates they are thus able to charge by taking advantage of the weaknesses of the postal system.

8 Some remail firms use speed of transmission and delivery as a sales argument even where the Post frequently offers a better quality of service. When they post mail in a third country, their service quality is generally inferior to that of the postal administration of the country of origin, which can send the mail to the country of destination direct. However, when remail firms post their mail directly in the country of destination, they sometimes offer a better quality than the Post. Postal administrations realize this and are increasingly giving priority to quality aspects.

9 Remail firms often provide a mail pick-up service at the business premises of the sender, who does not need to weigh or frank each item. Some postal administrations are currently offering similar services. Moreover, some remail firms offer their customers additional services such as enveloping, addressing of direct mail items, updating of subscriber lists and billing to the subscriber's address. Such services are also provided by some postal administrations.

c Who are the operators?

10 Many remail firms are multinational corporations backed by big capital assets, and several of them compete with the Post in the EMS field as well (TNT, DHL, Emery Worldwide, Federal Express, etc). Other remail firms are affiliated to airlines (KLM, SAS, Sabena, etc). There are also some more or less serious small remail firms.

d What are the consequences of remailing for postal administrations?

11 The Post holds an important share of the infrastructure of various countries and of the world as a whole. It has established an unparalleled collection, conveyance and delivery network which it has to make cost-effective. Remailing, however, destabilizes administrations by preventing them from making their operations cost-effective.

12 Remail firms collect their mail from big enterprises which, more often than not, are located in industrialized countries, but all postal administrations may be concerned by the problem, particularly as administrations of destination. Even though losses are greater in the postal administrations of industrialized countries where remail firms group items together, the loss can be hard to bear for the postal administrations of developing countries. International mail forms a very big proportion of their mail and revenue from terminal dues finances a large proportion of their postal infrastructure, especially as their domestic postage rates are often fixed on the basis of social criteria at a level which does not cover the costs. When remail firms post their items in these countries they deprive them of the terminal dues they need for maintaining and improving their infrastructure and at the same time require them to deliver their items at rates which do not cover the related costs.

13 Objectively, therefore, remailing constitutes a threat to the existence of the postal network, especially in rural areas.

14 For cultural and social reasons, the Post has traditionally granted reduced rates for printed papers, press products and literature for the blind (which is exempt from postage). Today, more and more administrations are charging rates that cover costs for printed papers. Moreover, in several countries the Government reimburses the Post for the non-coverage of costs relating to newspapers, periodicals and literature for the blind. In most countries, however, the postal administrations still subsidize printed papers, newspapers and periodicals, as well as literature for the blind, by means of the charges collected on other categories of items. The reduction in postal resources caused by remailing aggravates the situation of the postal service, which is unable to effect offsetting operations among the various services.

II. Conducting of the study

15 In 1987 the EC's attention was drawn to the significant development of the practice of remailing. The EC therefore decided that administrations should be consulted to ascertain their views on the problem, and entrusted the handling of this study to the United States of America, Chairman of EC Committee 4, with the cooperation of Committee 5 as regards questions coming within the latter's purview.

16 The IB first sent out circular letter No 0115(B/C)1745 of 14 August 1987 giving administrations some information about the scope of the problems raised by remailing activities, and subsequently distributed a questionnaire (circular letter No 3370(B/C)1790 of 2 September 1987) designed to collect their views on the matter. The results of this consultation, in which 62 administrations took part, are shown in annex 1.

17 A second questionnaire, restricted to the members of the EC, was distributed under cover of circular letter No 3370(B)1071 of 20 January 1989. Thirty-four administrations took part in this consultation. A large number of them reported a significant increase in remail activity in their countries since the previous year, as regards both the volume of mail going through the remailers and the aggressive approach of those firms. A majority of the administrations described the remail problem as serious, and even very serious. The results of the consultation are given in annex 2.

III. Proposals to Congress

18 At the meetings of the EC all speakers unanimously agreed that this is a very important problem which calls for close collaboration among all administrations. They also concurred in the fact that flexible, varied and swift measures must be envisaged in order to face up to the competition.

a Tariff measures

19 In proposal 3019.11 the EC aims expressly to authorize postal administrations to grant preferential rates to their large mailing customers so that they can compete better with remail firms for the most lucrative traffic. These preferential rates may not, however, be lower than those applied in the domestic service to items presenting the same characteristics (category, quantity, handling time, etc). Through the latter restrictive measure the EC wished to avoid postal administrations fixing virtual dumping prices in order to attract business. At the same time this provision is designed to prevent postal administrations of third countries from granting remail firms rates that are lower than actual costs in the country of destination. The EC thus considered that if the rates offered by the administration of a third country for items to another country are lower than those applied to items in its domestic service, they are clearly dumping prices.

20 It would also be possible to prevent dumping prices by introducing a more elaborate terminal dues system. Most administrations, however, need a simple system. This is why the EC, in proposal 3064.1, is proposing that the present terminal dues system be retained in most relations, but that it be replaced by another system in the biggest exchanges. In all relations, nevertheless, postal administrations may conclude bilateral terminal dues agreements if the standard systems do not give satisfaction. The standard system proposed for big traffic flows comprises a high rate per kg (22.08 g fr) for LC mail, which normally contains lightweight items (world average: 48 items per kg), and a lower rate per kg (5.60 g fr) for AO mail, which normally contains heavier items (world average: 5.6 items per kg). In addition, if the actual structure of the mail differs significantly from the worldwide structure, the administration of destination is entitled to higher rates by way of compensation for the additional costs incurred in delivering a larger number of items per kg. It can initiate this correction mechanism when the number of LC items exceeds 55 per kg and/or when the number of AO items exceeds 7 per kg. The correction mechanism is an important means of preventing the remailing of lightweight items in third countries. The EC's work in connection with terminal dues is described in Congress – Doc 60.

21 Remail firms often succeed in obtaining preferential air conveyance rates. For long distances they pay rates well below those laid down in article 83 of the Convention. However, postal administrations can also negotiate mail conveyance rates with the airlines, and they are doing so to an increasing extent. The EC's work regarding the basic airmail conveyance rate is described in Congress – Doc 63.

22 Postal administrations which have fixed rates in their domestic service that do not cover their costs also run the risk that in future items addressed to their country from abroad will be posted directly in their country by remail firms. It is therefore becoming an increasingly urgent necessity that they adjust their domestic rates and limit the preferential rate to publications issued in their country.

b Measures regarding quality

23 In order to combat remailing effectively, the most decisive measure consists in providing the customers with a good quality of service. On the basis of the Declaration of Hamburg, the EC, CCPS and IB, with the active participation of the postal administrations, have done a great deal in this direction. The IB has carried out nine quality control tests which have been followed up by a series of correction measures taken by postal administrations. This work is described in Congress – Doc 21.

24 In Congress – Doc 73 it is proposed that the EC be given a greater role "with a view to safeguarding and improving the quality of the international postal service".

c Added-value services

25 Several administrations already offer their customers such services, eg pick-up of items from the senders' business premises, elimination of certain operations for LC items posted in bulk in order to enter them earlier in the country of destination's mailstream, address registers, etc. Some administrations have even introduced new complete services, such as the conveyance "en bloc" of items in bulk to the country of destination so that they benefit from the special services offered by the administration of destination in its domestic service, eg direct mail items addressed to groups of addressees (households, dealers, offices, certain occupations, etc). Services which affect administrations other than those of origin are based on bilateral agreements. According to the suggestions contained in Congress – Doc 73, the UPU has an important role to play in this connection (introduction of new services, market research, monitoring of the competition).

d Solidarity

26 In the 1987 consultation and at the 1988 and 1989 EC sessions, administrations almost unanimously supported the idea of greater cooperation between postal administrations, among other things by providing the administrations of the senders' countries with information about the practices engaged in. Several of them stated that they had refused offers from remail firms that wanted to use their countries as remail centres. Unfortunately, it must be acknowledged that several administrations continue to lend themselves to remail practices.

e Strengthening the provisions of the Convention aimed at preventing remailing

27 The Post is competitive. In many countries the greater part of postal revenues is derived from services operated in free competition with private companies. It is however difficult to tolerate the unfair competition presented by remailing. The Rio de Janeiro Congress therefore added a paragraph 4 to article 23 of the Convention (see paragraph 5 above with regard to paragraphs 1 to 3 of that article). This new provision allows any administration identifying large consignments of letter-post items which someone attempts to dispatch from a country other than that of the sender to refuse to accept, forward or deliver such items.

28 In the EC, a number of administrations felt that strengthening of article 23, paragraph 4, so as to make it compulsory would enable remailing to be combated more effectively, while other speakers took the view that regulatory provisions were not effective. In view of this lack of consensus, the EC decided not to submit a proposal on article 23 but to leave it to administrations to submit proposals in this connection.

IV. Conclusion

29 The Executive Council invites Congress to take note of the results of the study and to issue such directives as it may consider appropriate.

Berne, 23 June 1989

For the Executive Council:

F KOLLER

Chairman

Congress – Doc 56/Annex 1

Committee 4 (Letter Post – Regulatory aspects)

Study on remailing – Result of the consultation

(Agenda item 6)

Report by the United States of America

I. Introduction

1 Many postal administrations have observed a marked increase in recent years in a practice referred to as "remailing" whereby private firms carry mail items out of the country in which the sender resides and mail them in the domestic or international mailstream of another country.

2 The remail firms generally charge much lower rates than those available from the postal administration of the country where the mailer resides, and often claim they can provide faster delivery standards. Several postal administrations have expressed concern about the growth of the remail industry and its implications for international postal services.

3 A more detailed discussion of the general operating procedures of the remail companies and the assumed economic basis supporting the remail practice was included in annex 1 to circular letter No 3370(B/C)1790 of 2 September 1987. A copy of this document is attached as annex 1 for easy reference.

4 Following a discussion of the remail issue at the 1987 Executive Council, it was decided that the administrations should be consulted to determine their views about the remail practice. The 1 September 1987 circular letter transmitted the questionnaire to each member of the Union. It was sent out after circular letter No 0115(B/C)1745 of 14 August 1987, which provided member administrations with advance information about the scope of the problems raised by the remail activities.

5 Sixty-two administrations responded to the questionnaire. The list of participating administrations is attached as annex 2 to this report.

II. Summary of findings

Identifying the extent and nature of the remail practice

6 Approximately one third of the administrations answering the questionnaire indicated that remail firms were carrying mail out of their countries. Among these administrations, letter mail and direct mail AO items are affected for 90 percent, publications for 80 percent and parcels

for 30 percent. For administrations affected by remailing, 30 percent feel that the problem is very serious, 30 percent feel that it is serious and 40 percent feel it is not yet serious but growing. Most administrations feel that the remail practice will continue to grow.

7 The relationship between the responding administrations' international postage rates and the rates they have observed being charged by remailers varies across a broad spectrum. Some remailers charge rates less than 25 percent of the applicable international postage rates, while others are reported to charge over 25 percent of postage rates. However, for LC items, the remailer rates were generally reported to be around half of the applicable postage rate.

8 Only 20 percent of the administrations indicated that they had problems with items that were being returned to the sender in their country which had been mailed in another country. In such cases, 30 percent levied charges on the sender and 50 percent returned the items to the country of posting.

9 The responses clearly indicate that LC and Direct Mail AO are the most commonly observed classes of remailed items appearing in the inbound mailstreams. By far, the most common form of indication of payment of postage on remailed items is reported to be the "postage paid" impression. Second is postage metered mail, and third is postage stamps.

10 Twenty percent of the responding countries indicated that remail firms have made efforts to deliver large volumes of business mail through the remailers' own employees in those countries. Among these countries, about half indicated they would take legal action, and 20 percent indicated they would take financial measures to counter the problem. Another approach indicated by one administration involves becoming more competitive.

11 Of the reasons businesses use the service of remailers, clearly the most significant in the view of the countries responding to this question is that the remailing companies have lower charges. This was felt to be the case for all classes. The second most important factor identified was that remail companies offer faster delivery, especially for LC items. The collection, franking and other services performed by remail companies were ranked far lower in the responding administrations' assessment of the reasons a business would choose to use a remail company.

12 With respect to the national government's attitude about the remailing companies, 46 percent of the administrations responding to this question indicated that the attitude was unfavourable, with an equal number stating that the attitude was neutral. Only four administrations indicated that their government has a favourable attitude towards remail firms.

Response to the remail practice

13 As a competitive response to the remail practice, 15 of the responding administrations indicated that they had established new rates or new services. The new services included S.A.L., EMS, business letter service, consignment service, and special collection services for large customers. In addition, some administrations had reduced their rates to barely cover their costs in an effort to compete with the remail companies.

14 A variety of reasons were stated by those administrations that have not taken any steps to compete with the remail firms. Most pointed to the fact that they have not observed any remail practice. Other responses included: reliance on the postal monopoly or article 23 of the UPU Convention; the Convention does not allow flexibility for such charges; the potential problem of explaining lower international than domestic rates; and that remailers already have the market's largest customers and others are dissuaded from attempting to compete.

15 Just over half of the administrations responding to the question on applicability of the postal monopoly to remail indicated remailing violated their monopoly laws. Of these administrations, less than half indicated that they had taken any action to enforce the monopoly.

16 Almost two thirds of the responses concerning the enforcement of the first three paragraphs of article 23 indicated that enforcement measures are taken against mailings sent back into their country from senders residing in their country. Aside from the large number of administrations indicating they had not observed the problem, there was no clear trend in the responses from administrations indicating why they do not enforce these provisions.

17 About half of the respondents indicated that they enforce paragraph 4 of article 23 to refuse to allow the mailing of large foreign origin mailings in their domestic mailstream. Among the respondents that indicated they do allow such mailings, only two indicated that they specifically negotiated discounted rates for the foreign origin mail. Most indicated that their normal domestic rates apply.

18 Approximately two thirds of the responding administrations indicated that they apply paragraph 4 of article 23 to refuse to accept bulk mailings by non-resident mailers in their international mailstream. For those countries that indicated they do accept such mailings, again the international rates available to their own national mailers are applied by most. In over half of the cases however, the discounted rates available for S.A.L. or similar services would not meet the criteria concerning minimum rates set forth in article 19, UPU Convention.

19 Just over half of the responding administrations apply paragraph 4 of article 23 to refuse to forward in transit items that have been remailed. Among the administrations that do not take any action against such items in transit, a few stated that such action would be in violation of the freedom of transit provisions of the UPU Acts. Others noted practical difficulty and lack of specific authority under domestic law.

20 Under this provision, over a third of the respondents indicated that they refuse to deliver items they receive which have been mailed in a country other than that where the sender resides. Administrations not taking any action under this provision gave numerous reasons with no clear trend.

21 For article 23 generally, nine administrations indicated that they plan to begin taking enforcement measures. The specific measures include levying charges on the sender, returning the items to the dispatching administration, and returning the items to the sender.

22 As to whether article 23 should be strengthened or weakened, half of the administrations responding stated that some form of enforcement should be mandatory rather than discretionary. Most of the remaining respondents feel that no change should be made. Four administrations indicated that becoming more competitive would be a better approach or that in the long run article 23 would not be enforceable for legal and practical reasons.

23 A large majority (85 percent) of the responding administrations agreed with the view (in the preface to the questionnaire) that the current UPU terminal dues structure had played a key role in the emergence of the remail practice. The administrations were asked to indicate their preference concerning how to approach terminal dues in the future. Almost 42 percent of the respondents indicated that terminal dues should be based on a per item charge. The remaining administrations were evenly split between a preference for a weight based structure with different rates for LC and AO items and for the current UPU structure. The detailed summary shows additional preferences within these broad areas, but it seems significant that over two thirds of the responding administrations feel that the current UPU terminal dues structure needs to be changed.

24 Almost all responding administrations indicated that the administration where the mail should normally have been posted should be informed about its arrival as remail by the destination administration. Most of these administrations feel that the information supplied should include: the volume of mail remailed, the country where it was remailed, the names of the senders involved, and the names of the remail companies involved.

25 Annex 3 to this document contains a summary of section F provided by the International Bureau.

26 The detailed summary of the replies to the questionnaire is published as CE 1988/C 4 – Doc 9/Add 1.

III. Conclusions

27 The remail practice has clearly had more impact on some administrations than others. For almost every question, the responses by those countries which have been directly affected by the remail practice indicate a need for counter measures, while the unaffected countries have expressed a preference for no action and for the status quo.

28 The administrations that have observed a remail problem feel that the remail firms are able to underprice their postage rates and to provide better delivery times. Many of these administrations have attempted to reduce rates and provide new and better services for large business mailers to become more competitive with the remail companies. For various reasons, few of the responding administrations are taking effective enforcement actions under their postal monopoly laws. A larger number indicate that they take some form of enforcement action under article 23. Many of these would like to see the provisions of article 23 made mandatory. Others feel that article 23 should not be changed or that it will be difficult to enforce.

29 Most of the responding administrations agree that the current UPU terminal dues structure has been a factor in the origin and growth of the remail practice and that this structure should be changed to either a per item charge or to a weight-based charge with different rates for LC and AO items. Most of the administrations that have not been affected by the remail practice indicate that there should be no change in the current UPU terminal dues structure.

30 Almost unanimously, the responding administrations support greater cooperation between postal administrations in the form of providing information about the remail practices to the administrations where the items originated.

31 On the whole, the remail issue seems to have become a significant problem for a large number of the Union's members that will have to be addressed either unilaterally by each affected administration, or by a cooperative effort which could include modifications to the current UPU Acts.

Congress – Doc 56/Annex 2

Committee 4 (Letter Post – Regulatory aspects)

Study on remailing

(Agenda item 4)

Report by the United States of America

I. Introduction

1 At its 1988 session, the EC had instructed the United States of America (reporting country) to continue the study on remailing with a view to collecting all relevant information about the competition.

2 In order to collect information on remailing trends since the first survey (cf circular letter No 3370(B/C)1790 of 2 September 1987 and CE 1988/C 4 – Doc 9), the reporting country prepared a brief follow-up questionnaire which was sent only to EC members under cover of circular letter No 3370(B)1071 of 20 January 1989.

3 A total of 31 administrations took part in the consultation.* Their replies are given in annex 1 hereto.

II. Summary of findings

4 Of the 31 administrations, 13 said they had noted a significant change in remail activity in their country since the previous survey. The replies showed an increase both in the volume of mail going through the remailers and in the aggressive approach of the remail firms in sales and marketing.

5 Of note were the remarks by two countries that remailers had become well enough established domestically to make inroads not only in expedited mail but also in letter post.

6 Eighteen of the 26 administrations with enough information to reply said that the remail activities in their country could be described as very serious, serious or not yet serious but growing. That indicates a significant and growing problem, a further extension of the trend noted in the findings of the first survey.

* Three further replies came after the report was written bringing total replies to 34. However, the last three replies do not change the general findings of the consultation.

7 Of the 28 remail firms named in the replies, two, ie TNT and DHL, were mentioned by at least ten countries as being the most active in the market. This total of 28 companies, bearing in mind that the questionnaire asked administrations to mention, as a maximum, the ten firms considered to be the most active in each country, is a sign that the remailing market is attractive to private companies.

8 The factors pinpointed by the original survey as being perceived by customers as the strongest benefits of using remail companies were by and large repeated in the follow-up responses: low rates, value-added services provided, speed of delivery, reliability, return of undelivered items, simplicity of use and effective marketing. Additional factors of concern were the establishment of formal delivery/distribution and processing networks within respondent countries.

III. Conclusions

9 In view of the results of this consultation, the Committee is requested to give its views on the measures to be taken to counter the phenomenon of remailing.

Washington, March 1989

Congress – Doc 56/Add 1

Regional countermeasures against remailing

Memorandum by the Secretary General

I. Introduction

1 The Arab Postal Union (UPA) and the Postal Union of the Americas and Spain (PUAS) have informed the International Bureau of the following countermeasures they have taken against remailing.

II. UPA action

2 The UPA addressed the problem of remailing in 1986. The member administrations affirmed their rejection of this practice, which seeks to exploit that Union's reduced rates and postal exemptions, stressing that only users should benefit from these privileges. At its 1986 session, the Executive Council of the UPA recommended that its member administrations refuse to accept remailed items.

3 The subject came under consideration again at the UPA Executive Council's 1987 session, which approved a resolution asking member administrations to:

i reject all arrangements with any firm wanting to post foreign-origin mail in their country; and

ii return either to origin or to sender, under article 23, paragraph 4, of the Universal Postal Convention, all items mailed in a country other than that of the sender.

4 In 1988, the UPA Executive Council reaffirmed the terms of this resolution, and several Arab postal administrations have already taken action to implement it.

III. PUAS action

5 A round table on remailing was organized with the participation of 19 administrations at the 1988 session of the PUAS Consultative and Executive Council (CEC). Following this round table the CEC decided to:

i issue a statement condemning the practice of remailing as against the principles governing the international postal services and prejudicial to their very existence;

ii recommend that the postal administrations of member countries oppose this practice with all the means at their disposal;

iii stipulate that the permanent bodies of the Union carefully monitor developments in this issue so as to be in a position to take the most appropriate counteraction.

IV. Conclusion

6 Congress is invited to take note of this information.

Berne, 16 August 1989

A C BOTTO DE BARROS
Secretary General

Congress – Doc 57

Consequences of the use of the SDR as accounting unit

Executive Council report

I. Introduction

1 Following the demonetization of gold decided on by the International Monetary Fund on 1 April 1978, the 1979 Rio de Janeiro Congress introduced the SDR into the Acts as an intermediate currency unit.

2 The Hamburg Congress instructed the Executive Council to study the effects of the SDR both on the level of charges (resolution C 79) and on the level of terminal dues (resolution C 42).

3 Acting on these instructions, the 1986 Executive Council made France responsible for a study on the consequences of the use of the SDR as accounting unit. The results of this study were used by the EC in a study on basic charges and in the terminal dues study.

II. Purpose of the study

A. Information to be provided for the study on basic charges

4 The framework of the study is quite precise in that it is a matter of continuing and, above all, updating the work submitted by France to the Hamburg Congress. To show the effects of the SDR, the study:

i measures the movement of administrations' charges when they are expressed in SDR;

ii calculates the position of administrations' charges in relation to the basic charges laid down in article 19 of the Hamburg Convention.

5 As the method used in the past had proved its worth, France was instructed to establish a report on the situation worldwide at 1 January 1988 and a final report at 1 January 1989.

B. Study on terminal dues

6 The EC asked France to make the following analyses:

i measuring the variation of the terminal dues rates in national currency between 1 January 1986 and 1 January 1988;

ii comparing the movement of the terminal dues rates on the one hand, and administrations' charges on the other, between 1 January 1986 and 1 January 1988;

iii calculating the movement in the annual average cost of employing a "postal clerk/delivery postman" between 1986 and 1988 (the formula used by the United States of America in its study on the costs aspect of terminal dues (CE 1988/C 5 – Doc 8));

iv movement of consumer prices in 1986 and 1987 in the countries of the UPU (inflation rate).

III. Sources of the study

7 An initial questionnaire was sent to all Union member countries under cover of circular letter 3390(B)2015 of 16 November 1987. Eighty-five administrations answered this questionnaire, providing information on:

- the average cost of employing a postal official/delivery postman at 1 January 1988;
- the movement of consumer prices in 1986 and during the first 10 months of 1987 (the latter rates were extrapolated to cover a year);
- the charge applied to a letter of less than 20 g for abroad on 1 July 1981, 1 January 1986 and 1 January 1988.

8 The results of this consultation were submitted to the administrations concerned for verification (circular letter 3390(B)1592 of 30 June 1988).

9 A second questionnaire was sent to all Union member countries under cover of circular letter 3390(B)1996 of 17 November 1988. This questionnaire, to which 111 countries replied, provided information on the charge applied to a letter of less than 20 g for abroad on 1 January 1989. The calculations made by the reporting country on the basis of the replies to both questionnaires can be obtained from the IB.

IV. Main results of the study

A. Study of the effects of SDR on charges

10 During the period from 1981 to 1988, administrations' charges moved as follows:

Overall movements of charges (in %)

		1981 to 1986	1986 to 1988	1981 to 1988
In national currency	Arithmetic mean	73.8	37.5	94.4
	Median value	60.0	8.8	87.5
In SDR	Arithmetic mean	14.8	– 5.2	8.2
	Median value	8.9	– 4.7	1.9

11 While over the period 1981–1988 the increase in national currency was some 90 percent, this was not the case in real terms since, in view of the effects of the SDR, charges increased by 8.2 percent as an arithmetic mean and by 1.9 percent as a median value. This operation confirms the validity of earlier conclusions that, overall, the SDR has a stabilizing effect. The increases in national currencies are absorbed by the loss of value of many currencies in terms of SDR.

12 The charges of the administrations which replied to the inquiries were as follows in relation to the basic charges:

	January 1986	January 1988	January 1989*
Arithmetic mean in SDR	0.30	0.29	0.31
Median value in SDR	0.29	0.28	0.30
Number of countries with a charge:			
– < the basic charge	62	61	71
– > the basic charge	23	23	39

- Of the 71 countries (65 percent) which had a charge in SDR lower than the basic charge in January 1989:
  - 68 countries (96 percent) were between 20 percent and 90 percent below the basic charge;
  - 10 countries were below the minimum of 70 percent below.
- Of the 39 countries (35 percent) which had a charge in SDR higher than the basic charge in January 1989:
  - 33 countries (85 percent) increase their charges in a range between 0 and 50 percent;
  - 4 countries exceed the maximum of 100 percent.

13 In the light of these results, it can be deduced that the basic charge should be reduced by about 20 percent so that its level:

- is close to the arithmetic mean and the median value;
- does not cause some administrations to find themselves below the minimum.

B. Effects of SDR on terminal dues

14 Over the period from 1 January 1981 to 1 January 1986 (1982–1986 for wages), it is noted that terminal dues increased on average by 84.34 percent in national currency compared with an increase of:

- 60.0 percent in charges;
- 52.4 percent in wages.

* The January 1989 results are based on a different panel of administrations from that used in January 1986 and January 1988. If administrations which did not provide data for 1986 and 1988 are excluded, the median charge in SDR in January 1989 is 0.29 SDR, ie exactly the same value as in January 1986.

Movement of median value results in percent

Indicators	1986/1981*	1988/1986	Observations
Terminal dues rates in national currency	84.34	25.13	86/81 = 8 g fr in national currency / 5.5 g fr in national currency 88/86 = 8 g fr in national currency / 8 g fr in national currency
Charges in national currency	60.0	8.8	
Wage costs of a postal official/ delivery postman in national currency	52.4	5.9	
Inflation rate		16.99	

15 For the period from 1 January 1986 to 1 January 1988, the terminal dues rate in SDR was not raised but use of the IMF unit of account caused an average increase in national currency of 25.13 percent while, during the same period, the increases were:

- 16.99 percent for consumer prices;
- 5.9 percent for wages in national currency;
- 8.8 percent for charges in national currency.

16 It therefore appears that, on average, linking the terminal dues rate to the SDR has brought an increase in real terms.

V. Conclusion

17 The findings just described are based on analyses of average values. In other words, the assessments do not necessarily correspond to the situation in each country.

18 In general terms, the various observations made by the EC since the 1984 Hamburg Congress confirm the stabilizing effect of the SDR. They do not, however, enable projections to be made with complete certainty about the possible effects of the SDR in the future.

19 The EC feels that the effects of the SDR must be systematically taken into account in all future studies on rate-fixing and terminal dues. It also considers that, if possible, it would be desirable to take more economic parameters into account, in order to broaden the usefulness of the study.

* Except for wages which are from 1982.

20 If Congress adopts proposal 3019.8 concerning the revision of basic charges and proposal 3000.3 concerning a permanent study on terminal dues, this would imply the continuation, in accordance with the terms and conditions fixed by the EC, of the study on the effects of the SDR. If Congress wishes to give instructions, it may do so in the form of a decision.

Berne, 23 June 1989

For the Executive Council:

F KOLLER

Chairman

Congress – Doc 58

Basic charges

Executive Council report

I. Introduction

1 The principle of uniformity of charges contained in the 1874 Berne Convention simplified and standardized the complex scales of postal charges which existed under bilateral agreements. However, the unsettled state of the economy in numerous countries after the First World War and the constant increase in the costs of the service made it necessary to adapt the principle of uniformity to the economic reality of the world which, in the 1920s, was appreciably different from that of the preceding decades. That is why the 1920 Madrid Congress laid down basic charges which in reality were maximum charges, because postal administrations had the option of stipulating lower charges in certain conditions. The 1924 Stockholm Congress gave administrations the option of increasing or reducing the basic charges within certain percentage limits.

2 The present provisions allow administrations to increase the basic charges by up to 100 percent and reduce them by up to 70 percent. This means that the upper limit of the charges is 567 percent greater than the lower limit. Other options available to countries under the Convention mean that the difference may be even greater. For example, in accordance with paragraph 6 of article 19, a reduction of up to 50 percent of the tariff for printed papers is allowed for newspapers and periodicals. In addition, administrations may allow reduced charges based on their internal legislation (Final Protocol, article IV). Administrations may also exceed the upper limit when this is necessary to bring their rates into relation with the costs of operating their services (Final Protocol, article III).

3 In resolution C 79, the 1984 Hamburg Congress instructed the EC to undertake a study on the basic charges for letter-post items. In particular, the EC was asked:

i to study whether the provisions of article 19 for the fixing of postage charges for letter-post items are appropriate, bearing in mind the actual cost of the service, the basic factor, as well as other factors, such as changes in customer needs, the impact of external factors on the volume of postal traffic, the effects of SDR and any other factors considered to be relevant; and

ii to study the possibility of establishing a system, application of which would enable the charges to retain their real value between Congresses.

4 In decision C 59, Congress also entrusted the EC with the study of a proposal which sought to amend article 19, paragraph 10. The intention of the proposal was to alter the charging concept for combined items from one based on the highest rate of the categories enclosed in an article lodged for mailing to one based on the category with the highest weight limit.

II. Conduct of the study

a Working Party

5 The EC entrusted the study of these two questions to its Committee 5 (Letter Post – Rate-fixing and payments). To implement the study, the 1985 EC set up a Working Party consisting of the following countries: Australia (reporting country), Belgium, Brazil, Côte d'Ivoire (Rep), Japan, United States of America and Argentina (observer).

b Consultations

6 Under cover of circular letter No 3390(B 1)1680 of 11 July 1986, the member countries of the Union were consulted on:

- the usefulness of fixing uniform basic charges in the Convention;
- customer needs;
- external factors affecting the volume of traffic.

7 The Working Party based itself on the results of this consultation, in which 77 countries participated, and on the results of later and more detailed consultations in the EC. It also utilized the results of the study of the consequences of the use of the SDR as accounting unit (see Congress – Doc 57).

III. Work not resulting in proposals to Congress

a The costs factor

8 Part of the EC's mandate was to consider the level of the charges in regard to the actual cost of the service. The average costs for handling letter-post items were calculated by reference to data obtained from other cost studies. The data used were:

- the inward handling costs (CE 1988/C 5 – Doc 8);
- the outward handling costs, which were calculated by using a ratio of outward to inward handling costs (used in the 1974–1979 terminal dues study) and applying it to the inward handling costs; and
- the average transport (external conveyance) charge, which was calculated from data produced in the 1974–1979 terminal dues study and updated by reference to the transit charges study (see Congress – Doc 61).

9 The EC took note of the following results obtained by this method:

Category	Weight	Basic charges		Average costs	
		g fr	SDR	g fr	SDR
Letters	20 g	1 125	0.37	0.534	0.175
Printed papers	101–250 g*	2.25	0.74	1.265	0.413
Small packets	800 g	6.75	2.21	4.033	1.318
"M" bags	10 kg	47.25	15.44	23.548	7.693

*The weight of 250 g was used to calculate the external conveyance cost.

b Levels of the charges

10 At recent Congresses, proposals to adjust the charges in article 19 had been based on the results of surveys of the perceived requirements of member countries for the period of five years between Congresses. The Hamburg Congress had cast its own doubts on the efficiency of the traditional survey and accordingly, the EC decided to look for a more realistic method of setting the charges – one which was based on the actual situation. Given that the EC had already agreed on the validity of the use of the SDR to measure the movement of administrations' charges, it was logical to use that as the basis for setting all the charges.

11 The EC calculated all the basic charges on the basis of the median of the charges set by the postal administrations for an international letter of up to 20 grammes according to the study on the SDR (see Congress – Doc 57) and of an index showing the relation between this median charge and the charges for other items according to data from the Compendium of Equivalents. All the charges calculated are lower than those currently in force. Conscious that a reduction in these charges might put administrations under pressure to reduce their charges for international items, the EC recommended that current charges should remain in force until they are overtaken by administrations' median charges.

12 The same applies to the value of the international reply coupon. However, the EC noted that the current value of reply coupons makes it possible to cover the cost of airmail conveyance of items as well (see in this connection proposal 2031.2 prepared in the framework of the study on rate-fixing according to new principles for the classification of letter-post items).

13 The EC considers that it is not necessary, for the moment, to calculate the charges for letter-post items classified according to other rate-fixing systems than the traditional one.

c Customer needs

14 The EC sought to establish, by consulting UPU member countries, the changes in customer needs which might influence the level of the basic charges. Whilst a majority of member countries which responded reported that they took into account their customers' needs when setting their international charges, none reported any customer needs which had not been met as a consequence of the current provisions on charges. The EC considered the study on this aspect concluded. However, certain elements of it were incorporated into the study on the flexibility to be introduced into the content of article 19.

d Impact of external factors on the volume of traffic

15 This point was addressed in a consultation of member countries, which were asked to list the factors which were having an effect, either positive or negative, on the volume of international postal traffic. A wide range of factors was reported. Respondents were also asked to state how article 19 needed to be adjusted to eliminate the negative effects. The only solution proposed was to transform the charges into guideline charges.

IV. Work resulting in proposals to Congress. Principles contained in the proposals

a Flexibility

Guideline charges

16 A consultation of member countries concerning the elimination or retention of the charges indicated a substantial majority in favour of retention in one form or another. Other replies to this consultation showed that a strong majority of administrations were in favour of the conversion of these charges into guideline charges, which principle is contained in proposal 3019.6.

17 The basic idea underlying the mention of guideline charges is that administrations wishing to go on setting international charges in accordance with the charges indicated in article 19 of the Convention, would still be free to do so. The charges in the Convention would thus provide a legal basis and a point of reference when administrations set their own international charges.

Deletion of paragraph 2, c, of article 19

18 Another means of achieving greater flexibility, contained in proposal 3019.9, is to delete paragraph 2, c, of article 19. In accordance with this provision the charges for each weight step adopted by member countries must be in the same proportion to each other as the charges in the basic charges weight step structure provided for in paragraph 1. The effect of this provision is that the absolute difference in charges between the weight steps becomes increasingly greater. Deletion of paragraph 2, c, will give administrations the scope to set their charges in line with commercial demands and considerations.

Preferential rates for major users of the Post

19 The EC considers that it is desirable to give greater latitude to administrations of origin in granting preferential rates to major customers. However, care must be taken to ensure that they are not allowed to set dumping prices. The main reason underlying proposal 3019.11 is that large industrial and commercial firms are the customers most accessible and sought after by the competition and that these customers consider they are entitled to preferential treatment (see also Congress – Doc 56 on remailing).

Combined items

20 The solution contained in proposal 3019.10 is to give administrations of origin the option to authorize the combining in one item of articles on which different charges are payable and to choose between two methods of calculating the charges, namely the charge for the category with the highest rate or the sum of the separate charges applicable to each article in the item.

b Review of charges between Congresses

21 The EC was instructed to examine the possibility of establishing a system whose application would enable the charges to retain their real value between Congresses. In proposals 1502.4 and 3019.8, it has resolved the problem of maintaining the real value of the charges as follows:

- member countries' charges would continue to be surveyed, the prime aim of the surveys being to measure the movement of administrations' charges for letters up to 20 g expressed in SDR. The position of administrations' charges compared with the basic charges set out in article 19 would then be studied;
- using an index showing the ratio between the charge for a letter up to 20 g and the charges for other items according to the information given in the Compendium of Equivalents, the charges would be calculated for all other items in the letter-post category;
- the charges would be reviewed once between Congresses in order to fix the basic charges at a representative level (median value).

22 Although there is no direct precedent for this type of measure, the proposed change could be construed as the logical extension of the fixing of the upper and lower limits which were introduced by the 1924 Congress and as an addition to the allowable exceptions which have been introduced over many years. The EC would necessarily be given greater authority on the question of the basic charges, but this would be limited to mathematical calculations made by the International Bureau on the basis of data from member countries. However, as it is intended that the basic charges are to be made guideline charges, the significance of delegating authority to the EC would be limited.

c *Standardization of the weight limits of letter-post categories*

23 At present, the weight limit for letters and printed papers is 2 kg (books accepted up to 5 kg), while the weight limit for small packets is 2 kg for some administrations (94) and 1 kg for others. This lack of uniformity causes difficulties for customers and postal staff (particularly counter officials), who want the weight limits to be harmonized. This is the aim of proposal 3019.7. Furthermore, such harmonization would facilitate the coexistence of alternative rate-fixing systems.

V. Conclusions

24 In the light of the above, the Executive Council invites Congress:

a to take note of the results of the study;

b to approve proposals 1502.4, 3019.6, 3019.7, 3019.8, 3019.9, 3019.10, 3019.11, 2031.4, 3303.1 and 3304.1.

Berne, 23 June 1989

For the Executive Council:

F KOLLER

Chairman

Congress – Doc 59

Mail classification

Executive Council report

I. Introduction

1 Many administrations think that the traditional system of rate-fixing no longer meets clients' requirements for the operational needs of the Post. Administrations use in their domestic services different systems which they consider to be simpler and more suitable (eg, priority/non-priority).

2 In resolution C 62, the 1984 Hamburg Congress instructed the Executive Council:

- to consider the possibility of changing from a rate system based on the contents of letter-post items to another based on the concepts of priority/non-priority or, possibly, on other criteria;
- to consider also, as an alternative, the possibility of admitting such a system (or such other systems) for a transitional period side-by-side with the traditional system;
- to prepare, as applicable, proposals for submission to the next Congress.

3 In decision C 60, Congress also assigned to the Executive Council study of proposal 3019.10 which aimed at enabling countries using in their internal service a classification system based on the principle of priority and non-priority mail exceptionally to apply that system in the international service. The Executive Council also considered it advisable to include in the study proposal 3019.9 which advocated the introduction for international mail of a new classification structure, taking as the criterion the physical nature of the items, ie whether they were standardized or non-standardized.

II. Conduct of the study

Working Party

4 The Executive Council assigned the study to its Committee 5 (Letter Post – Rate-fixing and payments). For the conduct of the study, the 1985 EC set up a Working Party consisting of the following countries: Germany, Fed Rep of, Hungarian People's Rep, Jordan, New Zealand, Nigeria, Norway (reporting country), Uruguay and Great Britain (observer).

First consultation

5 A first consultation was made in 1986 to collect information on the classification systems used, customers' preferences, the main operational aspects and administrations' views on the best mail classification system for the international service. A summary of the results is given in annex 1.

6 The following main results should be noted:

- Most of the countries use the traditional system in their domestic service, often with modifications;
- Almost all of them would be prepared to change their domestic system if new international systems were adopted;
- For the international service, 47 percent of the administrations indicated a preference for the existing system and 43 percent for the "priority/non-priority" system;
- *But* 67 percent were prepared to accept the coexistence of at least two systems;
- Most administrations see no serious difficulty in operating different systems side by side;
- They accordingly agreed that the new systems should be optional to enable administrations wishing to do so to keep the traditional systems.

Second consultation

7 On the basis of the results of the first consultation, a second consultation was held in 1987 on ways and means of coexistence. Seventy-seven administrations took part in that consultation. A summary of the results is given in annex 2. Near-consensus was reached on the specific suggestions concerning the practical application of the general principles to be introduced into the Convention.

Third consultation

8 By circular letter 3390.2(B) of 3 June 1988 the EC members and the postal administrations that had taken part in the second consultation were invited to study the draft proposals arising from that consultation in depth and, if necessary, to formulate amendments to the proposals. Twenty-four administrations responded to that invitation, but only fifteen of them commented on the proposals. The Working Party has endeavoured as far as possible to take account of their comments in preparing the final version of the proposals.

III. Basic ideas contained in the proposals

9 The proposals are based on the fact that a clear majority of administrations are prepared to accept the coexistence of several mail classification systems and, hence, to agree to the introduction of new rates systems, but without that involving for them an obligation to change their system.

10 The proposals on classification and on aspects connected with operations make it possible for different international systems to coexist harmoniously. Most administrations foresee no practical difficulties in this respect in implementing this project.

11 The proposals are aimed at linking airmail rates and operational rules more closely to those governing letter post because, nowadays, air conveyance has become the usual method of forwarding LC and also, to a large extent, AO. This has reduced the volume of the Convention and its Detailed Regulations.

12 Quality of service targets have been introduced.

IV. Conclusions

13 The EC considers that the present proposals will have the following advantages:

- many administrations will be able to offer their clients simpler and more flexible services;
- the other administrations will be able to keep the traditional system if they so wish.

14 The EC therefore invites Congress:

a to note the results of the study;

b to approve the proposals listed in annex 3.

Berne, 23 June 1989

For the Executive Council:
F KOLLER
Chairman

Congress – Doc 59/Annex 1

Study of the structure of charges according to the new principle of mail classification – Results of first consultation

Summary of the report by Working Party 2 submitted to the 1987 EC
(CE 1987/C 5 – Doc 5)

1 The following summary contains the main results of the consultation carried out among UPU member countries by circular letter No 3390(B1)1535 of 30 May 1986 to all postal administrations to collect information on:

- the classification systems used in their domestic services;
- classification systems used internationally in addition to the traditional one;
- classification systems preferred by customers;
- operational aspects and their views on the best mail classification system for obtaining optimum postal productivity;
- social and cultural obligations;
- legal and economic aspects;
- the mail classification system which postal administrations wanted and whether that system should be the only international mail classification system or whether other systems should coexist with it;
- further work.

2 Ninety-five postal administrations answered the questionnaire.

Internal mail classification systems

3 Most of those administrations used, in their internal service, the traditional system based on the contents and make-up of the item, but their systems often contained elements of other systems (loose mail/batch mail, priority/non-priority and standard/non-standard). If a new international mail classification system was introduced, on a compulsory or optional basis, almost all administrations would study the possibility of changing their domestic system based on contents and make-up of items.

International mail classification systems

4 The use of alternative systems internationally in addition to the traditional system was not very widespread and had not caused many problems in administrations sending or receiving items classified on the basis of priority/non-priority or standard/non-standard systems. About 40 percent of administrations used article IV of the Final Protocol for granting reduced charges based on their domestic legislation or would make use of it in the near future, while relatively few administrations made use of the option in article 19, paragraph 9, of the Convention for applying higher charges to non-standardized items than to standardized items.

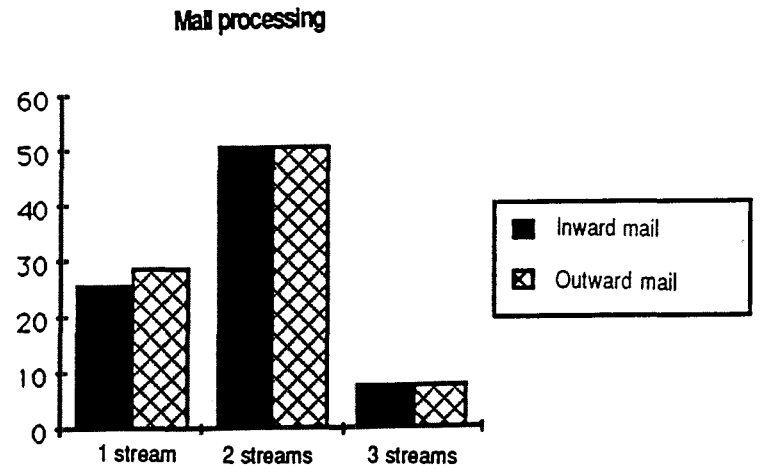
Customers' preferences

5 Only ten administrations had carried out market research as to what mail classification system customers preferred. However, over half of the administrations which replied considered that the traditional mail classification system did not correspond to customers' requirements.

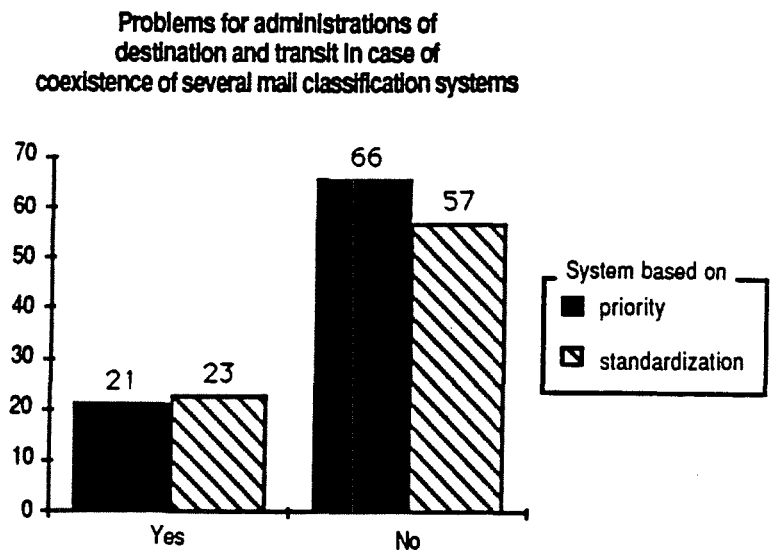
6 Administrations considered that customers attached considerable importance to a few simple rules, to mail classification according to the speed of service required and to low postage rates.

Operational aspects

7 International mail was processed in two streams in most countries, priority normally being given to airmail items (see diagram below).



8 A clear majority of administrations made up separate bundles of LC and AO for international mail, while less than half of the administrations did the same for domestic mail. In the case of coexistence of two or more systems, most administrations would not have serious difficulty if inward and transit mail were divided into a priority and airmail stream and a non-priority and surface stream. The same would apply if mail was divided into standard and non-standard mail streams, with the latter being classified as either priority or non-priority (see the diagram below).



9 The various systems were classified by administrations, on the basis of the simplicity of acceptance conditions, ease of mail processing and achievement of optimum productivity, in the following order:

i Priority/non-priority

ii Standard/non-standard

iii Present system

iv Loose mail/batch mail.

Social or cultural obligations

10 A clear majority of administrations thought that reduced or nil rates should be applied to literature for the blind. On the other hand, the reduced rates granted to printed papers did not have a sound foundation in general, while the charge reductions on newspapers and periodicals were much more readily accepted.

Legal and economic aspects

11 Few administrations would have serious legal or economic problems if the present international mail classification system was replaced by another and, in most cases the difficulties could be overcome in a year or two.

Mail classification system wanted

12 Forty-seven percent of administrations considered the present mail classification system to be the best suited to the international service but the priority/non-priority system came a close second with 43 percent of administrations selecting it. Ten percent preferred the standard/non-standard system and the loose mail/batch mail system.

13 Twenty-one percent of administrations thought that the traditional system should be the only mail classification system, 12 percent opted for other systems as the sole system, while 43.5 percent indicated their agreement with the application of two or more systems in parallel and 67 percent would accept the coexistence of more than one system for a transitional period.

14 The Working Party report containing the results of the consultation may be obtained from the International Bureau.

Congress – Doc 59/Annex 2

Study of the structure of charges according to new principles of mail classification. Results of the second consultation

Summary of the Working Party 2 report submitted to the 1988 EC (CE 1988/C 5 – Doc 5) supplemented by the numbers of the proposals prepared (underlined)

1 The following summary contains the main results of the consultation carried out among the UPU member countries by circular letter No 3390.2(B)1491 of 29 May 1987. Seventy-seven countries replied to the questionnaire.

I. General provisions regarding letter post

2 The vast majority of administrations agreed in principle with the restructuring of article 19 of the Convention and the possible creation of an article 19bis.

3 Paragraphs 1, 2, 4, 5, 7 and 10 to 12 could also be used in the case of a more flexible charging system (72 yes – 3 no). Proposal 3019.5.

4 The present paragraph 3 should be modified so that member countries which have abolished postcards, printed papers and/or small packets as separate categories of letter post items in their internal service may do the same for mail for abroad (65 yes – 11 no). A clear majority of administrations (62 yes – 12 no) stated that literature for the blind should nevertheless be compulsory in the outward direction also. Proposal 3019.5.

5 A distinction must be made between:

a airmail items and priority items on the one hand, and

b surface items, including surface airlifted items (S.A.L.), and non-priority items on the other (67 yes – 10 no). Proposal 2018.1.

6 The provisions of articles 73, 74, 75 and 90 of the Convention could be included in article 19 or 19bis (72 yes – 4 no). Proposal 3019.91.

7 Administrations using the priority/non-priority charging system should be authorized by article 19 or 19bis to collect different charges for priority than for non-priority items. The air conveyance dues may be taken into account (70 yes – 4 no). Proposal 3019.91.

8 The provisions of article 19, paragraph 9, on standardized items must be made more flexible (55 yes – 19 no, but 13 of the latter could nevertheless accept lower charges than for non-standardized items provided that article 20 was retained as a compulsory standard). Proposal 3019.5.

9 Article IV of the Final Protocol could be transferred to the Convention if it was supplemented by a provision designed to prevent dumping prices. This question is submitted to Congress within the framework of the study on postage charges. Proposals 3019.11 and 3304.1.

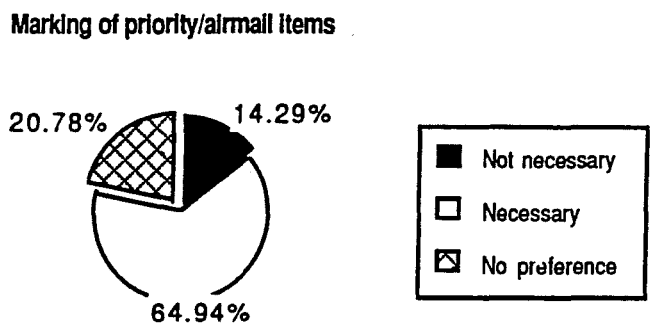
10 Article 19, paragraph 8, should be amended to permit newspapers, periodicals, books and other printed papers for the same addressee to be inserted in M bags even if the printed papers service is abolished (68 yes – 9 no). Proposal 3019.5. Twenty-seven administrations even considered that this provision should be extended so as to permit the insertion in M bags of any letter-post item not subject to customs duty.

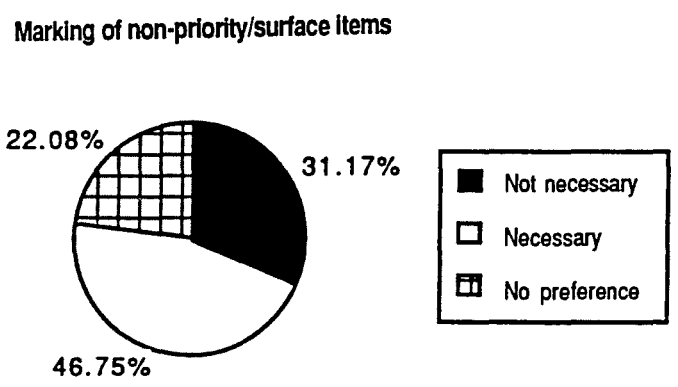
11 Articles 126 to 128 should be abridged and certain details left to the discretion of the administration of origin of the item (62 yes – 10 no). Proposal 2000.1 (draft resolution).

II. Operational aspects

Marking of items

12 Fifty administrations considered that marking was required on priority items and airmail items (42 administrations preferred the "Par avion" (By airmail) marking), while 11 administrations thought that no marking was necessary. Sixteen administrations did not give an opinion. For non-priority and surface items, the equivalent figures are 36, 24 and 17. These results and the desired marking are shown in the following diagrams.





13 Several administrations which chose "Par avion" (By airmail) attached importance to the fact that that marking was well known to postal staff and customers and had proved its worth. It was also stated that "par avion" (by airmail) was unsatisfactory and might even cause problems with senders when surcharged airmail items were sent by road or rail as happened in links between neighbouring countries. The EC therefore proposed also allowing the word "Prioritaire" (priority). Proposal 2513.91.

Bundle labels

14 Most administrations considered that AV 10 labels should always be used for bundles containing airmail or priority items (73 yes – 3 no). The light blue C 30 labels should also be used for bundles of non-priority items except when pink labels had to be used (73 yes – 1 no). Proposals 2554.3 and 2555.1.

Bags

15 Fifty-four administrations considered that special bags should be used when priority mails were sent across borders by surface transportation while 19 administrations did not. Most of the majority considered that airmail bags should be used in that case (46 yes – 7 no). Proposal 2555.1.

Bag labels

16 Almost all the administrations considered that AV 8 labels should be used for airmail bags and bags of priority mail when they were transported by air (75 yes – 2 no). A clear majority of administrations also felt that C 28 labels bearing the word "Priorité" (Priority) in bold letters should be used when priority mails were transported across borders by surface means (62 yes – 12 no). Most of the minority administrations opted for the use of AV 8 airmail bag labels (8 administrations). Almost all of the administrations considered that light blue C 28/AV 8bis labels should be used on bags containing non-priority items except when red labels were required (70 yes – 4 no). Proposal 2562.1.

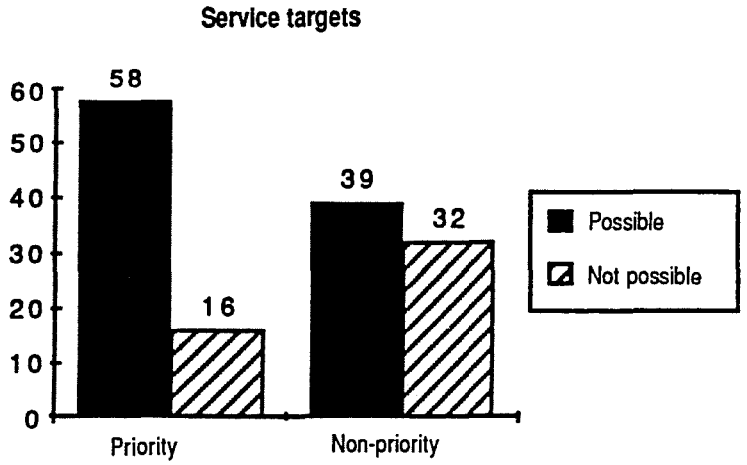
Treatment of items

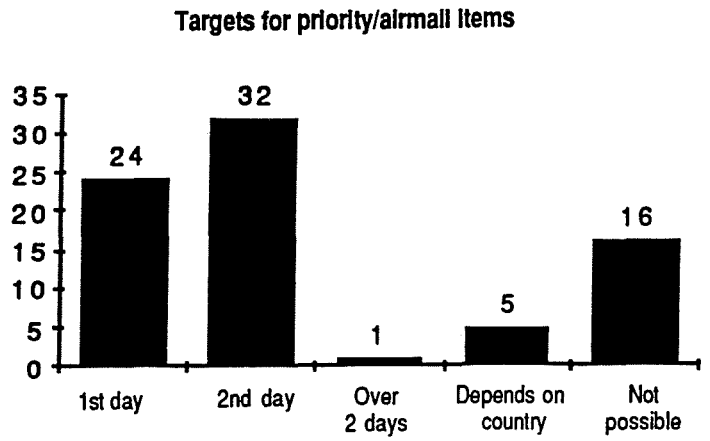
17 Almost all the administrations considered that administrations of transit and of destination which used the traditional mail classification system should treat priority items as airmail LC and non-priority items as surface AO or, if applicable, as S.A.L. AO (71 yes – 2 no). They also considered that administrations of transit and of destination which used the priority/non-priority classification system should treat airmail items (including unsurcharged correspondence) as priority items and surface items (including S.A.L. items) as non-priority items (69 yes – 2 no). Proposal 2018.1.

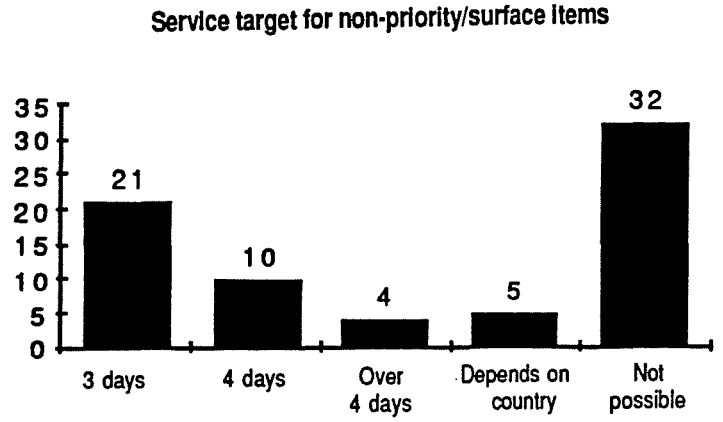
III. Service targets

18 Forty-seven administrations considered that it was necessary to have targets for the time of conveyance from posting until arrival at the office of exchange in the country of destination, even if the administration of origin which provided the service could estimate that time. Twenty-two administrations held the contrary opinion. Proposal 2032.91.

19 Fifty-eight administrations considered that it was possible to fix targets for the handling of priority and airmail items in the countries of destination, while 16 administrations considered that it was not possible. Most administrations in the first group considered that 90 percent of items should be delivered to addressees on the second working day after their arrival in the country of destination provided that they arrived by noon. As regards non-priority and surface-mail items, there was no clear majority. Thirty-nine administrations considered that it was possible to fix targets for handling non-priority and surface items in countries of destination, while 32 did not. Even though most of the administrations in the first group thought that 80 percent of items should be delivered to addressees within three working days after their arrival in the country of destination, there was no majority of all administrations for that target – see diagrams below:







20 Eighteen administrations considered that the targets should be applicable universally in all countries, ie should be laid down in the Convention. Fifty-two administrations considered, however, that each administration should fix its own service targets and publish them in the Compendium of Information (Convention). Proposal 2032.91.

IV. Miscellaneous aspects

Express delivery

21 A clear majority of administrations thought that the express delivery service should be reserved for airmail items and priority items (55 yes – 18 no). Proposal 2032.1.

Redirection and return of priority items

22 Virtually all administrations considered that the provisions of articles 80 and 81 should be applicable to priority items as well as airmail items (67 yes – 6 no). Proposals 2034.1 and 2035.1.

23 Thirty-nine administrations considered that undeliverable non-priority items should always be returned to sender, while 33 administrations wanted to apply article 35, paragraph 6, of the Convention for both non-priority items and printed papers. Proposal 2035.2.

International reply coupon

24 A clear majority of administrations thought that, when the priority/non-priority system was used, international reply coupons should be exchangeable for the postage of a priority letter up to 20 g (47 yes – 25 no). Proposal 2031.2.

25 Some administrations would like to see in the Convention an express authorization to open items posted at reduced rates, eg non-priority items. However, most administrations did not consider such authorization necessary. No proposal was submitted.

Postal monopoly

26 According to information from the administrations which have changed their classification system, the monopoly has not been much affected by the change.

Congress – Doc 59/Annex 3

List of proposals arising from the study on mail classification accepted by the 1989 EC

Article	Type of proposal	Published as proposal
Convention		
18	Amendment of article	2018.1
19	Amendment of article	3019.5
19bis	Creation of article	3019.91
27	Amendment of article	2027.1
28	Amendment of article	2028.1
31	Amendment of article	2031.2
32	Amendment of article	2032.1
32bis	Creation of article	2032.91
32ter	Creation of article	2032.92
34	Amendment of article	2034.1
35, §§ 7 to 7ter	Amendment of article	2035.1
35, § 6	Amendment of article	2035.2
71	Deletion of article	4071.1
71bis	Creation of article	4071.91
72	Deletion of article	4072.1
73	Deletion of article	4073.1
74	Deletion of article	4074.1
75	Deletion of article	4075.1
76	Deletion of article	4076.1
77	Deletion of article	4077.1
79	Deletion of article	4079.1
80	Deletion of article	4080.1
81	Deletion of article	4081.1
82	Amendment of article	4082.1
90	Deletion of article	4090.1
Final protocol		
XXI	Deletion of article	4321.1
Detailed Regulations		
109	Amendment of article	2509.3
113bis	Creation of article	2513.91
124bis	Creation of article	2524.91
139	Amendment of article	2539.1
141	Amendment of article	2541.2
150	Amendment of article	2550.1
154	Amendment of article	2554.3
155	Amendment of article	2555.1
160	Amendment of article	2560.1
162	Amendment of article	2562.1
164	Amendment of article	2564.1
200	Deletion of article	4600.1
201	Deletion of article	4601.1
202	Amendment of article	4602.1
212	Deletion of article	4612.1
213	Deletion of article	4613.1
214	Amendment of article	4614.1
215	Amendment of article	4615.1

Forms		
C8	Amendment	2908.1
C9	Amendment	2909.1
Draft Congress resolution instructing the EC to carry out a study on modernizing and simplifying the regulations on printed papers		2000.1

Congress – Doc 60

Terminal dues

Executive Council report

I. Introduction

1 In resolution C 42, the 1984 Hamburg Congress instructed the Executive Council:

a to continue studying the question of terminal dues;

b to submit to the next Congress, if necessary, its recommendations concerning the adaptations to be made to the current rates of terminal dues, including such proposals for amending the Acts as may be necessary.

2 Within the framework of this resolution, Congress instructed the Executive Council to take account as far as possible of:

a the costs of handling international mail, particularly as regards the imbalance of exchanges between administrations of origin and of destination;

b the consequences of using the SDR as intermediate unit of account for settlements;

c other factors that may be relevant in the search for the fairest possible formula.

II. Proceedings

3 For the conduct of the study, the 1985 EC set up within its Committee 5 a Working Party (WP 3) comprising Chile, Egypt, France, India (reporting country), Senegal, Switzerland, USSR and United States of America.

4 The 1986 EC decided to carry out special studies in the following areas:

a Costs of handling inward international mail:

- within the framework of EC members (reporting country: Switzerland)
- within the framework of UPU members (reporting country: United States of America).

b Proportions of LC and AO in international mail in imbalance (reporting country: USSR).

c Other aspects to be considered in the study on terminal dues (reporting country: United States of America).

d Consequences of the use of the SDR as accounting unit (reporting country: France).

e Other work assigned to the International Bureau:

- contacting UNESCO and organizations representing postal customers, in order to try to obtain information on the position of postal costs in the total production and distribution costs of publications;
- preparation of a document setting out ways in which a round table discussion could be held before the Committee's final proposals are submitted to the 1989 EC.

f The 1987 EC also instructed WP 3 to carry out, with the assistance of the International Bureau and France, a study on the ways and means of determining the annual weight of mail subject to transit charges and terminal dues in bilateral relations.

III. Proposals to the Executive Council

Foundation

5 On the basis of the in-depth studies done by Committee 5 and before making recommendations, the Executive Council wanted to take account of the views expressed by a great many administrations at the regional round tables and at the UPU round table.

6 The concern expressed by the low-traffic countries was to be able to keep a simple system that would safeguard their receipts, while the heavy-traffic countries insisted on having in their reciprocal relations a system providing better adapted cost coverage in order to be able to keep the volume of traffic.

Basic principles adopted for the work

7 Anxious to respond to the above concerns, the EC wanted the proposals submitted to clearly reflect the following two principles:

- safeguarding the receipts of the low-traffic countries;
- better cost coverage for the heavy traffic flows.

Payment for terminal dues

a For administrations with low outward traffic (about 75 percent of UPU member countries)

8 When two administrations exchange an annual volume of LC/AO traffic of less than 150 tonnes[1] in each direction, *the terminal dues rates remain unchanged at 8 g fr (2.614 SDR) per kg for LC/AO and 2 g fr (0.653 SDR) for M bags.*

b For administrations with heavy traffic in some relations (about 25 percent of UPU member countries)

9 When two administrations exchange an annual volume of LC/AO traffic of over 150 tonnes in each direction, *the terminal dues rates (calculated on the basis of the world average weights) are 22.08 g fr (7.213 SDR) per kg of LC, 5.60 g fr (1.829 SDR) per kg of AO and 2 g fr (0.653 SDR) per kg of mail in M bags.*

10 When two administrations exchange an annual volume of LC/AO traffic of over 150 tonnes in one direction:

- in the direction in which the traffic is less than 150 tonnes, *the terminal dues rates remain unchanged at 8 g fr (2.614 SDR) per kg for LC/AO and 2 g fr (0.653 SDR) for M bags.*

[1] See annex 1 for tentative list of administrations concerned/not concerned, prepared on the basis of the 1987 figures gathered by the International Bureau from information supplied by certain administrations and traffic figures published in the Postal Statistics.

- in the direction in which traffic is over 150 tonnes, *the country of destination of the traffic over 150 tonnes chooses either terminal dues rates which remain unchanged at 8 g fr (2.614 SDR) per kg for LC/AO and 2 g fr (0.653 SDR) for M bags, or terminal dues rates (calculated on the basis of the world average weights) which are 22.08 g fr (7.213 SDR) per kg of LC, 5.60 g fr (1.829 SDR) per kg of AO and 2 g fr (0.653 SDR) per kg of mail in M bags.*

Increase in LC and AO rates

11 To guarantee the administration of destination adequate payment under the new system in cases when the structure of LC and AO mail deviates from the world structure, a correction mechanism for the terminal dues rates for LC items and AO items is proposed. The administration of destination may activate this mechanism when the average number of items (LC and/or AO) contained in one kilogramme of mail received is 15 percent higher for LC and 25 percent higher for AO than the world average (which stands at 48 items for LC and 5.6 items for AO), ie:

- more than 55 LC items;
- and/or more than 7 AO items.

Accounting for terminal dues

12 In an effort to calculate terminal dues on the most accurate bases possible, it is proposed to use the actual weight for all mail, ie airmail and surface mail. This implies the systematic weighing of letter-post bags.

Bilateral agreements

13 Any administration wishing to do so may, upon bilateral or multilateral agreement, apply:

- other systems of terminal dues;
- other technical procedures.

IV. Round table

14 The Executive Council has always wanted to reach an equitable solution to the terminal dues problem, if possible on the basis of a consensus, and this is why it held a round table to which all Union member countries and the Restricted Unions were invited.

15 The round table was held in Berne on 6 and 7 April 1989 with the participation of a great many countries (see list in annex 2).

16 The discussions were held in an atmosphere of mutual understanding in which a determination to strengthen the cohesion of the UPU and to find a consensus was apparent.

17 The consensus focussed on the basic proposals formulated by the EC.

V. Continuation of the studies after Congress

18 A proposal was made requesting continuation of the studies in the field of terminal dues in view of the importance of this issue for all Union member countries.

VI. Conclusions

19 In the light of the above, Congress is invited to:

a note the results of the studies carried out;

b approve the proposals submitted by the 1989 EC, a list of which is given in annex 3.

Berne, 25 April 1989

For the Executive Council:

F KOLLER

Chairman

Congress – Doc 60/Annex 1

Administrations concerned/not concerned by the 150-tonne threshold

Administrations concerned with respect to one (1) or more relations

(Source: Study by Brazil, updated with data for 1987 supplied by certain administrations)

1	Australia	
2	Austria	
3	Bangladesh	(1)
4	Belgium	
5	Brazil	
6	Bulgaria (People's Rep)	(1)
7	Canada	
8	China (People's Rep)	
9	Colombia	(1)
10	Czechoslovakia	
11	Denmark	
12	Finland	
13	France	
14	German Dem Rep	
15	Germany, Fed Rep of	
16	Great Britain	
17	– Hong Kong	
18	Greece	
19	Hungarian People's Rep	
20	India	
21	Iran (Islamic Rep)	(1)
22	Ireland	
23	Israel	
24	Italy	
25	Japan	
26	Korea (Rep)	
27	Luxembourg	
28	Mexico	
29	Morocco	(1)
30	Netherlands	
31	New Zealand	
32	Norway	
33	Philippines	
34	Polish People's Rep	
35	Portugal	
36	Saudi Arabia	
37	Singapore	
38	Spain	
39	Sweden	
40	Switzerland	
41	Thailand	
42	Turkey	(1)
43	USSR	
44	United States of America	

Administrations which may be concerned in respect of one or two relations

(Source: Provisional evaluation based solely on the volumes of international traffic mentioned in the Postal Statistics)

1	Egypt
2	Indonesia
3	Iraq

Administrations whose traffic flows are all expected to be under 150 tonnes and which therefore will not be affected by the new system

1 Afghanistan
2 Albania
3 Algeria
4 Angola
5 Antigua and Barbuda
6 Argentina
7 Bahamas
8 Bahrain
9 Barbados
10 Belize
11 Benin
12 Bhutan
13 Bolivia
14 Botswana
15 Brunei Darussalam
16 Burkina Faso
17 Burma
18 Burundi
19 Byelorussia
20 Cameroon
21 Cape Verde
22 Central African Rep
23 Chad
24 Chile
25 Comoros
26 Congo (People's Rep)
27 Costa Rica
28 Côte d'Ivoire (Rep)
29 Cuba
30 Cyprus
31 Democratic Kampuchea
32 Democratic People's Rep of Korea
33 Djibouti
34 Dominica
35 Dominican Republic
36 Ecuador
37 El Salvador
38 Equatorial Guinea
39 Ethiopia
40 Fiji
41 Gabon
42 Gambia
43 Ghana
44 Grenada
45 Guatemala
46 Guinea
47 Guinea-Bissau
48 Guyana
49 Haiti
50 Honduras (Rep)
51 Iceland
52 Jamaica
53 Jordan
54 Kenya
55 Kiribati
56 Kuwait
57 Lao People's Dem Rep
58 Lebanon
59 Lesotho
60 Liberia
61 Libyan Jamahiriya
62 Liechtenstein
63 Madagascar
64 Malawi
65 Malaysia
66 Maldives
67 Mali
68 Malta
69 Mauritania
70 Mauritius
71 Monaco
72 Mongolian People's Rep
73 Mozambique
74 Nauru
75 Nepal
76 Netherlands Antilles and Aruba
77 Nicaragua
78 Niger
79 Nigeria
80 Oman
81 Pakistan
82 Panama (Rep)
83 Papua New Guinea
84 Paraguay
85 Peru
86 Qatar
87 Romania (Soc Rep)
88 Rwanda
89 Saint Christopher and Nevis
90 Saint Lucia
91 Saint Vincent and the Grenadines
92 San Marino
93 Sao Tome and Principe
94 Senegal
95 Seychelles
96 Sierra Leone
97 Solomon Islands
98 Somalia
99 Sri Lanka
100 Sudan

101 Suriname
102 Swaziland
103 Syrian Arab Rep
104 Tanzania (United Rep)
105 Togo
106 Tonga (including Niuafo'ou)
107 Trinidad and Tobago
108 Tunisia
109 Tuvalu
110 Uganda
111 Ukraine
112 United Arab Emirates
113 Uruguay
114 Vanuatu
115 Vatican
116 Venezuela
117 Viet Nam
118 Yemen Arab Rep
119 Yemen (People's Dem Rep)
120 Yugoslavia
121 Zaire
122 Zambia
123 Zimbabwe

Congress – Doc 60/Annex 2

Participants in the round table on terminal dues

Member postal administrations of the Executive Council

Australia
Belgium
Benin
Brazil
Cameroon
Chile
Colombia
Côte d'Ivoire (Rep)
Egypt
Ethiopia
France
Gabon
Germany, Fed Rep of
Hungarian People's Rep
India
Iraq
Ireland
Japan
Jordan
Madagascar
New Zealand
Nigeria
Norway
Pakistan
Polish People's Rep
Portugal
Romania (Soc Rep)
Saudi Arabia
Senegal
Switzerland
Thailand
USSR
United States of America
Zambia

Restricted Unions

CEPT
PAPU
PUAS
UPA

The other Restricted Unions were represented by member countries

Other postal administrations participating

Botswana
Bulgaria (People's Rep)
Burkina Faso
Burundi
Central African Rep
Chad
Costa Rica
Czechoslovakia
Finland
German Dem Rep
Great Britain – Overseas Territories – Hong Kong
Greece
Guinea
Guinea-Bissau
Indonesia
Iran (Islamic Rep)
Israel
Italy
Netherlands
Niger
Rwanda
Sierra Leone
Sri Lanka
Sudan
Suriname
Swaziland
Sweden
Togo
Trinidad and Tobago
Uganda
United Arab Emirates
Yemen (People's Dem Rep)

The Doyen of the 20th UPU Congress, Mr K R Murthy, also attended the round table

De jure observers attending the EC

Tunisia (CCPS Chairman)
Canada (CCPS Vice-Chairman)
China (People's Rep) (CCPS Committee 1)
Argentina (CCPS Committee 2)
Great Britain (CCPS Committee 3)
Spain (CCPS Committee 7)

Congress – Doc 60/Annex 3

List of proposals stemming from the terminal dues study which were endorsed by the 1989 EC

Article	*Type of proposal*	*Published as proposal No*
Convention		
64	Amendment of article	3064.1
64bis	Creation of an article	3064.91
65	Amendment of article	3065.2
67	Deletion of article	3067.2
67bis	Creation of an article	3067.91
67ter	Creation of an article	3067.92
Detailed Regulations		
156	Amendment of article	2556.2
162	Amendment of article	2562.4
164	Amendment of article	2564.4
165	Amendment of article	2565.5
168	Amendment of article	2568.1
Part II, Section V	Amendment of title of chapter I	3569.91
170	Amendment of article	3570.1
171	Amendment of article	3571.1
Part II, Section V	Amendment of title of chapter II	3572.91
173	Amendment of article	3573.1
174	Transfer to article 175bis	3574.1
175	Amendment of article	3575.1
175bis	Transfer of article 174 amended	3575.91
176	Amendment of article	3576.1
177	Amendment of article	3577.1
177bis	Creation of an article	3577.91
Part II, Section V	Creation of chapter IIbis	3577.94
177ter	Creation of an article (designation during proceedings: 189bis)	3577.92
177quater	Creation of an article (designation during proceedings: 189ter)	3577.93
178	Amendment of article	3578.1
180	Amendment of article	3580.1
181	Deletion of article	3581.2
182	Amendment of article	3582.1
183	Deletion of article	3583.1
184	Amendment of article	3584.1
185	Deletion of article	3585.1
186	Amendment of article	3586.1
187	Amendment of article	3687.2
188	Amendment of article	3588.2
189	Deletion of article	3589.1
190	Deletion of article	3590.1
206	Amendment of article	4606.1
219	Deletion of article	4619.1

Form		
C 12	Amendment	2912.2
C 12bis	Amendment	3912.3
C 12ter	Amendment	3912.4
C 14	Amendment	2914.2
C 15	Amendment	3915.1
C 15bis	Amendment	3915.2
C 15ter	Amendment	3915.3
C 16	Amendment	3916.1
C 17	Deletion and creation	3917.1
C 17bis	Creation	3917.91
C 17ter	Creation	3917.92
C 18	Amendment	2918.1
C 18bis	Amendment	2918.2
C 18S	Creation	2918.91
C 20	Amendment	3920.1
C 20bis	Amendment	3920.2
C 28	Amendment	2928.2
C 28bis	Amendment	3928.2
AV 12	Deletion	3962.1

Draft Congress resolution instructing the EC to undertake a permanent study on terminal dues	3000.3
Draft Congress recommendation aimed at reserving the revenue from terminal dues for improving the quality of postal services	3000.4

Congress – Doc 60/Add 1

Terminal Dues. Supplementary documentation

Memorandum by the Secretary-General

The Executive Council's proposals on terminal dues are presented in Congress – Doc 60, which is very succinct since full documentation on that subject has already been sent to all postal administrations. Delegates are therefore requested to bring the following documents to supplement those earmarked for the discussions of Washington Congress Committee 5 (Letter Post – Rate-fixing and payments):

a	Brochure "Terminal Dues Round Table Berne, 6 and 7 April 1989"	distributed under cover of circular letter No 3395.3(B)1719 of 5 August 1988

together with the following annexes:

1 Historical background of terminal dues

2 Other aspects to be considered in the study on terminal dues (CE 1988/C 5 – Doc 9)

3 Study on remailing – EC Committee 4 (CE 1988/C 4 – Doc 9)
(Congress – Doc 56 contains updated information)

4 Study on the costs aspect. Consultation of Union member countries (CE 1988/C 5 – Doc 8)

5 Study on the costs aspect. Consultation of Executive Council member countries (CE 1987/C 5 – Doc 8/Add 1)

6 Consequences of the use of the SDR as accounting unit
(Congress – Doc 57 contains updated information)
(CE 1988/C 5 – Doc 2)

7 Determination of the proportions of LC and AO in international mail in imbalance (CE 1987/C 5 – Doc 8/Add 3)

8 Proposal for a new terminal dues system – Working Party WP 3 – Executive Council Committee 5 (CE 1988 – Doc 8/Annex 2)

b	Brochure on terminal dues: Add 1	distributed under cover of circular letter No 3395.3(B)1978 of 9 November 1988
c	Report on the Terminal Dues Round Table Berne, 6 and 7 April 1989	distributed under cover of circular letter No 3390(B)1800 of 31 August 1989

Berne, 19 September 1989

A C BOTTO DE BARROS

Secretary-General

Congress – Doc 61

Transit charges

Calculation of new scales

Executive Council report

I. Introduction

1 In resolution C 50, the 1984 Hamburg Congress instructed the EC:

i to recalculate, at a date as close to the next Congress as possible and by the method used in drawing them up, the scales of transit charges fixed in article 63 of the Convention;

ii to review the methodology currently being used, in particular, with respect to the distance steps in order to bring them into line with the actual land and sea routes taken by the mails in transit by both land and sea;

iii to seek ways of eliminating the distortions in the data which are taken into account in calculating the scales.

2 The Executive Council assigned this study to the International Bureau.

3 In order to implement the above resolution, the Executive Council instructed the International Bureau to:

- update the transit charge scales using the same method as the one used for the scales adopted at the 1984 Hamburg Congress;
- undertake a study to take account of paragraphs ii and iii of the resolution and to submit to the EC as the result of its work one or more variants with a view to the aims in mind.

II. Work done by the International Bureau

4 To collect the data for making the calculations with the traditional method, a questionnaire was distributed under cover of circular letter 3390 (B/M) of 20 June 1988.

5 At the same time, the International Bureau undertook a study in conjunction with France, the Chairman of Committee 5, for some computer analysis work.

6 The aim of this study was:

- to find out exactly which member countries performed land and sea transit. The International Bureau had in fact stressed at the 1984 Hamburg Congress that the number of replies to the questionnaires collecting data for the calculations was falling all the time. This might be the reason for the lower representativity of the scales. It was therefore decided to make a survey of transit countries;

- to analyze, in mathematical research, the data supplied by member countries both to the questionnaires used for calculating the previous scales and in the survey, so as to discover any other causes of distortion;
- to submit possible solutions for improving the methodology and adapting it better to the present reality of world mail transit.

7 The results of the survey made it possible:

- to draw up a complete list of countries performing land sea transit;
- to estimate the weight of mail in transit by country;
- to find out the base used by each transit country to set the price paid to carriers.

8 This information culminated in:

- increasing the number of replies to the questionnaire on calculating the new rates;
- calculating the variant of the scales requested by the EC excluding the countries paying carriers on the basis of the prices set in the scales in the Convention;
- determining the margin of error arising in the calculation of the scales because of the lack of data from some countries which the survey showed to have significant amounts of transit mail.

9 The mathematical research made it possible to:

- establish new distance steps in the scales bearing in mind the effect of transport prices and weights of mails according to the routes used. These new distance steps makes it possible to apply prices better suited to short distances;
- extend the distance steps in order to make a direct calculation of the rates applicable to all long transit distances;
- adopt similar distance steps for both land and sea transit;
- establish a new methodology for calculating the rates using the data, not globally as in the traditional method, but grouped in more homogeneous strata.

III. 1986 EC decision

10 In decision CE 7/1986, the 1986 EC had asked the International Bureau to submit to Committee 5, in addition to the scales calculated using the traditional method, one or more variants which it considered likely to improve the representativity of the scales. After considering the variants, the EC would submit one only for the approval of the Washington Congress so as not to encumber the latter's discussions.

IV. Final results of the study submitted to the 1989 EC

a Variants calculated and submitted to the EC

11 In the light of this decision, the International Bureau submitted the following four variants to the 1989 EC:

- variant 1: scales calculated in kilometres (km) or in nautical miles (nm) using the traditional method (ie by distance steps up to 7500 km or 8000 nautical miles and with a single rate for each additional 1000 km or 1000 nautical miles); these scales are given in annex 2, attachments 1 and 2;

- variant 2: scales calculated using the traditional method but with more distance steps to make an exact calculation for any length of route used for mail conveyance. This variant uses a new set of identical distance steps for the two scales (land and sea) with improved adaptation of some steps to short transit distances (less than 1000 km or nautical miles) and extending distance steps to 15 000 km or nautical miles thereby covering all routes; these scales are given in annex 2, attachments 3 and 4;
- variant 3: scales calculated using the traditional method excluding countries paying carriers on the basis of the scales in the Convention; these scales are given in annex 2, attachments 5 and 6;
- variant 4: scales calculated on the basis of data provided by postal administrations with the new distance steps but divided into strata on the basis of mathematical research; these scales are given in annex 2, attachments 7 and 8.

b Data used

12 These four variants were calculated on the basis of data contained in the June 1988 questionnaire, viz:

- details and lengths of routes;
- annual weight of transit mail in 1987;
- prices of carriage valid in August 1988;
- postal costs at August 1988 values.

13 The prices in local currency were converted into g fr using the SDR exchange rate valid at 1 August 1988.

14 By the end of February 1989, the International Bureau had received replies from 60 administrations of which:

- 36 supplied data which could be used to calculate the scales;
- 9 supplied incomplete data which could not be used;
- 15 confirmed the absence of transit.

c Method of calculation used

15 The draft new land and sea transit charge scales were calculated:

- using the traditional method developed by the Technical Committee on Transit which is recalled in annex 1;
- using the stratification method arising from the mathematical research, which differs from the traditional method in that the transit charges are calculated on the basis of three adjusted curves of weighted world average transport prices. The transport prices were considered separately spread over three strata representing improved homogeneity of the data used for the calculation.

16 The draft new scales for each of the four variants are given in annex 2, attachments 1 to 8.

d Permanent study on transit charges

17 Aware of the importance of the work in this field, the International Bureau submitted a draft resolution aimed at instructing the EC to automatically revise the scales using the method of calculation adopted by Congress and conduct a permanent study to increase the representativeness of transit charges.

V. 1989 EC decisions

18 Of the four variants, the EC selected for submission to the Washington Congress the land and sea transit charge scales calculated using the traditional method but with the new distance steps, ie variant 2 (see annex 2, attachments 3 and 4 and proposal 3063.1). In view of the interesting information arising from the mathematical research, the EC also adopted the draft resolution on a permanent study on transit charges.

19 The EC decisions on the three variants which were not selected were:

- variant 1 with identical distance steps to the ones used for calculating the scales adopted at Hamburg: the EC considered that the new distance steps proposed in variant 3 made calculation easier and produced results closer to the variety of prices charged, particularly over short distances; these scales are given in annex 2, attachments 1 and 2;
- variant 3 in which the calculations did not take account of the administrations which paid their carrier on the basis of the prices in the scales in the Convention: the EC felt that this variant could not be accepted because it did not take account of some heavy-transit countries; the scales obtained were not representative enough; these scales are given in annex 2, attachments 5 and 6;
- variant 4 with the new distance steps but calculated according to the stratification principle: for this variant, the EC considered that the prices calculated were too high in the top steps of the sea transit scale and too low in the bottom steps of the land transit scale. In fact, the strata used, although they were homogeneous, included only a relatively small number of countries and this was the main reason for the EC's rejecting this variant: these scales are given in annex 2, attachments 7 and 8.

VI. Conclusions

20 In the light of the above, the Executive Council recommends to Congress:

- adoption of the scales calculated using the traditional method with the new distance steps given in annex 2, attachments 3 and 4 and which is the subject of proposal 3063.1;
- approval of the draft resolution in proposal 3000.5 instructing the EC to:
  - automatically revise the transit charge scales for submission to each Congress;
  - conduct a permanent study to increase the representativeness of transit charge scales and to present, as applicable, the results in the form of scales together with those calculated using the method approved by the previous Congress.

Berne, 30 June 1989

For the Executive Council:

F KOLLER

Chairman

Congress – Doc 61/Annex 1

Reminder of the method of calculation developed by the Technical Committee on Transit

The rate for each step of the transit charge scales is made up of two components: "transport costs" and "postal costs".

The "transport costs" component is determined on the basis of the weighted world average – calculated mathematically – of the transport prices actually paid, by applying to the median length of each step of the scales the weighted world average price per tonne-kilometre or per tonne-nautical mile, as the case may be, corresponding to that median length (for more details on the method of calculation, see the example given in 1984 Hamburg Congress – Doc 9/Annex 1).

The data supplied by the 36 administrations whose replies were used for calculating the draft land and sea transit scales are given in attachments 1 and 2 to this annex.

The "postal costs" component is calculated on the basis of the weighted world arithmetical mean of the postal costs incurred by administrations in effecting purely postal operations for transit mail.

The data concerning the "postal costs" components in land and sea transit and the calculation of these components are given in attachments 3 and 4 to this annex.

Congress – Doc 61/Annex 1/Attachment 1

DATA FROM ADMINISTRATIONS' REPLIES USED FOR CALCULATING THE WEIGHTED WORLD AVERAGE PRICE CURVES ON WHTCH THE DRAFT SCALES ARE BASED

LAND TRANSIT

Route No	Country and Route	Length in km	Weight in kg	Price in g c per 1000 kg	Price in g c per t/km
Col 1	Col 2	Col 3	Col 4	Col 5	Col 6
	ALLEMAGNE (RFA)				
1	HAMBURG-PUTTGARDEN	153	189 698	15 564.3	101.7275
2	BEBRA-KEHL	388	25 669	51 588.2	132.9593
3	EMMERICH-HELMSTEDT	424	303 512	51 588.2	121.6703
4	KEHL-SCHIRNDING	495	234 332	51 588.2	104.2186
5	BASEL-BEBRA	504	153 196	51 588.2	102.3575
6	AACHEN-HELMSTEDT	505	695 146	51 588.2	102.1549
7	FREILASSING-KEHL	554	190 018	51 588.2	93.1195
8	AACHEN-BASEL	595	157 437	51 588.2	86.7029
9	AACHEN-LUEBECK	599	118 953	51 588.2	86.1239
10	EMMERICH-PUTTGARDEN	617	309 695	80 457.5	130.4011
11	BASEL-EMMERICH	658	705 657	80 457.5	122.2758
12	AACHEN-SCHIRNDING	670	23 229	80 457.5	120.0858
13	AACHEN-PUTTGARDEN	683	755 588	80 457.5	117.8001
14	AACHEN-PASSAU	749	205 711	80 457.5	107.4199
15	AACHEN-FREILASSING	851	307 052	80 457.5	94.5447
16	BASEL-HAMBURG	884	105 413	80 457.5	91.0153
17	BREMEN-FREILASSING	914	321 922	80 457.5	88.0279
18	EMMERICH-FREILASSING	914	578 361	80 457.5	88.0279
19	FREILASSING-HAMBURG	970	72 993	80 457.5	82.9459
20	FREILASSING-PUTTGARDEN	1 123	154 802	114 222.0	101.7115
	AMERIQUE (USA)				
1	OAKLAND - NEW-YORK	5 198	180 000	195 800.0	37.6683
	ARGENTINE				
1	BUENOS AIRES - POSADAS	1 144	97 859	49 341.5	43.1307
2	BUENOS AIRES - LA QUIACA	1 907	235 560	40 073.2	21.0137
	BELGIQUE				
1	WELKENRAEDT QUEVY	300	1 268 598	20 518.8	68.3960
2	WELKENRAEDT-OOSTENDE	300	3 331 987	20 518.8	68.3960
	BOTSWANA				
1	RAMATLABAMA-RAMOKGWEBANA	648	625 276	41 928.5	64.7045
	BULGARIE R.POP.				
1	DIMITROVGRAD-SVILENGRAD	390	578 140	2 670.2	6.8467
2	ROUSSE-SVILENGRAD	439	15 250	2 879.6	6.5595
3	ROUSSE-KOULATA	669	7 846	4 555.0	6.8087
	CHILI				
1	ARICA-VISVIRI	210	4 720	21 294.1	101.4005
2	VALPO.-CARACOLES	218	4 134	20 000.0	91.7431
3	ANTOF.-OLLAGUE	442	80 765	28 392.1	64.2355
4	VALPO.-ANTOFAGASTA	1 330	68 090	93 406.0	70.2301
	CHINE (R. POP.)				
1	DANDONG-MANCHOULI	1 759	62 826	5 496.9	3.1250
2	DANDONG-ERLIAN	1 963	701	6 134.4	3.1250
3	DANDONG-SHENZHEN	3 581	12 839	11 190.6	3.1250

Route No	Country and Route	Length in km	Weight in kg	Price in g c per 1000 kg	Price in g c per t/km
Col 1	Col 2	Col 3	Col 4	Col 5	Col 6
	DANEMARK				
1	GEDSER-KOBENHAVN	182	604	97 725.7	536.9544
2	KOBENHAVN-RODBY FAERGE	196	1 465 155	15 376.4	78.4510
	EGYPTE				
1	ALEXANDRIE/AEROPORT DU CAIRE	237	26 010	129 255.9	545.3835
2	ALEXANDRIE/HAUT BARRAGE	1 102	19 893	129 255.9	117.2921
	ESPAGNE				
1	AYAMONTE-ALGECIRAS	400	1 460	4 655.5	11.6388
2	IRUN-FUENTES ONORO	635	867 152	50 964.8	80.2595
3	MADRID-ALGECIRAS	743	54 528	83 059.5	111.7894
4	BARCELONA-BADAJOZ	1 217	5 230	14 165.1	11.6394
5	IRUN-ALGECIRAS	1 382	66 155	16 084.5	11.6386
6	MADRID-DOVER	1 639	82 176	40 068.2	24.4467
	FRANCE				
1	LE HAVRE-ROUEN	88	417	11 194.2	127.2068
2	SARREBRUCK-THIONVILLE	89	94 647	11 321.4	127.2067
3	FORBACH-THIONVILLE	124	1 595	15 773.6	127.2065
4	PARIS-ROUEN	140	2 396	17 808.9	127.2064
5	LE HAVRE-PARIS	228	51 017	29 003.1	127.2066
6	FEIGNIES-PARIS	235	312	29 893.5	127.2064
7	BORDEAUX-HENDAYE	235	1 424	29 893.5	127.2064
8	MARSEILLE-VINTIMILLE	252	59 702	32 056.1	127.2067
9	ST-LOUIS-THIONVILLE	343	419 433	43 631.8	127.2064
10	CERBERE-MARSEILLE	380	50 621	48 338.5	127.2066
11	CALAIS-LONGWY	398	3 508	50 628.2	127.2065
12	CALAIS-ROUEN	439	1 698	55 843.7	127.2066
13	BELLEGARDE-MARSEILLE	501	10 146	63 730.5	127.2066
14	CALAIS-LE HAVRE	527	1 275	67 037.9	127.2066
15	CALAIS-JEUMONT	540	1 428	68 691.5	127.2065
16	BORDEAUX-PARIS	581	372	73 907.0	127.2065
17	LE HAVRE-LONGWY	591	35 051	75 179.1	127.2066
18	CERBERE-VINTIMILLE	632	410 367	80 394.5	127.2065
19	ROUEN-STRASBOURG	652	1 863	82 938.7	127.2066
20	LE HAVRE-SAARBRUCKEN	663	222	84 337.9	127.2065
21	BORDEAUX-MARSEILLE	682	2 589	86 754.9	127.2066
22	LE HAVRE-VALLORBE	690	15 582	87 772.5	127.2065
23	LE HAVRE-STRASBOURG	740	421	94 132.8	127.2065
24	LE HAVRE-ST LOUIS	747	47 632	95 023.3	127.2066
25	CALAIS-ST LOUIS	756	701 415	96 168.2	127.2066
26	MARSEILLE-ST LOUIS	760	4 493	96 677.0	127.2066
27	BORDEAUX-LE HAVRE	809	20 280	102 910.1	127.2066
28	BORDEAUX-JEUMONT	820	25 590	104 309.4	127.2066
29	MARSEILLE-STRASBOURG	847	96 003	107 744.0	127.2066
30	PARIS-MARSEILLE	863	286	109 779.3	127.2066
31	BORDEAUX-CALAIS	880	3 137	111 941.8	127.2066
32	HENDAYE-MARSEILLE	917	3 718	116 648.4	127.2065
33	LE HAVRE-MODANE	923	43 366	117 411.6	127.2065
34	BORDEAUX-VINTIMILLE	934	23 361	118 810.9	127.2065
35	CERBERE-PARIS	969	2 379	123 263.1	127.2065
36	HENDAYE-ROUEN	974	962	123 899.2	127.2066
37	CALAIS-MODANE	994	533 486	126 443.3	127.2065
38	MARSEILLE-ROUEN	1 003	260	127 588.2	127.2066
39	CERBERE-STRASBOURG	1 027	666	130 641.1	127.2065
40	HENDAYE-LE HAVRE	1 044	36 447	132 803.6	127.2065
41	FEIGNIES-HENDAYE	1 052	208 798	133 821.3	127.2066
42	JEUMONT-HENDAYE	1 055	696 484	134 202.9	127.2065
43	LE HAVRE-MARSEILLE	1 091	899 636	138 782.3	127.2065
44	BORDEAUX-STRASBOURG	1 093	1 903	139 036.8	127.2066
45	FEIGNIES-MARSEILLE	1 099	25 100	139 800.0	127.2066
46	JEUMONT-MARSEILLE	1 102	4 793	140 181.6	127.2065
47	CALAIS-HENDAYE	1 115	250 088	141 835.3	127.2065
48	CALAIS-MARSEILLE	1 162	65 861	147 814.0	127.2065
49	HENDAYE-VENTIMILLE	1 169	86 713	148 704.5	127.2066
50	CERBERE-LE HAVRE	1 196	4 301	152 139.0	127.2065

Route No	Country and Route	Length in km	Weight in kg	Price in g c per 1000 kg	Price in g c per t/km
Col 1	Col 2	Col 3	Col 4	Col 5	Col 6
51	HENDAYE-LONGWY	1 199	13 053	152 520.7	127.2066
52	HENDAYE-THIONVILLE	1 218	6 850	154 937.6	127.2066
53	BELLEGARDE-HENDAYE	1 218	22 103	154 937.6	127.2066
54	ROUEN-VINTIMILLE	1 255	1 561	159 644.2	127.2065
55	HENDAYE-SARREBRUCK	1 269	1 418	161 425.1	127.2065
56	HENDAYE-VALLORBE	1 278	402	162 570.0	127.2066
57	MARSEILLE-SARREBRUCK	1 298	3 935	165 114.1	127.2065
58	MARSEILLE-VALLORBE	1 325	759	168 548.7	127.2066
59	HENDAYE-STRASBOURG	1 328	859 717	168 930.3	127.2066
60	HENDAYE-ST LOUIS	1 335	365 469	169 820.7	127.2065
61	LE HAVRE-VINTIMILLE	1 349	2 052	171 601.6	127.2065
62	CERBERE-THIONVILLE	1 353	44 673	172 110.5	127.2066
63	CERBERE-ST LOUIS	1 487	34 637	189 156.1	127.2065
	GRANDE-BRETAGNE				
1	LONDON-HARWICH	113	38 223	10 419.2	92.2053
2	LONDON-DOVER	121	67 567	10 419.2	86.1091
3	SOUTHAMPTON-LONDON	128	113 750	4 763.9	37.2180
4	LONDON-FELIXSTOWE	136	6 859	6 825.1	50.1846
5	HOLYHEAD-LONDON	424	110 220	10 084.4	23.7840
6	SOUTHAMPTON-HOLYHEAD	532	24 020	11 427.6	21.4805
7	HOLYHEAD-HARWICH	537	34 220	17 478.2	32.5479
8	DOVER-HOLYHEAD	545	310 323	17 478.2	32.0701
	HONG-KONG				
1	HONG KONG-CHINA	36	682 625	23 452.2	651.4500
	ITALIE				
1	CHIASSO-GENOVA	210	40 975	49 894.3	237.5919
2	NAPOLI-ROMA	261	2 300	49 894.3	191.1659
3	CHIASSO-V.OPICINA	486	478 227	67 954.2	139.8235
4	GENOVA-ROMA	501	17 543	67 954.2	135.6371
5	V.OPICINA-GENOVA	535	252 685	67 954.2	127.0172
6	DOMODOS-V.OPICINA	560	388 200	67 954.2	121.3468
7	GENOVA-TARVISIO	573	46 723	67 954.2	118.5937
8	MODANE-V.OPICINA	647	245 400	85 095.8	131.5236
9	ROMA-VENTIMIGLIA	652	15 120	85 095.8	130.5150
10	NAPOLI-SIRACUSA	659	33 500	85 095.8	129.1287
11	ROMA-CHIASSO	719	34 300	85 095.8	118.3530
12	TARVISIO-VENTIMIGLIA	721	24 550	85 095.8	118.0247
13	NAPOLI-GENOVA	722	7 400	85 095.8	117.8612
14	V. OPICINA-VENTIMIGLIA	736	66 410	85 095.8	115.6193
15	ROMA-TARVISIO	792	12 950	85 095.8	107.4442
16	CHIASSO-NAPOLI	930	60 800	85 095.8	91.5009
17	NAPOLI-TARVISIO	1 000	13 200	85 095.8	85.0958
18	CHIASSO-BRINDISI	1 031	10 800	102 849.6	99.7571
19	BRINDISI-GENOVA	1 259	18 325	102 849.6	81.6915
20	GENOVA-SIRACUSA	1 368	3 914	102 849.6	75.1825
21	CHIASSO-SIRACUSA	1 556	7 900	119 991.2	77.1152
22	BRENNERO-SIRACUSA	1 631	24 756	119 991.2	73.5691
23	MODANE-SIRACUSA	1 656	7 350	119 991.2	72.4585
	JAPON				
1	KOBE-SHIMONOSEKI	507	34 565	19 855.2	39.1621
2	YOKOHAMA-KOBE	561	5 518	19 218.2	34.2570
3	KOBE-YOKOHAMA	561	9 186	19 218.2	34.2570
4	TOKYO-SHIMONOSEKI	1 097	72 097	28 066.3	25.5846
	LUXEMBOURG				
1	BETTEMBOURG-KLEINBETTINGEN	36	246 918	3 649.6	101.3778
	OUGANDA				
1	KISUMU-KATUNA	744	314 730	10 399.7	13.9781

Route No	Country and Route	Length in km	Weight in kg	Price in g c per 1000 kg	Price in g c per t/km
Col 1	Col 2	Col 3	Col 4	Col 5	Col 6
	PANAMA (REP.)				
1	PANAMA-SAN JOSE	600	7 785	46 925.1	78.2085
2	PANAMA-MANAGUA	683	45 550	67 035.9	98.1492
3	PANAMA-TEGUCIGALPA	733	1 684	67 035.9	91.4542
4	PANAMA-EL SALVADOR	833	1 408	67 035.9	80.4753
5	PANAMA-GUATEMALA	954	2 478	67 035.9	70.2682
	PAYS-BAS				
1	ROTTERDAM-ROOSENDAAL	58	16 031	22 135.9	381.6534
2	ROTTERDAM-AMSTERDAM	86	516	32 822.3	381.6547
3	ROTTERDAM-ARNHEM	114	2 229	43 508.6	381.6544
	POLOGNE (R.POP)				
1	BREST-FRANKFURT	704	963 065	16 369.3	23.2518
2	FRANKFURT-BREST	704	2 279 412	16 369.3	23.2518
	MACAO				
1	MACAU-CHINE (REP. POP.)	3	11 171	50.0	16.6667
	SENEGAL				
1	DAKAR-KIDIRA	643	126 984	58 466.6	90.9278
	SINGAPOUR				
1	SINGAPORE-JOHORE BAHRU	26	126 034	10 427.3	401.0500
	SUEDE				
1	GOETEBORG-KORNSJOE	187	102 337	6 165.2	32.9690
2	GOETEBORG-MALMOE	299	29 636	6 967.8	23.3037
3	GOETEBORG-TRELLEBORG	330	6 538	6 603.0	20.0091
4	STOCKHOLM-CHARLOTTENBERG	437	46 682	9 193.1	21.0368
5	STOCKHOLM-GOETEBORG	456	95 020	10 251.0	22.4803
6	TRELLEBORG-KORNSJOE	517	56 504	15 358.2	29.7064
7	STOCKHOLM-MALMOE	599	229 587	17 656.5	29.4766
8	STOCKHOLM-TRELLEBORG	630	25 096	18 240.2	28.9527
	SUISSE				
1	BASEL-BUCHS	197	1 182 162	48 768.0	247.5533
2	VALLORBE-DOMODOSSOLA	233	10 614	55 998.6	240.3373
3	BASEL-DOMODOSSOLA	267	12 485	63 229.2	236.8135
4	BASEL-CHIASSO	325	2 196 103	74 152.0	228.1600
5	GENEVE-BUCHS	395	40 799	85 074.8	215.3792
	SYRIENNE (R.ARABE)				
1	AEROPORT INTERNATIONAL DE DAMAS-RAMTHA	140	6 680	9 803.5	70.0250
2	LATTAQUIE-RAMTHA(JORDANIE)	490	96 800	21 913.7	44.7218
3	TIBIL(TURQUIE)-RHAMTA	560	29 240	28 487.8	50.8711
	TANZANIE R.UNIE				
1	DAR-TUNDUMA	969	42 060	1 917.2	1.9785
2	DAR-KIGOMA	1 255	14 972	6 290.0	5.0120
3	DAR-NGARA	1 948	990	6 290.0	3.2290
	TCHECOSLOVAQUIE				
1	BRECLAV-ZEBRZYDOWICE	214	161 601	104 833.3	489.8752
2	DECIN-GMUEND	328	215 802	103 844.4	316.5988
3	STUROVO-ZEBRZYDOWICE	442	81 319	430 288.9	973.5043
4	CHEB-ZEBRAZYDOWICE	613	64 811	748 755.6	1 221.4610
5	DECIN-SZOB	693	547 966	100 111.1	144.4605
6	CHEB-CIERNA N. TISOU	1 048	196 782	421 600.0	402.2901

Route No	Country and Route	Length in km	Weight in kg	Price in g c per 1000 kg	Price in g c per t/km
Col 1	Col 2	Col 3	Col 4	Col 5	Col 6
	THAILANDE				
1	BANGKOK-NONGKHAI	624	98 576	49 185.2	78.8224
	U.R.S.S				
1	VLADIVOSTOK-KHASAN	150	10 831	8 129.3	54.1953
2	NAKHODKA-KHASAN	531	288 961	27 347.1	51.5011
3	BREST-DJULFA	4 192	30 890	191 497.4	45.6816
4	ZABAIKALSK-LUJAIKA	7 477	31 485	341 736.2	45.7050
5	NAUCHKI-TCHOP	7 667	20 723	350 885.9	45.7657
6	BREST-ZABAIKALSK	7 766	403 618	355 477.8	45.7736
7	ZABAIKALSK-UNGENY	8 345	37 662	383 028.9	45.8992
8	ZABAIKALSK-TCHOP	8 431	144 378	387 620.8	45.9757
9	BREST-VLADIVOSTOK	10 397	16 707	474 764.0	45.6636
10	BREST-NAKHODKA	10 561	181 563	483 879.7	45.8176
11	VLADIVOSTOK-UNGENY	10 976	16 145	502 247.1	45.7587
12	VLADIVOSTOK-TCHOP	11 066	31 436	506 839.0	45.8015
13	NAKHODKA-TCHOP	11 226	18 202	516 022.7	45.9667
	VENEZUELA				
1	LA GUAIRA-SAN ANTON	975	324 000	17 436.8	17.8839
	ZIMBABWE				
1	RAMOKWABANE-VICTORIA FALLS	602	225 061	19 131.3	31.7796

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DATA FROM ADMINISTRATIONS' REPLIES USED FOR CALCULATING THE WEIGHTED WORLD AVERAGE PRICE CURVES ON WHTCH THE DRAFT SCALES ARE BASED

SEA TRANSIT

Route No	Country and Route	Length in n.m.	Weight in kg	Price in g c per 1000 kg	Price in g c per t/n.m.
Col 1	Col 2	Col 3	Col 4	Col 5	Col 6
	ALLEMAGNE (RFA)				
1	LUEBECK-HELSINKI	622	181 856	64 762.6	104.1199
2	HAMBURG-REYKJAVIK	1 280	12 792	71 563.2	55.9088
3	BREMEN-HALIFAX	3 371	75 240	91 672.6	27.1945
4	BREMEN-NEW YORK	3 971	240 708	120 621.0	30.3755
5	HAMBURG-TEMA	4 673	15 180	100 544.3	21.5160
6	BREMEN-VERACRUZ	5 524	8 556	106 162.5	19.2184
7	BREMEN-RIO DE JANEIRO	5 656	27 060	106 162.5	18.7699
8	BREMEN-SANTOS	5 866	10 428	106 162.5	18.0979
9	HAMBURG-CAPE TOWN	6 431	17 532	112 076.9	17.4276
10	BREMEN-BUENOS AIRES	6 880	25 800	112 076.9	16.2902
11	HAMBURG-BOMBAY	7 248	44 028	115 921.6	15.9936
12	HAMBURG-DAR-ES-SALAAM	7 630	6 024	115 921.6	15.1929
13	BREMEN-VALPARAISO	8 643	7 260	119 766.2	13.8570
14	HAMBURG-SINGAPOUR	8 926	5 220	119 766.2	13.4177
15	HAMBURG-DJAKARTA	9 332	12 600	123 609.6	13.2458
16	HAMBURG-HONGKONG	10 404	3 228	127 454.2	12.2505
17	HAMBURG-FREMANTLE	11 246	5 976	131 298.9	11.6752
18	HAMBURG-KOBE	12 107	39 564	135 143.5	11.1624
19	HAMBURG-MELBOURNE	12 932	54 996	135 143.5	10.4503
20	HAMBURG-SYDNEY	13 514	90 852	138 986.9	10.2847
	AMERIQUE (USA)				
1	NEW-YORK - BREMEN	6 546	6 425	99 000.0	15.1237
2	OAKLAND - YOKOHAMA	8 795	38 350	104 000.0	11.8249
3	OAKLAND - SINGAPORE	13 595	48 700	120 000.0	8.8268
4	NEW-YORK - BUENOS AIRES	13 851	10 950	120 000.0	8.6636
5	OAKLAND - HONG KONG	14 022	32 500	120 000.0	8.5580
	ARGENTINE				
1	BUENOS AIRES-SANTOS	1 017	4 351	87 711.2	86.2450
2	BUENOS AIRES-HAMBURGO	7 527	3 500	163 974.3	21.7848
3	BUENOS AIRES-GENOVA	8 492	531	161 589.9	19.0285
4	BUENOS AIRES-HONG KONG	11 427	288	60 048.8	5.2550
	AUSTRALIE				
1	SYDNEY-NOUMEA	1 058	7 487	57 813.5	54.6441
2	SYDNEY-AUCKLAND	1 260	106 507	57 813.5	45.8837
3	SYDNEY-SANTO	1 422	8 599	57 813.5	40.6565
4	MELBOURNE-NOUMEA	1 633	126	57 813.5	35.4032
5	SYD-PORT MORESBY	1 636	101 541	57 813.5	35.3383
6	MELB-AUCKLAND	1 835	2 185	57 813.5	31.5060
7	SYDNEY-SUVA	1 924	23 531	57 813.5	30.0486
8	MELB-PORT MORESBY	2 211	162	57 813.5	26.1481
9	SYDNEY-NUKUALOJA	2 262	668	57 813.5	25.5586
10	MELBOURNE-SUVA	2 499	194	57 813.5	23.1347
11	SYDNEY-HONIARA	2 540	11 898	57 813.5	22.7612
12	SYDNEY-FUNAFUTI	2 721	766	57 813.5	21.2472
13	MELBOURNE-NAURU	2 770	2 184	57 813.5	20.8713
14	SYDNEY-APIA	2 884	251	57 813.5	20.0463
15	MELBOURNE-HONIARA	3 115	361	106 314.9	34.1300
16	SYDNEY-TARAWA	3 397	5 215	106 314.9	31.2967
17	MELBOURNE-SINGAPORE	3 756	45	106 314.9	28.3054
18	MELBOURNE-TARAWA	3 972	546	106 314.9	26.7661
19	MELBOURNE-JAKARTA	3 980	31	106 314.9	26.7123
20	SYDNEY-MANILA	4 056	51	106 314.9	26.2118

Route No	Country and Route	Length in n.m.	Weight in kg	Price in g c per 1000 kg	Price in g c per t/n.m.
Col 1	Col 2	Col 3	Col 4	Col 5	Col 6
21	SYDNEY-PAPEETE	4 192	4 713	106 314.9	25.3614
22	SYDNEY-SINGAPORE	4 331	74	106 314.9	24.5474
23	SYDNEY-KOBE	4 555	260	106 314.9	23.3403
24	SYDNEY-MANILA	4 631	35	106 314.9	22.9572
25	SYDNEY-HONG KONG	4 696	215	106 314.9	22.6395
26	SYDNEY-BANGKOK	5 111	342	106 314.9	20.8012
27	MELBOURNE-KOBE	5 130	755	106 314.9	20.7242
28	MELBOURNE-HONG KONG	5 271	120	106 314.9	20.1698
29	SYDNEY-HONOLULU	5 596	315	106 314.9	18.9984
30	SYDNEY-HO CHI MINH	5 832	4 763	106 314.9	18.2296
31	SYDNEY-COLOMBO	6 380	3 046	123 350.8	19.3340
32	SYDNEY-DURBAN	6 723	9 453	123 350.8	18.3476
33	SYDNEY-BOMBAY	6 788	7 724	123 350.8	18.1719
34	SYDNEY-VANCOUVER	6 982	359	123 350.8	17.6670
35	SYDNEY-OAKLAND	7 046	5 502	123 350.8	17.5065
36	SYDNEY-KARACHI	7 289	1 237	123 350.8	16.9229
37	MELBOURNE-VANCOUVER	7 557	560	123 350.8	16.3227
38	MELBOURNE-OAKLAND	7 621	24 280	123 350.8	16.1856
39	MELBOURNE-MOMBASA	10 085	15	129 193.9	12.8105
40	MELBOURNE-HAMBURG	11 831	555	129 193.9	10.9199
41	MELBOURNE-TILBURY	12 010	452	129 193.9	10.7572
42	MELBOURNE-ROTTERDAM	12 097	30	129 193.9	10.6798
43	SYDNEY-HAMBURG	12 406	106	129 193.9	10.4138
44	SYDNEY-TILBURY	12 585	607	129 193.9	10.2657
	BAHAMAS				
1	NASSAU-MIAMI	180	21 918	2 626.2	14.5900
	BELGIQUE				
1	OOSTENDE-DOVER	62	3 331 987	10 000.0	161.2903
2	ANTWERPEN-MONROVIA	3 290	1 685	95 000.0	28.8754
3	ANTWERPEN-MATADI	5 602	20 132	110 000.0	19.6358
4	ANTWERPEN-MOMBASA	6 323	2 921	116 000.0	18.3457
5	ANTWERPEN-DAR ES SALAAM	6 462	15	116 000.0	17.9511
6	ANTWERPEN-VALPARAISO	7 888	418	120 000.0	15.2130
	DANEMARK				
1	RODBY FAERGE-PUTTGARDEN	10	245 840	6 150.6	615.0600
2	DRAGOR-LIMHAMN	14	1 086 369	16 059.8	1 147.1286
3	KOBENHAVN-OSLO	280	132 945	55 355.1	197.6968
4	KOBENHAVN-REYKJAVIK	1 510	24 140	92 600.2	61.3246
	ESPAGNE				
1	ALGECIRAS-TANGER	32	23 280	44 418.5	1 388.0781
	FRANCE				
1	CALAIS-DOUVRES	20	611 821	30 076.3	1 503.8150
2	ALGER-MARSEILLE	405	920 191	44 007.0	108.6593
3	MARSEILLE-TUNIS	471	47 215	44 007.0	93.4331
4	CASASBLANCA-MARSEILLE	948	55 544	52 458.7	55.3362
5	ALEXANDRIE-MARSEILLE	1 404	3 945	72 393.0	51.5620
6	HAIFA-MARSEILLE	1 640	33 180	72 393.0	44.1421
7	BORDEAUX-DAKAR	2 223	16 800	62 992.4	28.3367
8	DJEDDAH-MARSEILLE	2 373	5 114	79 504.1	33.5036
9	MARSEILLE-PORT SOUDAN	2 511	986	79 504.1	31.6623
10	DJIBOUTI-MARSEILLE	2 870	6 080	65 205.0	22.7195
11	CONAKRY-ROUEN	2 881	6 770	85 799.1	29.7810
12	LE HAVRE-MONTREAL	3 099	24 066	69 168.6	22.3197
13	MONROVIA-ROUEN	3 124	385	91 511.3	29.2930
14	FREETOWN-ROUEN	3 139	792	85 799.1	27.3333
15	LE HAVRE-NEW YORK	3 200	63 028	68 002.8	21.2509
16	ABIDJAN-BORDEAUX	3 380	11 761	72 558.6	21.4670
17	BORDEAUX-LOME	3 725	6 918	77 044.4	20.6831
18	BORDEAUX-COTONOU	3 798	18 075	77 044.4	20.2855
19	LAGOS-ROUEN	4 084	1 210	97 223.5	23.8060
20	BRIDGETOWN-LE HAVRE	4 117	293	97 223.5	23.6151

Route No	Country and Route	Length in n.m.	Weight in kg	Price in g c per 1000 kg	Price in g c per t/n.m.
Col 1	Col 2	Col 3	Col 4	Col 5	Col 6
21	BORDEAUX-LIBREVILLE	4 239	2 652	82 026.8	19.3505
22	DUBAI-MARSEILLE	4 300	789	103 518.5	24.0741
23	LE HAVRE-PORT OF SPAIN	4 320	3 909	97 223.5	22.5054
24	BOMBAY-MARSEILLE	4 590	9 864	81 819.3	17.8256
25	CRISTOBAL-LE HAVRE	4 615	499	103 518.5	22.4309
26	KARACHI-MARSEILLE	4 620	187	103 518.5	22.4066
27	BORDEAUX-POINTE NOIRE	4 908	3 717	89 105.2	18.1551
28	LE HAVRE-VERA CRUZ	4 980	367	103 518.5	20.7868
29	MATADI-MARSEILLE	5 091	5 168	89 105.2	17.5025
30	LE HAVRE-RIO DE JANEIRO	5 140	3 862	112 494.8	21.8861
31	COLOMBO-MARSEILLE	5 465	429	103 518.5	18.9421
32	MARSEILLE-PORT LOUIS	5 483	8 185	30 076.3	5.4854
33	BORDEAUX-DOUALA	5 522	23 445	82 026.8	14.8545
34	MARSEILLE-TAMATAVE	5 955	12 108	69 159.2	11.6136
35	LE HAVRE-MOMBASA	6 004	7 068	64 057.9	10.6692
36	LE CAP-LE HAVRE	6 030	8 329	72 393.0	12.0055
37	CALLAO-LE HAVRE	6 312	241	119 839.0	18.9859
38	BUENOS AIRES-LE HAVRE	6 365	1 185	119 839.0	18.8278
39	DJAKARTA-MARSEILLE	6 901	1 636	119 839.0	17.3655
40	LE HAVRE-PORT KELANG	7 936	198	126 775.2	15.9747
41	LE HAVRE-SINGAPOUR	8 083	677	132 487.4	16.3909
42	LE HAVRE-PAPEETE	9 349	950	110 356.8	11.8041
43	LE HAVRE-HONG KONG	9 543	5 389	138 141.3	14.4757
44	LE HAVRE-KAOHSIUNG	10 015	113	138 141.3	13.7934
45	LE HAVRE-NOUMEA	11 854	517	110 356.8	9.3097
46	FUSAN-LE HAVRE	12 648	283	161 048.3	12.7331
47	LE HAVRE-MELBOURNE	12 818	5 219	155 336.1	12.1186
48	LE HAVRE-SYDNEY	13 393	306	155 336.1	11.5983
	GRANDE-BRETAGNE				
1	DOVER-CALAIS	22	76 633	15 126.5	687.5682
2	HOLYHEAD-DUN LAOGHAIRE	57	331 343	11 899.6	208.7649
3	DOVER-OSTEND	62	81 491	9 479.3	152.8919
4	HARWICH-HOOK OF HOLLAND	112	25 240	15 126.5	135.0580
5	HARWICH-ESBJERG	332	27 280	32 471.7	97.8063
6	FELIXSTOWE-NEW YORK	3 425	6 859	16 941.7	4.9465
7	LONDON-TAKORADI	3 920	76 260	105 885.8	27.0117
8	LONDON-APAPA	4 240	52 491	45 178.0	10.6552
9	LONDON-CAPE TOWN	6 150	18 095	31 059.8	5.0504
10	LONDON-AUSTRALIA	11 000	9 180	84 103.6	7.6458
	HONG-KONG				
1	HONG KONG-MACAU	44	181 075	3 992.5	90.7386
2	HONG KONG-TAIWAN	471	172 175	5 107.1	10.8431
3	HONG KONG-PHILIPPINES	855	68 050	9 830.8	11.4980
4	HONG KONG-KOREA	1 440	8 200	22 999.6	15.9719
5	HONG KONG-SRI LANKA	1 454	35 000	16 217.6	11.1538
6	HONG KONG-SINGAPORE	1 454	127 275	16 217.6	11.1538
7	HONG KONG-THAILAND	1 489	42 350	16 636.3	11.1728
8	HONG KONG-LAOS	1 500	10 800	16 636.3	11.0909
9	HONG KONG-MALAYSIA	1 631	33 350	21 548.8	13.2120
10	HONG KONG-INDONESIA	2 488	19 725	22 115.0	8.8887
11	HONG KONG-BURMA	2 518	18 750	78 151.3	31.0371
12	HONG KONG-BANGLADESH	2 937	21 650	57 652.2	19.6296
13	HONG KONG-AUSTRALIA	4 080	48 825	60 771.9	14.8951
14	HONG KONG-IRAN	4 313	1 375	74 117.6	17.1847
15	HONG KONG-PAKISTAN	4 313	46 500	74 117.6	17.1847
16	HONG KONG-MAURITIUS	4 790	7 125	77 378.8	16.1542
17	HONG KONG-ISRAEL	4 880	1 675	72 979.4	14.9548
18	HONG KONG-DUBAI	4 900	4 875	101 669.8	20.7489
19	HONG KONG-YEMEN ARAB REP.	5 100	2 725	96 126.4	18.8483
20	HONG KONG-NEW ZEALAND	5 210	10 275	96 191.2	18.4628
21	HONG KONG-SAUDI ARABIA	5 230	3 875	62 081.1	11.8702
22	HONG KONG-KENYA	5 423	1 675	74 046.8	13.6542
23	HONG KONG-KUWAIT	5 423	3 300	101 669.8	18.7479
24	HONG KONG-SOMALI	5 423	6 425	74 046.8	13.6542
25	HONG KONG-UGANDA	5 423	62 675	74 046.8	13.6542
26	HONG KONG-IRAQ	5 453	4 300	101 669.8	18.6447

Route No	Country and Route	Length in n.m.	Weight in kg	Price in g c per 1000 kg	Price in g c per t/n.m.
Col 1	Col 2	Col 3	Col 4	Col 5	Col 6
27	HONG KONG JORDAN	5 480	3 425	96 126.4	17.5413
28	HONG KONG-LIBYA	5 720	1 575	96 126.4	16.8053
29	HONG KONG-BAHRAIN	5 723	1 225	101 669.8	17.7651
30	HONG KONG-TANZANIA	5 825	87 100	73 834.5	12.6755
31	HONG KONG-CANADA	5 894	47 750	29 486.6	5.0028
32	HONG KONG-USA	6 050	2 650	29 486.6	4.8738
33	HONG KONG-ZIMBABWE	6 233	2 100	76 022.4	12.1968
34	HONG KONG-EGYPT	6 475	10 625	96 126.4	14.8458
35	HONG KONG-SUDAN	6 528	2 200	96 126.4	14.7252
36	HONG KONG-NEPAL	6 544	20 100	52 899.0	8.0836
37	HONG KONG-INDIA	6 544	66 975	52 899.0	8.0836
38	HONG KONG-ETHIOPIA	6 724	4 100	96 126.4	14.2960
39	HONG KONG-COLOMBIA	6 749	6 100	48 387.5	7.1696
40	HONG KONG-YEMEN (P. DEM. REP.)	6 936	1 675	96 126.4	13.8591
41	HONG KONG-SYRIA	7 288	8 575	96 126.4	13.1897
42	HONG KONG-MEXICO	7 776	12 225	38 945.9	5.0085
43	HONG KONG-ZAIRE	8 278	1 425	62 081.1	7.4995
44	HONG KONG-MAURITANIA	8 278	1 775	62 081.1	7.4995
45	HONG KONG-TUNISIA	8 278	1 800	62 081.1	7.4995
46	HONG KONG-ALGERIA	8 278	1 800	62 081.1	7.4995
47	HONG KONG-GUINEA	8 278	2 025	62 081.1	7.4995
48	HONG KONG-ECUADOR	9 500	1 825	82 916.4	8.7280
49	HONG KONG-MOROCCO	9 546	2 175	62 081.1	6.5034
50	HONG KONG-PORTUGAL	9 721	1 650	62 081.1	6.3863
51	HONG KONG-GREAT BRITAIN	9 791	6 375	62 081.1	6.3406
52	HONG KONG-PERU	9 930	6 675	75 556.5	7.6089
53	HONG KONG-VENEZUELA	9 987	6 650	43 852.5	4.3910
54	HONG KONG-NIGERIA	10 218	49 050	106 611.8	10.4337
55	HONG KONG-MALI	10 237	2 125	106 611.8	10.4144
56	HONG KONG-BRAZIL	10 311	6 300	103 781.1	10.0651
57	HONG KONG-SENEGAL	10 560	2 000	106 611.8	10.0958
58	HONG KONG-ARGENTINA	10 587	3 275	162 813.3	15.3786
59	HONG KONG-URUGUAY	10 636	1 150	162 813.3	15.3078
60	HONG KONG-CONGO	10 767	1 550	106 611.8	9.9017
61	HONG KONG-GUYANA	10 921	1 075	35 106.8	3.2146
62	HONG KONG-JAMAICA	11 000	1 825	45 409.4	4.1281
63	HONG KONG-CHILE	11 048	3 300	87 056.3	7.8798
64	HONG KONG-GHANA	11 114	24 800	106 611.8	9.5926
65	HONG KONG-TOGO	11 555	1 275	106 600.0	9.2254
66	HONG KONG-CAMEROON	11 847	1 475	106 600.0	8.9981
	ITALIE				
1	SIRACUSA-LA VALLETTA	83	70 365	22 540.9	271.5771
2	BRINDISI-PATRASSO	324	26 222	33 947.6	104.7765
3	NAPOLI-HAIFA	1 185	10 400	47 942.0	40.4574
4	GENOVA-HAIFA	1 467	1 580	47 942.0	32.6803
5	GENOVA-HALIFAX	3 520	16 100	71 044.7	20.1832
6	GENOVA-NEW YORK	4 061	96 000	75 896.8	18.6892
7	GENOVA-KARACHI	4 282	2 067	75 896.8	17.7246
8	GENOVA-BOMBAY	4 465	11 093	75 896.8	16.9982
9	GENOVA-LA GUAYRA	4 520	5 670	75 896.8	16.7913
10	GENOVA-BARANQUILLA	5 066	2 800	81 310.7	16.0503
11	GENOVA-RIO DE JANEIRO	5 070	4 680	81 310.7	16.0376
12	GENOVA-SANTOS	5 268	5 000	81 310.7	15.4348
13	GENOVA-MONTEVIDEO	6 149	10 000	87 031.0	14.1537
14	GENOVA-BUENOS AIRES	6 265	20 208	87 031.0	13.8916
15	GENOVA-DJAKARTA	6 693	1 000	87 031.0	13.0033
16	GENOVA-CALLAO	6 750	2 794	87 031.0	12.8935
17	GENOVA-VALPARAISO	8 060	2 450	94 436.8	11.7167
18	GENOVA-MELBOURNE	9 256	53 500	98 148.3	10.6037
19	GENOVA-SYDNEY	9 715	1 300	98 148.3	10.1028
20	GENOVA-KOBE	10 123	9 950	101 859.7	10.0622
	JAPON				
1	SHIMONOSEKI-BUSAN	123	106 662	70 785.2	575.4894
2	KOBE-TAIPEI	926	198	136 261.5	147.1506
3	KOBE-NAKHODKA	946	194	116 795.6	123.4626
4	KOBE-XINGANG	1 046	272 863	136 261.5	130.2691
5	KOBE-GUAM	1 371	1 000	136 261.5	99.3884

Route No	Country and Route	Length in n.m.	Weight in kg	Price in g c per 1000 kg	Price in g c per t/n.m.
Col 1	Col 2	Col 3	Col 4	Col 5	Col 6
6	KOBE-HONG KONG	1 387	26	136 261.5	98.2419
7	KOBE-MANILA	1 666	585	153 957.8	92.4116
8	KOBE-HAIPHONG	2 339	39	153 957.8	65.8221
9	KOBE-SINGAPORE	2 802	2 323	182 271.9	65.0506
10	KOBE-PORT KELANG	3 008	315	194 659.3	64.7139
11	KOBE-BANGKOK	3 018	114	182 271.9	60.3949
12	KOBE-TANDJUNGPRIOK	3 137	160	194 659.3	62.0527
13	YOKOHAMA-HONOLULU	3 397	2 629	207 046.7	60.9499
14	KOBE-COLOMBO	4 388	15	221 203.8	50.4111
15	KOBE-MADRAS	4 404	695	221 203.8	50.2279
16	KOBE-SYDNEY	4 412	7 569	221 203.8	50.1369
17	KOBE-OAKLAND	4 685	207 137	221 203.8	47.2153
18	YOKOHAMA-VANCOUVER	4 780	6 557	221 203.8	46.2769
19	KOBE-AUCKLAND	4 830	609	221 203.8	45.7979
20	KOBE-CARACUS	8 716	493	286 680.1	32.8912
21	KOBE-CAIRO	9 214	736	274 292.7	29.7691
22	KOBE-SANTIAGO	9 408	990	299 067.5	31.7886
23	KOBE-RIO DE JANEIRO	11 654	1 799	323 842.3	27.7881
24	KOBE-ASUNCION	12 137	1 005	336 229.7	27.7029
25	YOKOHAMA-MARSEILLE	12 748	923	299 067.5	23.4600
	MADAGASCAR				
1	MAJUNGA-MORONI	306	595	19 365.6	63.2863
	PANAMA (REP.)				
1	CRISTOBAL-NEW YORK	3 700	12 722	59 215.0	16.0041
	PAYS-BAS				
1	ROTTERDAM-ALEXANDRIA	3 190	2 271	158 436.6	49.6666
2	ROTTERDAM-MONTREAL	3 205	934	50 071.2	15.6228
3	ROTTERDAM-LIMASSOL	3 290	563	119 559.0	36.3401
4	ROTTERDAM-HAIFA	3 410	8 937	51 183.9	15.0099
5	ROTTERDAM-TEMA	3 972	17 279	66 761.7	16.8081
6	ROTTERDAM-LAGOS	4 329	40 220	51 183.9	11.8235
7	ROTTERDAM-MATADI	4 950	6 036	117 945.6	23.8274
8	ROTTERDAM-ACAJUTLA	5 686	3 427	106 818.7	18.7863
9	ROTTERDAM-CAPE TOWN	6 187	33 052	65 649.0	10.6108
10	ROTTERDAM-MOMBASA	6 260	16 181	136 861.4	21.8628
11	ROTTERDAM-BOMBAY	6 320	50 578	86 790.2	13.7326
12	ROTTERDAM-DAR ES SALAAM	6 415	13 040	136 861.4	21.3346
13	ROTTERDAM-COLOMBO	6 785	4 494	119 058.3	17.5473
	SINGAPOUR				
1	SINGAPORE-KUCHING	420	7 287	17 875.4	42.5605
2	SINGAPORE-DJAKARTA	526	41 797	17 875.4	33.9837
3	SINGAPORE-BANDAR SERI BEGAWAN	695	14 921	17 875.4	25.7200
4	SINGAPORE-LABUAN	754	138	17 875.4	23.7074
5	SINGAPORE-BANGKOK	800	11 740	12 579.0	15.7238
6	SINGAPORE-KOTA KINABALU	831	2 293	17 875.4	21.5107
7	SINGAPORE-SANDAKAN	1 098	3 420	17 875.4	16.2800
8	SINGAPORE-RANGOON	1 151	36 106	15 227.2	13.2295
9	SINGAPORE-MANILA	1 400	15 112	27 144.2	19.3887
10	SINGAPORE-HONG KONG	1 440	4 702	21 847.7	15.1720
11	SINGAPORE-MADRAS	1 663	8 534	23 833.9	14.3319
12	SINGAPORE-COLOMBO	1 673	52 834	25 820.0	15.4334
13	SINGAPORE-CHITTAGONG	1 789	20 792	17 213.4	9.6218
14	SINGAPORE-BOMBAY	2 548	48 937	23 833.9	9.3540
15	SINGAPORE-KARACHI	3 049	7 336	27 144.2	8.9027
16	SINGAPORE-ADEN	3 766	1 541	93 349.4	24.7874
17	SINGAPORE-MOMBASA	3 985	6 517	21 847.7	5.4825
18	SINGAPORE-AUCKLAND	5 495	4 809	29 130.3	5.3012
19	SINGAPORE-SOUTHAMPTON	8 125	9 365	93 349.4	11.4892
20	SINGAPORE-MARSEILLE	12 084	2 823	93 349.4	7.7250
21	SINGAPORE-GENOVA	12 281	1 306	93 349.4	7.6011
22	SINGAPORE-ALEXANDRIA	13 505	648	93 349.4	6.9122

Route No	Country and Route	Length in n.m.	Weight in kg	Price in g c per 1000 kg	Price in g c per t/n.m.
Col 1	Col 2	Col 3	Col 4	Col 5	Col 6
	SUEDE				
1	MALMOE-KOPENHAMN	16	40 646	10 778.3	673.6438
2	TRELLEBORG-SASSNITZ	54	5 483	3 266.7	60.4944
3	TRELLEBORG-SWINOUJSCIE	95	10 610	10 944.1	115.2011
4	STOCKHOLM-HELSINGFORS	243	340 147	11 134.8	45.8222
5	GOETEBORG-HALIFAX	2 860	51 035	64 669.8	22.6118
	TANZANIE R.UNIE				
1	DAR-ROTTERDAM	6 415	845	56 614.3	8.8253
2	DAR-LONDON	6 875	2 232	56 614.3	8.2348
3	DAR-NEW YORK	9 315	1 681	77 844.7	8.3569
	THAILANDE				
1	BANGKOK-SINGAPORE	800	1 669	19 343.2	24.1790
2	BANGKOK-HONG KONG	1 527	288	19 815.0	12.9764
	U.R.S.S				
1	NAKHODKA-YOKOHAMA	946	364 990	45 493.4	48.0903
2	VLADIVOSTOK-HAIPHONG	2 700	54 327	65 612.5	24.3009
3	VLADIVOSTOK-HO-CHI-MINH	3 750	20 167	65 612.5	17.4967

Congress – Doc 61/Annex 1/Attachment 3

Land transport

Country	Annual weights in kg	Postal costs per 1000 kg	Weighting on the basis of the postal costs
1	2	3	4
Argentina	333 419	33 080	11 029 500.52
Belgium	4 600 585	20 518	94 394 803.03
Botswana	625 276	41 936	26 221 574.34
Bulgaria (People's Rep)	601 236	51 390	30 897 518.04
Chile	157 709	31 720	5 002 529.48
China (People's Rep)	76 366	15 000	1 145 490.00
France	6 309 873	40 405	254 950 418.57
Germany, Fed Rep of	5 608 384	75 703	424 571 493.95
Great Britain	705 182	11 214	7 907 910.95
– Hong Kong	682 625	23 353	15 941 341.63
Italy	1 813 328	45 286	82 118 371.81
Japan	121 366	127 413	15 463 606.16
Luxembourg	246 918	600	148 150.80
– Macao	11 171	49 894	557 365.87
Netherlands	18 776	33 381	626 761.66
Panama (Rep)	58 905	94 371	5 558 923.76
Polish People's Rep	3 242 477	3 800	12 321 412.60
Singapore	126 034	64 621	8 144 443.11
Spain	1 076 701	36 456	39 252 211.66
Sweden	591 400	30 000	17 742 000.00
Switzerland	3 442 163	5 340	18 381 150.42
Syrian Arab Rep	132 720	20 068	2 663 424.96
Tanzania (United Rep)	58 022	10 190	591 244.18
Thailand	98 576	82 695	8 151 742.32
Uganda	314 730	10 399	3 272 877.27
USSR	1 232 601	6 122	7 545 983.32
Venezuela	324 000	9 770	3 165 480.00
Zimbabwe	225 061	19 131	4 305 641.99
Total	32 835 604		1 102 073 372.38

Weighted world arithmetical mean in gold centimes

per 1000 kg: 33 563.365 g c

rounded off to: 33 563 g c

Congress – Doc 61/Annex 1/Attachment 4

Sea transport

Country	Annual weights in kg	Postal costs per 1000 kg	Weighting on the basis of the postal costs
1	2	3	4
Argentina	8 670	23 760	205 999.20
Australia	337 866	128 486	43 411 050.88
Bahamas	21 918	26 262	575 610.52
Belgium	3 357 158	21 000	70 500 318.00
France	1 941 466	42 854	83 199 583.96
Germany, Fed Rep of	884 900	29 477	26 084 197.30
Great Britain	704 872	11 214	7 904 434.61
– Hong Kong	1 355 800	40 125	54 401 475.00
Italy	353 179	91 423	32 288 683.72
Japan	615 636	99 436	61 216 381.30
Madagascar	595	19 284	11 473.98
Netherlands	197 012	33 381	6 576 457.57
Panama (Rep)	12 722	141 530	1 800 544.66
Singapore	302 958	34 619	10 488 103.00
Spain	23 280	42 300	984 744.00
Sweden	447 921	29 998	13 436 734.16
Tanzania (United Rep)	4 758	20 140	95 826.12
Thailand	1 957	43 929	85 969.05
USSR	439 484	10 884	4 783 343.86
Totals	11 012 152		418 050 930.88

Weighted world arithmetical mean in gold centimes

per 1000 kg: 37 962.692 g c

rounded off to: 37 963 g c

Congress – Doc 61/Annex 2/Attachment 1

Scales calculated in kilometres (km) or in nautical miles (n.m.) according to the traditional method (ie by distance step up to 7500 km or 8000 nautical miles and with a single rate per additional 1000 km or 1000 nautical miles)

LAND

Taking into consideration the 201 routes reported by the administrations, the resultant scale for land transit and the variation in terms of the Hamburg Congress scale are as follows:

Routes (on the basis of 201 routes)	Charge per gross kg in gc	Present scale (Hamburg Convention)	Percentage variation of column 2 over column 3
1	2	3	4
Up to 300 km	52	50	4.87 %
Above 300 up to 600	73	68	7.43 %
« 600 « 1000	92	85	8.65 %
« 1000 « 1500	112	103	9.45 %
« 1500 « 2000	132	120	9.95 %
« 2000 « 2500	151	137	10.26 %
« 2500 « 3000	167	152	10.46 %
« 3000 « 3800	188	170	10.64 %
« 3800 « 4600	212	191	10.78 %
« 4600 « 5500	235	212	10.87 %
« 5500 « 6500	260	234	10.93 %
« 6500 « 7500	285	257	10.97 %

This scale shows a regular increase of 5 to 11 percent depending on the distance steps considered.

Congress – Doc 61/Annex 2/Attachment 2

Scales calculated in kilometres (km) or in nautical miles (n.m.) according to the traditional method (ie by distance step up to 7500 km or 8000 nautical miles and with a single rate per additional 1000 km or 1000 nautical miles)

SEA

The sea transit scale obtained on the basis of the 304 routes taken into consideration and the variation in terms of the Hamburg Congress scale are as follows:

Routes (on the basis of 304 routes)	Charge per gross kg in gc	Present scale (Hamburg Convention)	Percentage variation of column 2 over column 3
1	2	3	4
Up to 300 nautical miles	59	47	25.24 %
Above 300 up to 600	69	59	18.07 %
« 600 « 1000	77	67	14.61 %
« 1000 « 1500	83	74	12.13 %
« 1500 « 2000	89	81	10.39 %
« 2000 « 2500	94	86	9.16 %
« 2500 « 3000	99	91	8.23 %
« 3000 « 3500	102	95	7.48 %
« 3500 « 4000	106	99	6.87 %
« 4000 « 5500	111	104	6.12 %
« 5000 « 6000	116	110	5.34 %
« 6000 « 7000	121	115	4.72 %
« 7000 « 8000	125	120	4.21 %

Congress – Doc 61/Annex 2/Attachment 3

Scales calculated according to the traditional method but with an additional range of distance steps for exact calculation of any route used for mail transport

LAND

Taking into account the 201 routes reported by the administrations, the scale obtained for land transit and its variation in terms of the Hamburg scale are as follows:

Routes (on the basis of 201 routes)	Median	Charge per kg gross in gc	Present scale (Hamburg Convention)	Percentage variation of column 3 over column 4
1	2	3	4	5
Up to 100 km	50	43	41	2.66 %
Above 100 up to 200	150	52	50	4.87 %
« 200 « 300	250	60	57	6.06 %
« 300 « 400	350	67	63	6.85 %
« 400 « 500	450	73	68	7.43 %
« 500 « 600	550	79	73	7.87 %
« 600 « 700	650	84	78	8.23 %
« 700 « 800	750	89	82	8.52 %
« 800 « 900	850	94	87	8.77 %
« 900 « 1000	950	99	91	8.98 %
« 1000 « 1100	1050	104	95	9.16 %
« 1100 « 1200	1150	108	99	9.32 %
« 1200 « 1300	1250	112	103	9.45 %
« 1300 « 1500	1400	119	108	9.63 %
« 1500 « 2000	1750	132	120	9.95 %
« 2000 « 2500	2250	151	137	10.26 %
« 2500 « 2750	2625	163	148	10.42 %
« 2750 « 3000	2825	170	154	10.48 %
« 3000 « 4000	3500	191	173	10.66 %
« 4000 « 5000	4500	220	199	10.81 %
« 5000 « 6000	5500	247	223	10.90 %
« 6000 « 7000	6500	273	246	10.95 %
« 7000 « 8000	7500	297	267	10.98 %
« 8000 « 9000	8500	320	288	10.99 %
« 9000 « 10000	9500	342	308	10.99 %
« 10000 « 11000	10500	364	328	10.99 %
« 11000 « 12000	11500	385	347	10.98 %
« 12000 « 13000	12500	405	365	10.97 %
« 13000 « 14000	13500	425	383	10.96 %
« 14000 « 15000	14500	444	400	10.94 %

Congress – Doc 61/Annex 2/Attachment 4

Scales calculated according to the traditional method but with an additional range of distance steps for exact calculation of any route used for mail transport

SEA

The sea transit scale obtained on the basis of the 304 routes and the variation in terms of the Hamburg scale are as follows:

Routes (on the basis of 304 routes)	Median	Charge per kg gross in gc	Present scale (Hamburg Convention)	Percentage variation of column 3 over column 4
1	2	3	4	5
Up to 100 nautical miles	50	52	39	32.72 %
Above 100 up to 200	150	59	47	25.24 %
« 200 « 300	250	63	52	21.83 %
« 300 « 400	350	67	56	19.65 %
« 400 « 500	450	69	59	18.07 %
« 500 « 600	550	72	61	16.83 %
« 600 « 700	650	74	64	15.83 %
« 700 « 800	750	76	66	14.99 %
« 800 « 900	850	77	68	14.27 %
« 900 « 1000	950	79	70	13.64 %
« 1000 « 1100	1050	81	71	13.08 %
« 1100 « 1200	1150	82	73	12.58 %
« 1200 « 1300	1250	83	74	12.13 %
« 1300 « 1500	1400	85	77	11.53 %
« 1500 « 2000	1750	89	81	10.39 %
« 2000 « 2500	2250	94	86	9.16 %
« 2500 « 2750	2625	98	90	8.44 %
« 2750 « 3000	2825	99	92	8.11 %
« 3000 « 4000	3500	104	97	7.16 %
« 4000 « 5000	4500	111	104	6.12 %
« 5000 « 6000	5500	116	110	5.34 %
« 6000 « 7000	6500	121	115	4.72 %
« 7000 « 8000	7500	125	120	4.21 %
« 8000 « 9000	8500	129	125	3.78 %
« 9000 « 10000	9500	133	129	3.41 %
« 10000 « 11000	10500	137	133	3.10 %
« 11000 « 12000	11500	140	136	2.82 %
« 12000 « 13000	12500	143	140	2.57 %
« 13000 « 14000	13500	146	143	2.34 %
« 14000 « 15000	14500	149	146	2.14 %

Congress – Doc 61/Annex 2/Attachment 5

Scales calculated according to the traditional method but excluding the countries paying carriers on the basis of the prices of the scales in the Convention

LAND

By taking account only of the 193 remaining routes reported by the administrations selected, the scale obtained for land transit and the variation in terms of the draft Washington scale calculated for all land routes of the countries which supplied data are as follows:

Routes (base 193 instead of 201)	Charge per kg gross in gc (short list)	Draft scale (all countries)	Percentage variation of column 2 over column 3
1	2	3	4
Up to 300 km	57	52	8.26 %
Above 300 up to 600	78	73	6.89 %
« 600 « 1000	97	92	5.57 %
« 1000 « 1500	117	112	4.30 %
« 1500 « 2000	137	132	3.22 %
« 2000 « 2500	154	151	2.37 %
« 2500 « 3000	170	167	1.66 %
« 3000 « 3800	190	188	0.89 %
« 3800 « 4600	212	212	0.11 %
« 4600 « 5500	234	235	–0.57 %
« 5500 « 6500	257	260	–1.22 %
« 6500 « 7500	280	285	–1.81 %

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Scales calculated according to the traditional method but excluding the countries paying carriers on the basis of the prices of the scales in the Convention

SEA

Taking account of the 244 remaining routes supplied by the administrations selected, the scale obtained for sea transit and the variation in terms of the draft Washington scale for all sea routes of the countries which provided data are as follows:

Routes (base 244 instead of 304)	Charge per kg gross in g c (short list)	Draft scale (all countries)	Percentage variation of column 2 over column 3
1	2	3	4
Up to 300 nautical miles	70	59	19.56 %
Above 300 up to 600	80	69	15.02 %
« 600 « 1000	86	77	12.01 %
« 1000 « 1500	91	83	9.41 %
« 1500 « 2000	96	89	7.30 %
« 2000 « 2500	100	94	5.67 %
« 2500 « 3000	103	99	4.32 %
« 3000 « 3500	106	102	3.17 %
« 3500 « 4000	108	106	2.18 %
« 4000 « 5500	112	111	0.89 %
« 5000 « 6000	115	116	–0.54 %
« 6000 « 7000	119	121	–1.75 %
« 7000 « 8000	122	125	–2.80 %

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Scales calculated on the basis of the data supplied by postal administrations with the new distance steps but divided into strata emerging from the mathematical research

LAND

Taking account of the 201 routes supplied by the administrations, the scale obtained for land transit according to the new method and its variation in terms of the traditional-method draft Washington scale and of the Hamburg scale are as follows:

Strata	Distance steps				Median step distance	"4-strata" draft gc	Reminder traditional-method draft Washington scale gc	Scale according to the prices supplied for the Hamburg Congress gc	Variation between columns 4 and 5	Variation between columns 4 and 6
(1)	(2)				(3)	(4)	(5)	(6)	(7)	(8)
1	Up to 100 km				50 km	48	43	41	11.63 %	17.07 %
	Above	100	up to	200	100 km	55	52	50	5.77 %	10.00 %
	«	200	«	300	250 km	60	60	57	0.00 %	5.26 %
	«	300	«	400	350 km	64	67	63	–4.48 %	1.59 %
	«	400	«	500	450 km	67	73	68	–8.22 %	–1.47 %
	«	500	«	600	550 km	70	79	73	–11.39 %	–4.11 %
	«	600	«	700	650 km	72	84	78	–14.29 %	–7.69 %
2	«	700	«	800	**750 km**	75	89	82	–15.73 %	–8.54 %
	«	800	«	900	850 km	79	94	87	–15.96 %	–9.20 %
	«	900	«	1000	950 km	84	99	91	–15.15 %	–7.69 %
	«	1000	«	1100	1 050 km	88	104	95	–15.38 %	–7.37 %
	«	1100	«	1200	1 150 km	93	108	99	–13.89 %	–6.06 %
	«	1200	«	1300	1 250 km	97	112	103	–13.39 %	–5.83 %
3					**1 300 km**	99	114	104	–13.16 %	–4.81 %
	«	1300	«	1500	1 400 km	99	119	108	–16.81 %	–8.33 %
	«	1500	«	2000	1 750 km	99	132	120	–25.00 %	–17.50 %
	«	2000	«	2500	2 250 km	99	151	137	–34.44 %	–27.74 %
	«	2500	«	2750	2 625 km	99	163	148	–39.26 %	–33.11 %
	«	2750	«	3000	2 825 km	99	170	154	–41.76 %	–35.71 %
4					**3 000 km**	99	176	159	–43.75 %	–37.74 %
	«	3000	«	4000	3 500 km	118	191	173	–38.22 %	–31.79 %
	«	4000	«	5000	4 500 km	159	220	199	–27.73 %	–20.10 %
	«	5000	«	6000	5 500 km	206	247	223	–16.60 %	–7.62 %
	«	6000	«	7000	6 500 km	257	273	246	–5.86 %	4.47 %
	«	7000	«	8000	7 500 km	312	297	267	5.05 %	16.85 %
	«	8000	«	9000	8 500 km	372	320	288	16.25 %	29.17 %
	«	9000	«	10000	9 500 km	436	342	308	27.49 %	41.56 %
	«	10000	«	11000	10 500 km	503	364	328	38.19 %	53.35 %
	«	11000	«	12000	11 500 km	574	385	347	49.09 %	65.42 %
	«	12000	«	13000	12 500 km	648	405	365	60.00 %	77.53 %
	«	13000	«	14000	13 500 km	725	425	383	70.59 %	89.30 %
	«	14000	«	15000	14 500 km	805	444	400	81.31 %	101.25 %

Congress – Doc 61/Annex 2/Attachment 8

Scales calculated on the basis of the data supplied by postal administrations with the new distance steps but divided into strata emerging from the mathematical research

SEA

On the basis of the 304 routes supplied by the administrations, the scale obtained for sea transit according to the new method as well as the variation in terms of the draft traditional-method Washington scale and of the Hamburg scale are as follows:

Strata	Distance steps	Median step distance	"4-strata" draft gc	Reminder traditional-method draft Washington scale gc	Scale according to the prices supplied for the Hamburg Congress gc	Variation between columns 4 and 5	Variation between columns 4 and 6
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
1	Up to 100 nautical miles	50 n.m.	52	52	39	0.00 %	33.33 %
	Above 100 up to 200	150 n.m.	58	59	47	-1.69 %	23.40 %
	« 200 « 300	250 n.m.	62	63	52	-1.59 %	19.23 %
	« 300 « 400	350 n.m.	65	67	56	-2.99 %	16.07 %
	« 400 « 500	450 n.m.	67	69	59	-2.90 %	13.56 %
	« 500 « 600	550 n.m.	69	72	61	-4.17 %	13.11 %
	« 600 « 700	650 n.m.	70	74	64	-5.41 %	9.38 %
	« 700 « 800	750 n.m.	72	76	66	-5.26 %	9.09 %
	« 800 « 900	850 n.m.	73	77	68	-5.19 %	7.35 %
	« 900 « 1000	950 n.m.	74	79	70	-6.33 %	5.71 %
	« 1000 « 1100	1 050 n.m.	76	81	71	-6.17 %	7.04 %
	« 1100 « 1200	1 150 n.m.	77	82	73	-6.10 %	5.48 %
	« 1200 « 1300	1 250 n.m.	78	83	74	-6.02 %	5.41 %
2		**1 300 n.m.**	78	84	75	-7.14 %	4.00 %
	« 1300 « 1500	1 400 n.m.	85	85	77	0.00 %	10.39 %
	« 1500 « 2000	1 750 n.m.	120	89	81	34.83 %	48.15 %
3		**2 000 n.m.**	158	92	84	71.74 %	88.10 %
	« 2000 « 2500	2 250 n.m.	175	94	86	86.17 %	103.49 %
	« 2500 « 2750	2 625 n.m.	201	98	90	105.10 %	123.33 %
	« 2750 « 3000	2 825 n.m.	217	99	92	119.19 %	135.87 %
	« 3000 « 4000	3 500 n.m.	276	104	97	165.38 %	184.54 %
4		**3 600 n.m.**	285	105	98	171.43 %	190.82 %
	« 4000 « 5000	4 500 n.m.	293	111	104	163.96 %	181.73 %
	« 5000 « 6000	5 500 n.m.	301	116	110	159.48 %	173.64 %
	« 6000 « 7000	6 500 n.m.	307	121	115	153.72 %	166.96 %
	« 7000 « 8000	7 500 n.m.	313	125	120	150.40 %	160.83 %
	« 8000 « 9000	8 500 n.m.	318	129	125	146.51 %	154.40 %
	« 9000 « 10000	9 500 n.m.	322	133	129	142.11 %	149.61 %
	« 10000 « 11000	10 500 n.m.	327	137	133	138.69 %	145.86 %
	« 11000 « 12000	11 500 n.m.	331	140	136	136.43 %	143.38 %
	« 12000 « 13000	12 500 n.m.	334	143	140	133.57 %	138.57 %
	« 13000 « 14000	13 500 n.m.	338	146	143	131.51 %	136.36 %
	« 14000 « 15000	14 500 n.m.	341	149	146	128.86 %	133.56 %

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Revision of the Agreements concerning the Postal Financial Services

Executive Council report

Summary

I. Introduction (paragraphs 1 and 2)

II. Usefulness of the Agreements concerning the postal financial services (paragraphs 3 to 6)

III. Revision of the Agreements concerning the postal financial services (paragraphs 7 to 24)

a Consideration of the Draft Money Orders Agreement (paragraphs 9 to 16)

b Consideration of the Giro and Cash-on-Delivery Agreements (paragraphs 17 to 24)

IV. Revision of forms (paragraphs 25 to 29)

V. Postal financial service telegrams (paragraphs 30 to 37)

VI. Conclusions (paragraph 38)

I. Introduction

1 Study of this question originates in resolution C 10, supplemented by resolution C 81 and decision C 28, instructing the Executive Council:

"i to undertake:

a a study on the usefulness of the Agreements concerning postal financial services and of the Subscriptions to Newspapers and Periodicals Agreement;

b a substantive revision of the Agreements whose usefulness is established, with a view to bringing them up to date, making them more flexible and simplifying them by endeavouring to keep only the most general provisions;

ii to submit to the next Congress the necessary draft proposals for amending the Acts".

2 To perform all the tasks resulting from this revision, the 1985 Executive Council considered that the study should be entrusted to a restricted Working Party which was representative of the interests of all countries. This Working Party was formed by Algeria, Benin, France, Hungarian People's Rep, Senegal and Switzerland (reporting country).

II. Usefulness of the Agreements concerning the postal financial services

3 In order to implement the first phase of the study, namely that relating to the usefulness of the Agreements, the Council instructed the International Bureau to gather the opinions of the postal administrations. The consultation was undertaken by means of a questionnaire distributed under cover of a circular letter of 31 May 1985 to which 70 administrations replied.

4 At its first meeting, the WP considered the results of the consultation, which demonstrated the incontestable usefulness of the money order, giro and cash-on-delivery services, which were widely available in relations between UPU member countries. The relevant Agreements are considered to be a legal basis for standardizing international rules and working methods and for facilitating cooperation between administrations in developing their financial services. In addition, they serve as reference documents in the event of the discovery of any irregularities and make it possible to resolve disputes between administrations.

5 Furthermore, it was noted that a large majority of administrations, including the signatories implementing the services concerned, favoured abolition of the Collection of Bills, International Savings and Subscriptions to Newspapers and Periodicals Agreements, as well as the part of the Money Orders Agreement relating to postal travellers' cheques. The principal reason for the change in the use of these services internationally is the existence of other more efficient systems providing the same services. The volume of traffic concerned and the small number of links in which it is provided do not warrant the maintenance of the relevant regulations.

6 In view of these findings, the Working Party recommended that the 1986 EC should:

a retain the following Agreements, whose usefulness has been unanimously acknowledged:

- the Money Orders Agreement;
- the Giro Agreement;
- the Cash-on-Delivery Agreement;

b abolish:

- the part of the Money Orders Agreement concerning money orders relating to postal travellers' cheques;
- the part of the Giro Agreement concerning giro travellers' cheques and that concerning negotiation by giro transfer of instruments payable at giro centres;
- the Collection of Bills Agreement;
- the International Savings Agreement;
- the Subscriptions to Newspapers and Periodicals Agreement;

c introduce into the Universal Postal Convention (article 6) additional details concerning the possibility of implementing services other than those provided for in the Acts;

d propose to Congress a resolution specifying the Acts or parts of Acts abolished and providing for the possibility for administrations to retain or reintroduce them (see resolution 05).

III. Development of the study on the revision of the Agreements concerning the postal financial services

7 In order to make a start on the work of revision, the reporting country, at the first meeting, prepared a specimen standard Agreement, which the WP used as a working document. This document was accepted by the 1986 EC.

8 The EC subsequently instructed the WP to proceed, on this basis, with revising the Money Orders Agreement, with the exception of the part relating to postal travellers' cheques, and to submit a report to it on its work at its 1987 session.

a Consideration of the Money Orders Agreement

9 The reporting country forwarded to the members of the Working Party, in October 1986, a draft revised presentation of the Money Orders Agreement. This draft took account of the decision of the 1986 EC and also of the proposals and observations received from the postal administrations at the first consultation held by the IB in May 1985.

10 The new presentation of the Agreements enables all provisions relating to one subject to be grouped together and allocated between the Agreement and the Detailed Regulations in such a way that the articles of the Agreement are followed immediately by those of the Detailed Regulations dealing with the same subject. Appropriate numbering makes it easy to examine and consult them.

11 The results of this work were notified to the 1987 EC which, after deliberation, instructed the WP:

- to finalize, on this basis, an updated version of the Money Orders Agreement and to submit it to all Union member countries for comment;
- following this consultation, to prepare a final document which would be submitted to the 1988 EC for approval;
- to deal likewise with the Giro and Cash-on-Delivery Agreements.

12 Acting on the EC's instructions, the IB, under cover of its circular letter of 26 June 1987, submitted a duly updated draft of the Money Orders Agreement to all Union member countries.

13 In all, 39 administrations replied to this second consultation and were largely very favourable to the work accomplished by the WP. They made pertinent observations and suggestions, the main ones being included in the final draft, approved by the EC at its 1988 session.

14 It should be pointed out that, throughout its work, the WP aimed to simplify excessively detailed provisions by deleting texts of optional application and those which are not (or are no longer) applied, as far as possible to maintain only the provisions which are binding on all partners and not to make certain fundamental changes which could be decided by Congress on the basis of proposals to be submitted by the member countries.

15 Among the amendments to the original text, the main ones of which are contained in proposals to Congress, the following may be noted:

- a new definition of the categories of money orders: the ordinary money order and the in-payment money order;
- freedom to reach bilateral agreements on the maximum amount;
- reintroduction of the indication of the amount in writing on all money order telegrams;
- deletion of the amount of 300 francs (98.01 SDR) above which money orders addressed "Poste restante" or to persons staying in hotels or boarding houses are to be automatically registered;
- raising from 45 francs (14.70 SDR) to 70 francs (22.86 SDR) the amount of the principal charge payable on the issuing of an ordinary money order.

16 This regrouping, deletion and simplification of a number of stipulations made it possible to reduce the number of articles in the Agreement from 52 to 13 and the number of articles in the Detailed Regulations from 61 to 53.

b Consideration of Giro and Cash-on-Delivery Agreements

17 At its 1987 session, the Executive Council had also instructed the WP to deal with the Giro and Cash-on-Delivery Agreements in the same way as the Money Orders Agreement.

18 As regards the giro service, the amendments mainly concern the form in which the texts are drafted and their classification by subject according to a new arrangement of the chapters and articles of the Agreement and the corresponding Detailed Regulations. Hence, the number of articles in the Giro Agreement has been reduced from 58 to 17.

19 The same procedure was adopted for the texts of the Cash-on-Delivery Agreement, which are now set out in 9 articles instead of the previous 20.

20 The WP presented the results of its work to the 1988 EC which, after due consideration:

- approved the structure and presentation adopted for the revision of the texts of the Giro Agreement and the Cash-on-Delivery Agreement;
- instructed the WP to submit the drafts of the latter two Agreements to all administrations for comments and to prepare, after that consultation, a final document for the 1989 EC.

21 The third consultation made by the International Bureau under cover of its circular letter of 9 May 1988 produced replies from 24 postal administrations.

22 In their replies, these administrations displayed keen interest in the new presentation which, in their view, made for easy and flexible consultation of the articles of the Agreement and of the Detailed Regulations. The other material adjustments indicated concerned essentially the non-conformity of certain articles in the present Agreement with those stemming from the new presentation.

23 At its sixth meeting, the WP made a few amendments to the Giro Agreement, the most significant of which are:

- regrouping the provisions by transactions;
- introducing a paragraph 5 in article 2 – Different categories of service offered by the giro service – to enable administrations to introduce on a bilateral or multilateral basis services other than the ones listed in that article;
- introducing a new article RE – 317 to enable verification of the amount of the VP 2, VP 3 lists to be debited to the liaison giro account of the administrations of origin of the transactions;
- supplementing the wording of article RE – 306, paragraph 1 – Verification of transmissions and treatment of irregularities of ordinary transfers – to enable postal administrations to use the VP 4 form to exchange information in the event of a prolonged telecommunications breakdown;
- deletion of paragraph 3 of article 16 – Directory of account holders. Postal administrations are now equipped to provide their customers with the necessary information.

24 As regards the Cash-on-Delivery Agreement, the word "parcels" in article 6, paragraph 1, was replaced by "items" to bring it into line with the title of article 6 – Settling with senders of items.

IV. Revision of forms

25 The Working Party then, at its sixth meeting, revised the forms. It decided to delete from the list of forms in the Money Orders Agreement forms MP 9, MP 10 and MP 11 concerning postal travellers' cheques. This stems from the 1986 EC decision to delete the part concerning postal travellers' cheques from the Agreement.

26 In addition, on forms MP 1bis and MP 12bis and in the part reserved for service indications, the words "Payment" and "Delivery by" were added so as to give "Payment to the addressee in person" instead of "to the addressee in person" and "Delivery by express" instead of "express". This was done in order to bring these indications into line with post office practice.

27 At its 1989 session, the EC took note of the completion of the three revised Agreements and instructed the IB to put them into shape and send them to all postal administrations. These three Agreements are being distributed as proposals of a general nature to Congress numbered 6000.1 for money orders and 6900.1 for the forms relating thereto; 7000.1 for giro and 7900.1 for the forms; and 8000.1 for cash-on-delivery and 8900.1 for the forms.

28 Further, the EC considered that, for reasons of convenience and efficiency, postal administrations should be asked to submit their proposals on the basis of the new versions of the revised Agreements.

29 It also pointed out that the new presentation which had been adopted for reasons of clarity and convenience did not call into question the institutional separation of the Agreements and the corresponding Detailed Regulations and in no way modified the normal procedure for signing and ratifying the Acts.

V. Postal financial service (POSTFIN) telegrams

30 Following the revision work on ITU recommendation F.1 which is currently being conducted by Study Group I of the International Telegraph and Telephone Consultative Committee (CCITT), the UPU was apprised in 1986 of two proposals for modifying the system for transmitting POSTFIN telegrams, which may be summarized as follows:

i when an incident occurs during the transmission of a telegram, the whole text of the telegram should be repeated. In the case of POSTFIN telegrams, this repetition is currently done in the form of a service advice. The CCITT proposes that this feature be abolished and that the procedure be the same as for all other categories of telegram, namely repetition of the telegram by "AMPLIATION";

ii at present, routine repetition is compulsory for isolated figures and mixed groups containing figures in the address or text part. The CCITT proposes that this routine repetition become optional and take place only if the administration of origin considers it necessary.

31 Apprised of this question, and after thorough consideration of the matter, the 1987 Executive Council decided, at the suggestion of its Committee 8, "to accept the CCITT's proposal No 2 to abolish the compulsory routine repetition for isolated figures and mixed groups, whilst reintroducing, as a compensatory measure, repetition of the amount in words".

32 On this basis, the WP prepared a draft proposal for amending article 133, paragraph 7, of the Detailed Regulations of the Money Orders Agreement for submission to the 1989 Washington Congress.

33 At its sixth meeting, the WP considered the whole of article 133. It noted that paragraph 2 thereof, which enabled the payee's name to be repeated automatically, had been introduced by the 1979 Rio de Janeiro Congress. Since that procedure was no longer followed by the CCITT, paragraph 2 of article 133 was no longer needed. The recast text of that article is submitted as RE – Article 303 and incorporated in proposal of a general nature 6000.1.

34 With regard to proposal No 1 on repeating a distorted telegram by "AMPLIATION", without confirmation of this repetition in the form of a service advice, the 1987 EC had considered that the dangers this amendment would represent for the execution of the telegraph money order service were rather theoretical. It therefore decided that the UPU could accept that measure without amending the Acts.

35 As regards the date of entry into force of the amendments proposed by the CCITT, the decision to set a joint CCITT–UPU date for entry into force, ie *1 July 1990*, was approved by the EC at its April/May 1988 session and ratified by the 14–25 November 1988 CCITT Plenary Assembly in Melbourne (Australia). In view of the fact that the 1989 Washington Congress Acts will probably not come into force until 1991, it is proposed, for the advance implementation of postal financial service (POSTFIN) telegrams, that Congress make a decision setting the date of 1 July 1990 as indicated by proposal 6000.2.

36 At the 1989 EC session, the ITU representative announced that the decisions taken by the 9th Plenary Assembly (Melbourne, November 1988) had come into force on 1 January 1989. Regarding POSTFIN telegrams, interim arrangements had been made for application during the period from 1 January 1989 to 1 July 1990. The telecommunications administrations had been informed of the relevant measures in a circular from the ITU General Secretariat.

37 The UPU had been advised at the same time and the IB in its turn was instructed to inform the postal administrations of the date of entry into force and of the interim decisions taken by the ITU.

VI. Conclusions

38 The Executive Council proposes to Congress that it endorse the conclusions of its work as set forth below:

i Revision of the Agreements concerning the postal financial services (paragraphs 7 to 24)

- decide on the adoption of the final version of the three revised Agreements (Money Orders, Giro and Cash-on-Delivery);
- if the three revised Agreements are adopted, approve proposals of a general nature 6000.1, 7000.1 and 8000.1, as well as the list of the forms submitted in proposals 6900.1, 7900.1 and 8900.1;
- approve draft resolution 05 listing the Agreements or parts of Agreements abolished and providing for the possibility of retaining or reintroducing them if need be;
- accept the amendments made to the following articles: Money Orders: 2, 201, 3, paragraphs 3 and 4, 303, paragraphs 1 and 6, 308, 309, 4, paragraphs 2 and 3 (paragraph 15); Giro: 2, 306, paragraph 1, 317 and 16, paragraph 3 (paragraph 23); Cash-on-Delivery: 6, paragraph 1 (paragraph 24).

ii *Postal financial service (POSTFIN) telegrams (paragraphs 30 to 37)*

- take note of the interim decision by the ITU to repeat distorted POSTFIN telegrams no longer in the form of a service advice but by "AMPLIATION";
- accept the proposal for amendment concerning the reintroduction of the amounts in words as indicated in article RE – 303, paragraph 6, of the Money Orders Agreement;
- accept the advance date of entry into force of these amendments by adopting proposal 6000.2.

Berne, 30 June 1989

For the Executive Council:

F KOLLER

Chairman

Congress – Doc 63

Basic airmail conveyance rate

Executive Council report

I. Introduction

1 In resolution C 45, the Hamburg Congress instructed the Executive Council:

- to continue following up in a general way, in consultation with ICAO and IATA, the question of the basic airmail conveyance rate, bearing in mind the relationship between the air-freight rates actually paid and the remuneration of the air conveyance of mail;
- to submit to the next Congress, if appropriate, its recommendations concerning the adjustments to be made to the present basic rate, including any proposals for amending the Acts that may be necessary.

2 Having reconstituted the IATA–UPU Contact Committee[1] at its 1985 session, the Executive Council placed the issue of basic rates on the Committee's work programme. This matter was later assigned to the Contact Committee's Rates Working Group (which in 1987 became the Commercial Working Group).

3 A report on the activities of the IATA–UPU Contact Committee Working Group was submitted to the Executive Council (Committee 6 "Airmail") at each of its sessions. The Council was thus on each occasion able to establish the main lines for continuation of the study.

II. Main lines of the study

4 It should be mentioned at the outset that, at its 1985 session, the Executive Council had before it a communication from IATA expressing the extreme disappointment of the airlines about the decision made by the Hamburg Congress to keep the basic rate of 1.74 g fr per t/km fixed by the 1979 Rio de Janeiro Congress. IATA announced at the same time that the airlines reserved the right, where mail rates were inadequate, to give preference to higher yielding commodities.

5 Deeming it expedient at that stage to adopt a low-key attitude towards the carriers, the Executive Council at the time instructed the International Bureau to inform IATA that it had taken note of its remarks.

6 The study itself was centred on three topics:

- the possible deletion from the Acts of the basic airmail conveyance rate;
- the possible calculation of rates in relation with freight rates;
- the possible introduction of degressive basic rates.

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[1] The postal delegation to the Contact Committee consisted of the following countries: Australia (Chairman), Benin, Chile, Germany, Fed Rep of, Norway, Polish People's Rep, Saudi Arabia, United States of America, Zambia.

A. *Deletion from the Acts of the basic airmail conveyance rate*

7 At the 1985 EC session, Committee 6 (Airmail) pursued the discussions that had been initiated in 1984, prior to Congress, about the possibility of deleting the basic airmail conveyance rate from the Acts, and leaving the individual administrations complete freedom to fix the rate they collected for mail for which they were responsible in their respective countries.

8 The Council at the time had instructed the International Bureau to conduct a consultation among postal administrations on this subject. It was revealed that the 84 administrations which took part in the survey were practically unanimous in recommending the retention of the maximum basic rate in the UPU Acts without prejudice to administrations obtaining more favourable rates if possible.

9 *In the light of this result, the Executive Council decided in 1986 in favour of retaining the basic rate in the Acts of the UPU.*

B. *Calculation of the basic rate in relation with airfreight rates*

10 In 1986, the EC had noted that the yield from airfreight was only about 60 percent of that from airmail. Even recognizing that airfreight yields were strongly influenced by promotional rates, it was felt that the basic airmail conveyance rate might in fact be too high when compared with the freight yield.

11 However, according to IATA, if the basic rate had to be linked in any way to freight rates or yields, the point of comparison should be the "N" rate (consignments under 45 kg). According to IATA, this type of freight was similar to mail in terms of volume, priority and handling. Mail would then become subject to other conditions which apply to freight, including:

- minimum charges;
- volumetric rating, ie application of a surcharge to freight which was less than a specified density (IATA claimed that CP mails were less than the minimum density); and
- application of commercial accounting/payment practices, ie faster settlement than is now provided by the UPU system.

12 On the postal side, however, it was felt that a formal link between the "N" freight rate (under 45 kg) and the basic airmail conveyance rate should not be created. If a link had to be established with freight, it should take account of the big discounts given to major customers, particularly remailers. Furthermore, it should be borne in mind that as the Post provided the airlines with a substantial amount of business it could not be regarded as a mere forwarding agent, and that it would moreover be difficult to assemble the required 45 kg every day, especially in the developing countries. Administrations would therefore be inclined to hold back mail in order to assemble the 45 kg, with unfavourable consequences for the quality of service.

13 *In the end, there was general agreement that any formal link with freight rates was undesirable and the EC decided in 1987 that work on this subject should not be pursued.*

C. *Introduction of degressive basic rates*

14 The degressive rate concept had already been considered during the period 1979–1984 by the Executive Council on the basis of a study conducted by Switzerland. At that time, IATA had been asked to consider the possibility of applying a degressive rate system providing for a higher rate for shorter distances of up to 2000 km and a lower rate for distances of 2000 km and more. The proposal had been formulated as a response to IATA's concerns about revenue from "short-haul mail" which was extremely unfavourable compared with other freight revenue, a situation that threatened the priority given to mail.

15 IATA having expressed agreement with this proposal, the study was conducted within the IATA–UPU Commercial Working Group on the basis of the proposal by Switzerland (cumulative

two-band system: uniform rate for the first 2000 km and degressive rates for distances over 2000 km), to which two other systems were added:

- a non-cumulative three-band system based on distance, proposed by Saudi Arabia; and
- a two-component system, proposed by Norway: one fixed component corresponding to handling costs and a component linked to distance.

16 In this connection the Working Group conducted two consultations:

a the first consultation, carried out in August 1988, made it possible to revise the world weighted average distance, which came out at 4220 km, and to calculate the rates corresponding to the three aforementioned degressive rate systems, on the basis of the principle whereby the total amount of the payments to be made by administrations as a whole in applying these rates should be equal to the payments made under the system of the single rate of 1.74 g fr. These rates are as follows:

Distance (km)	Cumulative two-band system	Three-band system	Two-component system: handling charge (0.51 g fr per kg) plus distance charge (1.62 g fr per t/km)
	System A (g fr per t/km)	*System B* (g fr per t/km)	*System C* (g fr per t/km)
1 000	2.33	1.90	2.13
2 000	2.33	1.90	1.88
3 000	1.96	1.80	1.79
4 000	1.77	1.80	1.75
4 220	1.74	1.80	1.74
4 500	1.71	1.80	1.73
5 000	1.66	1.80	1.72
6 000	1.59	1.80	1.71
7 000	1.54	1.70	1.69
8 000	1.50	1.70	1.68
9 000	1.47	1.70	1.68
10 000	1.44	1.70	1.67
15 000	1.37	1.70	1.65

b The second consultation, held in January 1989, enabled the administrations to express their preference for one or other of these systems or for keeping the status quo, ie a single rate of 1.74 g fr per t/km.

- 19 administrations favoured system A
- 6 " " " B
- 8 " " " C
- 50 " " the status quo.

17 Discussion on this issue within the 1989 Executive Council revealed that, although a small number of Council members were in favour of introducing a degressive rate system, most members supported the majority view expressed during the January 1989 consultation, pointing out among other things that:

- in any case the degressive rates would result in an increase in the payments made by administrations, since mail was seldom conveyed by a single airline over a long distance; consequently, the succession of several short sectors would inevitably have the effect of raising the general level of the rate over the whole of the route;

- in some cases administrations agreed on special postage rates at regional level, particularly in the framework of the Restricted Unions; the degressive rates may well compel them to forego this appreciable instrument of regional solidarity, owing to the higher conveyance costs that would be involved because of short distances.

18 *The Executive Council therefore in the end decided not to recommend a degressive rate system.*

III. Increase of the level of the basic airmail conveyance rate

19 Throughout the proceedings of the Commercial Working Group, IATA had regularly made a point of stressing that the rate of 1.74 g fr per t/km was not consistent with the cost of the services provided by the airlines to the Post, and that it should be increased by applying the following degressive rates:

- either 3 g fr per t/km for distances of up to 3000 km;

  and 2 g fr per t/km for distances over 3000 km;

- or 1 g fr per kg for handling costs and 1.65 g fr per t/km for distance charges.

20 These proposals were not favourably received, and IATA therefore prepared a document for the 1989 meeting of the Working Group, the gist of which is the subject of annex 1 to this report. Among other things, it attempted to justify the proposed rates by pointing out the benefits that are enjoyed by the mail.

21 At the 13 April 1989 meeting of the IATA–UPU Contact Committee, and also at the 1989 session of the Executive Council, IATA's proposals and arguments were debated at length, with the postal administrations pointing out among other things that:

- the benefits (mentioned by IATA) which are supposed to be enjoyed by the air conveyance of mail are far from real and administrations know from their daily experience that neither the priority of mail over freight, nor the speed of transhipment, nor the greater security of conveyance of airmails from and to the aircraft, etc, etc, are constant realities;
- the validity of the rates over a five-year period might seem to be an advantage considering the regular decrease (confirmed by the ICAO statistics) in airline operating costs and the relative decrease, in terms of averages, in the rates for the other categories of air traffic;
- the majority of postal administrations have premises at the airports, which is not the case for freight consignors;
- the ICAO statistics show that the ratio of airline revenues from mail compared to those from freight and passengers is continually developing to the disadvantage of the Post: it rose from 162 percent in 1984 to 184 percent in 1987 for freight, and from 58 percent to 64 percent for passengers;
- it is a notorious fact that certain airlines engage in remailing activities that are detrimental to the Post, even going so far as to set up subsidiaries for this purpose. This is only possible because the UPU conveyance rate is high;
- administrations receive from the airlines such big reductions in terms of the UPU rate that this confirms the high level of the latter (one delegation stated that the average rate paid by its administration was 1 g fr per t/km, ie far below the UPU rate of 1.74 g fr).

22 By way of a compromise IATA proposed the adoption of a new maximum basic rate of 1.90 g fr per t/km instead of 1.74 g fr.

23 *In the light of the arguments presented by the members of the Executive Council (see paragraph 21 above in particular), the Council did not deem it desirable to recommend to Congress an amendment to the present rate of 1.74 g fr per t/km.*

24 It should be noted that in the course of the work IATA had stated that if no solution was found by the Executive Council before the Washington Congress for adapting the basic rate to market conditions and to the services provided by the airlines for the conveyance of mail, IATA might take the view that it had no further interest in continuing the dialogue with the UPU.

25 The Executive Council considered this aspect at length, bearing in mind the situation of the administrations (of the developing countries in particular) which would not be in a position to negotiate advantageous conveyance rates with the airlines, should the IATA–UPU dialogue be broken off.

26 The Council decided to submit the possibility raised by IATA to Congress for consideration, so that it could, if need be, take it into account in making its final decision about rates, and so that it could, in any event, adopt a position on this subject.

27 It was nevertheless pointed out that in any case, there was no question of deleting the basic rate from the Acts of the UPU, the question at hand being only to find out how it could be updated from time to time (if need be) since all the methods which had been considered for this purpose had proved ineffective. A proposal to this effect is submitted to Congress (proposal No 4000.4).

IV. Conclusions

28 It is proposed to Congress:

i that it take note of the work accomplished and, if appropriate, give its views on this subject;

ii that it give a ruling on the question of the level of the basic airmail conveyance rate, taking account of the negative stance of the Executive Council regarding a rate increase;

iii that it issue directives on the ways and means of updating the basic rate in future and on cooperation in this regard with IATA and possibly with ICAO.

For the Executive Council:

Chairman of the EC

Congress – Doc 63/Annex 1

Excerpt from the IATA memorandum
(CE 1989/C 6 – Doc 5a/Annex 2)

Benefits enjoyed by airmail, according to IATA

i Priority on an allocation basis over airfreight.

ii Late close-out times at airport of origin, and earlier delivery at airport of destination.

iii No density charge for volumetric parcel shipments.

iv Empty mailbags (and on occasions mail containers) carried back to origin free of charge.

v Extra security both to and from aircraft, and when in storage, at no cost.

vi Storage on airline premises, when postal units not open, at no charge.

vii Delayed payment terms well beyond those given to freight consignors or consignees at no cost, resulting in loss of interest in cash terms to airlines.

viii Faster transhipment times than freight at all major airports.

ix Priority of uplift even on second flights of same airline, or second airline.

x No minimum charges for small shipments.

xi No fees for dangerous goods, even though this category is limited: no increased price for registered or valuable mail shipments, even though airline liability is higher.

xii No penalty if allocated space not used, even though with later close-out times, it is unlikely that unutilized space can be used, unlike the situation in freight uplifts.

xiii No booking of space on single or multiple flight uplifts, but assumption of priority.

xiv Rates fixed for five years, thus totally inflexible, unlike freight rates which are adjusted to market and cost fluctuations on a regular basis.

xv Completely different pick-up and delivery conditions, and accounting documentation resulting in extra costs to airline budgets.

xvi Extra space made available for the carriage of Christmas mails to the detriment of regular freight customers, but at no extra charge.

IATA proposals concerning rates

i Adoption of the Norwegian system, based on a basic charge of 1.00 g fr per kg plus a linehaul charge of 1.67 g fr per t/km, with a proviso to be discussed on a higher rate for CP mails due to their volume problems.

ii Should a single airline be involved in more than one flight, the direct distance or the shortest constructed distance should apply based on les Listes de Distances.

iii Should more than one airline be involved, each airline will receive the sector rate involved, based on the relevant rate calculated on the 1.00 g fr basic rate per kg plus 1.67 g fr per t/km formula for each sector.

iv EMS traffic should be charged at a basic rate of 1.50 g fr per kg plus linehaul of 1.67 g fr per t/km.

v Registered insured and valuable bags should be charged at 1.10 g fr per kg plus linehaul of 1.67 g fr per t/km to take account of the higher liability on airlines.

vi The coefficient of increase to be frozen at 4 percent and removed from IATA–UPU discussions.

vii A system of indexation based on an ICAO produced index on the movement of IATA "N" (normal) airfreight rates with an annual review on a set date.

viii An airmail reservation system introduced for first, and subsequent airlines to be agreed preferably for submission to the Washington Congress, but at least within one year of the end of Congress.

Convention (airmail) – Proposal of a general nature

EXECUTIVE COUNCIL **4000.4**

Resolution

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,

Instructs

the Executive Council:

i to gather, on the eve of 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.

Congress – Doc 64

Principle and method of calculating internal air conveyance dues

Executive Council report

I. Introduction

1 In resolution C 14 the 1984 Hamburg Congress instructed the Executive Council:

a to continue the study of the question of internal air conveyance dues to see whether the continuance of the right to collect such dues remains justified;

b if it decides that continuation is justified to study again the methods of calculation to be employed with the aim of introducing a system which will enable the administration of destination to meet the actual costs relating to such transport and the administration of origin to verify effectively the bases of calculating any dues claimed.

II. Development of the study

2 The Executive Council assigned the study to its Committee 6 (Airmail). At its 1985 session, the Executive Council decided, in order to save time, to embark on the two aspects of the study simultaneously by:

- asking the IB to write to postal administrations to collect statistical data for assessing the financial effects of abolishing the right to collect internal air conveyance dues and in order to ascertain their views about the expediency of such abolition;
- entrusting a restricted Working Party with the study on the method of calculating internal air conveyance dues in order to find a fairer system. The following administrations were appointed members of the WP: Benin, Germany, Fed Rep of, Norway (reporting country), Polish People's Republic and the United States of America.

A. First consultation

3 In July 1985, the IB distributed a questionnaire, first on the expediency of abolishing the right to collect internal air conveyance dues, and secondly on the possibility of finding a fairer system for calculating those dues. On the basis of the accounts exchanged in 1983, administrations were also asked to give the amounts received and paid in respect of internal air conveyance in order to find out the financial consequences of the possible abolition of internal air conveyance dues.

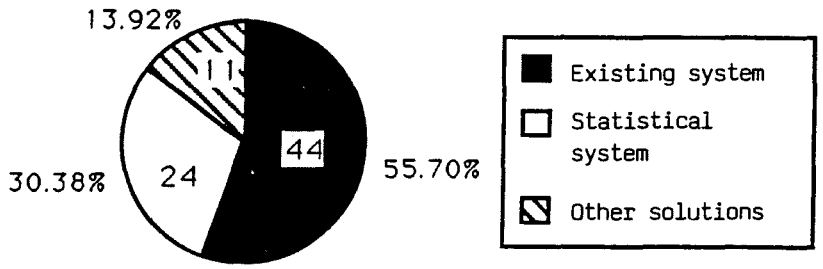
4 A total of 76 administrations replied to the questionnaire. The replies showed that 38 administrations (52.8 percent) were against abolition of the right to collect internal air conveyance dues, while 34 were in favour of it. In addition, if the right to collect such dues were abolished, 45 administrations thought it necessary to seek a special solution to compensate administrations which had excess internal air conveyance costs.

5 Some administrations made suggestions aimed at limiting the right to collect air conveyance dues, viz:

- fixing a minimum weighted average distance giving entitlement to the collection of internal air conveyance dues;
- taking account of the quality of the service on the basis of certain criteria;
- adjusting the transit charges/terminal dues to enable administrations with particularly high costs to collect a special supplement;
- finding a relationship between surface conveyance costs and air conveyance costs on the routes used in order to ascertain the difference between the costs actually paid for air conveyance and land conveyance; only the difference should then be taken into account in establishing the internal conveyance dues.

6 As regards the possibility of finding a fairer system for remunerating internal air conveyance costs, most administrations preferred to keep the existing system of single prices while introducing periodic statistical counts to establish the weighted average distances on a more reliable basis instead of replacing this system by a statistical system aimed at determining the weight of mail from each administration which was actually conveyed over the domestic air network – see diagram below:

System for remunerating internal air conveyance dues



7 A total of 66 administrations provided data on the financial effects of the possible abolition of internal air conveyance dues. Forty-one administrations had negative balances in 1983 ranging from 536 g fr (175 SDR) to 18 497 941 g fr (6 043 104 SDR) and 25 administrations had positive balances ranging from 2247 g fr (734 SDR) to 8 202 923 g fr (2 679 818 SDR).

B. Second and third consultations

8 On the basis of the results of the first consultation, the Working Party in August 1987 issued a questionnaire aimed at collecting administrations' views on:

i the differentiation of the internal air conveyance dues depending on where the mails were offloaded in the country of destination;

ii the introduction of a minimum distance above which the administration of destination would be entitled to collect internal conveyance dues, including the question of a corresponding reduction of the weighted distances of large countries;

iii calculation of weighted average distances by the IB;

iv verification of the distances by the administration of origin of the mails;

v the difference between the cost of surface and air conveyance.

9 Eighty administrations replied to that questionnaire. When it considered the results of the survey, the 1988 EC instructed the WP to carry out an additional consultation on points i and ii above. Sixty-four administrations took part in that consultation (circular letter 3410.3(C)1990 of 11 November 1988).

10 From the two consultations it emerged that half of the administrations favoured some differentiation of internal air conveyance dues depending on where the mails were offloaded in the country of destination.

11 The two consultations showed that a clear majority of administrations (69 percent and 70.5 percent) were in favour of introducing a minimum distance below which the administration of destination would not be entitled to collect internal air conveyance dues. The median of the minimum distances proposed in the two consultations was 300 km (74.5 percent of the proposals in the last consultation). In the EC, views were divided on this subject. Several delegates objected to the principle of introducing a distinction between small and large countries for the purposes of internal air conveyance dues, as they felt that such differentiation was unfair and could encourage the surface conveyance of airmail items in countries where internal air conveyance dues were not collected. The advocates of a minimum distance argued that terminal dues must cover the costs of air conveyance over short distances and that the introduction of a minimum distance made the work of a great many administrations easier.

12 A majority of the administrations also considered that the weighted average distances of the large countries should be reduced by the same figure, but in the last survey this majority was not clear. On the other hand, a clear majority (66.7 percent) came out in favour of a less extensive change in the present provisions, namely limiting the reimbursement of the administration of destination to the difference between the cost of air conveyance and the cost of surface conveyance (32 yes and 16 no). Nearly all the administrations that replied to this question considered that, in this case, the present maximum rate – 1.74 g fr per tonne/km (Convention, article 83, paragraph 3) – should be applied.

13 A clear majority of administrations (78 percent) favoured calculation of the weighted average distances by the International Bureau on the basis of data provided by administrations of destination (56 yes and 16 no). Most administrations also considered that administrations of origin could verify the weighted average distance, but that such verification should not be standard procedure.

14 It was shown that air conveyance is appreciably more expensive than surface conveyance and that many administrations pay more per tonne/km for internal air conveyance than the maximum rate (1.74 g fr per tonne/km). At the same time, this maximum rate is enough, in most cases, to cover the difference between the cost of air conveyance and the cost of surface conveyance.

III. Conclusions

15 In the light of the above, the Executive Council invites Congress

a to note the results of the study;

b to approve proposals 4082.2, 4083.1 and 5051.1 stemming from it.

Berne, 26 April 1989

For the Executive Council:

F KOLLER

Chairman

Congress – Doc 65

Maximizing the air conveyance of mail

Executive Council report

1 By resolution C 18, the Hamburg Congress instructed the Executive Council:

- i to continue to obtain from administrations which have introduced a maximization-oriented service data on their experience, for distribution to all administrations;
- ii to update, in agreement with the International Air Transport Association (IATA), if necessary, the "Definitions and principles for the execution of maximizing services";
- iii to take, in cooperation with IATA if appropriate, any other measures which may be of use in facilitating the increased use of air conveyance of mail;
- iv to submit to the next Congress a report on the measures taken and on the recommendations to be made concerning the future orientation to be given to maximization work.

2 Having reconstituted the IATA–UPU Contact Committee[1] at its 1985 session, the Executive Council placed the question of maximization on that Committee's work programme. In its turn, the Contact Committee assigned it to its "Maximization" Working Group (which was merged in 1987 with the "Documentation" WG and called "Operations" WG). The Executive Council also instructed the International Bureau to distribute the "Definitions and principles for the execution of maximizing services" to the administrations; this was done under cover of a circular letter dated 20 May 1985.

3 The "Maximization" Working Group held its first meeting at Berne on 22 April 1986. Among other things, it took stock of the reciprocal expectations of the postal administrations and the airlines and of the problems raised in connection with achieving the objective of maximizing the air conveyance of mail.

4 At the Working Group's proposal, the Executive Council decided at its 1986 session that the maximization work would be directed towards preparing a manual for the use of administrations wishing to introduce a maximizing service or to improve or develop the existing service, as appropriate. This manual would serve both as a guide for organizing the service and as a point of reference in negotiations with airlines at national and regional level.

5 The manual was developed from 1987 to 1988, approved by the Executive Council at its April 1989 meeting and distributed to postal administrations by the International Bureau in August 1989.

[1] The postal delegation to the Contact Committee was composed of the following countries: Australia (Chairman), Benin, Chile, Germany, Fed Rep of, Norway, Polish People's Rep, Saudi Arabia, United States of America, Zambia.

6 In view of the work done over many years on maximization, the Executive Council did not think it expedient to propose to Congress any new directives on the subject. Depending on postal administrations' requirements, the EC will be able to use its powers in order to study a particular aspect of the question in terms of the current situation.

Bonn, 20 July 1989

For the Executive Council:

F KOLLER

Chairman

Congress – Doc 66

The Post and Telematics

Executive Council report

I. Definition

1 Telematics may be defined as a technique combining informatics and telecommunications. It makes possible the electronic transfer of structured data between remote computers and remote inquiry or input of data. An every day example of this technology is seat reservation systems operated by airlines, in which requests for a seat on a particular flight are entered in a remote terminal (perhaps even in another country) from the computerized reservation centre to which they are electronically transmitted and subsequently processed by computer. The reply (confirmation – or non-availability – of a seat) is transmitted in an extremely short time to the original terminal. The principal features of this procedure are *speed* and *the absence of hard copy.*

II. Advantages of telematics

2 The most frequently quoted advantages of telematics include the following:

a a telematics system can cut overheads by eliminating the need to re-enter the data relating to a transaction from one computer onto another (the costs of processing documents during dispatch of merchandise from one country to another amount to between 3.5 and 15 percent of its value);

b in the case of exported goods, telematics can streamline and speed up border checks and other administrative formalities such as customs clearance; at the same time, automated monitoring systems increase the efficiency of the monitoring services.

III. Activities in the field of telematics of organizations other than the Post

3 Telematic documentation systems have aroused considerable interest among transport organizations and the banking community. Many projects have been launched eg EDIMAR for the International Maritime Organization (IMO), CARGONAUT at Schiphol airport in the Netherlands and DOCIMEL for the International Railway Transport Committee. The International Society of Aeronautical Communications (ISAC) with a network covering 1200 towns in 180 countries provides a wide range of telematic services for airlines. In the world of banking, the SWIFT network, in operation since 1977, is taking over from financial transfers by mail and telex.

4 Of direct concern to the Post, it should be noted that the Customs Co-operation Council (CCC), which has already developed a telematics interface in the field of air transport in conjunction with IATA, is taking the initiative in setting up other interfaces with its partners. The CCC informed the UPU that private carriers (some of which are in direct competition with the Post) regularly make requests of this sort. It pointed out in this connection that the Post had not yet made sufficient approaches in this field.

IV. Need for telematic standards

5 Bearing in mind that the creation of a telematics network implies the electronic interconnection of its various members as well as possibly links with other networks, it is absolutely vital to work with all partners on the basis of unified standards, to avoid the coexistence of numerous computerized systems which cannot communicate with each other.

6 Aware of this real problem, the UN Economic Commission for Europe and the International Organization for Standardization (ISO) defined a common approach of this kind, ie a single universal language for the interchange of data between computers irrespective of the characteristics of the software, transmission network or field of activity to which the data belong. This language is called EDIFACT (Electronic Data Interchange for Administration, Commerce and Transport) and has four operational levels:

- the syntax for the economic interchange of data (ISO standard 9735);
- the UN trade data elements directory (ISO standard 7372);
- the definition of messages or interfaces (C 2/CP 3, for example);
- the definition of message segments or the content of messages.

7 The first two levels are common to all bodies and ensure the compatibility of the system as a whole while the 3rd and 4th levels determine the specific messages exchanged between two bodies.

8 About a dozen international organizations, some of which are partners of the Post, are already supporting the EDIFACT standard; they are the CCC, the CCITT, IATA, the International Chamber of Shipping (ICS), the International Road Transport Union (IRU) and, of course, the ISO. It is therefore clear that if the Post decides to exploit the benefits of telematics to ensure its links with Customs and carriers as well as between the administrations themselves and with their major clients, it should strive to comply with this EDIFACT standard.

V. Postal activities in the field of telematics

9 In view of this growing activity of its partners and competitors in the field of telematics, the Post too must embrace this new technology with its vast range of potential applications. Consideration of the Convention and the Postal Parcels and Financial Services Agreements reveals that these Acts provide for the *physical* exchange of large amounts of documentation on the transmission of items and transfers of funds, statistics, statements of accounts, etc. This exchange takes place not only between the postal administrations but also with Customs and carriers.

10 Although the Post is a newcomer to this field, it has not remained inactive as regards possible applications of telematics. Within the framework of study 632 (Automated processing of AV 7 delivery bills), a study revealed that a certain number of postal administrations are actively pursuing the development of systems for the automated preparation of AV 7s and that others intend to follow their example in the next few years. A pilot test organized by the administrations of the United States of America and Germany, Fed Rep of, proved the reliability of preparing AV 7 delivery bills, C 12 letter bills and a bar-code label to be affixed to the AV 8 label. This test, which covered the electronic transmission of the AV 7 and C 12 data bases, was successful. Study 643 (Development of a system or systems for the computerized recording of registered items and parcels in the international service) resulted in a proposed recommendation concerning a standard for the unique identification of items, receptacles and related documents in the international EMS, letter-post and parcel-post services. This identification makes it possible to lay the foundation of a system for tracking and tracing items. As regards the financial services, study 672 (The postal financial services and new electronic payment systems) showed that many administrations had set themselves the target of implementing large-scale projects such as the automation of financial operations, the installation of automatic bank-note dispensers, auto-

matic counters or point-of-sale terminals which will use telematic techniques. Moreover, there are plans to conduct a joint study with the CCITT during its next study period (1989–1992) on seeking new possible uses for high-performance telecommunications systems for making international fund transfers, like SWIFT.

VI. "Telematics" Working Party of Executive Council Committee 7 (Parcel Post)

11 At its April 1988 meeting, EC Committee 7 (Parcel Post) had set up a Working Party on telematics to consider more specifically issues relating to Post/Customs and Post/carriers interfaces. The WP was composed of the following countries: Belgium (reporting country), United States of America, France and the USSR. Canada (Vice-Chairman of the CCPS) took part in the work to ensure liaison with the CCPS. The Group held two meetings, the first on 3 May 1988 and the second on 17 October 1988 during the CCPS session.

12 At its first meeting, the Working Party concluded that its main purpose was to conduct a study on introducing common telematics standards for data interchange with both Customs and carriers, especially the members of the CCC and of IATA, while ensuring the compatibility of the systems used between postal administrations and the systems of the customs administrations and those of the carriers.

13 It also decided to send EC and CCPS members a questionnaire to collect information for:

- evaluating the development status of telematics in so far as it affected the Post;
- defining the needs of the Post in this area;
- preparing a development plan for international integration of the Post's telematic applications.

14 The replies to the consultation confirmed the importance of defining a telematic interface with the Customs. They also very clearly highlighted the need to introduce an electronic track and trace service for EMS items and for other postal products.

15 At the Working Party's second meeting, four main topics were discussed:

i role of the UPU in the generalized application of the EDIFACT standards by Union postal administrations;

ii definition and development of the interfaces required to establish telematic links with the UPU and its trade partners;

iii selection of the UPU body responsible for continuing the work after the Washington Congress;

iv action to be considered during the Washington Congress.

16 These meetings enabled the following to be drawn up:

a a draft Congress resolution entrusting the EC, in conjunction with the CCPS, with the task of introducing telematics into the UPU (proposal 5000.3);

b a draft Congress recommendation to the administrations of all member countries advocating the general use of the EDIFACT electronic message syntax rules (ISO standard 9735) (proposal 5000.4);

c a draft Congress recommendation to the administrations of all member countries concerning the use of the ISO trade data elements directory (ISO standard 7372) (proposal 5000.5).

17 These drafts were approved by the EC at its April 1989 session.

18 Accordingly, the WP took certain other measures which were also approved by the EC, in particular:

a the sending by the IB of a circular letter (3435(B)1181 of 28 February 1989) to the postal administrations informing them of world-wide developments in telematics and stressing the need to align all programmes on the EDIFACT standards;

b notifying of the CCC of the UPU's agreement in principle about creating telematic interfaces between the two bodies.

19 Belgium (the reporting country for the WP) was instructed at the meeting of the CCC–UPU Contact Committee, and in agreement with the members representing the UPU and the IB, to participate on the UPU's behalf in the work of the CCC Telematics Advisory Group. This participation was also approved by the EC.

20 In this connection, a questionnaire was sent (circular letter 3435(B)1428 of 18 May 1989) to the postal administrations concerned, asking them to provide information about the data to be exchanged with their national Customs administration. The results of this inquiry will enable the CCC Advisory Group, at its next meeting at the end of the 3rd quarter of 1989, to decide whether the CUSDEC (Customs Declaration) standard, defined by the American Customs, could serve as an interface between the Post and Customs.

VII. Conclusions

21 In view of the growing activity of Customs, carriers, banks and major clients of the Post in the telematics field, and of the results of the consultation conducted by the Telematics WP which confirmed the interest of defining a telematics interface, particularly with Customs and highlighted the need to introduce an electronic track and trace system for items, especially EMS items, the Post must take steps to benefit from the advantages of telematics. It should do so within the framework of the EDIFACT standards in the light of their importance for its partners and of the value of working completely in step with them.

22 Accordingly, Congress is invited to approve the two draft recommendations (proposals 5000.4 and 5000.5) concerning the use by postal administrations of the EDIFACT electronic message syntax rules and of the UN trade data elements directory. The same applies to the draft Congress resolution (proposal 5000.3) instructing the EC, in conjunction with the CCPS, to take appropriate measures to facilitate establishing telematic interface links with the UPU's trade partners and to promote the gradual establishment of a computerized world postal network based on common and universal standards.

Berne, 26 July 1989

For the Executive Council:

F. KOLLER

Chairman

Congress – Doc 67

CONSULTATIVE COUNCIL FOR POSTAL STUDIES

Unique identification of items, receptacles and related documents in the international EMS, letter-post and parcel-post services

Executive summary

1 A standardized numbering system is needed for identifying items, bags, other receptacles and documents in the international postal service.

2 A standardized international postal numbering system is the vital first step in developing a data system which will transmit information between the computers of postal administrations across the world.

3 The numbering system must be convertible into an internationally standardized computerized bar coding system.

4 The bar coding system will provide administrations with more accurate, and instantly accessible, data:

- for improved quality of service and better operational control;
- for new and improved customer services;
- for inter-administration accounting; and
- for management and administrative information.

5 The numbering and bar coding systems will be used as the basis for an internationally linked tracking and tracing system which will enable postal services to compete more effectively with couriers and freight forwarders.

6 The use of bar codes will be entirely optional and no administration will be obliged to use bar codes or to install expensive computer systems.

7 Developing administrations will have the option, if they wish, of using the standardized numbering system in their manual procedures without needing to use computers or bar codes.

8 A standardized numbering and coding system has already been operated successfully by a number of UPU members, on the basis of CCPS recommendations, since 1985.

9 Congress is therefore invited to endorse the proposals based on this existing successful system.

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Annex 1: Text of recommendation CCEP 1/1988

1 Introduction

1.1 This document explains the reasons behind CCPS proposal 2006.91 on the use of bar codes and a unique identification system for items, receptacles and related documents in the international postal service. The document explains, among other things:

- why a standardized international numbering and coding system is needed;
- how the system will affect developed and developing countries;
- how the system will be developed in the future.

1.2 Congress is invited to:

- approve the contents of the document, in particular the conclusions in section 11, and to approve CCPS proposal 2006.91.

2 Why an international numbering and coding system is needed

2.1 International postal services need a standardized numbering system for identifying postal items, bags, other receptacles (including containers), and related postal documents.

2.2 A standardized numbering system, converted into computerized bar codes, will eventually enable administrations to maintain continuous data on where items and bags are in the postal system, such as:

- whether the items have left the country of origin;
- which flight/boat/train the mails have been loaded onto;
- whether the mails have been received by the administration of destination;
- whether the items have been delivered to the addressee.

2.3 This computerized data will be instantly accessible and will offer greatly improved management information for the administrative and operational control of international postal services.

2.4 It will greatly assist the production of quality of service data, thereby facilitating the monitoring of quality performance and the implementation of service improvements.

2.5 It will also assist the development of improved customer services. Many competitors of the postal services, such as freight forwarders and couriers, already claim to be able to inform their customers precisely where their items are by means of their computer tracing systems.

2.6 The development of a standardized postal numbering system is the first step in developing a similar tracking and tracing system for our own customers.

2.7 Bar coded information placed on bag labels will enable AV 7s to be produced by computer. This in turn will lead directly to improvements in inter-administration accounting procedures, as the basic data for airmail accounts and terminal dues will be generated automatically.

3 Why the system needs to be standardized now

3.1 It is essential for such a numbering system to be standardized so that it can be used by all administrations to trace postal items or documents from one end of the postal world to the other.

3.2 If, instead of agreeing on a standardized system, each administration develops its own system independently, it will be impossible to build a tracking and tracing service in which all countries are linked together.

3.3 In order for the system to be fully effective, the numbering system needs to be linked to a computerized bar coding system which can link the computer systems of different administrations across the world.

3.4 Without a standardized postal numbering and coding system it will be impossible for administrations to create further computerized links with either customs authorities or airlines.

3.5 Although only a small number of countries so far are developing computerized systems, it is essential to agree a standardized system now to ensure that:

- different countries do not develop different, or incompatible, systems;
- a standardized system will be ready and available for any other administration to join, as and when each administration is ready to join.

4 How the system will affect the administrations of developed and developing countries

4.1 The use of bar codes will be entirely optional, and no administration will be obliged to purchase or install computer equipment, since the numbering system can be used in manual procedures.

4.2 A standardized numbering system can be used by any administration, developed or developing, and can be adapted to traditional manual recording and operating methods, at little or no extra cost.

4.3 It can also be used by any administration to provide the basis for a computerized system as and when administrations feel that they are able to afford the cost of installing computerized equipment.

4.4 However, for those countries which do choose to use computer systems, it will be essential to conform to the standard numbering and coding system specified by the UPU, in order to ensure compatibility between systems.

4.5 Administrations which will not be installing computer equipment will only be affected in one significant way by these proposals. On incoming mail which has been dispatched by computerized administrations, the identification numbers on EMS, registered and similar items will now contain thirteen characters (letters and numbers). These characters will be printed as ordinary letters and numbers, as well as being shown as bar codes.

4.6 This may require some of the operating and accounting forms in receiving administrations to be modified for inward traffic, so that enough space is available for the 13-character identifiers to be entered on the forms. This is the only operational change which will affect non-computerized administrations. (See paragraphs 5.20–5.24 for more detail.)

5 Development of the study

Origin of the study

5.1 The study originated from the CCPS work programme approved by the 1984 Hamburg Congress. Several countries had proposed studying various questions relating to the computerized recording of registered items and parcels, and the development of related tracking and tracing systems. These topics were all incorporated into CCPS study 643. Great Britain was selected to be the reporting country, and a Working Party was formed, consisting of the following administrations: Australia, Canada, Denmark, Finland, France, Great Britain, Italy, Japan, Netherlands, Switzerland, Thailand, Yugoslavia and Zimbabwe.

Purpose of the study so far

5.2 One of the principal aims of study 643 has been to take the first steps towards enabling postal administrations to respond effectively to their competitors, such as freight forwarders, who claim that they can identify in a very short time the whereabouts of items entrusted to them.

5.3 In order for postal administrations to be able to provide similar services to postal customers, we need to apply computer technology to develop a reliable tracing system. This would meet the demand from customers, particularly business customers, to be able to have their items traced through the postal service.

5.4 Although the formal title of study 643 refers to developing systems for the computerized recording of international registered items and parcels, several related matters gradually became clear to the members of the CCPS.

5.5 Firstly, that it was necessary to look not only at registered items and parcels, but also to consider the possibility of developing a system which might eventually permit the computerized recording of many different types of international postal service data. Although the development of a tracking and tracing system will be very important for administrations' operational procedures and for their customer services, a computerized data system would be much more valuable if it could also:

- provide related operational and administrative data, especially for quality of service monitoring and improvement measures;
- be linked with the planned computerization of AV 7s, and thus provide data for inter-administration accounting for airmails and for terminal dues;
- be capable of being linked into similar operational and accounting computerized systems being developed by the international airlines and customs authorities, with whom postal administrations have close links.

5.6 It was decided that the system should eventually be capable of handling data relating to:

- individual registered items;
- individual EMS items;
- individual parcels;
- bags and other receptacles of letters, parcels and EMS items;
- operational and accounting documents, such as AV 7s, etc.

5.7 Secondly, the CCPS recognized that the first essential step in such a process would have to be an agreement on a standardized international postal numbering system and a related bar coding system, to ensure that different countries did not develop separate and incompatible systems independently of each other.

5.8 The aim of the initial stages of study 643 has therefore been to agree a standardized identification and code marking system which can be used by any postal administration which may, in the future, wish to introduce a computerized system for recording and tracing postal items, bags or related documents in the international service. Once a number of administrations have introduced such systems in their own services, the existence of a standardized system will eventually allow the computers in different administrations to be linked together. This will permit the timely interchange of information between administrations.

5.9 Initially, only a limited number of administrations will have the means of introducing these computerized systems, but because a number of countries are already considering or planning to introduce them, *it is essential that the identification and code-marking systems to be used by these computers should be standardized.*

Conduct of the study

5.10 A questionnaire prepared by Great Britain was distributed by the International Bureau to all CCPS member countries in June 1986. It covered the following areas:

- customer demand;
- types of item which should be traced;
- extent of tracing available to the customer;
- form in which tracing data should be bar coded;
- method of dealing with inquiries;
- existing experience of computerized tracing systems.

5.11 From the results of the questionnaire, it was apparent that the active level of interest in tracing systems was relatively limited at that moment. However, a number of individual countries were either planning to introduce, or already had introduced, their own systems; and the level of interest is increasing as postal administrations face the challenge posed by the major private competitors. These competitors are able to provide a completely uniform and standardized service to all their customers in every country where they operate.

5.12 In order to face the threat posed by these organizations, it is necessary for postal administrations to agree to set up their own tracing system, to which all would conform. A major step in this direction was made in 1985 by the adoption of a numbering system for EMS items as the basis for a computerized tracking/tracing facility (cf recommendation CCEP 3/1985).

5.13 On the basis of the results of the questionnaire, a number of points were agreed at the 1987 CCPS session. They covered the following issues:

5.13.1 A common numbering system, suitable for computer usage, should be introduced throughout the postal world to identify individual items, bags of items, etc; anything that at some stage it may be necessary to identify by computer.

5.13.2 On the basis of the replies provided to the questionnaire, for any country setting up a computerized tracing system, it was recommended that:

a Tracing details should be recorded at the outward office of exchange, at the destination office of exchange and at the delivery office.

b All data should be held on a single information file using a unique identifier.

c When a bar code is used to represent a unique identifier for an international item or bag, it should be code 39.

d Incorporated within the unique identifier details should be the country of origin and service designations (and perhaps office of posting). Eight numbers within the code are sufficient to identify individual items or bags of items.

5.13.3 In order to to ensure that all postal administrations were made aware of these important requirements, the CCPS recommended (recommendation CCEP 7/1987) the adoption of a standardized numbering system, suitable for computer usage, based directly on the existing EMS system as set out in recommendation CCEP 3/1985.

5.14 It was also agreed that usage of these identification numbers would only be mandatory when an administration wishes to set up a computerized system for identifying items, bags of items, related documents and so on, in the international service. Administrations are free to set up their own internal computer systems, *so long as their systems do not conflict with the internationally agreed standards which the CCPS proposals aim to establish.*

5.15 During the 1987 CCPS session a number of countries gave presentations on their experiences with bar coding. It was agreed that further work needed to be done on a number of aspects, particularly the question of the two-character product and service indicators in the 13-character identifier. The reporting country sought the opinion of CCPS members on the various proposals which had been submitted to the 1987 CCPS session. Most CCPS members remained content with the general direction and progress of the study, and a number of comments were made on particular issues, the great majority of which the reporting country was able to incorporate in the documentation submitted to the 1988 CCPS session.

5.16 At the 1988 session, the CCPS agreed the text of an updated and amended recommendation (CCEP 1/1988), and this is the recommendation currently in force. The text of CCEP 1/1988 is given in annex 1 to this Congress document. The CCPS gave its general approval to the text of the present Congress document, as well as the text of the Congress proposal needed to bring these ideas into effect. It also agreed a view on three issues which are summarized below, namely the possibility of charging for a track/trace service, the possibility of amending forms, and the effect of these proposals on developing countries. The final texts of the Congress document and Convention proposal were approved in the meetings of the CCPS Steering Committee in April 1989.

Possibility of raising a charge for a track/trace service

5.17 During the CCPS study some countries suggested that because of the considerable expense of setting up a computerized track/trace system, customers who make inquiries which are traced through the system should be charged a special inquiry fee to help offset the costs of the system. Several other countries, however, indicated that the costs ought to be incorporated into overall tariffs, rather than subjecting customers to a special fee. The CCPS agreed with this latter point of view.

5.18 The CCPS therefore recommends that the costs of implementing a computer system for track/trace should be considered as no different, generically speaking, from all the other overhead costs which a postal administration incurs in providing its services, such as staff costs, vehicle costs, air conveyance costs, and so on. These costs are already amalgamated and calculated as the basis on which tariffs are assessed, and the costs of track/trace should be included with them. The aim of these computerized services is, eventually, that they should become part of the standard range of services which we offer our customers, and not a special service requiring special fees.

Possibility of amending forms and labels

5.19 The CCPS considered the possibility that revision of some forms might be necessary. The CCPS suggests that there are two different issues which need examining here.

Incorporation of bar codes

5.19.1 The incorporation of bar codes into existing labels is already partly recognized in the Acts, at least as far as concerns the C 4 and CP 8, registration and parcel labels. The notes in the Acts referring to these two labels state that administrations may use these labels bearing bar codes. Some administrations are already using bar codes on other labels and forms.

5.19.2 The reporting country suggested that there is no need to legislate on this point. Even if countries wish to incorporate bar codes into their forms and labels, they are still required to produce the forms and labels in accordance with the models laid down in the Acts, and the bar code is merely a piece of data additional to the information already shown on the standard forms. Nonetheless, this is an issue which requires further study.

5.19.3 The CCPS decided that no special provision is needed in the Acts; but a separate study should be carried out on this subject, and this could be entrusted initially to the Electronic Transmissions Standards Maintenance Group (see 5.27 and 5.28). The CCPS also agreed that this issue should be considered during Congress by the Forms Working Party.

Inclusion of 13-character identifiers

5.19.4 The new 13-character identifiers to be used will not always fit into the spaces currently allocated on forms to indicate the item number. This, however, is very largely a problem for the dispatching administration, and no doubt those administrations using 13-character identifiers will be aware of the need to amend these sections of their forms where necessary. Again, it is the view of the CCPS that there is no need to legislate on this point.

Effect on developing countries

5.20 During the course of the CCPS study, concern was expressed about the implications, for developing countries, of computerized bar codes and the introduction of the 13-character indicators. There was some concern that countries which maintain the traditional manual systems may be obliged to change their forms and procedures in order to accommodate the 13-character indicators.

5.21 It is the opinion of the CCPS that there will be little significant effect on developing countries. The use of computerized bar codes will be entirely optional, and initially there will only be a small number of countries using such systems. For the great majority of countries, who will not yet be introducing computerized systems, there will be no need to alter any of their procedures for outward mail.

5.22 If, for instance, some countries use only 3 or 4 digit numbers for identifying registered items, there will be no need for them to change any of their procedures, either for accepting registered items from customers at their post office counters or for handling these items at their outward offices of exchange.

5.23 On the other hand, staff at inward offices of exchange and delivery offices will need to be able to deal with 13-character identifiers on incoming items received from those administrations using the system. However, at least during the initial period, only a small number of countries will be using 13-character identifiers, and staff will thus have plenty of time to become accustomed to them.

5.24 Furthermore, the numbers will be printed clearly in figures on all labels, as well as being in bar coded form; consequently there should be no problems for staff in reading the identifiers. There is, of course, nothing to prevent countries which continue to use manual systems from adopting the 13-character identifier system for use in manual situations, if they so wish.

Future work of WP 643

5.25 The final points which were decided at the 1988 CCPS session concerned the need for Working Party WP 643 to continue its work on the further development of an international postal track/trace service.

5.26 The subject of computerized bar codes and related issues is a constantly developing one, and even the most technically advanced postal administrations have only reached the comparatively early stages of development in these areas. Consequently, it will be necessary for the CCPS to continue its work for some time into the future, beyond the Washington Congress. Paragraph 5.29 gives examples of some of the issues which will require further examination.

5.27 As part of this continuing process, the CCPS has already set up a small permanent monitoring group, as a subgroup of Working Party 643. This group is called the Electronic Transmissions Standards Maintenance Group, and its terms of reference are to monitor technological developments in bar codes. It will liaise with the International Bureau on questions such as the control of the list of service identifiers, and will provide advice and draft recommendations at short notice, if required. The CCPS will almost certainly need to issue further recommendations on the subject as a whole, from time to time, as the work progresses after the Washington Congress, and the Maintenance Group will help to advise the CCPS on such matters.

5.28 The group currently consists of the following countries: Belgium, Canada, France, Great Britain, Japan and the United States of America. These countries already have considerable experience in the area of bar codes, and the group is sufficiently small to enable consultations and initiatives to be taken quickly. It will also act as a liaison point for the various other groups and Working Parties which are examining related computerization issues (see section 6 below).

5.29 The 1988 CCPS agreed to the following list of issues to be included in its proposed future work programme:

5.29.1 *A study of the relative costs and benefits of introducing a bar coding system*, to assist countries which may be considering introducing a system. This will be done by asking one or two administrations to submit concise papers describing their own experiences in setting up a computerized track/trace system, including references to costs, benefits, and an outline methodology.

5.29.2 *The methods for a system of transmitting information back to the country of dispatch*, in order to facilitate inquiries. This will eventually lead to a system whereby the computers in different administrations may be linked together. This will also need to take account of the work of study 632, "Automated processing of AV 7 delivery bills", and a number of other groups working in related areas.

5.29.3 Consideration of *how a directory of inquiry points can be established*

5.29.4 *Questions relating to the content of the 13-character identifier*

a A procedure is needed to control a list of agreed identifiers, and to control the issuing of new identifiers. This needs to include the question of allocating certain indicators for use only in the international services, leaving other indicators for administrations to use in their domestic services.

b The study will need to examine the possibility of allowing extra characters to be added before or after the 13-character indicator, for countries which may wish to make more extensive use of the code in their domestic services.

c The study will need to examine the possibility that, where identifiers are used for bags, containers or other mail receptacles, an internationally agreed list of three digit numbers could be prepared to identify offices of exchange, for incorporating within the identifier. The study will consider the possibility of using codes which are compatible with the air-freight industry, such as the IATA destination codes.

6 Other related studies

6.1 Several different studies are being conducted in other areas which are closely related to study 643. They all concern, in one way or another, the conversion of international postal operational and accounting information into electronic and computerized data. Some of these subjects involve liaison with the international airline and customs authorities.

6.2 Much of the information which is required for these different aspects of postal operations is the same, namely the weights of bags, the numbers of individual registered and EMS items and parcels, dispatch and flight numbers and so on. All these data elements may be needed, in some form, not only by postal administrations, but also by the airlines and by the customs authorities. It is therefore essential that the information systems designed for these purposes should be capable of being linked with each other, using identical elements where possible.

6.3 Good progress has already been made in a number of these areas, and the reporting country of study 643 has kept in close touch with the other study groups. The most important of these developments are summarized below. It will be important for these different study groups to continue liaising closely with each other.

CCPS study 632 "Automated processing of AV 7 delivery bills"

6.4 The aim of this study is to automate the production of dispatching documentation (AV 7s and C 12s), thereby improving its accuracy and legibility, and to make it possible to transmit the data electronically. The use of an agreed numbering system and bar codes is involved, including the bar coding of AV 8 bag labels, which can be read electronically by both the dispatching and receiving offices of exchange. As reporting country for this study, the United States of America has conducted tests with the Federal Republic of Germany using computer generated AV 7s, C 12s and bar coded AV 8s, in both directions.

6.5 The objective of the tests has been to develop an automated system which can not only be used by the dispatching administration but also by the receiving administration so that the whole documentation process, and ultimately the accounting process, can be accomplished more efficiently and accurately than the current manual system. The aim has been to produce a basic system which could be usable by virtually any administration, with minimal investment, and which would be expandable to cover the whole range of dispatching, documentation and accounting procedures.

6.6 As with study 643, the key to success is standardization. Not only will all computerized administrations need to use the same system, but, in order to obtain the maximum benefit, the system employed must be capable of being linked into that which the airlines already use for the computerized recording of air cargo (see paragraphs 6.7 and 6.8 below).

IATA–UPU Contact Committee – Operations Working Group

6.7 Clearly, the automation of airmail documentation needs to be developed in close liaison with the international airlines organization, IATA. Thus the work of CCPS study 632 is being followed in detail by the Operations Working Group of the IATA–UPU Contact Committee. The airlines have expressed concern about the slowness of postal administrations in computerizing their airmail documentation. Most major airlines have a network cargo tracking system which is designed around the IATA airway bill number and they are considering how best mail can be accommodated in these systems.

6.8 During the discussions of the 1989 Executive Council on the activities of the IATA–UPU Working Groups, the reporting country of study 632, the United States of America, presented a report on the work conducted in this area. The administrations of the United States of America and the Federal Republic of Germany, in cooperation with IATA, had developed a bar code format which could be used for identifying data relating to the AV 7 delivery bill. In order to ensure

compatibility between that system and the bar code standard already approved by the CCPS in recommendation CCEP 1/1988, the Executive Council decided to entrust further examination of this work to the Electronic Transmissions Standards Maintenance Group.

Telematics Working Party and EDIFACT

6.9 The Telematics Working Party was set up by the Executive Council following discussions in the Customs Co-operation Council (CCC) about the possibility of linking postal computer systems with those used by the customs authorities.

6.10 The customs authorities would thus be provided in advance with information about airmail dispatches. The customs treatment of inward mails could thereby be done more quickly and efficiently. It will therefore be necessary to study how to achieve all-round compatibility of automated airmail documentation to meet the requirements of postal administrations, airlines and customs authorities.

6.11 In this context the Working Party is examining the possible use of the EDIFACT standard (Electronic Data Interchange for Administration, Commerce and Transport). EDIFACT has been developed by the United Nations as a global standard for electronic data interchange in international trade communications. The EDIFACT standards have been approved by the International Standards Organization (ISO), and the use of EDIFACT is supported by a wide range of international organizations, including the CCC and IATA.

6.12 The 1989 Executive Council approved a draft recommendation for submission to Congress, aimed at encouraging administrations to use the EDIFACT standards. A separate Congress document on the subject of telematics will also be presented to Congress.

6.13 The work being conducted by the Telematics Working Party, as well as the use of the EDIFACT standards, are both fully compatible with the work being carried out by CCPS study 643. In order to ensure full coordination of future developments in these areas, Belgium, the reporting country of the Telematics Working Party, has agreed to become a member of the Electronic Transmissions Standards Maintenance Group.

7 Methodology for implementing the regulations on the standardized numbering and bar coding system

7.1 The CCPS considers that it is necessary to make an amendment to the Convention, rather than simply relying on a Congress recommendation or resolution, for the following reasons.

7.2 Any proposals to amend the Acts in relation to bar coding must be of an *optional* nature, because only a limited number of countries will be prepared to make the considerable investment needed to install such a system.

7.3 However, one of the essential features of such an international system is that there must be standardization and compatibility of some of the technical elements and procedures. Unless there are these standardized and compatible elements it will be impossible to develop a computerized system which can be linked between different administrations; and this is one of the main long term goals of this project. Indeed, the concept of standardized compatible procedures has been the main purpose of study 643 since it was started.

7.4 The CCPS proposal therefore:

- states that administrations may, *optionally*, use computerized bar codes and unique identifiers for purposes such as track/trace systems and other identification applications;
- specifies that those administrations which choose to use bar codes and unique identifiers must comply with the technical specifications laid down by the CCPS.

7.5 These technical requirements will not be specified in the Convention. This is because they will need to be amended from time to time, either because of technological developments, or because administrations wish to change their services or operating procedures. It would be difficult to amend any technical specifications of this nature if they were inserted in the Acts.

7.6 The CCPS will therefore have the authority to amend any of the technical specifications, if it considers this necessary, from time to time. The International Bureau would inform all administrations of any such amendments agreed by the CCPS.

8 Bar codes and how they work

Uses and benefits of bar codes

8.1 Bar codes are becoming increasingly familiar in many walks of life. The most frequent area in which ordinary members of the public are likely to encounter bar codes is on various types of goods purchased in shops, especially on goods produced in technologically advanced countries. In particular, they are used on groceries (cans of food and drink, etc), on paperback books, on music discs, on video cassettes, and so on.

8.2 The uses to which bar codes can be put are increasingly numerous and increasingly sophisticated. Bar codes are merely the most visible part of larger systems, which are usually referred to as automated identification systems. These are one of the most cost effective tools for improving management information, resource allocation and productivity. References to bar codes usually mean not just the visible black and white bars and spaces, but the automated identification systems as a whole.

8.3 Bar codes are one of the fastest, most accurate and efficient ways of enabling organizations to keep track of their goods and stock in all kinds of situations; in factories and manufacturing plants, in warehouses and storage depots, and in shops and supermarkets. The parallel possibilities for using bar codes, and their associated automated identification systems, for keeping track of mail items, mailbags and so on in the international postal services are obvious.

8.4 To indicate the versatility of bar codes, it may be sufficient to list a number of different areas in which they are used in the United States of America, one of the most advanced countries in this field. American companies that are using bar codes represent a virtual cross section of today's industrial society: supermarkets, wholesale distributors, blood banks, medical laboratories, car manufacturers, libraries, electronic manufacturers, insurance companies, government departments, universities, and many others. Bar codes are being used in an increasingly wide range of applications, in an increasingly large number of countries.

8.5 *Bar codes increase efficiency and productivity in three basic but important ways. These are:*

8.5.1 *Speed*: Data can be entered into computers with automated identification systems much more rapidly than with any manual method. Similarly, the information once entered is instantly accessible at any time.

8.5.2 *Accuracy*: Bar code systems provide for almost totally accurate data entry, because they do not run the risk of human error, which often produces mistakes in either reading or entering numbers and codes. Furthermore, the technology used is quite simple.

8.5.3 *Reliability*: The automated check digits which can be included in each code automatically ensure that the information contained in the code has been entered and recorded correctly. The systems are thus consistent and dependable.

8.6 Many companies all over the world have realized that management information is a vital asset, and bar codes are one of the most effective ways of controlling data in order to provide management with the timely and accurate information which is essential for the running of any business.

How bar codes work

8.7 Bar codes take the form of a series of vertical dark bars and light spaces, of different sizes and combinations. These bars and spaces represent different numbers or letters. Combining the bars and spaces together allows the bar code to represent a specific number, or a specific piece of information translated (ie "coded") into numerical or alpha-numerical form.

8.8 The bar codes are scanned, or "read", electronically by sweeping a small spot of light horizontally across the upright bars and spaces. This is done by an electronic scanning instrument which transmits a spot of light across the bar code, and then catches the light reflected from the code. The information contained in the code is then interpreted by the computer to which the scanning equipment is linked. The scanning instruments are usually called "light wands", "light pens", or "laser guns" as they can easily be held in the hand.

8.9 There is one basic principle that enables a bar code system to work: light is reflected by a light surface but it is absorbed by a dark surface. The dark bars in a bar code absorb light and the white spaces reflect light. Thus when a bar code is scanned, the machine "sees" or "reads" the difference in reflection between the dark bars and the light spaces and provides proportional electronic signals that are decoded by the rest of the system.

8.10 The bar codes are simply visual representations of the letters and numbers used to identify a particular object, whether it is a can of beans, a paperback novel, a video cassette, an EMS item, or an AV 8 bag label. *The letters and numbers used in each code are usually printed immediately above or below the bar codes, so that the code number can be used in manual recording systems just as easily as in electronic recording systems.*

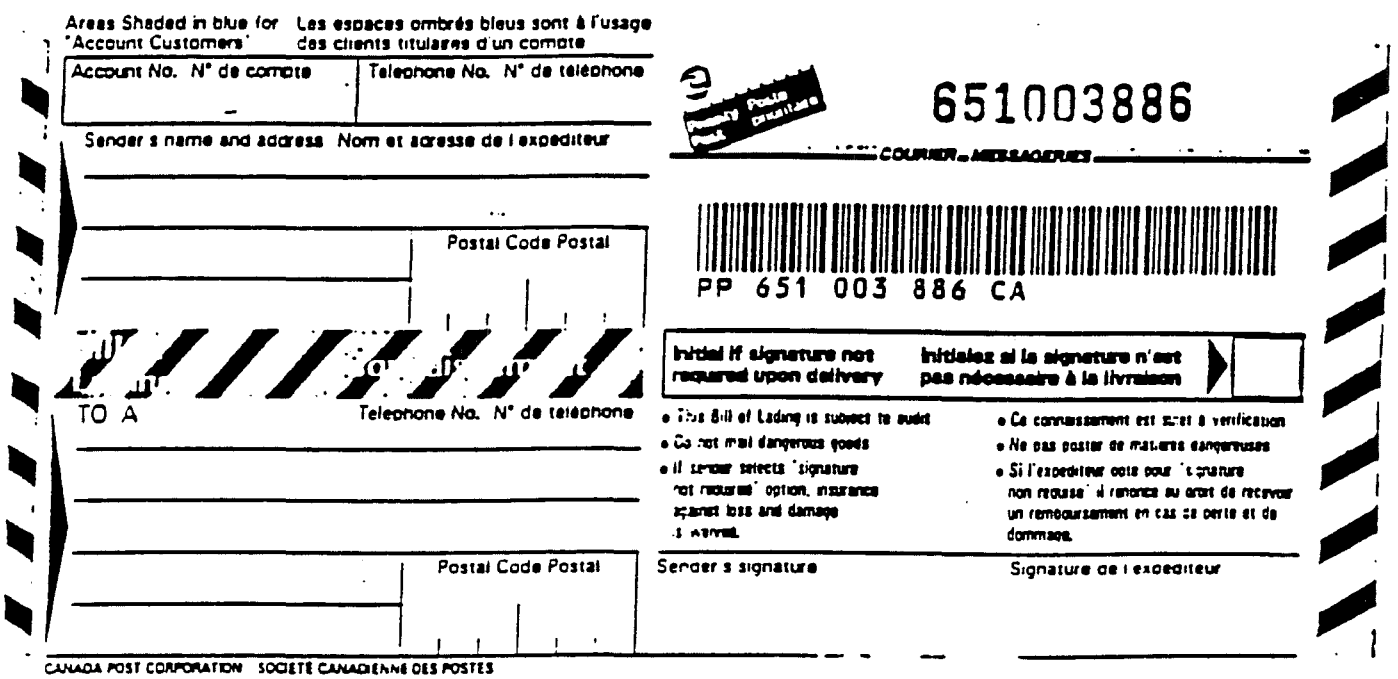
8.11 Current examples of postal bar codes are illustrated in section 9 of this document, and show a British Post Office AV 8 bag label and a Canada Post EMS label.

9 Examples of bar codes used in the postal service

9.1 British Post Office AV 8 bag label



9.2 Canada Post EMS label



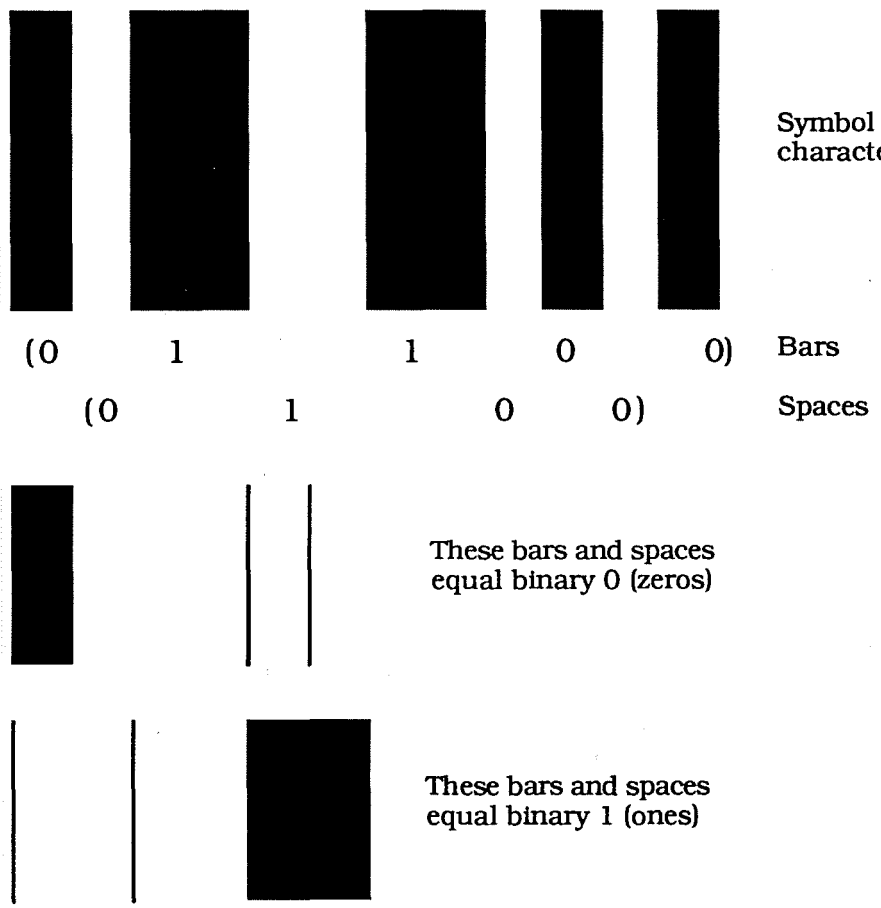
10 Technical terms

10.1 *Code 39 characteristics*

10.1.1 Code 39 is a binary code based on the width of the bars and spaces: the narrow bars/spaces represent a binary 0 (zero) and the wide bars/spaces represent a binary 1 (one).

10.1.2 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.

Code 39 bar code



10.2 *Check digit*

There are two main purposes of a check digit.

The principal purpose is to allow the computer to check for any human errors which may be made in cases where the code is entered manually. The check digit also ensures that when a code is scanned electronically it is read correctly.

The check digit forms part of the code. It is derived from some or all of the other digits in the code and is calculated according to a mathematical formula. Since there is a mathematical relationship between the check digit and the other digits, if a computer reads a digit incorrectly, the check digit will reveal the error.

10.3 *Mod 11 (International Modulus 11 formula)*

This is a standard formula for calculating a check digit and is known as Modulus 11 because it involves applying weighting factors to the original digits, adding them together, and then dividing the sum by eleven. The remainder is then subtracted from eleven and the result is the check digit.

The formula is as follows:

1 Apply weighting factors to basic number using the following weighting factors: 86423597.

2 Obtain the sum of these numbers.

3 Divide sum by 11 (eleven).

4 If the remainder is 0 (zero) use 5 (five) as the check digit. If the remainder is 1 (one) use 0 (zero) as the check digit.

Subtract remainder from 11. The result is the check digit.

Example

Number	4		7		3		1		2		4		8		2				
Weighting factors	X8		X6		X4		X2		X3		X5		X9		X7				
	32	+	42	+	12	+	2	+	6	+	20	+	72	+	14	=	200		
	200	÷	11	=	18		Remainder		2										
	11	–	2	=	9		Check Digit												

Complete self-checking number: 473124829

10.4 *ISO 2 Alpha Country Code*

This is an ISO (International Organization for Standardization) code using two letters to represent the names of countries (eg: GB for Great Britain). The appropriate letters are listed in the international standard ISO 3166. It should be noted that in recommendation C 77 the Rio de Janeiro Congress of the UPU recommended that the codes in ISO 3166 should be given preference when codes are needed for administrative and accounting purposes in the postal service.

11 Conclusions

11.1 *Congress is invited to:*

11.1.1 Note the essential features of this proposal, as contained in the executive summary of this document.

11.1.2 Note the explanations, contained in sections 2, 3 and 4 of the document, as to:

a why an international coding and numbering system is needed;

b why the system needs to be standardized now;

c how it will affect developed and developing countries.

11.1.3 Note that a standardized numbering system, suitable for conversion into bar code format, has already been approved by the CCPS, and has been operating successfully in a number of UPU countries:

a since 1985, in the international EMS service (recommendation CCEP 3/1985);

b since 1987, in the international EMS, letter post and parcel post (recommendations CCEP 7/1987 and 1/1988).

11.1.4 Note that, although agreement now on a standardized numbering and coding system is an important first step in the development of a tracking and tracing system, there remain a considerable number of aspects of this study which still need to be examined, and that the CCPS proposes to continue its work further on these aspects (see paragraphs 5.25–5.29 of this document).

11.2 *Congress is therefore invited to*:

- approve the contents of this document, and endorse the standardized international numbering and coding identification system, based directly on the systems already recommended by CCPS and successfully operated, since 1985 and 1987, by a number of UPU members;
- approve proposal 2006.91.

Congress – Doc 67/Annex 1

Recommendation CCEP 1/1988

Unique identification of items, receptacles and related documents in the international EMS, letter-post and parcel-post services

The CCPS,

Recognizing

the major advantages of being able to provide uniform and standardized services to all customers in all countries,

Desiring

to define a unanimously accepted identification system for items, receptacles and related documents which will serve as the basis for the eventual creation of an international computerized postal tracing network,

Wishing

for the administrations to be aware of this principle and to take it into account before developing applications corresponding to their internal operational or management needs,

Noting

that a unique identification system is already in use for EMS items (CCPS recommendation 3/1985),

Recommends

a that the EMS system should be modified, as shown in attachments 1 to 4, to provide a new unique identification system for items, receptacles and related documents in the international EMS, letter-post and parcel-post services;

b that those UPU member countries which either have introduced, or which plan to introduce, a bar coding system for the above-mentioned services should comply with the provisions of attachments 1 to 4;

c that those countries which use, or plan to use, bar codes should take note that proposals on this subject will be submitted by the CCPS to the Washington Congress to amend the UPU Acts. If these proposals are accepted at Congress, then the provisions shown in attachments 1 to 4 will become mandatory for any country using bar codes, as from the date of implementation of the Washington Acts.

The characteristics of the code 39 bar code are given in attachment 2.

The formula for calculating the check digit according to ISO "mod 11" is given in attachment 3.

The note on two-character prefixes for positions 1 and 2 of the code is given in attachment 4.

Congress – Doc 67/Annex 1/Attachment 1

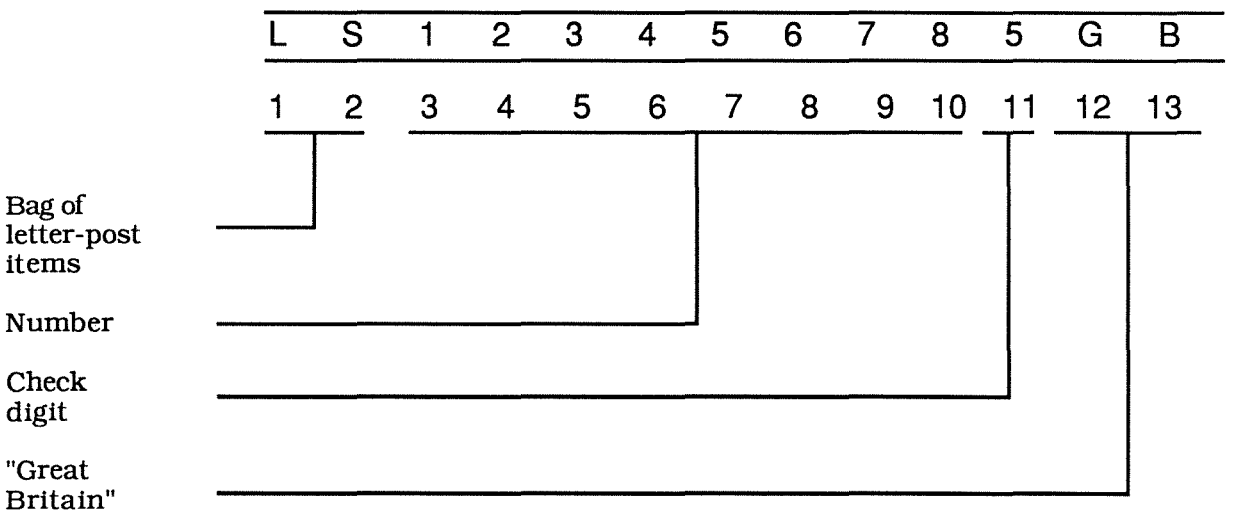
Unique identification for items, receptacles and related documents in the international EMS, letter-post and parcel-post services

Number of characters: 13

Disposition from the left:

- Positions 1 and 2: two alphabetical characters to indicate the service. A series of characters to be reserved for use in the international services (see attached list);
- 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.

Example:



When a bar code is used to represent a unique identifier for an international item or bag, it is to be 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.

Congress – Doc 67/Annex 1/Attachment 2

Code 39 bar code characteristics

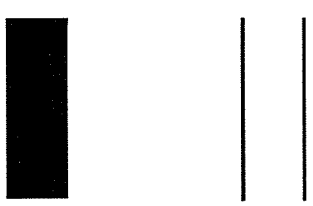
1 The bars and spaces in code 39 bar code are binary in width: the narrow bars/spaces represent a binary 0 (zero) and the wide bars/spaces represent a binary one.

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







Congress – Doc 67/Annex 1/Attachment 3

International modulus 11 formula

The formula is as follows:

1 Apply weighting factors to basic number using the following weighting factors: 86423597.

2 Obtain the sum of these numbers.

3 Divide sum by 11 (eleven).

4 If the remainder is 0 (zero) use 5 (five) as the check digit. If the remainder is 1 (one) use 0 (zero) as the check digit.

Subtract remainder from 11. The result is the check digit.

Example

Number	4		7		3		1		2		4		8		2	
Weighting factors	X8		X6		X4		X2		X3		X5		X9		X7	
	32	+	42	+	12	+	2	+	6	+	20	+	72	+	14	= 200
	200	÷	11	=	18	Remainder			2							
	11	–	2	=	9	Check digit										

Complete self checking number: 473124829

Congress – Doc 67/Annex 1/Attachment 4

List of two-character prefixes for items, receptacles and related documents in the international EMS, letter-post and parcel-post services

E series for EMS

EE = EMS item
ES = EMS bag/container/receptacle

L series for letter post

LS = Letter post bag/container/receptacle

C series for parcel post

CC = Parcel item
CS = Parcel bag/container/receptacle

R series for registration

RR = Registered item

In addition to the six prefixes above, the following series shall be reserved for future use in the international postal services after allocation by the CCPS:

EA to EM

LA to LM

CA to CM

RA to RM

Notes on the prefixes

The use of two alpha characters as the first two digits of the identifier provides a large number of possible combinations (about 500 to 600), which will give abundant scope for eventual expansion of the number of service and product identifiers, in both international and domestic services. For the moment, however, the CCPS considers that it is best to limit the prefixes to the minimum necessary for the initial stages of the system.

Any labels which are to be used at post office counters for EMS items, for registered items, and for parcels, will in most cases need to be pre-printed and it will be impractical to keep a large number of different types of label available at the counter. It will be possible to keep a larger range of labels in offices of exchange, but even there it will be desirable to keep a reasonable limit on the number of different types.

The six prefixes shown above have been selected to limit the number used at counters to three:

- EE, for EMS items;
- CC, for parcel items;
- RR, for registered items.

These three double prefixes have been chosen for their basic simplicity, and to reduce the possibility of error when entering them either manually or by computer. They represent the three most common and most important mail streams for which bar coding is likely to be used in the international services.

The other three would normally be restricted to use in offices of exchange:

- ES, for EMS bag/container/receptacle;
- LS, for letter-post bag/container/receptacle;
- CS, for parcel-post bag/container/receptacle.

The choice of the characters has been made as follows:

- E to indicate "EMS";
- L to indicate "Lettres" (letters);
- C to indicate "Colis" (parcels);
- S to indicate "Sac" (bag); but also to apply to any other mail receptacle, such as containers, enclosed letter trays, etc;
- R to indicate "Recommandé" (registered).

Congress – Doc 67/Add 1

CONSULTATIVE COUNCIL FOR POSTAL STUDIES

Unique identification of items, receptacles and related documents in the international EMS, letter-post and parcel-post services

Results of the work done by the Electronic Transmissions Standards Maintenance Group (ETSMG/CCPS) at its meeting on 14 and 15 September 1989 at Berne

1 Introduction

Section 6 (Other related studies) of Congress – Doc 67 describes the results of study 632 and of the work done by the IATA–UPU Contact Committee Operations Working Group. This work, which aimed at improving airmail handling conditions in administration/airline relations, led to the designing of a 19-character bar code that differs from that set forth in recommendation CCEP 1/1988.

In order to have a consistent unique identification system (corresponding to the principles set forth in proposal 2006.91) while at the same time meeting operational requirements, the Executive Council, as reported in Congress – Doc 67, paragraphs 5.29.4, 6.7 and 6.8, instructed the CCPS Electronic Transmissions Standards Maintenance Group to initiate work with a view to securing compatibility of the codes.

This group, which comprises the administrations of Great Britain (Chairman), Belgium, Canada, France, Japan and the United States of America, met in Berne on 14 and 15 September 1989.

The purpose of this document, which has been prepared in the light of the Maintenance Group's work, is to:

- demonstrate the possibility of achieving compatibility between two bar codes designed for different purposes;
- describe the various aspects of the problem and outline the principles and techniques that could be employed if a 19-character bar code is found to be necessary and is approved by the Consultative Council for Postal Studies.

2 Basis of the work

2.1 Sphere of application

The principles sketched out below would apply only to countries that wished to enter more information on the receptacle labels than is strictly necessary for identification, as set forth in recommendation CCEP 1/1988.

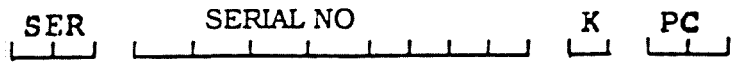
In such cases, these countries would use a 19-character code called the "19/13 code".

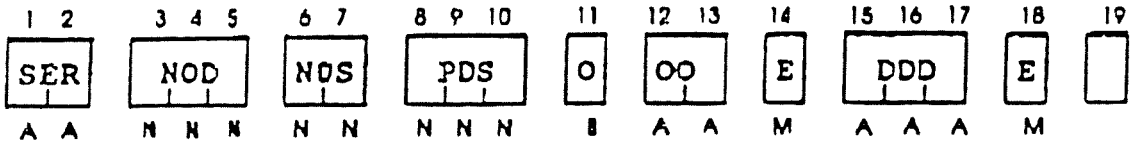
The design principles for this code, as described hereunder, form the basis of the Electronic Transmissions Standards Maintenance Group's work.

2.2 Design principles for a 19/13 code

The 19/13 code will be designed in such a way as to be fully compatible with the essential rules laid down in recommendation CCEP 1/1988. Its first 13 characters must be capable of being read and processed by track and trace systems. It must co-exist easily with the 13-character code adopted for the identification of items and receptacles.

2.3 Description of the 19/13 code





Key:

A alphabetic
N numeric
M mixed (numeric or alphabetic)
B numeric, alphabetic or "X"

3 Detailed description of fields

The 19/13 code could consist of two parts: the first part would comprise the first 13 characters whose structure is the same as that of the identification code (CCEP 1/1988) and the second part would consist of the following six characters whose structure is described hereunder.

3.1 Elements in common with the 13-character code

1, 2 "SER" SERVICE

Alphabetic field designating the service. Extension of the list of services specified in Congress – Doc 67 to include compatibility-linked requirements might be necessary. The Maintenance Group will examine this question.

3 to 10 SERIAL No

Identification of the item. This field can be processed by identification systems as a series whose uniqueness is guaranteed by the users for a period of approximately one year.

Compatibility is ensured by assigning a special significance to the eight digits of this field of the CCPS 1/1988 code. This significance is described hereunder:

Significance employed by the 19/13 code

3, 4, 5 "NOD" DISPATCH No (Numéro de dépêche)

At present, this field is numeric. It permits the numbering of 999 dispatches. The question of the possible insufficiency of this number of dispatches in certain links will be studied by the Maintenance Group.

6, 7 "NOS" BAG No (N° de sac)

Numeric field allowing a maximum of 99 bags to be identified in a dispatch. Above that number the formation of a new dispatch is advised.

8, 9, 10 "PDS" WEIGHT (Poids)

Numeric field which could be reserved for indicating the weight in hectogrammes.

The fact that two bags in a dispatch may have the same weight causes no difficulty whatsoever since the preceding fields enable each of these bags to be identified.

11 "K/O" CHECK DIGIT

In the code in recommendation CCEP 1/1988, when this field is numeric, it contains the serial number check digit. When the check is not desired the field must contain the character "X".

The 19/13 code would take advantage of the possibility for the identification systems of not calculating the modulus, by extending to all the characters the different possible values of the check digit.

11, 12, 13 "OOO" CITY OF ORIGIN

This alphabetic field would contain the IATA code of the city of origin. The existence of a non-numeric value in field 11 means that there is no need to calculate modulus 11.

In a 19/13 code, the three characters of this field would be the IATA code of the city of origin when it has an airport.

3.2 Specific elements of the 19/13 code

14 "E" OFFICE OF ORIGIN

This alphanumeric field would contain a character enabling at least 36 different offices of exchange of a city to be identified.

15, 16, 17 "DDD" CITY OF DESTINATION

This alphabetic field would contain the IATA code of the city of destination when it has an airport.

18 "E" OFFICE OF DESTINATION

Alphanumeric field enabling at least 36 different offices to be identified for a given city of destination.

19 BLANK

Field not defined at present. It should be left blank until the Electronic Transmissions Standards Maintenance Group (ETSMG/CCPS) has proposed a use for it.

3.3 Examples of codes showing possible uses of the different codes and their compatibility

LS 309 45678 X GB	Identifier for a letter-post bag using the 13-character code
EE 30756782 3 FR	Identifier for an EMS item using the 13-character code
LS 123 45 178 F RA 1 JFK	Identifier for a letter-post bag using the 19/13 code
LS 123 45 178 F RA	Identifier for the same bag using the first 13 characters of the 19/13 code

4 Conclusions

4.1 The provisions outlined above are consistent with present needs and techniques. They take account only of questions that have been addressed in CCPS studies 632 and 643. Therefore, and in accordance with the provisions of Congress – Doc 67, paragraph 5.27, any necessary developments in this area will have to be studied by the CCPS Electronic Transmissions Standards Maintenance Group.

4.2 Congress is invited:

- to take cognizance of the supplementary information given in this addendum;
- to note the progress made in the initial work being done by the Electronic Transmissions Standards Maintenance Group;
- to instruct the CCPS, through its ETSMG (which also reports to the EC), to adapt the bar code specifications contained in Congress – Doc 67 and Add 1 to administrations' needs.

Congress – Doc 68

Final report of Committee 2 (Finance)

I. Introduction

1 The Finance Committee held three meetings on 29 November, 1 December and 5 December 1989, under the chairmanship of Mr Y Iguchi, Director of the International Relations Office of the Japanese postal administration. The Finance Committee was composed of all the member countries represented at Congress.

2 This report gives an account of all the recommendations, decisions and resolutions submitted by the Finance Committee for the approval of Congress.

II. Union accounts, 1984–1988
(Congress – Doc 19/Part I)

3 After consideration of part I of the Director-General's report on the finances of the Union, the Committee proposed that Congress:

a approve the Union's accounts for 1984–1988 by adopting resolution C 9, which appears in Congress – Doc 78.1;

b express its gratitude to the Government of the Swiss Confederation for its generous aid to the Union in connection with its finances by adopting resolution C 23, which appears in Congress – Doc 78.1.

III. Fixing the ceiling of the Union's recurrent expenditure for 1991–1995
(Congress – Doc 19/Part II)

4 The Committee considered the recurrent expenditure ceilings to be set for insertion in article 124, paragraph 1, of the General Regulations for the next financial period 1991–1995. Accepting the method proposed to it, the Committee took as a base figure the Union's total net budgetary expenditure for 1990, as approved by the Executive Council in April 1989, ie 24 390 000 Swiss francs. It then added to this base for each of the years in question 1991–1995 components to cover current tasks (staff costs and general expenditure) and to cover the financial impact of the implementation of new activities and the stepping up of special activities.

5 The Committee approved the two five-year plans for general expenditure proposed by the International Bureau as regards the replacement of equipment and machines and the maintenance of the UPU building.

6 With respect to the implementation of new activities and the stepping up of special activities, the Committee postponed the introduction of the computerized data base at the International Bureau until 1992 and adopted the credits proposed from 1991 for the establishment of international mail transmission-time monitoring as a permanent activity and for the special activities to adapt the operation of the Union to present commercial and technical demands. Accordingly, the Committee made provision in the ceiling for the financial impact of these new activities and

authorized the Executive Council to create three Professional (P) category, and three General Service (G) category posts but rejected the Secretary-General's proposal to create one P post and one G post for administrative support.

7 The Committee found that only one of the decisions taken by the other Committees of Congress had a financial impact on the expenditure ceiling, namely, the 10 percent compensation for inflation since the Hamburg Congress to maintain the real value of the credits allocated to the technical assistance activities connected with UPU consultants.

8 The Committee endorsed the Secretary-General's suggestion for strengthening the priority activities of the Union by instructing the incoming EC to make a comprehensive analysis of all activities to identify those that could be eliminated, cut back or shelved and to consider the advisability of discontinuing certain publications, lists and compendia and of adopting a more economical format for the periodical "Union Postale". This proposal was further supplemented to urge the International Bureau to make more extensive use of fixed-term appointments for special activities. The Committee recommended that Congress accordingly adopt resolution C 67, which appears in Congress – Doc 78.2.

9 In view of all the above decisions, the recurrent expenditure ceilings proposed by the Committee to Congress for insertion in article 124, paragraph 1, of the General Regulations were set as follows, in accordance with the breakdown given at annex 1:

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.

10 It should be noted that in relation to the 1990 budget used as a base figure, the average increase in the proposed ceilings for 1991 to 1995 is 2.09 percent per annum.

11 The delegations of Australia, Germany, Fed Rep of, Great Britain and United States of America all stated that their governments had a policy of zero growth in real terms for the specialized agencies of the United Nations. These delegations appreciated the measures taken by the International Bureau to streamline its operations but felt that further action was still required and had confidence in the new measures that the EC would be instructed to take through resolution C 67 that Congress was invited to adopt.

IV. Fixing the ceiling of exceptional non-recurrent expenditure
(Congress – Doc 19/Add 1)

12 Noting that with the exception of the expenses of the 21st Congress, the International Bureau was not planning any other special non-recurrent expenditure, the Committee proposes to Congress that the ceiling of expenditure for the next Congress be set at 3 676 000 Swiss francs in accordance with the breakdown given at annex 2. This amount was assessed on the basis of a five-week Congress, on the understanding that this would be reviewed by the EC as part of the study it was instructed to carry out on the subsequent improvement of the work of the Union (resolution C 8) and that it would then be incumbent on the EC to set the budget for 1994 accordingly.

Washington, 6 December 1989

Y IGUCHI

Chairman of Committee 2

Congress – Doc 68/Annex 1

Ceilings of the Union's annual recurrent expenditure for insertion in article 124, paragraph 1, of the General Regulations

	1991	1992	1993	1994	1995
	Sfr	Sfr	Sfr	Sfr	Sfr
A. Basis for fixing the ceiling of recurrent expenditure for 1991 to 1995					
1 Total net expenditure of the 1990 Union budget approved by the Executive Council in April 1989	24 390 000	24 390 000	24 390 000	24 390 000	24 390 000
B. Expenditure on staff necessary to handle present work					
2 Regulation step increases in the same grade of staff from 1991 to 1995	227 900	414 700	590 900	756 000	916 400
3 Increase of 10 percent in the budgetary credits assigned to technical assistance activities connected with UPU consultants to compensate for inflation since the 1984 Hamburg Congress	165 200	165 200	165 200	165 200	165 200
	393 100	579 900	756 100	921 200	1 081 600
C. Other operating costs of the International Bureau					
4 Replacement of equipment and machines	71 000	55 000	92 000	50 000	52 000
5 Maintenance of the building and its installations	150 000	150 000	150 000	150 000	150 000
	221 000	205 000	242 000	200 000	202 000

	1991	1992	1993	1994	1995
	Sfr	Sfr	Sfr	Sfr	Sfr
D. Implementation of new activities and stepping up of special activities					
6 Creation of a computerized data base	–	346 000	346 000	196 000	196 000
7 Establishment of international mail transmission time monitoring as a permanent activity	443 000	443 000	443 000	443 000	443 000
8 Special activities to adapt the operation of the Union to present commercial and technical demands	623 000	623 000	623 000	623 000	623 000
	1 066 000	1 412 000	1 412 000	1 262 000	1 262 000
Ceiling of net recurrent expenditure (amounts to be inserted in article 124, paragraph 1, of the General Regulations)	26 070 100	26 586 900	26 800 100	26 773 200	26 935 600

Congress – Doc 68/Annex 2

Ceiling of expenditure for the next Congress (21st Congress) for insertion in article 124, paragraph 2, of the General Regulations

Expenditure items taken into consideration for a Congress lasting five weeks	Amounts	
	Sfr	Sfr
Travel of Secretariat		
Travel expenses and insurance	1 040 000	
Subsistence allowance	1 591 000	
Auxiliary staff	50 000	2 681 000
Technical facilities for simultaneous interpretation		500 000
Communications and transport costs		
Postage	2 000	
Telegrams and telex	5 000	
Telephone and telefax	8 000	
Transport	60 000	75 000
Production of documents during Congress		350 000
Sundry costs		
Additional premises	10 000	
Office equipment	5 000	
Hospitality expenses	20 000	
Sundry and unforeseen	35 000	70 000
Total expenditure for the 21st Congress (amount to be inserted in article 124, paragraph 2, of the General Regulations		3 676 000

Congress – Doc 69

Consultative Council for Postal Studies

CCPS work programme for 1989–1994 (policy guidelines – implementation)

Contents **Paragraphs**

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	A. Content of the programme and start-up of the studies	31 to 34
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Annexes:

1 Timetable of symposium, permanent Working Party and Contact Committee meetings

2 Policy guidelines and study profiles

I. Introduction

1 This Congress – Doc, the preparation of which was recommended by the 1989 CCPS SC (decision CCEP 6/1989), contains:

- on the one hand, supporting or explanatory elements for the draft 1989–1994 work programme submitted to the 20th Congress *as proposal of a general nature No 020*;
- on the other hand, ideas, considerations and guidelines of the outgoing CCPS for the incoming CCPS.

2 Among these ideas, considerations and guidelines, special mention should be made of those contained in the documents of the 1988 CCPS and the 1989 CCPS SC, which were approved in their broad lines:

- by decision CCEP 7/1988 (Documents CCEP 1988 – Doc 9 and Add 1 and Doc 10 pertaining respectively to the "draft CCPS work programme for the period 1989–1994" and to the organization of the work and operation of the CCPS after the Washington Congress);
- by decision CCEP 6/1989 (Documents CD/CCEP 1/1989 – Doc 6 and Add 1 and CD/CCEP 1/1989 – Report).

3 Attention is also drawn to the recommendations of the EC Working Party to study International Bureau suggestions on the EC and CCPS as well as the recommendations of the CCPS Working Party instructed to finalize the draft CCPS work programme.

4 The essential passages from the above-mentioned documents are reproduced in this Congress – Doc under the following headings:

- design and preparation of the work programme;
- improvements to the organization and operation of the CCPS;
- content and implementation of the work programme.

II. Design and preparation of the work programme

5 Pursuant to a proposal by the International Bureau, the 1988 CCPS approved the principle of introducing into the General Regulations a provision that would give the CCPS more flexibility in the preparation of a "basic programme which shall include a limited number of studies on topical subjects of common interest" and the possibility of "reviewing it annually in the light of new realities and priorities". This proposal is submitted to Congress under No 1504.3.

6 The CCPS found this idea so patently desirable that it decided to adopt it in practice with respect to the design and preparation of the 1989–1994 programme, since the latter was in fact limited to studies generally considered urgent and topical at the time of its preparation, the incoming CCPS being responsible for initiating studies of other subjects which could be proposed during meetings of symposia, Working Parties and Committees.

7 As instructed by the 1988 CCPS (decision CCEP 7/1988), the restricted Working Party, chaired by Canada, proceeded among other things to select the study subjects in light of the recommendations and suggestions of the CCPS. The Working Party presented the results of its proceedings for consideration and approval by the Steering Committee in April 1989.

8 By means of decision CCEP 6/1989, the Steering Committee, acting on behalf of the CCPS by virtue of the powers delegated to it, approved the draft work programme and decided to submit it to Congress as proposal of a general nature No 020 supported by the present Congress – Doc. The Steering Committee also decided that the programme should be submitted to Congress by the Chairman of the outgoing CCPS and Vice-Chairman, as appropriate (cf decision CCEP 10/1989).

III. Improvements to the organization and operation of the CCPS

9 During preparation of the 1989–1994 work programme, the administrations and International Bureau submitted, along with their proposals for study subjects, a number of ideas and suggestions for improving the organization and operation of the CCPS. These ideas and suggestions were approved by the 1988 CCPS (decision CCEP 7/1988) and classified under the following headings:

- expanded role of reporting/coordinating countries and of Committee Chairmen at meetings and in the conduct of studies;
- conduct of certain studies by consultant-specialists;
- establishment of a Research and Development Group;
- establishment of a computerized data base;
- other suggested improvements.

10 All of the improvements suggested should subsequently be incorporated into the Rules of Procedure or its annex "Procedure for conducting studies of the CCPS", after adjustment or amendment.

A. *Expanded role of reporting/coordinating countries and of Committee Chairmen at meetings*

11 The reporting/coordinating countries for the studies and the Committee Chairmen should take measures to ensure that meetings of Working Parties, symposia, Committees and the Council are an opportunity for useful discussions and exchanges of views and that their activities are better organized and focus more intensively on the following three series of aspects:

- to present the most significant technical and operational aspects of the studies under way for in-depth consideration, to obtain clarification, refine the analyses and lines of thought, specify or redefine the aims of the studies, and, lastly, to reach conclusions or decisions that will be acceptable to all;
- to address as often as possible topical questions of interest to the Post or its environment, relations and dialogue with customers and innovations which can be introduced to improve the management and operation of new services;
- to report to meetings of the Council or its Committees on cooperative or experimental activities conducted bilaterally or on a regional basis so as to extend their benefits to other administrations, thereby fostering exchanges of views.

12 For these objectives of effectiveness and enrichment of the CCPS work to be achieved, the reporting/coordinating countries for the studies and the Committee Chairmen must view their role in a more positive and more dynamic manner by observing the following practical guidelines:

- making a point of providing short written papers on the questions to be discussed which as much as possible should be easy to reproduce and distribute, with a view to ensuring better preparation and focus for the discussions;
- involving an increasing number of specialists who would take part in discussion of the technical aspects of studies under way and of new questions relating to current postal issues and developments in the field of communications submitted for consideration or study;
- avoiding discussion at the meetings of matters relating to the administrative management of studies (timetable, progress, etc), which will be settled directly between the International Bureau and the parties concerned.

B Expanded role of reporting/coordinating countries of studies and of Committee Chairmen in the conduct of studies

13 To make the conduct of studies more effective, the reporting/coordinating countries and the Committee Chairmen should make a point of strictly abiding by the methods and procedures set out in the "Procedure for conducting studies" annexed to the Rules of Procedure and should also observe the following six points:

- systematize or recommend the holding of symposia for the conduct of studies aimed at improving services or developing new services which have a technical dimension and require the assistance of specialists and the use of special procedures;
- devise short, specific and clear questionnaires limited to the main subjects to be dealt with, and avoid using a substantial part of these questionnaires to obtain information of a general nature which could be available from a data bank;
- subdivide study subjects which are too broad-ranging into sub-studies dealing with specific areas and assign them to associate reporting countries thus to expedite the conduct of the studies, lighten the burden on the reporting countries and increase the opportunities for analysis and consideration;
- ensure that the aims of the studies are carefully defined at the outset or corrected along the way in order to clarify and facilitate the conduct of the studies and the preparation of conclusions;
- ensure that the studies lead to conclusions, recommendations or guidelines that are easy to implement and consistent with the aims established;
- assign the conduct of all or part of certain studies to specialists in order to ensure better results and to save time (specialists seconded by the administrations or recruited by the International Bureau).

C. Conduct of certain studies by consultant-specialists

14 Among the various methods of carrying out the studies, the 1988 CCPS endorsed the principle of assigning the conduct of all or part of certain studies to specialists seconded by the administrations or recruited by the International Bureau.

15 The recruitment of specialists by the International Bureau for a fixed term was authorized by the 1989 Executive Council, which also decided to create in the Union budget a new chapter for revenue and expenditure entitled "Special activities" and a "Special Activities Fund" which would play a role similar to the Reserve Fund, the purpose being to provide the funds required for this purpose and also to provide the element of flexibility essential, on the one hand, for financing unforeseen or urgent expenditure and, on the other, for transferring available credits from one financial year to another.

16 The practical conditions governing the conduct of studies by consultant-specialists responsible to the CCPS should be stipulated in the annex to the Rules of Procedure "Procedure for the conduct of CCPS studies" as regards the general principles, with additional details being provided by the CCPS and the International Bureau for each case under consideration.

17 Generally speaking, the following criteria must be borne in mind in connection with the use of specialists' services for conducting CCPS studies:

- acceleration of the conduct of the studies;
- achievement of more comprehensive and more useful results;
- use of more reliable or of highly specialized knowledge;
- reduction of the Council's workload.

18 The studies to be assigned to the specialists will be decided as a function of the above criteria by the CCPS which shall furthermore define their broad lines, ensure their supervision and adopt conclusions and recommendations.

19 In application of this rule, the CCPS to be elected by the Washington Congress will have to make a decision at its constituent meeting about the work to be assigned to consultants during the first year of the programme (decision CCEP 7/1989).

D. Establishment of a Research and Development Group

20 The basic idea is that the CCPS could be the ideal vehicle for the exchange and dissemination of technical knowledge and innovations with applications in the postal sector. To give direction and content to this movement toward cooperation, it is proposed to combine the contributions of researchers, designers and executants, especially as regards postal technology and market studies, within an appropriate body or through mechanisms to be established.

21 Among the considerations justifying the above proposal which are dictated by the common interest of administrations in pooling their efforts in order to develop the Post and protect it from the onslaughts of the competition, the following salient points should be stressed:

- postal services and products are making ever-increasing use of a state-of-the-art technology which is peculiar to them, or of technological developments used in other sectors;
- CCPS studies are increasingly focussing on the integration and generalization of techniques and technology;
- in order to plan and implement the requisite innovations and improvements, administrations must establish specialized services responsible for research, studies, monitoring operations, testing, experimenting and exchanges;
- administrations feel an urgent need to coordinate their efforts, to compare and harmonize the experience acquired, and to circulate information in order to achieve better integration, to ensure greater efficiency in their exchanges, to save time and to stand up to the competition.

22 The Research and Development Group would be made up of officials from the national postal research centres operated by postal administrations in the following fields:

- postal technology (design, manufacture and upkeep of postal equipment);
- market and new product studies (design, testing, development and marketing);
- future development and means of fighting the competition.

23 The role of the Research and Development Group could initially be defined in terms of six main goals:

- to establish its work programme alongside that of the CCPS while taking account of other factors and elements of a technical nature;
- to set up a mechanism for the sharing of experience and information about new postal techniques and products;
- to research practical means of applying technological developments to postal operational and management procedures;
- to prepare and distribute periodically to all UPU member countries publications on innovations applicable to the postal system;

- to implement a programme aimed at establishing research and development centres in countries which have none or at regional level;
- to implement a research and development training programme for officials responsible for studies and project development.

24 Since the principle of setting up a specialized group had not been formally approved, the CCPS preferred as a first step to convene a symposium on this matter, which would allow participants to propose to the 1990 CCPS suitable structures and mechanisms for cooperation and activities, it being understood that the meetings of such a group should preferably be held within the framework of the CCPS sessions for reasons of practicality and efficiency.

E. Computerized data base

25 The 1988 CCPS and the 1989 EC approved the principle of the establishment by stages of a computerized data base at the International Bureau to which administrations could have access and the characteristics of which would be adapted to a deliberately limited volume of priority information. This introduction would call for careful verification by the International Bureau of the validity of the data to be supplied by the administrations and should not entail the discontinuation of the production of documents in printed form.

26 From the viewpoint of the CCPS, it should be emphasized how interesting and how useful a working tool this would be for the administrations and the International Bureau in facilitating the conduct of studies and enhancing the reliability of the results.

27 The Consultative Council and the International Bureau will have to gather and update in the data base the useful information already available in existing publications and compendia, and additional information will have to be collected, in order to respond to the needs identified by the users.

28 The positive aspects of having such a data base should be stressed, especially in terms of shorter study questionnaires, time saved, reliability of data and results.

F. Other practical improvements

29 Several proposals for improving the operation of the bodies of the UPU, especially the EC and the CCPS, were approved by them in the following areas:

- invite EC and CCPS Committee Chairmen to follow the new CCPS practice on the submission of reports in plenary session, which consists in limiting detailed oral presentations to decisions referred to the plenary session;
- leave it to the next EC and CCPS to decide the number of their Committees for themselves on the basis of the tasks assigned to them and their work programmes;
- ask the EC and the CCPS not to request supplementary reports from the International Bureau except in case of real need;
- continue efforts already undertaken to rationalize EC and CCPS working documents and supplement them with the following measures:
  - give a summary of the contents when the document is longer than four pages;
  - number the paragraphs in all documents so there is no need to refer to the page number;
  - avoid graphics duplicating the corresponding expositions;
  - eschew background explanations and put lengthy ones in annexes;
  - ask administrations drafting documents to keep these recommendations in mind.

30 Moreover, it is recommended that the following measures be adopted to improve the conduct of the EC and CCPS sessions:

- increased International Bureau assistance for Chairmen in the conduct of discussions, by means of a guide;
- strict observance of the provisions of the Rules of Procedure and punctuality;
- limiting speeches and discussions to questions directly linked to current work;
- identifying purely informational documents which do not, in principle, need to be discussed;
- possibly scheduling Committees or Committees and Working Parties to meet simultaneously, conditions permitting.

IV. Content and implementation of the work programme

A. Content of the programme and start-up of the studies

31 The 1989–1994 work programme to be established by the 20th Congress will include, on the one hand, the subjects outlined in the annex to proposal of a general nature No 020 (resolution), and on the other hand, all those that will have been adopted by Congress in the course of the proceedings of its Committees and plenary sessions.

32 The next CCPS will therefore be required to implement this extensive programme by starting up a fair number of the studies. To save time for its successor and especially to prevent any time being wasted, the outgoing CCPS took the initiative of compiling two kinds of preparatory documents which are attached to this Congress – Doc:

- timetable of meetings of symposia, permanent Working Parties and Contact Committees (annex 1);
- policy guidelines and study profiles (annex 2 and 17 attachments).

33 Thus, in order to respond to the virtually unanimous wish of the administrations, which have found that symposia provide an ideal opportunity for a wide ranging exchange of ideas and information, for adopting decisions and redesigning the study programme in keeping with problems and realities, it was deemed necessary to make provision for a number of symposia on the seven most topical and most important subjects on the programme. This series of 14 symposia as well as the meetings of the permanent Working Parties and Contact Committees were spread over four years of the programme, from 1990 to 1993, following a timetable that would afford a balanced workload for each CCPS session. The timetable attached as annex 1 indicates, for the 14 series of meetings thus planned, an average of 12 sittings per session; this does not take account of the meetings of the other Working Parties for studies, which will have to be held on an as-required basis and at the initiative of the reporting countries.

34 The second series of preparatory documents attached as annex 2 was drawn up by the outgoing CCPS to facilitate and expedite the start-up of the studies during the very first year of the five-year period. For this reason, an outline is given of:

- the factors expected to influence the objectives of the CCPS Committees which constitute a sort of reminder of the priorities;
- the distribution by field of activity of the studies on the programme as it has been proposed (proposal of a general nature 020);
- the 17 study profiles corresponding to the 17 main study subjects and the content of which provides very useful information on the strategic, tactical and practical levels for the future reporting/coordinating countries and Committee Chairmen.

B. Application of certain decisions of the outgoing CCPS

35 Certain decisions by the outgoing CCPS will have implications for the work of the new CCPS during the 1989–1994 study period. It is therefore desirable to list them hereunder so that the new Council may apply them:

a Telematics (decision CCEP 8/1989)

36 The Telematics study which had been undertaken by Belgium within the framework of the EC (Committee 7) is to be continued by the CCPS as regards the technical aspects that come under its jurisdiction. The incoming CCPS will be required to :

- confirm or appoint the reporting country;
- establish the Working Party;
- decide the tasks to be undertaken within the UPU and in relation with the CCITT, the CCC and IATA;
- decide the procedure for informing the EC on other aspects under the latter's jurisdiction, including those concerning the CCC–UPU and IATA–UPU Contact Committees.

b Security (decision CCEP 9/1988)

37 The study on security included in the 1989–1994 work programme under "Field of activity No 5. Management" will cover the following areas: items, funds and negotiable instruments, staff, buildings and means of transport. This study should also look into "measures to ensure the safety of postal services and users and to protect them from terrorism", as advocated in UN General Assembly resolution 42/159. The CCPS will therefore have to specify the information, study and coordination activities to be pursued by the Working Party to be established and by the International Bureau. It is important to mention the action taken regionally by the Restricted Unions, which constitute experiments to be encouraged and extended.

c EMS (decision CCEP 11/1988)

38 The 1988 CCPS and its 1989 Steering Committee agreed that the 1990 CCPS should consider the results of studies 671.13, 671.15, 671.31 and 671.37, the completion of which was scheduled for late 1989. It was also decided to place before the new CCPS, at its constituent meeting in Washington, the important issue of the programme of monitoring operations to be carried out within the framework of implementation of the EMS performance measurement system (study 671.15). The overall study should be continued in observance of the decisions of the CCPS in this regard, including:

- recommendation CCEP 2/1988 – EMS customer service standards;
- decision CCEP 11/1988 – EMS: Optimal strategies for the 1990s.

The 1990 CCPS SC will also be required to consider questions relating to preparation of the 1990 EMS symposium.

d Electronic mail (decision CCEP 12/1988)

39 At its 1988 session, the CCPS, taking into account the proposals of its Committee 7, decided to continue study 503 on electronic mail. In particular, it authorized Sub-Working Party 503 to continue its work and approved the principle of holding symposia on electronic mail every two years. The incoming CCPS will be required, among other things, to confirm or appoint the members of SWP 503, whose two main tasks are to conduct study 503 and to cooperate with the CCITT and the Paris Group in that same field. The incoming CCPS should also instruct its Steering Committee at its May 1990 meeting to arrange the meetings of SWP 503 and of the symposium on electronic mail planned for its autumn 1990 session.

e Relations with the ITU–CCITT (decision CCEP 23/1988)

40 Having reviewed the state of relations with the ITU–CCITT, the 1988 CCPS took note of the excellent cooperation established in various fields of common interest and decided to continue these activities and to strengthen the cooperation established between the ITU and the UPU and between the CCPS and the CCITT. The incoming CCPS will be required to appoint from among its members those who will represent it on the CCPS–CCITT Contact Committee.

f Relations with the ISO (decision CCEP 22/1988)

41 The 1988 CCPS, having taken note of the satisfactory state of ISO–UPU relations, decided to continue the standardization activities and to strengthen ISO–UPU cooperation. Because the framework of these relations has already been outlined in the existing structures, the incoming CCPS will, among other things, have to confirm or appoint from among its members those who will represent the UPU on the ISO–UPU Contact Committee which is scheduled to meet in 1990.

g Relations with the international organizations representing press and book publishers (decision CCEP 4/1988)

42 In establishing the Publishers–UPU Contact Committee, the 1988 CCPS decided the composition of that body provisionally up to the next CCPS (three organizations representing the publishers and eight postal administrations, including France as spokesman). The incoming CCPS will therefore be required, as its first tasks in this area, to appoint from among its members those who will represent it on the Publishers–UPU Contact Committee and instruct its Steering Committee to organize the meeting of this Contact Committee scheduled for 1990.

C. Next meetings of the CCPS and CCPS SC (decision CCEP 7/1989)

43 Bearing in mind the need for the new CCPS elected at Washington to consider at its constituent meeting the continuation of certain work inherited from the 1984–1989 programme and an early start-up of the studies on the new 1989–1994 programme, the May 1989 CCPS SC approved:

- the draft agenda of the constituent meeting of the CCPS scheduled within the framework of the Washington Congress;
- the draft agenda of the May 1990 meeting of the incoming CCPS SC.

44 In addition to the tasks normally assigned to the constituent CCPS (election of bodies and allocation of studies), the new CCPS will have to carry out certain tasks relating to the start-up of the studies such as the establishment of Working Parties, the definition of aims and of timetables for completion.

45 Moreover, the incoming CCPS, at the request of the May 1989 CCPS SC, will have two other items to consider:

- studies to be assigned to consultant-specialists, so that the International Bureau may attend to recruiting and implementation formalities;
- EMS: schedule of monitoring operations to be carried out and delegation of powers to the May 1990 CCPS SC to consider questions relating to the results of the other studies pertaining to this service nearing completion (671.13, 671.15, 671.31 and 671.37).

46 In addition to this delegation, the May 1990 CCPS SC will have to initiate the preparatory work for the 1990 CCPS and in particular that relating to the various symposia and Contact Committees that will be meeting in autumn 1990.

V. Conclusion

47 The information contained in this Congress – Doc will provide the administrations with details about the design, content and implementation of the 1989–1994 work programme which the Washington Congress will be required to consider and approve (proposal of a general nature 020). It also contains details that should save time for the next CCPS.

Berne, 29 August 1989

For the Consultative Council for Postal Studies:

A HOUISSA

Chairman

Congress – Doc 69/Annex 1

CCPS work programme for 1989–1994 (policy guidelines – implementation)

Timetable of:
- **symposia**
- **Permanent Working Parties**
- **Contact Committees**

Symposia, Permanent Working Parties, Contact Committees	Fields of activity	Year and number of sittings 1990	1991	1992	1993
1 **Symposia**					
– Postal market research	1	2	2	2	2
– Electronic mail	2	2	–	2	–
– EMS	2	2	2	2	2
– Mail delivery: methods-control	3	–	2	–	–
– Research and development	4	2	–	–	–
– Internal communication and incentives	5	–	–	1	–
– Decentralization – Post office management	5	–	–	–	1
2 **Permanent Working Parties**					
– SWP 503 electronic mail	2	1	1	1	1
– Joint ISO–UPU "Addressing" Working Party	3	1	1	1	1
– Electronic Transmissions Standards Maintenance Group	4	1	1	1	1
3 **Contact Committees**					
– Publishers–UPU	1	1	1	1	1
– CCPS–CCITT	2	–	1	–	1
– ISO–UPU	3	1	1	1	1
Totals		13	12	12	11

ie 13 series of meetings and 48 sittings.

NB. – Later on, in addition to the above meetings of symposia, Permanent Working Parties and Contact Committees, there will be meetings of the Study Working Parties, to be held on an as-required basis and on the initiative of the reporting countries.

Congress – Doc 69/Annex 2

CCPS work programme for 1989–1994 (policy guidelines – implementation)

Policy guidelines and study profiles

A. Factors likely to influence the objectives of the CCPS Committees

1 Monitoring the competition

2 Constant improvement of the quality of service

3 Rapid adaptation of the postal services to customer needs

4 Use of modern techniques for improved monitoring of traditional operations

5 Taking account of the need for increased standardization to improve reaction and service

6 Use of efficient methods for technology transfer

7 Introduction of more commercial and contractual interpostal relations

8 Training and motivation of the human component

9 Questioning inappropriate management methods and introducing modern management systems for improved response to market/customer needs

B. Allocation of programme studies by field of activity

- Field of activity 1: The Post and its markets (with three main studies and six sub-studies)
- Field of activity 2: Development of rapid services (with two main studies and 12 sub-studies)
- Field of activity 3: Operations and quality of service (with four main studies and six sub-studies)
- Field of activity 4: Modernization (with three main studies and eight sub-studies)
- Field of activity 5: Management (with three main studies and five sub-studies)
- Field of activity 6: Human resources (with two main studies and four sub-studies)

C. Study profiles

Seventeen study profiles attached (one profile for each main study) (annex 2, attachments 1 to 17)

Congress – Doc 69/Annex 2/Attachment 1

CCPS WORK PROGRAMME 1989–1994

Field of activity No 1: The Post and its markets

Study profile

1	Title:	**Commercial strategies in the various branches of the Post**
–	Number:	
–	Sub-studies:	– Branches of the Post (correspondence, goods, publicity, press, EMS, electronic mail, financial services) – Monitoring the competition and remailing – Monitoring customer requirements – Market segmentation – New products – Recommended strategies – Postal market research (C 104)
–	Origin of proposals:	Study topic based on the following subjects proposed by 8 administrations and on permanent study C 104 – "Postal market research": *Subjects taken from CCEP 1988 – Doc 9/Annex 9* – Development of postal marketing strategies (6.A3) – Product strategies responsive to customer needs and competitive challenges (9.A3) – Measurement of customer needs and perceptions (10.A3) – Strengthening the market element in postal administration policy-making (11.A3) – Remailing of items posted outside the sender's country (43.A3) – Determination of the major causes that have favoured the establishment of parallel services (44.A3) – Adapting the range of postal services to international customer needs (68.A3) – Postal market research (C 104 – Permanent study) – Direct advertising and postal traffic (7.A3)

2	Background:	The rapid development of customers' needs and the existence of active competition force postal administrations to find a more vigorous response tailored to the needs of the market. Administrations are increasingly taking action on a wide range of fronts (domestic and international). All this action needs to be evaluated more systematically in the UPU, concentrating the efforts of each administration and coordinating, where necessary, the solutions found in the international service.
3	Aims:	– Identify the most promising innovations introduced by postal administrations so as to keep pace with the development of market needs and expanding competition (domestic and international services). – Define the best way for the Union to support these efforts.
4	Link with overall strategies:	– The main aims concerning postal products (domestic and international services) and marketing will be defined by the Washington Congress. – Point 6 of the Declaration of Hamburg.
5	Expected results:	– A clear statement of the policies pursued and to be pursued in postal marketing strategy. – Recommendations to administrations on the action to be taken, as applicable, on the domestic front. – Recommendations on the line of action which the UPU should take in coordinating action on the international service so as to design products more suited to customers' needs.
6	Start and finish dates of the study:	December 1989 – October 1992.
7	Main stages and key points of the study:	– December 1989 – October 1990 – Compiling information. Preparing a symposium of product planning and marketing specialists. – October 1990 – Symposium designed to determine policy lines. – November 1990 – October 1991 – Carrying out other studies considered to be necessary. CCPS recommendations. – October 1990 – October 1992 – Complete studies. Adoption of further recommendations, as necessary.

Headings to be completed later

8 Means required:

9 Reporting country:

10 Participants:

Congress – Doc 69/Annex 2/Attachment 2

CCPS WORK PROGRAMME 1989–1994

Field of activity No 1: The Post and its markets

Study profile

1	Title:	**Delivery network and customer analysis**
–	Number:	
–	Origin of proposals:	Study topic based on the following subjects proposed by 2 administrations: – Delivery network and customer analysis (13.A3) – Design specifications and legislative requirements for delivery to mail-boxes at multi-storeyed buildings (12.A3).
2	Background:	The organization of delivery has been the subject of the following specific studies under earlier CCPS programmes. – Motorization of urban and rural delivery (Volume 55 – 1964) – Equipment and methods used for sorting mail for delivery according to roads and numbers (Volume 65 – 1968) – Post office staffing methods. Delivery staff working hours (Volume 74 – 1969) – Delivery routes – determination of parameters – fixing the workload of delivery staff (Publication in 1989).
3	Aims:	The Post must acquire detailed knowledge of its customers and develop and put it into exploitable form for targetting them. This would be useful both for the Post, for developing its services, and for other businesses, for distributing their own products.
4	Link with overall strategies:	To be completed after adoption by the Washington Congress of the UPU general action programme.

5	Expected results:	– Methods of segmenting customers – Formation of customer files (methods and means) – Use of files by the Post and by businesses – Modern delivery systems in large residential areas, major clients, isolated communities and scattered dwellings.
6	Start and finish dates of the study:	Start 1990 – Finish 1991.
7	Main stages and key points of the study:	Launching of study. Preparing a symposium on mail delivery scheduled for the October 1991 session. November 1991 – February 1992 – Finalization of symposium documents and publication and distribution of the results of the study and of the symposium.

Headings to be completed later

8 Means required:

9 Reporting country:

10 Participants:

Congress – Doc 69/Annex 2/Attachment 3

CCPS WORK PROGRAMME 1989–1994

Field of activity No 1: The Post and its markets

Study profile

1	Title:	**Press and publishing**
–	Number:	
–	Origin of proposals:	– International Bureau and CCPS. – Continuation of the work of study 611 in the 1984–1989 CCPS Programme. Reconstitution of the Publishers–UPU Contact Committee set up in 1988. – Extract from CCEP 1988 – Doc 9/Annex 9: 25 The press and postal traffic – Dialogue with customers (study 611) *Continuation of the work of the study* within the framework *of the Publishers–UPU Contact Committee* set up in May 1988.
2	Background:	– Symposium on the press and postal traffic organized by the CCPS in 1987 in two parts within the framework of study 611: • Part one among postal administrations. • Part two with administrations and international organizations representing press and book publishers. – Publishers–UPU Contact Committee: meetings held in 1988 and 1989.
3	Aims:	– Dialogue between postal administrations and their press and book-trade customers to find solutions to the problems in the press and book service and to improve the quality of services. – To make this service profitable by introducing appropriate operational and rate-fixing systems.
4	Link with overall strategies:	This topic fits perfectly into the framework of administrations' efforts towards sustained contacts with their major clients as advocated in the 1984 Declaration of Hamburg.

5	Expected results:	– Maintaining organized cooperation with customers. – Preparing and enforcing Agreements. – Defining and decreeing concrete measures for improvement in the form of recommendations to administrations.
6	Start and finish dates of the study:	December 1989 – October 1993.
7	Main stages and key points of the study:	– Preparation of a work plan (programme, ways and means, etc) – December 1989. – Preparation of Publishers–UPU CC meetings • Permanent work. – Publication of results • Permanent work.

Headings to be completed later

8 Means required:

9 Reporting country:

10 Participants:

CCPS WORK PROGRAMME 1989–1994

Field of activity No 2: Development of rapid services

Study profile

1 Title: **EMS**

– Number:

– Sub-studies:
- Quality of service
- Coverage
- Common image
- Monitoring items and customer complaints
- Financial compensation between administrations
- Additional services
- Customs problems

– Origin of proposals: Subjects based on proposals from several administrations and the International Bureau.

Extracts from CCEP 1988 – Doc 9/Annex 9

21 EMS. International expedited mail (study 671)

21.1 Promotion of EMS in smaller/less developed countries (72.A3)

21.2 Development of an international track/trace and barcoding system for EMS items (73.A3) (to be conducted in close association with study No 9 concerning the letter post and parcel post)

21.3 Establishment of a quality of service measurement system (74.A3)

21.4 Review of the imbalance system (75.A3)

21.5 Preparation of common advertising/marketing programmes (76.A3)

21.6 Specifications for concentrating and reforwarding offices for EMS mails and influence of these offices on the increase of postal traffic (77.A3)

21.7 Networks linking groups of countries for computerized tracking and tracing of EMS items and postal parcels (78.A3) (to be merged with subject No 21.2)

21.8 Relations with Customs – Exchange of information on customs procedures and restrictions between countries providing EMS (79.A3) (to be conducted in conjunction with the EC and IATA)

21.9 Volume of expedited mail and the extent of its influence on the volume and priority of ordinary mail in the 1990s (80.A3)

21.10 Rate-fixing and accounting procedures for EMS (81.A3)
21.11 Creation of a standardized documentation system (24.A3)

2 Background:

- Continuation of the general study 671 of the 1984–1989 programme with its nineteen sub-studies, fifteen of which have been completed and four of which are still to be finished (671.13, 671.15, 671.31 and 671.37).
- 12 EMS symposia have been held including 5 under UPU auspices. It is planned to continue this practice of symposia over the next study period (1989–1994) at the rate of one symposium per CCPS annual session.

3 Aims:

The aims of the study are the ones defined by the 1988 symposium and adopted by the CCPS in decision 11/1988.

4 Link with overall strategies:

- Strategies defined by the Washington Congress General Debate.
- Appropriate points of the Declaration of Hamburg.
- Any factors affecting the aims of CCPS Committees.

5 Expected results:

- Exchange of information and experience on innovations in EMS.
- Continued expansion of the service and development of strategies to be used against the competition.
- Achievement of the aims set out in section 3.

6 Start and finish dates of the study:

December 1989 – October 1993.

7 Main stages and key points of the study:

- Permanent work.
- Apportionment of symposia (one per session) devoted to one particular topic.
- Conduct of sub-studies, the subjects of which will be defined later.

Headings to be completed later:

8 Means required:

9 Reporting country:

10 Participants:

Congress – Doc 69/Annex 2/Attachment 5

CCPS WORK PROGRAMME 1989–1994

Field of activity No 2: Development of rapid services

Study profile

1 Title: **Electronic mail**

– Number:

– Sub-studies:
- Quality of service
- Coverage
- Common image
- Financial compensation between administrations
- Additional services

– Origin of proposals: Subjects based on proposals from several administrations and the International Bureau.

Extracts from CCEP 1988 – Doc 9/Annex 9

22 Electronic mail and other advanced message systems (study 503)
22.1 Draft model agreement for the exchange of electronic mail – Updating of the Model Agreement in binder 132.1 (83.A3)
22.2 Compensation for electronic mail imbalances (84.A3)
22.3 Marketing the service in a competitive manner (85.A3)
22.4 Operations and international postal traffic from the viewpoint of acceptance, dispatch, reception and delivery (86.A3)
22.5 Volume of electronic mail and its influence on ordinary mail during the 1990s (87.A3)
22.6 Operational integration of facsimile services (88.A3)

2 Background:
- Study 503 of the 1984–1989 CCPS work programme to be continued in relation with the work of the Paris Group and of the CCITT.
- Symposium on electronic mail held in October 1988.

3 Aims: The aims of the study are the ones set out in section 1 above as the subjects of sub-studies.

4	Link with overall strategies:	– Strategies defined by the Washington Congress General Debate. – Appropriate points of the Declaration of Hamburg. – Any factors affecting the aims of CCPS Committees.
5	Expected results:	– Achievement of the aims set out in section 3. – Exchange of information and experience. – Preparation of recommendations and other directives to administrations on extending and developing the service.
6	Start and finish dates of the study:	December 1989 – October 1993.
7	Main stages and key points of the study:	– Permanent work. – Conduct of ancilliary studies defined later. – Organization of symposia every two years. – Organization of SWP 503 meetings (one sitting a year). – Fast publication and distribution of the results of symposia and studies.

Headings to be completed later

8 Means required:

9 Reporting country:

10 Participants:

Congress – Doc 69/Annex 2/Attachment 6

CCPS WORK PROGRAMME 1989–1994

Field of activity No 3: Operations and quality of service

Study profile

1	Title:	**Improvement of the postal system**
–	Number:	
–	Sub-studies:	– 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)
–	Origin of proposals:	Subjects proposed by several administrations. *Extracts from CCEP 1988 – Doc 9/Annex 9* 6 Mail encoding systems for processing and control – Verification of address-postal code pairs – Mail encoding strategy for processing and control (14.A3) – Development of methodology for verifying the address-postal code pairs to improve OCR readability (15.A3) – Optical reading in letter sorting (study 634) – Use of printing and reading technology (hardware and software) (USSR). 7 Uniform design and format of computer-manufactured labels for the marking and franking of postal items (19.A3).

11 Standardization of postal items – Postal coding problems – Addressing

- Adoption of placement of the sender's address in the top left-hand corner of the envelope (30.A3)
- Development of the post code in developing countries (31.A3)
- Problems associated with the implementation of the post code system in the developing countries and methods of overcoming them (32.A3)
- Address area on documents. Constituent elements of a postal address (study 636)

2 Background:

All CCPS work programmes have reserved considerable space for studying subjects on improving the postal system. All these studies have culminated in a large number of reports and regulations.

3 Aims:

- Exchange of experience and action designed to make the postal system more efficient.
- Bring out the main factors contributing to the improvement of the postal system.
- Make the proposals for rationalizing the system operational.

4 Link with overall strategies:

- Strategies defined by the Washington Congress General Debate.
- Appropriate points of the Declaration of Hamburg.
- Any factors affecting the aims of CCPS Committees.

5 Expected results:

- Achievement of the aims set out in section 3.
- Production of documents which postal administrations can easily understand and use.
- Adoption of recommendations and texts amending the Acts as well as standards calculated to make service operation easier and to make postal installations more profitable.

6 Start and finish dates of the study:

Start 1990-1994.

7 Main stages and key points of the study:

- Permanent work covering various forms of conducting the main study and the ancilliary studies. General review of the topic – 1990.
- Organization of WP meetings to develop policies.
- Conduct of sub-studies by administrations – 1991 – 1993.
- Comprehensive report – 1994.

Headings to be completed later

8 Means required:

9 Reporting country:

10 Participants:

Congress – Doc 69/Annex 2/Attachment 7

CCPS WORK PROGRAMME 1989–1994

Field of activity No 3: Operations and quality of service

Study profile

1	Title:	**Mail delivery and rural services: methods – monitoring**
–	Number:	
–	Origin of proposals:	General topic covering several subjects relating to facilities, monitoring systems and profitability: – of mail delivery services – of rural mail services – of a postal presence in rural areas.
2	Background:	– The subjects of studies already carried out refer to somewhat superseded situations. – Technological development and the new socio-cultural and administrative conditions faced by postal administrations make studies on multiple problems necessary.
3	Aims:	– Review the organization of urban and rural delivery in order to adapt it better to service quality and profitability demands. – Examine certain delivery fields, eg, delivery in districts of large towns, special delivery of business mail. – Necessary, adequate means to be marshalled. – Organizing monitoring operations.
4	Link with overall strategies:	– Strategies defined by the Washington Congress General Debate. – Appropriate points of the Declaration of Hamburg. – Any factors affecting the aims of CCPS Committees.

5	Expected results:	– Achievement of the aims set out in section 3. – Exchange of experience among postal administrations on the methods and techniques used. – Finding solutions which can serve as examples with regard to facilities (economy, originality), quality of service, monitoring and a postal presence at least cost.
6	Start and finish dates of the study:	Start 1990 – October 1993.
7	Main stages and key points of the study:	– Permanent work. – General review of the framework and scope of the main study. Conduct of sub-studies if necessary. – Organization of a WP meeting for an exchange of information on achievements in a fair number of administrations. – Preparation of documents summarizing the results of the study with valid conclusions.

Headings to be completed later

8 Means required:

9 Reporting country:

10 Participants:

Congress – Doc 69/Annex 2/Attachment 8

CCPS WORK PROGRAMME 1989–1994

Field of activity No 3: Operations and quality of service

Study profile

1 Title: **Mail circulation standards – Quality control of the world postal network**

– Number:

– Origin of proposals: Subject based on proposals from several administrations and the International Bureau.

Extracts from CCEP 1988 – Doc 9/Annex 9

13 Circulation standards for international mail and service performance measurement – Quality control of the world postal network
- Service performance/mail flow measurement (39.A3)
- Circulation standards for international mail (40.A3)
- Correction of the shortcomings observed in transmission times (42.A3)
- Integrated postal network management through the establishment of control centres and integrated communications systems (57.A3)
- Monitoring of transmission times and of the quality of the world postal network (study 673)
- Mail circulation quality control at all stages (USSR).

2 Background:

- The Union has started to actively encourage and coordinate measures connected with the efficiency and progress of international mail services. The aim must be, however, to go beyond what has been done so far, particularly as regards establishing results standards. It is essential to know these standards in order to further improve the operation of the international service.

- Note that a proposal is being submitted to the 20th Congress designed to instruct the International Bureau to monitor international mail circulation on a permanent basis as a continuation of 9 monitoring operations already carried out under study 673 – D.H.

3	Aims:	– Find out what sort of standards there are in international mail and how administrations handle their postal traffic (including corrective measures). – Develop a plan of action concerning the establishment of domestic and international mail results standards and evaluate its effectiveness on the basis of these standards. – Find the best way for the Union to coordinate international mail circulation among its member countries. – Performing monitoring operations.
4	Link with overall strategies:	– Strategies defined by the Washington Congress General Debate. – Appropriate points of the Declaration of Hamburg. – Any factors affecting the aims of CCPS Committees.
5	Expected results:	– A good understanding of the present position. – Establishment of a plan of action as mentioned in "Aims" above. – Setting out the priorities to be observed in technical cooperation in the field identified and the machinery for implementing these priorities.
6	Start and finish dates of the study:	December 1989 – 1994.
7	Main stages and key points of the study:	– December 1989 – October 1990 – Collecting data. – November 1990 – October 1991 – Preparing a draft plan of action. Symposium of heads of postal operations, specialists and decision-makers. Taking appropriate action. – November 1992 – 1994. Introduction of the machinery best suited to the strategies adopted.

Headings to be completed later

8 Means required:

9 Reporting country:

10 Participants:

Congress – Doc 69/Annex 2/Attachment 9

CCPS WORK PROGRAMME 1989–1994

Field of activity No 3: Operations and quality of service

Study profile

1	Title:	**Measures required to improve rural postal services in developing countries: methods of application**
–	Number:	
–	Origin of proposals:	Topic proposed by developing postal administrations. *Extract from CCEP 1988 – Doc 9/Annex 9* 3 Measures required for improvement of rural postal services; ways and means of implementing these measures (8.A3)
2	Background:	– Similar studies have already been carried out on this topic. The 1984–1989 CCPS also studied the problem of the provision of postal services and cooperation between postal administrations and local communities in developing countries (study 665). – Of the other studies, mention should also be made of one published in 1984 on the provision of postal services (including mobile facilities) in rural areas of developing countries (volume 153).
3	Aims:	– Decide on the measures to be taken and work out methods for their proper application. – Best possible adaptation of the organization of the various services to the facilities and resources available. Monitoring. – Update existing information.

4	Link with overall strategies:	– Strategies defined by the Washington Congress General Debate. – Appropriate points of the Declaration of Hamburg. – Any factors affecting the aims of CCPS Committees.
5	Expected results:	– Achievement of the aims set out in section 3. – Preparation of a document (report) with innovative conclusions and policies to be pursued to achieve improved organization of services. – Also identify outmoded, expensive and inefficient practices which should be dropped.
6	Start and finish dates of the study:	Start 1990 – October 1992.
7	Main stages and key points of the study:	– Complete picture of the present position from analysis of the reports of the studies already published in the form of volumes in the Collection of Postal Studies. – Organization of a symposium or WP meeting. – Preparation and rapid distribution of documentation resulting from the contributions received.

Headings to be completed later

8 Means required:

9 Reporting country:

10 Participants:

Congress – Doc 69/Annex 2/Attachment 10

CCPS WORK PROGRAMME 1989–1994

Field of activity No 4: Modernization

Study profile

1 Title: **Automation and computerization**

– Number:

– Sub-studies:
- Sorting and optical reading
- Counters and other services
- Financial services
- Offices of exchange (AV 7 delivery bills, etc)
- Automated bag weighing.

– Origin of proposals: Study subject based on proposals from several postal administrations and from the CCPS.

Extracts from CCEP 1988 – Doc 9/Annex 9

16 Automated processing of AV 7 delivery bills – Extension of the system – Methods of application
– Use of minicomputers for maximum use of data collected on AV 7 delivery bills (59.A3)
– Automated processing of AV 7 delivery bills (study 632)
26 Automation and computerization of post office counter operations and related management functions (study 631) *Continuation of the study* in order to establish a system for exchange of experience and promote introduction in the developing countries
20 Transferring funds abroad – Means of payment and cash withdrawals abroad (69.A3 and study 672)
6 Optical reading in letter sorting (study 634)
– Applications of robots with artificial sight (USSR)
– Automated letter-post processing lines (USSR)
– Design of technological projects (USSR)
– Creation of automated parcel processing lines (USSR).

2 Background: The proposed topic has already been the subject of several specific studies. Because of the importance of the problem, these studies are to be continued (studies 631, 632, 634 and 672 in the 1984–1989 CCPS work programme).

3	Aims:	– General introduction of computerization and automated procedures in the postal services. – Standardization of installations, equipment and technologies to reach a common system.
4	Link with overall strategies:	– Strategies defined by the Washington Congress General Debate. – Appropriate points of the Declaration of Hamburg. – Any factors affecting the aims of CCPS Committees.
5	Expected results:	– Worldwide adoption in member countries of common computerization and service automation systems. – Adoption of recommendations and establishment of a plan of action aimed at associating a maximum of postal administrations with the computerization, automation and standardization efforts in this field.
6	Start and finish dates of the study:	December 1989 – October 1993.
7	Main stages and key points of the study:	– Permanent work, at very least as regards some sub-studies linked to consideration of optical sorting technology, counter-service computerization and computerization applications in the financial services. – Preparation of Working Party and Contact Committee (CCPS-CCITT and ISO–UPU) meetings.

Headings to be completed later

8 Means required:

9 Reporting country:

10 Participants:

Congress – Doc 69/Annex 2/Attachment 11

CCPS WORK PROGRAMME 1989–1994

Field of activity No 4: Modernization

Study profile

1	Title:	**Coding**
–	Number:	
–	Sub-studies:	– Bar codes – Bag, item and document tracking/tracing system – Other postal applications of the bar code
–	Origin of proposals:	Subject based on several proposals from postal administrations and studies continuation of which was decided by the CCPS (continuation of study 643). *Extracts from CCEP 1988 – Doc 9/Annex 9:* 8 Computerized recording and tracking/tracing of individual items and bags of mail (to be conducted in close association with the EMS studies on the same subject) – Computerized tracking and tracing of individual items and bags of mail (25.A3) – Development of a system or systems for the computerized recording of registered items and parcels in the international service (study 643) – Establishment and use of computerized postal networks (USSR).
2	Background:	The 1984–1989 CCPS work programme contained studies on coding in the postal services which must be continued over the next few years.
3	Aims:	– Promotion of computerized tracking and tracing techniques for postal items and documents. – Practical applications of coding techniques. – Development of ways of using bar codes in the postal services.

4	Link with overall strategies:	– Strategies defined by the Washington Congress General Debate. – Appropriate points of the Declaration of Hamburg. – Any factors affecting the aims of CCPS Committees.
5	Expected results:	– Achievement of the aims described in section 3. – Preparation of documents (recommendations, resolutions, formal opinions, etc) with a view to wide standardized application of the codes in postal services. – Useful exchange of information and opinions on the advantages of coding in the postal services.
6	Start and finish dates of the study:	December 1989 – October 1993.
7	Main stages and key points of the study:	– Work requiring constant follow-up. – Preparation of WP and ISO–UPU CC meetings.

Headings to be completed later

8 Means required:

9 Reporting country:

10 Participants:

Congress – Doc 69/Annex 2/Attachment 12

CCPS WORK PROGRAMME 1989–1994

Field of activity No 4: Modernization

Study profile

1	Title:	**Computerized interchange of data between administrations, with their partners (Customs, airlines, etc) and with their (major) customers (Telematics)**
–	Number:	
–	Origin of proposals:	– The Telematics WP set up by the Executive Council in its Committee 7 (Parcel Post). – Subject proposed by postal administrations: Creation of postal data banks at national level; evaluation of the experience of advanced countries and ways of using such information to advantage (56.A3) (CCEP 1988 – Doc 9/Annex 9).
2	Background:	– Study of a field hitherto practically unexplored by postal administrations and the UPU. – Reference documents: CE 1989/C 7 – Doc 5 CD CCEP 1/1989 – Doc 1.
3	Aims:	– Set up a computerized data base concerning the postal services. – Develop interfaces for computerized data interchange between administrations and with their partners.
4	Link with overall strategies:	– Strategies defined by the Washington Congress General Debate. – Appropriate points of the Declaration of Hamburg. – Any factors affecting the aims of CCPS Committees.

5	Expected results:	– Achievement of the aims described in section 3. – Adoption of recommendations calling on postal administrations to make the widest possible use of it. – Conclude agreements with partner international organizations (CCC, IATA). – Provide the material and structural means for making the data base operational.
6	Start and finish dates of the study:	December 1989 – October 1993.
7	Main stages and key points of the study:	– Permanent study. – Collection of complete documentation on EDIFACT and its practical applications in fields connected with postal activities. – Contacts with the UN/ECE and ISO. – Possible organization of a symposium.

Headings to be completed later

8 Means required:

9 Reporting country:

10 Participants:

Congress – Doc 69/Annex 2/Attachment 13

CCPS WORK PROGRAMME 1989–1994

Field of activity No 5: Management

Study profile

1	Title:	**International accounting – Modernization of billing systems and settlement of accounts**
–	Number:	
–	Origin of proposals:	Subject based on the following proposals from postal administrations: *Extracts from CCEP 1988 – Doc 9/Annex 9* 9 Computerized management of the international Post and review of the inter-administration accounting and invoicing system – Computerized management of the international Post (27.A3) – Inter-administration accounting and invoicing (54.A3) – New types and means of accounts for services provided (USSR).
2	Background:	– This subject has been studied from the angle of traditional systems. – The study to be carried out presupposes that old systems will be modernized and computerized operations introduced.
3	Aims:	– Revision of the present UPU accounting system as regards preparing documents and submitting bills. – Make the procedure of keeping and checking accounts easier, cut operating costs and speed up formalities of all kinds.
4	Link with overall strategies:	– Strategies defined by the Washington Congress General Debate. – Appropriate points of the Declaration of Hamburg. – Any factors affecting the aims of CCPS Committees.

5	Expected results:	– Introduction and application of a coherent international accounting system with advantages over the existing system. – Preparation of proposals for amending the Acts.
6	Start and finish dates of the study:	March 1990 – October 1992.
7	Main stages and key points of the study:	– Critical examination of the current system of invoicing and settling accounts – 1990. – WP meeting – 1991 Preparation of results, consultation of WP members. – Preparation of concrete proposals for amending the current provisions in the matter. – Submission of these proposals to the 1992 CCPS session.

Headings to be completed later

8 Means required:

9 Reporting country:

10 Participants:

Congress – Doc 69/Annex 2/Attachment 14

CCPS WORK PROGRAMME 1989–1994

Field of activity No 5: Management

Study profile

1	Title:	**Productivity indices**
–	Number:	
–	Origin of proposals:	Subject based on the following proposals from postal administrations: *Extracts from CCEP 1988 – Doc 9/Annex 9* 15 Service performance measurement (operations, management) – Productivity standards – Data bank of standard elemental times for postal operations – Methods of application – Productivity standards (development of a data bank of standardized elemental times for postal operations and a methodology of applying them in order to build up locally valid operational standard times) (55.A3) – Operational research techniques applied to postal operations (58.A3).
2	Background:	1 Study 661 in the current CCPS work programme. 2 The study carried out by the CCPS in the 1960s on ascertainment of costs in the postal service (volume 85 in the Collection of Postal Studies).
3	Aims:	1 Determine the operational, management and training fields in which standards can be set (output standards for preparing staffing tables, costing, planning, etc) 2 Updating the study on statistical means of modern management. 3 Establishing standards in order of importance and priority.

4	Link with overall strategies:	– Strategies defined by the Washington Congress General Debate. – Appropriate points of the Declaration of Hamburg. – Any factors affecting the aims of CCPS Committees.
5	Expected results:	– Achievement of the aims defined in section 3. – Exchange of experience among postal administrations. – Preparation of reference documents for postal administrations introducing and applying productivity indices. – Implementation of new systems and standards.
6	Start and finish dates of the study:	April 1990 – October 1993.
7	Main stages and key points of the study:	– Organization of a WP meeting to determine the fields concerned. – Launching, as necessary, of specific studies (sub-studies) within the framework of the main study. – Production of a general report highlighting practical solutions.

Headings to be completed later

8 Means required:

9 Reporting country:

10 Participants:

Congress – Doc 69/Annex 2/Attachment 15

CCPS WORK PROGRAMME 1989–1994

Field of activity No 5: Management

Study profile

1	Title:	**Security**
–	Number:	
–	Sub-studies:	– of items (drugs, terrorism, theft) – of staff – of buildings – of means of transport – of funds and negotiable instruments
–	Origin of proposals:	Subject based on the following proposals from postal administrations and the International Bureau: *Extracts from CCEP 1988 – Doc 9/Annex 9* 12 Security of post offices – Design and equipment of a post office from the viewpoint of security of funds and negotiable instruments and protection of staff (35.A3) 23 Security of mail (2.A4)
2	Background:	– All countries are concerned with this question. Security is an important aspect of quality of service to which the Union has not yet paid special attention despite the bad state of affairs in this respect.
3	Aims:	– Evaluate mail security and the position of postal crime in the Union's territory. – Define the aims in this field and identify the most suitable action and programmes for achieving them. – Make recommendations, as necessary, advocating action to be taken by postal administrations, separately and jointly. – Help identify the priorities to be complied with in technical cooperation in respect of mail security and integrity. – Apply decision CCEP 9/1988

Measures to ensure the safety of postal services and users and to protect them from terrorism

The CCPS, after considering document CCEP 1988 – Doc 12d prepared by the International Bureau about measures aimed at preventing international terrorism, the subject of UN General Assembly resolution 42/159 (annex 1 to the document in question), instructed the International Bureau to put into effect the information campaigns, studies and coordinated activities considered useful.

(1988 CCPS documents: Doc 12d; PV 2)

4 Link with overall strategies:

- The main aims as regards postal security should be contained in the Declaration of the Washington Congress.
- Point 4 of the Declaration of Hamburg.

5 Expected results:

- Preparation of a plan of action which administrations should follow, separately and in unison, so as to achieve the aims set for mail security and integrity.
- Design of appropriate tools to foster the success of the plan of action (a manual, for instance).

6 Start and finish dates of the study:

December 1989 – October 1991.

7 Main stages and key points of the study:

- December 1989 – October 1990 – Collection of data. Preparation of a symposium of postal security heads and specialists.
- October 1990 – Symposium designed to decide on the policy lines to be followed.
- November 1990 – October 1991 – Development of a plan of action and any other projects. CCPS recommendations. Decision on whether the Union needs to continue study of this question or not.

Headings to be completed later

8 Means required:

9 Reporting country:

10 Participants:

Congress – Doc 69/Annex 2/Attachment 16

CCPS WORK PROGRAMME 1989–1994

Field of activity No 6: Human resources

Study profile

1	Title:	**Adapting the human resources of the Post to the demands of competition and to structural and technological changes**
–	Number:	
–	Sub-studies:	– Management – Training – Motivation – Competitiveness
–	Origin of proposals:	Subject No 14 of document CCEP 1988 – Doc 9/Annex 9 – Staff motivation in a computerized postal service (45.A3). – Managing human resources in a changing work environment (46.A3).
2	Background:	The subject of the study has not yet been addressed in a comprehensive manner in a specific CCPS study, but it has been raised in almost all the studies concerning staff employment and training.
3	Aims:	– The principal aim is to identify the solutions and means used or planned by postal administrations to achieve a proper symbiosis between human resource management and the changes experienced by the Post. – The second aim is to identify all aspects likely to motivate the staff (training, enhancement of duties, remuneration, promotion, miscellaneous benefits, etc). – The third aim is to define strategies adapted to the competitiveness of the market and of the workplace.
4	Links with overall strategies:	If the Post is making a move on the commercial level and is seeking ever higher standards, it would be inestimably desirable to associate the human element in the struggle.

5	Expected results:	– In-depth analysis of all aspects in the study of specific subjects or subjects to be determined. – Conclusions and strategies in the form of recommendations. – Definition of secondary activities to be initiated in the field of technical cooperation.
6	Start and finish dates of the study:	November 1990 – November 1993.
7	Main stages and key points of the study:	– Determination of subjects to be studied. – Establishment of Working Parties and start-up. – Meetings of the Working Parties. – Symposium on internal communication and incentive measures. – Results of the studies.

Headings to be completed later

8 Means required:

9 Reporting country:

10 Participants:

Congress – Doc 69/Annex 2/Attachment 17

CCPS WORK PROGRAMME 1989–1994

Field of activity No 6: Human resources

Study profile

1	Title:	**Training – problems and obstacles in the administrations of the developing countries**
–	Number:	
–	Origin of proposals:	The subject is of interest to almost all developing countries and, to a certain extent, will provide an opportunity for other administrations to share their experience in solving similar problems.
2	Background:	Training has been the subject of several CCPS studies of which the latest, study 654 "Postal training: Commercial training in postal administrations", is nearing completion (publication of the report in 1989). It should nevertheless be noted that the proposed subject addresses a specific aspect concerning only the developing countries and which might benefit them inasmuch as solutions are proposed for them.
3	Aims:	– Identify the negative aspects as well as the obstacles preventing the introduction of effective training systems or responsible for the lack of effectiveness of present systems in the postal administrations of the developing countries. – Identify existing systems for determining training requirements and the method used for planning corresponding activities. – Identify the scientific bases which determine training needs and then investigate the possibility of meeting them at various levels (national, regional, international). – Finally, identify highly effective systems in the field of training, considered as the essential prerequisite for the operation and development of a good postal service.

4	Link with overall strategies:	The human element is a decisive one in the struggle between national enterprises and their competitors.
5	Expected results:	– In-depth analysis of questions under study. – Definition of criteria and strategies. – Conclusions and recommendations. – Determination of secondary activities to be carried out within the framework of technical cooperation.
6	Start and finish dates of the study:	November 1990 – November 1992.
7	Main stages and key points of the study:	– Constitution of the Working Party and start-up of the study. – Meeting of the Working Party. – Draft report and discussion within the CCPS. – Definitive results and final report.

Headings to be completed later

8 Means required:

9 Reporting country:

10 Participants:

Congress – Doc 70

Final report of Committee 9 (Technical Cooperation)

I. Introduction

1 The Technical Cooperation Committee held five meetings under the chairmanship of Mr Hadji Diarra, Director of the National Posts Corporation, Côte d'Ivoire (Rep). The Committee was composed of all the member countries represented at Congress. Discussions took place on an introductory memorandum (Congress – Doc 49), six reports by the Executive Council (Congress – Docs 50 to 55), five proposals by the Executive Council (015 to 019), a proposal from Denmark, Finland, Iceland, Norway and Sweden (021) and a proposal (06) by Sierra Leone that it withdrew at the meeting.

2 This final report sets out the essential ideas and conclusions that emerged from the discussions. The Committee approved the content of the documents as a whole and adopted with some amendments all the proposals considered.

II. Technical cooperation policy and activities (Congress – Doc 50)

3 The document comprised two parts. Part I described, inter alia, the international development strategy for the Third Decade (1981–1990) and the policy guidelines in preparation for the new international strategy for the 1990s. It also stated that operational activities were increasingly based on certain principles, namely coherence, coordination, decentralization, improving the information system, etc. Part II provided information about the results and evaluation of technical assistance activities over the period 1984–1988. Annexed to the document for comparative purposes and in graph form were the results for the two successive five-year periods (1979–1983 and 1984–1988) and the machinery of UPU technical assistance.

4 Several delegations expressed their satisfaction with the UPU's efforts in technical cooperation and with the quality of the document.

5 Many speakers, stressing the need for keeping a single, integrated, strong international postal network, recalled that due account had been taken of the Declaration of Hamburg in implementing the UPU's 1984–1988 technical assistance programme. It was now important to take due account of the conclusions of the General Debate on 16 November 1989 (Washington General Action Plan) in UPU policy and of executing technical assistance activities for the next five years.

III. Technical assistance action programme and resources required (Congress – Doc 51, proposals 015 and 016)

6 The document dealt with the technical assistance action programme for 1991–1995 and the resources required. It defined two categories of countries as priority beneficiaries of technical assistance as well as objectives and action principles for the next five-year period. Those principles included the implementation of integrated projects and the conclusion of development contracts between the UPU and the countries receiving technical assistance on a multi-annual basis. The UPU should in particular attach greater importance to in-depth, systematic evaluation

and to decentralizing its technical assistance activities. As regards financial resources, the UNDP will continue to be the main source of financing. However, with the International Bureau's assistance, administrations should redouble their efforts to find alternative fund sources for postal projects.

7 The document triggered a wide-ranging discussion during which the following views and comments were expressed:

- delegations were unanimous in supporting policies for selecting priority countries and objectives, it being understood that particular attention should be devoted to quality of service. The Committee also agreed to the new principles of action, particularly the implementation of integrated projects, the conclusion of development contracts and increased UPU presence in the field.
- several speakers recalled the interdependence of all countries regarding the quality of the world postal network which was only as strong as the weakest link in the chain and stressed the urgency of UPU aid to the administrations of the least developed countries where the lack of medium- and long-term plans and programmes for postal development still made itself felt.
- additional resources from a variety of sources (World Bank, regional banks, etc) should be mobilized to the maximum with effective aid from the UPU.

8 Following discussion of Congress – Doc 51, the Committee considered two proposals submitted to Congress by the Executive Council, proposal 015 dealing with priorities and principles of action and proposal 016 on the financing of technical assistance activities and suggesting a 10 percent adjustment of UPU budgetary resources earmarked for technical coordination to offset the effects of inflation.

9 Following an in-depth exchange of views, the draft resolutions which are the subject of proposals 015 and 016 were adopted with slight amendments.

IV. Increased UPU presence in the field with regard to technical assistance (Congress – Doc 55 and proposals 06 and 019)

10 After setting out the historical background of that question since the Lausanne Congress, that document emphasized the need for increased presence in the field, stating the resources to be used and the most apt methods for implementing that presence. It was specified that the recruitment of 6 regional advisers to ensure UPU presence in the regions was envisaged to avoid needless bureaucracy and to make technical assistance activities as a whole more effective, while keeping in mind the need to obtain a favourable cost/benefit ratio. Moreover, through the regional advisers, there were plans to strengthen cooperation between the UPU and the other parties involved in the technical cooperation process, including the Restricted Postal Unions. Funding for UPU presence in the field would come from UPU budget resources earmarked for technical assistance.

11 Several delegations emphasized the importance of the criteria for selecting the regional advisers set out in Congress – Doc 55, particularly the fact that the candidates selected for the regional advisers' posts should be highly competent executives, preferably from the region to which they were assigned. They should have excellent technical knowledge in a specialized postal field as well as being all-rounders capable of mastering programming and sensitization procedures.

12 It was considered necessary to limit their recruitment contract to twelve months with the possibility of an extension, depending on the quality of their work.

13 The Assistant Director-General at the International Bureau with responsibility for technical cooperation stated that the experience of several United Nations agencies, in particular of the ITU, in that field clearly showed that the measure promoted better assessment of the needs of the countries receiving technical assistance. That was one reason why the recent ITU Plenipotentiary

Conference in Nice had come out in favour of strengthening ITU presence in the field. Furthermore, the UPU received administrative support costs from the UNDP for every project it executed. It was to be hoped that the administrative support costs recovered by the Union would increase as the result of the increase in the number of UNDP-financed projects.

14 Following discussion of Congress – Doc 55 and the withdrawal of proposal 06 by its originator, the Committee considered proposal 019. After a lengthy debate, the draft resolution which was the subject of proposal 019 was adopted with two amendments to the operative part dealing with evaluation of the effectiveness of the UPU's presence in the field to be submitted to the Executive Council in 1993 and with the importance of close cooperation between the regional advisers and the Restricted Unions respectively.

V. Human resources and training (Congress – Doc 54)

15 The document described the general policy and results for the five-year period 1985–1989 as well as the measures planned for satisfying outstanding requirements. The organization of training in a regional framework and use of the resources available in the intercountry schools were considered essential for increasing the effectiveness of the measures taken in that field.

16 The delegations which took the floor supported the measures envisaged, in particular for adapting the content of training to administrations' actual needs. They noted with satisfaction the priority given to management training and instructor training.

17 It was stated that, in accordance with UPU policy, priority would be given to training middle-grade and senior management staff, while operational staff and junior managers should be trained on the spot, in each country.

18 The Committee took note of Congress – Doc 54.

VI. Technical cooperation among developing countries (TCDC) (Congress – Doc 52 and proposal 017)

19 The document recalled the basic principles and criteria of technical cooperation among developing countries and achievements in that field. It also contained the measures advocated for strengthening TCDC as far as possible and consequently for easing the marshalling of resources of the countries concerned.

20 It was necessary to intensify TCDC activities in order to reduce the obstacles to its development, in particular by holding regional and interregional seminars of the "TCDC programming operations" type, establishing a system for the exchange of specialists and systematically integrating TCDC components in all regional programmes and projects.

21 The Committee took note of Congress – Doc 52 and unanimously adopted the draft resolution in proposal 017 with a slight amendment.

VII. UPU action on behalf of the least developed countries (LDCs)

22 Congress – Doc 53 reported on the situation in the least developed countries of which there were now 42.

23 The Committee noted with satisfaction the measures taken by the UPU and the efforts planned for the LDCs over the next five-year period.

24 The Committee took note of Congress – Doc 53 and adopted the draft resolution entitled "UPU action on behalf of the least developed countries" in proposal 018 with a slight amendment.

VIII. Policy guidelines for UPU technical assistance activities (proposal 021)

25 Proposal 021 was submitted to Congress by the five Nordic countries (Denmark, Finland, Iceland, Norway and Sweden) and was aimed at putting more stress on the importance of policy guidelines in UPU technical assistance activities, particularly as regards consultants' and experts' missions and the organization of training courses.

26 Many speakers supported the draft resolution in proposal 021. Several suggestions were made on increasing the scope of the resolution, particularly:

- the efforts to be undertaken by the countries benefiting from consultants'/experts' missions in selecting local counterparts capable of taking an active part in the work on a permanent basis and implementing all the recommendations in the mission reports;
- wider use of applicants from developing countries with the right qualifications for carrying out consultants'/experts' missions;
- thorough follow-up of the full implementation of the conclusions in the consultants'/experts' mission reports.

27 The International Bureau described the selection and recruitment criteria and procedures it had been using for several years on the basis of United Nations, particularly UNDP, guidelines. In this connection, it was pointed out that it was not always possible to set and meet ideal deadlines for the various stages of selection and recruitment since different partners were involved in the process.

28 The Committee fully supported the idea of giving priority, wherever possible, to group training, since that system of training was more efficient and less expensive than individual courses. Moreover, the International Bureau had already combined several individual courses to organize specialization courses.

29 The Committee unanimously adopted the draft resolution in proposal 021 with three amendments.

Washington, 4 December 1989

H DIARRA

Chairman of Committee 9

Congress – Doc 71

Reimbursement of debts from the former financial system and measures to facilitate the recovery of arrears

Executive Council report

I. Introduction

1 It will be recalled that, from its founding in 1874 to the end of 1980, the UPU operated under the old financial system whereby member countries' contributions were paid *a posteriori* on the basis of the preceding year's actual expenditure and on the understanding that the Government of the Swiss Confederation made the necessary advances of funds free of charge.

2 Following an intervention by the Swiss Government and consideration of this question by the Executive Council, the 1979 Rio de Janeiro Congress felt that the time had come for the UPU to align its practice on that of the United Nations system and introduced, as from 1981, a self-financing system whereby member countries' contributions are calculated on the basis of the budget and must be paid in advance and in any case not later than the first day of the financial year to which the budget refers (article 124 of the General Regulations was amended accordingly).

3 As a result of this change:

a in 1979 member countries still paid the contribution relating to the actual expenditure for the 1978 financial year (old system);

b in 1980 member countries paid in advance the contributions calculated on the basis of the budget for 1981 (new system);

c at the end of 1980 member countries still owed the contributions relating to the actual expenditure for the 1979 and 1980 financial years.

4 To mitigate the effects of the change in the system, the Rio de Janeiro Congress accepted an offer from the Government of the Swiss Confederation to grant a period of ten years for repaying the Union expenditure which Switzerland had advanced in 1979 and 1980 under the former financial system.

5 Accordingly, by resolution C 17 (annex 1), the Rio de Janeiro Congress instituted a plan for amortizing the actual expenditure for the two years remaining unpaid according to which reimbursement was to be made in instalments of 20 percent over the years 1981 to 1985 in respect of 1979 expenditure, and then over the years 1986 to 1990 in respect of 1980 expenditure. Each year the International Bureau makes out bills for these instalments relating to 1979 and 1980 (at the same time as for the following year's contribution), unless the administration concerned has already repaid its contribution for those years in advance. Under the provisions in force before the change of system, the sums due to the Swiss Government are chargeable with interest in favour of that Government at the rate of 5 percent per annum reckoned from 31 December of the year in which the bill is sent. The same applies to arrears in respect of the years prior to 1979. The International Bureau keeps separate accounts for, and pays regularly to the Government of the Swiss Confederation, the sums it collects in respect of contributions and supplies for the years prior to 1981 as well as any statutory interest relating thereto.

6 As the transitional period provided for in resolution C 17 of the Rio de Janeiro Congress expires at the end of 1990, the Executive Council decided to apprise the Washington Congress of the problems this forthcoming deadline will pose as regards, in particular, member countries which have not yet settled their debts by then. In addition to the reimbursement of Switzerland for the advances made by it to the Union under the former financial system, the Executive Council proposes that Congress take steps to try and recover the amounts owed by those member countries which have difficulty in honouring their financial commitments to the Union.

II. Repayment to Switzerland of the sums advanced under the financial system prior to 1981

7 According to the amortization plan in resolution C 17 of the Rio de Janeiro Congress, the advances made by Switzerland under the old financial system are currently still being recovered. Thus, the fourth instalment of 20 percent of the 1980 expenditure was billed in June 1989, while the fifth (and final) repayment instalment will be billed in 1990.

8 In principle, if all the member countries paid their debts by the agreed deadlines, the total amounts advanced by Switzerland should theoretically be repaid to it by the end of 1990. It has to be said, however, that a number of debtors are behind with their payments. It must therefore be expected that the whole of the reimbursement will not have been made by that date.

9 Based on the statement of arrears owed to Switzerland at 30 June 1989 (annex 2) and assuming that the last two instalments of actual 1980 expenditure (payable by the end of 1989 and 1990 respectively) follow the same rate of recovery as all the eight preceding instalments (1981 to 1988), it may be hoped that by the end of the 1990 financial year the arrears from the old system should hardly exceed *2.5 million Swiss francs*, including interest on arrears.

10 It should be pointed out that the ITU, which experienced a similar situation in 1954 when it paid off the advances made by Switzerland under its former financial system, took over responsibility for the arrears of amounts receivable in order to repay the sums owed by the member countries at that time.

11 Following the example of the ITU, the UPU Executive Council decided to propose to Congress (proposal 03) that it reimburse the Swiss Government for the whole of such balance of the advances made under the old financial system as may still be owed to it at 31 December 1990, inclusive of interest on arrears. With a view to withdrawing the necessary amounts from the Reserve Fund, the Executive Council decided in May 1989 not to make any further withdrawals from the Reserve Fund to reduce the amount of the contributions in order that the level of the Fund should be sufficient to cover the repayment that would have to be made to Switzerland at the end of 1990.

12 It is important to stress that, through this operation, debtor member countries will not be relieved of their debts incurred under the old financial system. As from 1 January 1991, these sums, previously owed to Switzerland, would become *debts to the Union itself* governed by the new financial system in force since 1 January 1981. Unless the 20th Congress makes other arrangements, these arrears should, after being taken over by the Union, be chargeable with interest at the rate of 6 percent for contributions and 5 percent for supplies, but in favour of the UPU from 1991 onwards. This is in accordance with the provisions governing arrears owed to the Union, namely articles 124, paragraph 8, and 126 of the General Regulations.

13 The operation envisaged by proposal 03 submitted by the Executive Council in this connection does not, in fact, constitute an item of expenditure properly speaking but rather the "purchase" by the Union of debts which will be repaid to it later by the debtor member countries when they settle their arrears. The debts resulting from "new arrears", however, will tie up part of the Reserve Fund available for financing purposes, the main objective of the Fund. Consequently, in order to avoid financing problems, these debts will be entered in the Reserve Account in accordance with article 22, paragraph 3, of the Financial Regulations.

14 For the sake of completeness, it should be noted that, apart from the above-mentioned sums which will have to be repaid to Switzerland, the Union will have to ensure that the translation services concerned do likewise in respect of the advances made to them by Switzerland under the former financial system. Since the spokesmen of the language groups have undertaken to observe, by analogy, the financial provisions applied by the Union, any decisions taken by Congress would automatically apply to them. This should not pose any major problems because the arrears owed to Switzerland are not very big and also because each of the language groups concerned has its own Reserve Fund.

III. Clearing up of accounts in arrears of all kinds

A. Situation in the UPU

15 The position with regard to arrears under the new financial system in force since 1 January 1981 has developed as follows over the last five years:

Date	Amount in Swiss francs
31 December 1984	1 588 496.45
31 December 1985	2 345 048.56
31 December 1986	3 676 962.02
31 December 1987	4 432 122.53
31 December 1988	5 957 771.05
30 June 1989	6 734 744.30

16 For information, a statement of arrears owed at 30 June 1989 is given in annex 3.

17 In his report to the Executive Council last April (CE 1989/C 2 – Doc 3/Annex 1), the External Auditor of the Union's accounts stated that at the end of 1988 arrears amounted to a quarter of the contributions due for the 1988 financial year, and he emphasized that "together with current amounts receivable (in respect of 1988), the amount to be collected was thus some 40 percent of the contributions called up. Therefore, there is no doubt that, unless defaulting member countries settle their dues in the next few years, the Union's finances will be affected".

18 Clearly, if this trend were to continue, it could impede the smooth functioning of the Union. Moreover, it is all the more important that measures be taken because, if the Union decides to take over responsibility for the amounts receivable under the old financial system (proposal 03), the amount of the arrears would increase by some 2.5 million Swiss francs at 1 January 1991.

19 It should be recalled that the International Bureau regularly takes various measures to improve the situation regarding arrears of all kinds. For example:

- it sends a detailed statement of arrears to debtor member countries every year, asking them to pay what they owe;
- it publishes a statement of arrears twice a year by circular;
- it includes the statement of arrears in the Report on the work of the Union;
- it sends out reminders and raises the matter with the authorities of debtor countries in which it conducts missions.

20 The Hamburg Congress took various decisions authorizing a number of measures, namely:

- the clearing up of arrears by means of the International Bureau's clearing system (recommendation C 36);
- the conclusion of special agreements;
- the placing of countries with large arrears in a lower contribution class;
- the absorption of certain arrears.

21 Recommendation C 36 has been used in a few cases and may be used again in the future as it offers great advantages. Unfortunately, and despite improvements in the system, fewer and fewer administrations will be using the International Bureau's clearing system for settling transit charges and surface-mail terminal dues, following the Hamburg Congress decision to make this clearing system optional (Conv, Det Regs, art 187, para 5). Thus, recourse to the procedure provided for in the above-mentioned recommendation may become increasingly uncertain unless the Washington Congress decides to enlarge the scope of the International Bureau's clearing system.

22 None of the other procedures adopted by the Hamburg Congress, as mentioned above, have so far been applied because Congress considered that nothing should be done in the immediate future in this regard (see Congress – Doc 8, paragraphs 34, 39 and 40, and C 3/PV 8 – Documents of the Hamburg Congress, volume I, pages 1237–1238, and volume II, page 319).

B. Practices of the International Telecommunication Union (ITU)

23 As the procedures referred to by the Hamburg Congress are applied in various ways by the ITU, it seemed expedient and interesting to describe them in this document.

24 The ITU, like the UN and all the specialized agencies, has deprived countries which are more than two years behind with payment of their contributions of the right to vote[1] and, like the UPU, imposes interest on arrears on them. Furthermore, at the 1973 Torremolinos and 1982 Nairobi Conferences, it took the following measures:

- the arrears of certain debtors were transferred to a special account on which interest is no longer charged. As has been constantly confirmed, this transfer in no way dispenses the country concerned from repaying its arrears;
- the interest on arrears prior to these transfers was taken over and paid off by the ITU;
- a reasonable amortization period was allowed to the debtor members for paying off their arrears, in accordance with a schedule which the Secretary-General was instructed to negotiate as quickly as possible, taking account both of the economic situation of the countries involved and of the Union's interests;
- the debtor countries got the Conference to agree to place them temporarily in a lower contribution class than their normal one during the amortization period in order to facilitate repayment;
- the Administrative Council was invited to take all expedient measures to facilitate these repayments of arrears and to settle the special interest account.

25 At the ITU Plenipotentiary Conference held at Nice in June 1989, 19 member countries were deprived of voting rights because they were behind with payment of their contributions. Of the nine countries affected by the measures taken at Torremolinos in 1973, six have settled their arrears in full and one will discharge its debt in 1989. Of the four countries for which measures were taken at Nairobi in 1982, one has paid off its debts.

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[1] ITU Convention, article 15 – A similar sanction was rejected by the 1984 Hamburg Congress (Congress – Doc 8, paragraph 29, and proposal 1526.91).

C. Measures proposed to the Washington Congress

26 Concerned by the constant increase in arrears, the Executive Council felt that the time had come to take definite measures. Without reconsidering the sanction of suspension of voting rights which had been rejected by the Hamburg Congress, the Executive Council decided to propose to the next Congress a draft resolution (proposal 04) taking over certain procedures which have had some degree of success at the ITU and which fit in with the measures accepted by the Hamburg Congress, namely:

a instructing the International Bureau to negotiate with the countries having the biggest arrears draft agreements which will be submitted to the Executive Council for approval;

b instructing the Executive Council:

- to approve such amortization schedules as will have been previously negotiated by the International Bureau;
- to accept the temporary placing of countries in a lower contribution class[1] during the period of repayment under the schedule for amortization of their debt;

c transferring to a special account debtors covered by such a special agreement.

IV. Conclusions

27 In the light of the foregoing, Congress is invited to:

a adopt draft resolution 03 aimed at paying off any amounts that may still be due to the Swiss Government at 31 December 1990 in respect of the advances it made to the Union under the former financing system;

b examine draft resolution 04 and give a ruling on such measures as it may consider necessary to take in order to clear up arrears of all kinds.

Bonn, 3 August 1989

For the Executive Council:

F KOLLER

Chairman

[1] It should be noted that a change to a lower class can apply only to member countries placed in a contribution class of one unit or more.

Congress – Doc 71/Annex 1

Resolution C 17/Rio de Janeiro 1979

Repayment of the advances made to the UPU by the Government of the Swiss Confederation

Congress,

Having adopted

a self-financing system for the Union,

Aware of

the temporary increases in contributions caused to member countries by the changeover to the new system of payment and the winding up of the old system,

Basing itself

on Switzerland's wish to alleviate these effects by allowing the UPU a period of ten years to repay the sums owed to it at the time of the change of system,

Decides

i that the sums advanced by the Government of the Swiss Confederation for financial years 1979 and 1980 shall be repaid by the Union in accordance with the following timetable:

Year of payment	Annual payment (amortization)
1981	20 percent of actual 1979 expenditure
1982	20 percent of actual 1979 expenditure
1983	20 percent of actual 1979 expenditure
1984	20 percent of actual 1979 expenditure
1985	20 percent of actual 1979 expenditure
1986	20 percent of actual 1980 expenditure
1987	20 percent of actual 1980 expenditure
1988	20 percent of actual 1980 expenditure
1989	20 percent of actual 1980 expenditure
1990	20 percent of actual 1980 expenditure

ii in accordance with the provisions in force before the change of system, the sums due to the Swiss Government shall be chargeable with interest in favour of that Government at the rate of 5 percent per annum reckoned from 31 December of the year of payment of the above-mentioned contributions. The same applies to arrears in respect of years prior to 1979.

Congress – Doc 71/Annex 2

Statement of arrears owed to the Swiss Confederation at 30 June 1989

Member countries	Number of contribution units in 1980	Contributions		Supplies	Interest	Total amount
		Years	Swiss francs	Swiss francs	Swiss francs	Swiss francs
Algeria	5	1980 I and III	28 300.00	–	2 448.60	30 748.60
Angola	1	1980 III	–	–	44.00	44.00
Argentina	20	1980 I and II	113 200.00	–	5 094.00	118 294.00
Barbados	1	1980 II and III	5 660.00	–	141.00	5 801.00
Benin	1	1980 III	2 830.00	–	–	2 830.00
Bolivia	1	1980	–	–	767.00	767.00
Burundi	1	1979 (balance), 1980 I–III	11 466.00	–	964.00	12 430.00
Cameroon	1	1980	–	–	160.00	160.00
Cape Verde	1	1979 (balance), 1980 I–III	17 418.00	–	2 199.00	19 617.00
Central African Rep	1	1973, 1975 (balance), 1978 (balance), 1979 (balance),1980 II–III	38 101.35	5 723.44	28 360.57	72 185.36
Chile	5	1980 III	14 150.00	–	1 141.00	15 291.00
Comoros	1	1976–1979, 1980 I–III	58 360.00	6 246.10	24 424.46	89 030.56
Congo (People's Rep)	1	1980 II and III	5 660.00	–	341.00	6 001.00
Costa Rica	1	1980	–	–	51.00	51.00
Cuba	3	1980 II and III	16 980.00	–	912.00	17 892.00
Djibouti	1	1980 III	2 830.00	–	–	2 830.00
Dominican Republic	3	1962–1978, 1979 (balance), 1980 I–III	435 312.00	18 599.15	312 881.30	766 792.45
Dominica	1	1980 I–III	8 490.00	–	423.00	8 913.00
Egypt	15	1980	–	–	657.00	657.00
El Salvador	1	1979, 1980 I–III	23 370.00	–	5 699.87	29 069.87
Ecuador	3	1980 I–III	25 470.00	–	3 411.00	28 881.00
Ethiopia	1	1980 III	2 830.00	–	–	2 830.00
Gabon	1	1980	–	726.20	180.00	906.20
Gambia	1	1979 (balance), 1980 I–III	11 466.00	–	867.00	12 333.00
Grenada	1	1980 III	2 830.00	–	–	2 830.00
Guatemala	3	1980 I–III	25 470.00	–	5 208.00	30 678.00
Guinea	1	1979 (balance), 1980 II and III	19 620.88	–	3 589.00	23 209.88
Guinea Bissau	1	1979, 1980 I–III	23 370.00	–	4 483.83	27 853.83
Equatorial Guinea	3	1979, 1980 I–III	70 110.00	66.00	12 446.00	82 622.00
Guyana	1	1980 III	2 830.00	–	–	2 830.00
Haiti	3	1979–1980	–	–	6 254.00	6 254.00
Honduras (Rep)	1	1980 III	2 830.00	–	212.00	3 042.00
Iran (Islamic Rep)	5	1980 III	14 150.00	–	1 099.00	15 249.00
Democratic Kampuchea	1	1973–1979, 1980 I–III	82 593.10	3 088.45	38 866.29	124 547.84
Lesotho	1	1980	–	–	78.00	78.00

NB. – The roman figures indicate the unpaid instalments of 20 percent of the 1980 expenditure. Thus, for example, the figure I refers to the first repayment instalment billed and payable in 1986.

Member countries	Number of contribution units in 1980	Contributions		Supplies	Interest	Total amount
		Years	Swiss francs	Swiss francs	Swiss francs	Swiss francs
Lebanon	1	1980 II and III	5 660.00	–	1 727.65	7 387.65
Liberia	1	1979 (balance), 1980 I–III	17 418.00	–	3 288.00	20 706.00
Mali	1	1980 III	2 830.00	–	85.00	2 915.00
Mauritania	1	1976 (balance)–1979, 1980 I–III	56 089.15	1 796.95	25 449.91	83 336.01
Nauru	1	1980 II	2 830.00	–	270.00	3 100.00
Nicaragua	1	1980 I–III	8 490.00	–	6 334.00	14 824.00
Niger	1	1979–1980	–	–	159.00	159.00
Nigeria	5	1979 (balance), 1980 I–III	57 330.00	–	5 097.00	62 427.00
Uganda	1	1979, 1980 I–III	23 370.00	3 131.25	6 628.98	33 130.23
Panama (Rep)	1	1980 II and III	5 660.00	–	178.00	5 838.00
Paraguay	1	1980 III	2 830.00	–	637.00	3 467.00
Netherlands Antilles and Aruba	1	1980 III	2 830.00	–	85.00	2 915.00
Peru	3	1980 II (balance) and III	11 829.14	–	13 224.00	25 053.14
Philippines	1	1980 I–III	8 490.00	–	2 024.00	10 514.00
Romania (Soc Rep)	10	1979–1980	–	–	4 318.00	4 318.00
Rwanda	1	1980 III	2 830.00	–	–	2 830.00
Saint Lucia	1	1980 II and III	5 660.00	–	334.00	5 994.00
Sao Tome and Principe	1	1979 (balance), 1980 I–III	14 442.00	–	1 485.00	15 927.00
Senegal	1	1980 II	2 830.00	–	557.00	3 387.00
Seychelles	1	1980	–	–	61.00	61.00
Sierra Leone	1	1979 (balance), 1980 I–III	13 659.68	–	1 342.00	15 001.68
Somalia	1	1979 (balance), 1980 I–III	17 418.00	–	2 668.00	20 086.00
Sudan	1	1979 (balance), 1980 I–III	17 418.00	–	3 692.00	21 110.00
Suriname	1	1979 (balance), 1980 I–III	11 466.00	–	1 317.00	12 783.00
Tanzania (United Rep)	1	1980 I–III	8 490.00	–	423.00	8 913.00
Chad	1	1972 (balance)–1975, 1977 (balance)–1979, 1980 I–III	73 070.00	3 255.82	47 276.79	123 602.61
Trinidad and Tobago	1	1980 II and III	5 660.00	–	1 466.10	7 126.10
Uruguay	3	1980 III	8 490.00	–	4 290.70	12 780.70
Venezuela	3	1980 III	8 490.00	–	3 156.00	11 646.00
Zaire	3	1979 (balance), 1980 I–III	52 254.00	–	8 034.00	60 288.00
Totals			1 513 531.30	42 633.36	609 011.05	2 165 175.71

Congress – Doc 71/Annex 3

Statement of arrears owed to the Union at 30 June 1989 (new system)[1]

Member countries	Number of contribution units in 1989	Contributions		Supplies	Interest	Total amount
		Years	Swiss francs	Swiss francs	Swiss francs	Swiss francs
Algeria	5	1987–1988	–	13 601.80	12 979.80	26 581.60
Argentina	15	1988	344 550.00	3 134.10	32 050.00	379 734.10
Barbados	1	1988	22 970.00	68.00	1 093.00	24 131.00
Benin	0.5	1986–1988	–	9 244.90	312.00	9 556.90
Bolivia	1	1987	–	–	7 056.00	7 056.00
Burundi	0.5	1985–1988	36 956.88	925.80	4 610.00	42 492.68
Cape Verde	0.5	1984–1988	70 195.00	20.00	12 738.00	82 953.00
Central African Rep	0.5	1981–1983 (balance)	53 573.24	13 781.70	22 355.87	89 710.81
Chile	5	1988 (balance)	69 702.80	19 789.05	12 000.00	101 491.85
Colombia	3	1987	–	4 488.70	1 549.00	6 037.70
Comoros	0.5	1981–1988	121 945.00	1 186.25	33 912.00	157 043.25
Congo (People's Rep)	1	1988 (balance)	22 873.50	4 045.55	2 876.00	29 795.05
Costa Rica	1	1988 (balance)	8 421.97	–	805.00	9 226.97
Cuba	3	1987 (balance)–1988	109 340.22	9 228.05	19 698.00	138 266.27
Dominican Republic	1	1981–1982, 1985–1988	226 940.00	3 758.35	65 755.00	296 453.35
Egypt	10	1988	–	24 579.75	7 816.00	32 395.75
El Salvador	1	1982 (balance)–1988	95 603.24	3 796.00	32 258.00	131 657.24
Ecuador	1	1986 (balance)–1988	60 017.77	10 201.85	15 923.00	86 142.62
Gabon	1	1981–1988	–	4 650.10	769.00	5 419.10
Gambia	0.5	1986 (balance)–1988	31 233.88	2 183.60	3 189.00	36 606.48
Guatemala	3	1987 (balance)–1988	98 323.70	–	15 768.00	114 091.70
Guinea	0.5	1985–1986, 1988	41 205.00	27 625.55	12 731.20	81 561.75
Guinea Bissau	0.5	1981 (balance)–1988	120 264.95	5 601.80	34 189.00	160 055.75
Equatorial Guinea	0.5	1981–1988	298 045.00	10 570.65	95 241.00	403 856.65
Haiti	0.5	1986 (balance)–1988	29 293.02	3 249.50	18 988.00	51 530.52
Honduras (Rep)	1	1988 (balance)	20 394.20	1 340.30	4 244.00	25 978.50
Iran (Islamic Rep)	5	1988 (balance)	105 814.70	890.50	19 175.00	125 880.20
Iraq	3	1985–1987	228 460.00	26 559.87	53 322.00	308 341.87
Libyan Jamahiriya	5	1985, 1987–1988	323 750.00	7 987.35	37 091.00	368 828.35
Democratic Kampuchea	1	1981–1988	155 840.00	–	37 175.00	193 015.00
Lebanon	1	1985–1988	64 180.00	9 054.30	16 243.25	89 477.55
Liberia	1	1982 (balance)–1988	131 698.00	2 213.30	31 378.00	165 289.30
Mauritania	1	1981 (balance)–1988	143 723.78	7 268.25	32 988.50	183 980.53
Nauru	1	1988	22 970.00	274.90	1 964.00	25 208.90
Nicaragua	1	1988	22 970.00	1 318.50	13 836.00	38 124.50

[1] Only debts of more than 500 francs appear in this list.

Member countries	Number of contribution units in 1989	Contributions		Supplies	Interest	Total amount
		Years	Swiss francs	Swiss francs	Swiss francs	Swiss francss
Nigeria	10	1986 (balance)–1988	510 550.45	22 466.40	93 778.00	626 794.85
Uganda	0.5	1981 (balance)–1988	119 620.85	4 977.30	33 833.00	158 431.15
Panama (Rep)	1	1986 (balance), 1987 (balance)	34 281.35	5 988.45	3 727.00	43 996.80
Paraguay	1	1987 (balance)–1988	24 793.45	208.00	7 282.00	32 283.45
Peru	3	1983–1988	364 770.00	39 320.35	92 424.12	496 514.47
Philippines	1	1986 (balance)–1988 (balance)	29 238.26	–	7 731.30	36 969.56
Romania (Soc Rep)	3	1986–1988	–	671.20	11 291.00	11 962.20
Saint Lucia	1	1987 (balance), 1988 (balance)	17 018.68	4.80	7 115.00	24 138.48
S Tome and Principe	0.5	1985–1988	52 695.00	5 534.05	8 879.00	67 108.05
Senegal	1	1988	22 970.00	3 951.00	2 348.00	29 269.00
Sierra Leone	0.5	1982 (balance)–1988	91 693.35	19 947.40	23 946.00	135 586.75
Somalia	0.5	1984 (balance)–1988	38 915.47	1 812.10	12 303.67	53 031.24
Sudan	0.5	1984–1988	70 195.00	27 357.90	20 002.00	117 554.90
Suriname	1	1986–1988	67 790.00	922.45	8 889.00	77 601.45
Tanzania (United Rep)	0.5	1985, 1988	30 285.00	1 015.99	7 520.00	38 820.99
Chad	0.5	1981–1984, 1988	80 735.00	12 841.30	32 480.00	126 056.30
Trinidad and Tobago	1	1988	22 970.00	956.13	7 332.40	31 258.53
Tunisia	5	1988	–	6 687.10	3 545.00	10 232.10
Uruguay	3	1988	68 910.00	22 562.52	25 896.00	117 368.52
Vanuatu	1	1983–1988	–	6 166.10	1 750.00	7 916.10
Venezuela	3	1988 (balance)	30 968.50	2 749.40	13 481.00	47 198.90
Zaire	3	1984–1988	312 270.00	7 919.00	53 446.00	373 635.00
Sub-totals			5 071 926.21	426 697.26	1 193 078.11	6 691 701.58
Other debtors (34 member countries)			3 194.05	22 655.67	17 193.00	43 042.72
			5 075 120.26	449 352.93	1 210 271.11	6 734 744.30

Congress – Doc 71/Add 1/Rev 1

Reimbursement of debts from the former financial system and measures to facilitate the recovery of arrears

Additional memorandum by the Secretary-General

So that all concerned may have an exact picture of changes in the arrears situation since 30 June 1989, we show in this addendum the arrears position at 22 November 1989, in the same format as that used in Congress – Doc 71/Annexes 2 and 3.

Washington, 24 November 1989

A C BOTTO DE BARROS

Secretary-General

Congress – Doc 71/Add 1/Rev 1/Annex 1

Statement of arrears owed to the Swiss Confederation at 22 November 1989

Member countries	Number of contribution units in 1980	Contributions		Supplies	Interest	Total amount
		Years	Swiss francs	Swiss francs	Swiss francs	Swiss francs
Algeria	5	1980 I and III	28 300.00	–	2 448.60	30 748.60
Angola	1	–	–	–	44.00	44.00
Argentina	20	1980 I and II	113 200.00	–	5 094.00	118 294.00
Barbados	1	1980 II	2 830.00	–	211.00	3 041.00
Benin	1	1980 III	2 830.00	–	–	2 830.00
Bolivia	1	–	–	–	767.00	767.00
Burundi	1	1979 (balance), 1980 I–III	11 466.00	–	964.00	12 430.00
Cameroon	1	–	–	–	41.00	41.00
Cape Verde	1	1980 III	2 830.00	–	1 309.00	4 139.00
Central African Rep	1	–	–	5 723.44	29 320.57	35 044.01
Chile	5	1980 III	14 150.00	–	1 141.00	15 291.00
Comoros	1	1976–1979, 1980 I–III	58 360.00	6 246.10	24 424.46	89 030.56
Congo (People's Rep)	1	1980 II and III	5 660.00	–	341.00	6 001.00
Costa Rica	1	–	–	–	51.00	51.00
Cuba	3	1980 II and III	16 980.00	–	912.00	17 892.00
Djibouti	1	1980 III	2 830.00	–	–	2 830.00
Dominican Republic	3	1962–1978, 1979 (balance), 1980 I–III	435 312.00	18 599.15	312 881.30	766 792.45
Dominica	1	1980 I–III	8 490.00	–	423.00	8 913.00
Egypt	15	–	–	–	657.00	657.00
El Salvador	1	1979, 1980 I–III	23 370.00	–	5 699.87	29 069.87
Gabon	1	–	–	726.20	180.00	906.20
Gambia	1	1979 (balance), 1980 I–III	11 466.00	–	867.00	12 333.00
Grenada	1	1980 III	2 830.00	–	–	2 830.00
Guatemala	3	1980 I–III	25 470.00	–	5 208.00	30 678.00
Guinea-Bissau	1	1979, 1980 I–III	23 370.00	–	4 483.83	27 853.83
Equatorial Guinea	3	1979, 1980 I–III	70 110.00	66.00	12 446.00	82 622.00
Guyana	1	1980 III	2 830.00	–	–	2 830.00
Haiti	3	–	–	–	6 254.00	6 254.00
Honduras (Rep)	1	1980 III	2 830.00	–	212.00	3 042.00
Iran (Islamic Rep)	5	1980 III	14 150.00	–	1 099.00	15 249.00
Democratic Kampuchea	1	1973–1979, 1980 I–III	82 593.10	3 088.45	38 866.29	124 547.84
Lebanon	1	1980 II and III	5 660.00	–	1 727.65	7 387.65
Liberia	1	1979 (balance), 1980 I–III	17 418.00	–	3 288.00	20 706.00
Mali	1	1980 III	2 830.00	–	85.00	2 915.00

NB. – The roman figures indicate the unpaid instalments of 20 percent of the 1980 expenditure. Thus, for example, the figure I refers to the first repayment instalment billed and payable in 1986.

Member countries	Number of contribution units in 1980	Contributions		Supplies	Interest	Total amount
		Years	Swiss francs	Swiss francs	Swiss francs	Swiss francs
Mauritania	1	1976 (balance)–1979, 1980 I–III	56 089.15	1 796.95	25 449.91	83 336.01
Nauru	1	1980 II	2 830.00	–	270.00	3 100.00
Nicaragua	1	1980 I–III	8 490.00	–	6 334.00	14 824.00
Niger	1	–	–	–	159.00	159.00
Nigeria	5	1979 (balance), 1980 I–III	57 330.00	–	5 097.00	62 427.00
Uganda	1	1979, 1980 I–III	23 370.00	3 131.25	6 628.98	33 130.23
Panama (Rep)	1	–	–	–	305.00	305.00
Paraguay	1	1980 III	2 830.00	–	637.00	3 467.00
Netherlands Antilles and Aruba	1	1980 III	2 830.00	–	85.00	2 915.00
Peru	3	1980 II (balance) and III	11 829.14	–	13 224.00	25 053.14
Philippines	1	1980 I–III	8 490.00	–	2 024.00	10 514.00
Romania (Soc Rep)	10	–	–	–	7 081.00	7 081.00
Rwanda	1	1980 III	2 830.00	–	–	2 830.00
Saint Lucia	1	1980 II and III	5 660.00	–	334.00	5 994.00
Sao Tome and Principe	1	1979 (balance), 1980 I–III	14 442.00	–	1 485.00	15 927.00
Senegal	1	1980 II	2 830.00	–	557.00	3 387.00
Seychelles	1	–	–	–	61.00	61.00
Sierra Leone	1	1979 (balance), 1980 I–III	13 659.68	–	1 342.00	15 001.68
Somalia	1	1979 (balance), 1980 I–III	17 418.00	–	2 668.00	20 086.00
Sudan	1	1979 (balance), 1980 I–III	17 418.00	–	3 692.00	21 110.00
Suriname	1	1979 (balance), 1980 I–III	11 466.00	–	1 317.00	12 783.00
Tanzania (United Rep)	1	1980 I–II	5 660.00	–	541.00	6 201.00
Chad	1	1972 (balance)–1975, 1977 (balance)–1979, 1980 I–III	73 070.00	3 255.82	47 276.79	123 602.61
Trinidad and Tobago	1	1980 II and III	5 660.00	–	1 466.10	7 126.10
Uruguay	3	1980 III	8 490.00	–	4 290.70	12 780.70
Venezuela	3	–	–	–	240.00	240.00
Totals			1 340 857.07	42 633.36	594 012.05	1 977 502.48

Congress – Doc 71/Add 1/Rev 1/Annex 2

Statement of arrears owed to the Union at 22 November 1989 (new system)[1]

Member countries	Number of contribution units in 1989	Contributions		Supplies	Interest	Total amount
		Years	Swiss francs	Swiss francs	Swiss francs	Swiss francs
Algeria	5	–	–	13 601.80	12 979.80	26 581.60
Argentina	15	1988	344 550.00	3 134.10	32 050.00	379 734.10
Barbados	1	1988	22 970.00	111.60	1 440.00	24 521.60
Benin	0.5	–	–	9 244.90	312.00	9 556.90
Bolivia	1	–	–	–	7 056.00	7 056.00
Burundi	0.5	1985–1988	36 956.88	925.80	4 610.00	42 492.68
Cape Verde	0.5	–	–	20.00	7 406.00	7 426.00
Central African Rep	0.5	1981–1987 (balance)	49 849.35	13 916.10	22 468.87	86 234.32
Chile	5	1988 (balance)	69 702.80	19 789.05	12 000.00	101 491.85
Colombia	3	–	–	4 488.70	2 113.00	6 601.70
Comoros	0.5	1981–1988	121 945.00	1 186.25	33 912.00	157 043.25
Congo (People's Rep)	1	1988 (balance)	22 873.50	4 045.55	2 876.00	29 795.05
Cuba	3	–	–	9 228.05	26 565.00	35 793.05
Dominican Republic	1	1981–1982, 1985–1988	226 940.00	3 758.35	65 755.00	296 453.35
Egypt	10	–	–	24 579.75	7 816.00	32 395.75
El Salvador	1	1982 (balance)–1988	95 603.24	3 796.00	32 258.00	131 657.24
Gambia	0.5	1986 (balance)–1988	31 233.88	2 183.60	3 189.00	36 606.48
Guatemala	3	1987 (balance)–1988	98 323.70	–	15 768.00	114 091.70
Guinea-Bissau	0.5	1981 (balance)–1988	120 264.95	5 601.80	34 189.00	160 055.75
Equatorial Guinea	0.5	1981–1988	298 045.00	10 570.65	95 241.00	403 856.65
Haiti	0.5	1986 (balance)–1988	29 293.02	3 249.50	18 988.00	51 530.52
Honduras (Rep)	1	1988 (balance)	20 394.20	1 340.30	4 244.00	25 978.50
Iran (Islamic Rep)	5	1988 (balance)	105 814.70	890.50	19 175.00	125 880.20
Iraq	3	1985	94 000.00	26 559.87	57 783.00	178 342.87
Libyan Jamahiriya	5	1985, 1987–1988	323 750.00	7 987.35	37 091.00	368 828.35
Democratic Kampuchea	1	1981–1988	155 840.00	–	37 175.00	193 015.00
Lebanon	1	1985–1988	64 180.00	9 054.30	16 243.25	89 477.55
Liberia	1	1982 (balance)–1988	131 698.00	2 213.30	31 378.00	165 289.30
Mauritania	1	1981 (balance)–1988	143 723.78	7 268.25	32 988.50	183 980.53
Nauru	1	1988	22 970.00	274.90	1 964.00	25 208.90
Nicaragua	1	1988	22 970.00	1 318.50	13 836.00	38 124.50
Nigeria	10	1986 (balance)–1988	510 550.45	22 466.40	93 778.00	626 794.85
Uganda	0.5	1981 (balance)–1988	119 620.85	4 977.30	33 833.00	158 431.15
Paraguay	1	1987 (balance)–1988	24 793.45	208.00	7 282.00	32 283.45
Peru	3	1983–1988	364 770.00	39 320.35	92 424.12	496 514.47

[1] Only debts of more than 5000 francs appear in this list.

Member countries	Number of contribution units in 1989	Contributions		Supplies	Interest	Total amount
		Years	Swiss francs	Swiss francs	Swiss francs	Swiss francss
Philippines	1	1986 (balance)–1988 (balance)	29 238.26	–	7 731.30	36 969.56
Romania (Soc Rep)	3	–	–	671.20	18 217.00	18 888.20
Saint Lucia	1	1987 (balance)	4 578.68	9.60	7 532.00	12 120.28
S Tome and Principe	0.5	1985–1988	52 695.00	5 534.05	8 879.00	67 108.05
Senegal	1	1988	22 970.00	3 951.00	2 348.00	29 269.00
Sierra Leone	0.5	1982 (balance)–1988	91 693.35	19 947.40	23 946.00	135 586.75
Somalia	0.5	1984–1986 (balances)–1988	38 915.47	1 812.10	12 303.67	53 031.24
Sudan	0.5	1984–1988	70 195.00	27 357.90	20 002.00	117 554.90
Suriname	1	1986–1988	67 790.00	922.45	8 889.00	77 601.45
Tanzania (United Rep)	0.5	1985 (balance)	814.50	1 145.99	8 340.15	10 300.64
Chad	0.5	–	–	12 841.30	37 017.00	49 858.30
Trinidad and Tobago	1	1988	22 970.00	956.13	7 332.40	31 258.53
Tunisia	5	–	–	6 687.10	3 633.00	10 320.10
Uruguay	3	1988	68 910.00	22 562.52	25 399.00	116 871.52
Vanuatu	1	–	–	6 166.10	1 750.00	7 916.10
Sub-totals			4 144 397.01	367 875.71	1 111 507.06	5 623 779.78
Other debtors (40 member countries)			3 887.32	33 662.74	21 620.00	59 170.06
			4 148 284.33	401 538.45	1 133 127.06	5 682 949.84

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International Postal Regulations

Executive Council report

CONTENTS

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I. Introduction

1 In resolution C 56, the Hamburg Congress instructed the EC to study a different conceptual approach and presentation for the international regulations, particularly those which will have to be drawn up for the introduction of new services, with a view to:

- facilitating their flexible application by postal administrations;
- speeding up their amendment as the need arises, particularly when fundamental principles are not involved; and
- eliminating systematic recourse to Congress for such amendment.

2 In its study, the EC also took into consideration proposals submitted to the Hamburg Congress aimed at making the EC the competent authority for laying down the Detailed Regulations of the Convention and the Agreements on the basis of proposals submitted to Congress.

II. Introduction of new services

3 Referring to the provisions of the General Regulations, article 102, § 6, r, the EC considered that Congress had already given it legislative power for the provisional introduction of new services and that it was not necessary to consider another procedure for that purpose.

4 On that basis, it adopted, at its 1987 session, the EMS Framework Agreement and Framework Regulations which it recommended that postal administrations should apply provisionally (recommendation CE 2/1987).

5 In order to combat competition more effectively and to respond more quickly to customers' needs, it proposed making that provision more flexible (proposal 1502.1).

III. Revision of Detailed Regulations

6 Bearing in mind, in particular, the very fast changes in customer needs, the pressure from the competition and the need to adapt regulations without delay to existing technical and commercial requirements, the EC considered it advisable for Congress to transfer to it legislative power to revise the Detailed Regulations of the Convention and of the Agreements so that Congress would no longer have to concern itself with revising detailed provisions governing the methods of exchanging international mail and also to shorten Congress.

7 The conclusions of the study conducted on this subject may be summarized as follows:

A. PROCEDURE FOR REVISING THE ACTS

8 Congress remains competent for revising the Acts of the Union every five years. All proposed amendments will continue to be submitted to it in accordance with the provisions of General Regulations, article 119; they will be published by the International Bureau in the usual form.

9 Congress will delegate to the EC competence for revising the Detailed Regulations apart from proposals which it considers necessary to examine itself (paragraph 24, Constitution, art 22, para 5; proposal 1022.1).

B. MECHANISM FOR THE REVISION OF THE ACTS

i By Congress

10 This mechanism should meet two conditions:

- avoid there being too few transfers so that delegating legislative authority to the EC would not be justified;
- avoid any waste of time in discussion in Committee on the advisability of referring proposals to the EC.

11 Proposals for amending the Detailed Regulations which are the consequence of other proposals amending the Convention and the Agreements will be included on the agenda and dealt with, in principle, by Congress, unless the Committee concerned decides to refer them to the EC. Any objection in this connection should be the subject of a procedural vote (paragraph 24, Rules of Procedure of Congresses, art 15; proposal 1715.1).

12 On the other hand, all other proposals for amending the Detailed Regulations will be referred to the EC for consideration unless the Committee decides to deal with them in Congress. Any objection in this connection should be the subject of a procedural vote (paragraph 24, Rules of Procedure of Congresses, art 15; proposal 1715.2).

13 In all cases, the Committee Chairmen play a vital role.

14 As regards proposals referred to the EC, they will give rise to a two-part resolution consisting of, on the one hand, the numbers of the proposals with directives from Congress and, on the other, those of proposals referred to the EC without directives (paragraph 24, Rules of Procedure of Congresses, art 15; proposal 1715.3).

ii By the EC

15 Subject to paragraphs 11 and 12 above, proposals concerning the Detailed Regulations will be dealt with by the EC (paragraph 24, General Regulations, art 121; proposal 1521.1).

16 The EC session responsible for revising the Detailed Regulations will meet no later than six months after the end of Congress. No other revision will be made between Congresses except in special cases (paragraph 24, General Regulations, art 102; proposal 1502.2).

17 Proposals concerning the Detailed Regulations submitted to the EC by postal administrations between Congresses are not considered unless the EC agrees to their urgent necessity (paragraph 24, General Regulations, art 120; proposal 1520.1).

18 The decisions will be taken by consensus; if there is no consensus, proposals for amending the Detailed Regulations of the Convention must be adopted by a majority of EC members (21 votes) and, for the Detailed Regulations of the Agreements, by a majority of the EC member countries which are parties to them (paragraph 24, Convention, art 91; Parcels, Agreement, art 56; proposals 2091.1 and 5056.1; for the Agreements concerning the postal financial services, the corresponding articles will be drafted on the same lines).

C. AUTHENTICATION, NOTIFICATION AND IMPLEMENTATION OF THE DECISIONS

19 The Detailed Regulations so revised will be authenticated by the signatures of the Chairman and Secretary-General of the EC in accordance with the practice of other specialized agencies in the UN common system with regard to their basic Acts themselves (ICAO, ILO, UNESCO, WHO, etc) (paragraph 24, Constitution, art 25; proposal 1025.1).

20 The postal administrations of Union member countries will be notified by the International Bureau of the decisions taken by the EC (paragraph 24, General Regulations, art 109 and art 122; proposals 1509.1 and 1522.2).

21 Each postal administration will be responsible, as applicable, for having the new Detailed Regulations approved or ratified by the competent national authorities in accordance with the constitutional rules of its country and in compliance with current practice.

22 The Detailed Regulations will come into force on the same date and will have the same duration as the Acts drawn up by Congress (paragraph 24, General Regulations, art 123; proposal 1523.1).

D. TITLE, CONTENT AND COMPULSORY NATURE OF THE DETAILED REGULATIONS

23 The EC suggests keeping the status quo as regards the existing title, content and compulsory nature of the Detailed Regulations.

E. RECAPITULATION OF THE PROPOSALS FOR AMENDING THE ACTS

24 The provisions of the Acts, which the EC proposes should be amended in connection with the revision of the Detailed Regulations, are recapitulated below:

Present text	Proposed text
Constitution, art 22, para 5 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 postal administrations of the member countries concerned.	*Constitution, art 22, para 5* 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. (Proposal 1022.1)
Constitution, art 25, title and para 1 Signature, ratification and other forms of approval of the Acts of the Union 1 Signature of the Acts of the Union by plenipotentiaries shall take place at the end of Congress.	*Constitution, art 25, title, para 1 and para 1bis (new)* 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. 1bis The Detailed Regulations shall be authenticated by the Chairman and the Secretary-General of the Executive Council. (Proposal 1025.1)
	General Regulations, art 102, para 6, abis (new) abis 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; (Proposal 1502.2)
	General Regulations, art 109, para 2, αbis (new) αbis to notify all administrations of the Detailed Regulations drawn up or revised by the Executive Council; (Proposal 1509.1)
General Regulations, art 120, para 1 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.	*General Regulations, art 120, para 1* 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. Proposals concerning the Detailed Regulations shall not be considered by the Executive Council unless the latter agrees to the urgent necessity. (Proposals 1520.1)

General Regulations, art 121
Consideration of proposals between Congresses
1 Every proposal 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 If the proposal relates to an Agreement, its Detailed Regulations or their Final Protocols, only the postal administrations of member countries which are parties to that Agreement may take part in the procedure described in paragraph 1.

General Regulations, art 121
Consideration of proposals between Congresses
1 Every proposal concerning the Convention and the Agreements shall be subject to the following procedure: (remainder unchanged).
1bis Proposals for amending the Detailed Regulations shall be dealt with by the Executive Council.
2 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.
(Proposal 1521.1)

General Regulations, art 122, para 2
2 Amendments made to the Detailed Regulations and their Final Protocols shall be recorded and communicated to postal administrations by the International Bureau. The same shall apply to the interpretations referred to in article 91, paragraph 2, c, ii, of the Convention and in the corresponding provisions of the Agreements.

General Regulations, art 122, para 2
2 Amendments made to the Detailed Regulations /.../ by the EC shall be /.../ communicated to postal administrations by the International Bureau. (Remainder unchanged.)
(Proposal 1522.2)

General Regulations, art 123
Implementation of decisions adopted between Congresses
Any decision which has been adopted shall not take effect until at least three months after its notification.

General Regulations, art 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.
(Proposal 1523.1)

Rules of Procedure of Congresses, art 15, paras 1bis, 1ter and 7bis (new)

1bis 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.

(Proposal 1715.1)

1ter 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 their handling in Congress 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.

(Proposal 1715.2)

7bis 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.

As for the proposals for amending the Detailed Regulations adopted by a Committee and then sent to the Drafting Committee, they shall be the subject of a resolution to which the definitive text of the selected proposals is attached.

(Proposal 1715.3)

Convention, art 91

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 introduced between Congresses relating to this Convention and its Detailed Regulations must obtain:

a Unanimity of votes if they involve amendments to articles 1 to 17 (part 1); 18 to 23; 24, paragraph 1, h, p, q, r and s; 27; 30; 36, paragraphs 2, 3, 5 and 6; 43 to 48; 50 to 70 (part II); 91 and 92 (part IV) of the Convention, to any of the articles of its Final Protocol or to articles 102 to 104; 105, paragraph 1; 126; 150; 151, paragraphs 1 and 3; 173; 188 to 190 and 228 of its Detailed Regulations;

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 and its Detailed Regulations other than those mentioned under a;

ii interpretation of the provisions of the Convention, its Final Protocol and its Detailed Regulations, except in case of a dispute to be submitted to arbitration as provided for in article 32 of the Constitution.

Convention, art 91

1 (No change.)

1bis 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.

2 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 17 (part I); 18 to 23; 24, paragraph 1, h, p, q, r and s; 27; 30; 36, paragraphs 2, 3, 5 and 6; 43 to 48; 50 to 70 (part II); 91 and 92 (part IV) 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 /.../.

(Proposal 2091.1)

Parcels, Agreement, art 56

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 introduced between two Congresses relating to this Agreement and its Detailed Regulations 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, its Final Protocol or article 155 of its Detailed Regulations;

b two thirds of the votes, if they involve amendments of substance to the Detailed Regulations, with the exception of article 155;

c a majority of the votes, if they involve:

i interpretation of the provisions of this Agreement, its Final Protocol and its Detailed Regulations, except in the case of a dispute to be submitted to arbitration as provided for in article 32 of the Constitution;

ii drafting amendments to be made to the Acts specified in subparagraph i.

Parcels, Agreement, art 56

1 (No change.)

1bis 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.

2 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 (deleted);

c 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.

(Proposal 5056.1)

IV. Reservations to the Detailed Regulations revised by the EC

25 The possibility of making reservations to the Detailed Regulations has been retained mainly in the interest of countries which are not members of the EC.

26 It will be recalled that Lausanne Congress resolution C 32 confirmed the principle according to which reservations to the Acts of the Union must be made in the Final Protocols to these Acts, either on the basis of a proposal approved by Congress, or in accordance with the procedure governing the amendment of the Acts between Congresses.

27 The EC considered that the procedure for submitting reservations to the Detailed Regulations should be imbued with the same spirit of flexibility and realism currently prevailing. On the analogy of the system applicable at Congress, it selected the following procedure:

a Reservations to the Detailed Regulations shall be submitted in writing in the form of proposals relating to the Final Protocol;

b Member countries wishing to retain their existing reservations shall not be required to submit proposals to that effect as the International Bureau automatically includes reservations in previous Final Protocols unless the beneficiary country announces that it waives them.

c Reservations made up to final adoption of the Detailed Regulations shall be considered by the EC together with those Detailed Regulations.

d Reservations made after final adoption of the Detailed Regulations, particularly by countries which are not members of the EC, shall be considered by the EC at its next meeting.

28 This procedure enables all Union member countries to make their reservations in time as the EC will normally hold its first two sessions before the entry into force of the Acts of Congress. It could be set out in the EC Rules of Procedure.

V. Immediate application of the new regulations

29 Concerned about the rapid adaptation of the Union's operation to present technological and commercial demands, the EC considers it essential to immediately invest the next EC with the new legislative powers suggested without waiting for the entry into force of the Acts approved by the Washington Congress. For that purpose, it submits a draft resolution for the appreciation of Congress (proposal 01).

30 This will give Congress the possibility of assigning to the next EC the task of dealing with certain proposals concerning the Detailed Regulations of the Convention and of the Agreements.

VI. Second phase of the transfer to the EC of some of the legislative functions of Congress

31 The EC also considers that the supreme body of the Union should retain responsibility solely for legislating directly on constitutional matters and on fundamental matters concerning the international postal service; this requires immediate consideration of a second transfer of legislative powers from Congress to the EC.

32 The aim is to give the EC more responsibility and make it more operational as regards the constant adaptation of the Union's operation to the development of customers' needs.

33 The EC proposes that Congress should assign the conduct of such a study to the next EC (proposal 02).

Berne, 25 April 1989

For the Executive Council:

F KOLLER

Chairman

Congress – Doc 73

Adapting the operation of the Union to present commercial and technical demands

Executive Council report

I. Introduction

1 At its 1988 session, the Executive Council considered a report (CE 1988 – Doc 21) submitted to it by its Secretary-General and entitled "Adapting the operation of the Union to present commercial and technical demands – International Bureau thoughts and suggestions".

2 Following prolonged discussions, the Executive Council set up a Working Party composed of the following administrations: Colombia, Great Britain, Hungarian People's Rep, India, Japan, Nigeria, Senegal, Switzerland (Chairman), Tunisia, USSR, United States of America and the International Bureau.

3 The Working Party met three times to fulfil the assignment given to it, namely:

- to consider the legal, operational and financial aspects of adapting the operation of the UPU to present commercial and technical demands;
- to study the International Bureau suggestions (CE 1988 – Doc 21) as well as a number of suggestions submitted by administrations and to consider ways and means of applying them;
- to prepare, for the Executive Council, proposals to the Washington Congress on this subject;
- to prepare, if possible, proposals applicable before Congress.

4 The work accomplished, the general principles of which were approved by the EC at its April 1989 session, focussed on two principal subject areas:

a the legal and regulatory aspects presented in Congress – Doc 72;

b the operational and financial aspects dealt with in this report, which addresses three main topics:

  - increased role of Congress in laying down general policies for the international postal service;
  - increased role of the Executive Council as regards safeguarding and improving the quality of the international postal service and guaranteeing the adaptation of that service to customers' demands;
  - adapting the financial power of the EC to meet the new realities.

II. Increased role of Congress in laying down general policies for the international postal service

5 The traditional role of Congress is above all a legislative one. It may be a matter of regret that a meeting of this kind, gathering together representatives of the postal administrations of all member countries at the highest level, is not seized as an opportunity to discuss a number of major problems which do not necessarily lead to amendment of the Acts of the Union, all the more so as competition from private couriers and technological developments raise a whole range of questions which could profitably be discussed in such a forum.

6 A first attempt in this direction was made at the Hamburg Congress with the introduction of a general debate which ended in the adoption of the Declaration of Hamburg, the merits of which scarcely need to be stressed. It would thus seem justified and necessary not only to renew that experiment, but to make it a permanent feature.

7 On the basis of the positive gains accruing from the practice initiated by the above-mentioned Congress, the Executive Council is submitting to Congress for approval a draft decision aimed at making that practice a permanent feature. This proposal suggests that a general debate should be held in the framework of the proceedings of every Congress and that on conclusion of the debate, a resolution laying down general policies for the subsequent five-year period should be adopted (proposal No 011).

III. Increased role of the Executive Council as regards safeguarding and improving the quality of the international postal service and guaranteeing the adaptation of that service to customers' demands

8 There is one fact everyone is now aware of: for some years the Post has had to face up to the most important challenge in its history. Having undergone the full force of the major trend towards deregulation which characterizes the economic activity of our time, it has to face keen competition, generated in part by this deregulation. The International Postal Community has failed to respond to the changing needs of some of its customers as quickly as it should have done. Competition is a reality and the Post must adapt to it if it is to survive. This implies greater solidarity among administrations, strengthening of the role of the UPU and its bodies, putting the customer first and responding to his changing needs, and coordinating UPU action with that of the Restricted Unions.

9 The work accomplished since the Hamburg Congress as regards mail circulation monitoring has shown that the Union is suited to performing a useful operational role for all the administrations. If one considers that part of the response to the challenges of competition lies along this path, the question arises whether this action can be developed with increasing efficiency. It was to find a reply to this question that the Working Party used its endeavours in the wake of the suggestions from the International Bureau.

10 The Working Party studied this question from the following three angles:

- action which might be taken;
- search for the most appropriate formula for implementing the action opted for;
- increased use of specialists for certain tasks and studies.

A. Action which might be taken

11 The important thing is perhaps not to draw up an exhaustive list of the actions which might be taken, which would soon lose its validity, but to keep the organization constantly on the alert in order to consider, act on or react to developments which occur and which affect, concern or bear upon postal activity.

12 However, bearing in mind the problems facing the Post, the following types of action were considered and selected:

- quality control;
- transport flow studies;
- development of EMS;
- market research;
- monitoring the competition;
- introduction of new services.

i Quality control

13 Since 1986, the Union has carried out mail circulation monitoring operations and the great participation by administrations, as well as their determination to use the results to correct the weaknesses noted and attain a level of quality corresponding to customer needs and expectations, must be emphasized.

14 The limits to the effectiveness of this action must be acknowledged however, inasmuch as the International Bureau's role, under the present organization, is confined to notifying the administrations of the nature and extent of the weaknesses noted and urging them to correct them. It is necessary to organize concrete measures in the field and to approach the relevant authorities direct, which cannot be done without establishing new instruments and adopting new work methods.

15 With this in view, the following lines of action were chosen:

- the need for a more active and more "aggressive" role on the part of the International Bureau as regards the use of the results of transmission-time monitoring operations, whose scope and frequency would be increased;
- systematically seeking Restricted Union cooperation;
- setting up teams of "quality inspectors" in the field with the help of administrations;
- the publication of guides, prepared by the international Bureau in conjunction with experienced administrations, to help the operational services to systematically monitor the quality of their services.

16 Specifically, the following process is proposed:

a the basic element is the monitoring of mail circulation, which makes it possible to pinpoint the weaknesses in the world postal network;

b in exploiting the results, the following new departures could be made:

  - the international Bureau would establish complete "files" for each of the main anomalies noted;

- if additional resources seemed to be needed for the corrective action, a request to that effect would be submitted to the EC;
- the file would not be closed until the case had been settled;

c the presence of regional consultants in the field ("quality inspectors") would be the essential tool for this action: they assume responsibility for the various "files" of the region and have to bring them to a successful conclusion in conjunction with the Restricted Unions and administrations concerned and inform the International Bureau, which would report to the Executive Council accordingly;

d the number of consultants, their location and the length of time they spend in the field would depend on the magnitude of the problems noted, including those related to management as a whole. They would be recruited and administered by the International Bureau on the basis of the rules applied by other international organizations. For the sake of uniformity, the consultants' activities would be integrated into the International Bureau's general action programme.

ii Transport flow studies

17 UPU publications (AV 1 List, List of Airmail Distances, List of Kilometric Distances, Compendia, etc) provide invaluable services. Now, it is time to supplement that somewhat static documentation with a dynamic system enabling all administrations to make intelligent and active use of existing networks. The problems of transhipment and tracking of mails need particularly to be stressed.

18 International postal transport networks will undoubtedly see great changes over the next few years, partly as a result of deregulation of the airline industry, but equally as a result of technology. The UPU has a key role to play in this field.

iii Development of EMS

19 Since the Hamburg Congress, the Union has played a decisive role in developing EMS very quickly and the results obtained are commensurate with the efforts expended. However, it must be acknowledged that, viewed as whole, the market share gained by the Post in this sector remains modest and the action undertaken should be stepped up during the next five years if we are not to be left behind by the competition, whose aggressiveness is well known. The actions envisaged, which are a continuation of those undertaken hitherto, would be the following (the list is not restrictive):

- setting of operational standards;
- annual symposia;
- publication of compendia;
- monitoring the competition;
- assistance to new entrants;
- quality control, etc.

iv Market research

20 Under pressure from the competition, postal administrations have discovered the market concept over the past ten years. They are now engaged in a permanent battle to preserve or expand their share of the market. This battle requires thorough knowledge of the terrain and that means:

- knowledge of customer requirements;
- assessment of the demand for existing or desired products;
- identification of adjustments or improvements to the products in accordance with customer wishes, etc.

21 The view is that it will probably take many years before all administrations will be able to set off down this important path and yet, in general, the postal product remains universal. This is therefore a field in which the UPU can provide administrations with effective, targeted aid meeting their needs.

22 The actions planned would be developed from the following two angles:

- work concerning CCPS permanent study C 104 (Postal market research);
- annual or two-yearly symposia;
- distribution of information;
- assistance to administrations wishing to undertake market research.

v Monitoring the competition

23 Monitoring the competition is regarded as the complement to market research. Some moves have already been made in this direction in the UPU; however, they have remained centred mainly upon EMS.

24 A real strategy for expanding the portion of the market to which the Post is entitled should now be developed covering all competitive activities – a strategy that is well thought out, developed and organized and, as far as possible, endowed with the means used in industry and commerce. To that end, the International Bureau should be equipped with a unit to collect, analyze and distribute information about the competition in order to inform administrations about the activities of the private couriers and administrations' counter-moves.

vi Introduction of new services

25 The term "new product" can cover both products and services really created recently and new features applied to existing products, or even the introduction by an administration of a service which it has not run before but which is already widespread among other administrations. At the same time, the concept of new services can also mean "value added" to existing services.

26 Consequently, and considering that most new services known at UPU level come from national or regional experiments, it can be seen that activity in respect of new services directly initiated by the Union would remain limited.

27 On the other hand, the introduction by member countries of new services existing in other countries might be a useful way of giving more and more countries means to combat competition. The International Bureau's role in this respect could consist in:

- publishing, in appropriate form, information on new services operated by some administrations development of which might be worthwhile;

- providing aid (in the form of consultants) to countries requesting it for introducing new services;
- putting before the Union's bodies proposals for standardizing such services.

B. Appropriate forms for implementing the Executive Council's new power

28 Consideration of the above-mentioned actions, the list of which is of course not exhaustive, reveals the need for adjustment of the principal operating mechanisms of the Union if meaningful results are to be obtained in all the fields mentioned. Specifically, it would be necessary, first, to give the Executive Council greater power of initiative and action, in order to go beyond its role as defined in article 102, paragraph 6, of the General Regulations, and second, to establish operational mechanisms for the achievement of the intended objective.

29 In legal terms, the Working Party submitted a proposal for amending article 102, paragraph 6, of the General Regulations to the Executive Council, which adopted it and is submitting it to Congress for consideration. The proposal is aimed at giving the Executive Council power to take any action considered necessary in order to safeguard and enhance the quality of and to modernize the international postal service (proposal No 1502.6).

30 As regards operational mechanisms, two formulas were studied:

- creation of a new unit;
- adaptation of the present organization of work to the new tasks.

31 The creation of a new unit was not considered desirable by either the Working Party or the Executive Council and the idea finally chosen was to request Congress to make available appropriate funds to reinforce the existing potential, with a view to implementation of the planned activities.

32 It is therefore proposed that Congress establish a permanent project aimed at safeguarding and enhancing the quality of and modernizing the international postal service. The project would be centred upon the actions described under section A above, with quality control being given priority consideration (paragraph 16 above).

33 The resources needed for implementing this project are presented in the table below which comprises three columns, viz:

a the overall financial resources required for full implementation of the project (column 1);

b the sums already provided for in the budget for 1990 following the Executive Council's decision that some of the envisaged activities would be undertaken as quickly as possible, ie starting in the second half of 1989 (column 2);

c the *additional* resources which Congress should provide for within the Union's expenditure ceiling for each of the years 1991 to 1995 (column 3).

Financial and human resources

		1 Overall resources	2 Resources provided for in the 1990 budget	3 Additional resources
		CHF	CHF	CHF
a	Headquarters personnel			
	– 2 officials, in principle P 3	258 000	129 000	129 000
	– 1 G 4 official	67 000	67 000	0
b	8 P 4/P 5 consultants on the basis of two per region (Africa, South of the Sahara, Asia/Pacific and Arab countries, Europe and North Africa, Americas and Caribbean) and 4 1/2 months' stay per year, ie 36 man/months	378 000	189 000	189 000
c	Cost of consultants' travel	216 000	108 000	108 000
d	Overheads at the International Bureau	40 000	20 000	20 000
e	Other activities	66 000	0	66 000
Totals		1 025 000	513 000	512 000

This sum of CHF 512 000 thus represents the *additional* amount which Congress should grant if it intends the permanent project to be fully implemented. If Congress approves this project, it will also have to consider and approve the draft resolution in proposal 010.

C. Increased use of specialists for certain tasks and studies

34 Since 1984, the International Bureau, after informing the Executive Council and with its consent, has requested and obtained the assistance of a number of specialists made available to it by postal administrations to carry out specific tasks which could not be performed within the framework of the Bureau's normal staff establishment. It is a very practical system in that it does not burden the Union's finances. However, it has shown its limitations since only a few countries can second specialists on the financial terms applied.

35 It clearly emerged during the proceedings of the Working Party that, in the framework of the broad action planned to combat the competition, the capacities at the International Bureau's disposal will not always be suited to certain tasks requiring greater specialization. Financial means must therefore be set aside to facilitate recruitment, through the administrations, of specialists for such tasks.

36 In addition, to meet the need reflected in the CCPS report to conduct certain studies of that body more promptly, to make them more useful inasmuch as administrations would be able to use their results more quickly, the Working Party, in accordance with the wish expressed by the CCPS itself, recognized the need to entrust a major part of the studies featuring in the CCPS work programme to specialists whose task it would be, in cooperation with the International Bureau, to complete them as quickly as possible.

37 To respond to this twofold concern, the Executive Council proposes that Congress make provision, within the ceiling of the Union's expenditure for 1991 to 1995, for an annual sum of CHF 111 000 to permit the recruitment of specialists for the conduct of certain CCPS studies or to undertake certain specific tasks, in accordance with the table below, which comprises three columns, viz:

a the overall financial resources (column 1);

b the sums already provided for in the budget for 1990 following the Executive Council's decision that some of the envisaged recruitments would take place as quickly as possible (column 2);

c the *additional* resources which Congress should provide for within the Union's expenditure ceiling for 1991 to 1995 if it intends these recruitments to be carried out in full (column 3).

Financial and human resources

		1 Overall resources	2 Resources provided for in the 1990 budget	3 Additional resources
		CHF	CHF	CHF
a	12 P 4/P 5 specialist/months for CCPS studies	126 000	50 000	76 000
b	12 P 4/P 5 specialist/months for tasks connected with new or specialized fields to enhance the quality of the international postal service	126 000	100 000	26 000
c	Cost of specialists' travel	48 000	39 000	9 000
Totals		300 000	189 000	111 000

IV. Adaptation of the financial power of the Executive Council to the new realities

38 The Working Party recognized the urgent need to establish a flexible mechanism which would enable the Executive Council, within the context of the new powers that might be conferred upon it, to decide on the rapid commitment of expenditure, within the limit of the ceiling fixed by Congress, to enable urgent priority activities not foreseen by Congress to be initiated without delay.

39 After giving long consideration to the various possible solutions and seeking to endow the Executive Council with wide room for manoeuvre in having at its disposal financial resources appropriate to the circumstances, the Working Party decided in favour of a system involving the creation of:

a a new budget expenditure chapter which could be entitled "Special activities" and would be divided into as many budget articles as there were major categories of new activities;

b a new budget chapter relating to "Receipts from special activities";

c a "Special Activities Fund" performing a similar function to the Reserve Fund, but allocated exclusively to the special activities.

40 The proposed system requires no amendments by Congress to the Acts, merely amendments by the Executive Council to the Financial Regulations.

V. Conclusions

41 The Executive Council proposes that Congress endorse the conclusions it has reached, in particular:

A. Laying down general policies on the principal questions of concern to the Post

- adopt the draft decision aimed at making this practice a permanent feature (paragraph 7) (proposal 011).

B. Expanding the powers of the Executive Council

a adopt the proposal to amend article 102, paragraph 6, of the General Regulations, expanding the powers of the EC (paragraph 29) (proposal 1502.6);

b adopt the proposal for establishing a permanent project aimed at enhancing the quality of and modernizing the international postal service and comprising the following actions:

- quality control of postal exchanges by a more thorough analysis of transmission times and action undertaken in the field by consultants with a view to helping to solve the problems raised and to promote initiatives likely to improve the performance of the international postal service;
- studies of transport flows with a view to rationalizing and modernizing postal links;
- development of EMS;
- monitoring the competition in order to make the appropriate counter-moves;
- market research to enable administrations to adjust services to customer needs and introduce new services;
- various initiatives as dictated by technological developments and needs;

c approve the financial and human resources for this project (paragraph 33), as well as the draft resolution (proposal 010).

C. Recruitment by the International Bureau of specialists for a fixed term to conduct certain CCPS studies or carry out specific tasks.

- approve the financial resources proposed with a view to the recruitment, by the International Bureau, of specialists to conduct certain studies or carry out certain specific tasks (paragraph 37).

Berne, 28 April 1989

For the Executive Council:

F KOLLER

Chairman

Congress – Doc 74

Invitation for the 21st Universal Postal Congress

The Director-General of the International Bureau has received from the Minister of Communications of the Republic of Korea the letter, dated 10 May 1989, reproduced below:

"Dear Sir

I have the honour to inform you that the Government of the Republic of Korea has decided to apply for hosting the 21st Universal Postal Congress which is to convene in 1994 in the Republic of Korea.

"It will be a special privilege for my country to be able to invite the 21st Congress in 1994, the year which marks the 110th anniversary of the postal administration and at the same time almost a century since Korea's accession to the Universal Postal Union in 1900.

"If this application is accepted by Congress, the Government of the Republic of Korea and its postal administration will do all the best to organize the smooth and efficient Congress, welcoming all the participants at the meeting.

"I should be most grateful if you would notify this application to all delegates of the 20th Universal Postal Congress.

Yours sincerely,

(signed) Young-choul CHOI

Minister of Communications"

Congress – Doc 75

CONSULTATIVE COUNCIL FOR POSTAL STUDIES

Methods for improving the return of empty mailbags

(Proposal 2500.1)

Excerpts from the report on study 625 "Statistics of empty mailbags"

1 Introduction

1.1 One aspect of international mail work which causes problems for almost all administrations is the return, or often the non-return, of empty bags from other countries. This is reflected in the frequent appearance of International Bureau circulars containing appeals by one country for other countries to return its empty mailbags.

1.2 The provision for dealing with empty bags appears in article 168 of the Detailed Regulations of the Universal Postal Convention, which clearly states, in paragraph 1, that "In the absence of special agreement between the administrations concerned, bags shall be returned empty by the next post in a direct mail for the country to which they belong ...".

1.3 Over the years there has been a number of studies dealing with empty bags, but still the original problem exists. The most recent study, which arose from the Tokyo Congress of 1969, was study 2/303 of the CCPS, the general report of which was published as number 100 of the Collection of Postal Studies of the UPU.

1.4 However, it was noted that many countries continue to experience difficulties about the non-return of their mailbags. It was agreed at the Hamburg Congress that this problem needed to be re-examined, and the topic was included in the work programme for the CCPS.

2 Aims of the study

At its 1985 session, the CCPS agreed that, following on from study 2/303, study 625 should cover the following areas:

- the costs and potential benefits of maintaining mailbag statistics;
- methods of following up bag losses and how this should best be done;
- the current cost benefits of reusable bags, one-trip bags, bag sharing schemes and reciprocal agreements;
- the types of bags in use;
- the cost of providing bags;
- new ideas to ensure that bags are returned.

3 Conclusions

3.1 The size and nature of the problem

3.1.1 It is clear from the data of the study that the non-return of international mailbags can be a problem for many countries, both developed and developing.

3.1.2 For countries which know that they already have a problem with the non-return of their mailbags, but which may not be sure what action to take, there are two initial steps that they may wish to consider:

- to set up a system of statistics, which will show what proportion of bags are not returned, and which will therefore indicate how serious the problem is; and
- to ascertain from the statistics whether it is just a few countries which are the source of the problem, in which case it may suffice just to maintain records with those countries and enter into the necessary correspondence with them.

3.2 The need for records to be cost-effective

Twenty-two of the countries in the consultation consider that keeping mailbag records helps them to minimize their losses of bags, while only four countries consider it does not. It is, however, important that keeping mailbag records is done cost-effectively. The system for keeping mailbag records must not be allowed to become either too complicated or too expensive. It must cost substantially less than the value of the empty mailbags retrieved as a result of keeping the records.

3.3 Systems for keeping records

The most convenient method of keeping mailbag statistics is probably to maintain an on-going balance-sheet on a card for each country. The Australian administration has provided a useful example of how its card recording system works (see annex 1). The numbers of bags dispatched can be obtained from the C 12 letter bill, either directly or by reference to the administration's accounting division, but the numbers of bags returned would need to be established by counting them at the time of arrival. Air letter, surface letter, air parcel and surface parcel bags would need to be counted separately because they cost different amounts and because in some administrations different departments would be responsible for paying.

3.4 Action to recover bag losses

The most usual method of following up bag losses is to write directly to the administration which has failed to return them. Most administrations have found that this often meets with a positive response, probably more so than sending out International Bureau circulars or verification notes. However, if, after request, bags are still not returned, the recourse which is open to postal administrations is to apply article 168, paragraph 6, of the Convention in order to obtain reimbursement. The great majority of administrations consider that the above provisions are adequate.

3.5 One-trip bags

The use of disposable one-trip bags has been found to be cost-effective by all of the countries in the consultation which have used them. For any administration considering the use of one-trip bags, it would be wise to estimate the average cost per bag trip using conventional bags, then to compare this with the cost of one-trip bags.

3.6 Schemes for bag-sharing and the reciprocal use of bags

There is little doubt about the cost-effectiveness of these schemes. Countries are therefore recommended to consider entering such schemes by bilateral agreements, particularly with those countries with whom they exchange major proportions of their traffic.

3.7 Methods for reducing the need for mailbags

3.7.1 Although this subject was not covered in the questionnaire, the coordinating country, Great Britain, provided some additional information from its own experience; in that way administrations may be able to reduce their dependence on mailbags as a means of conveying mail.

3.7.2 Mailbags remain the traditional and by far the most widely used method of transporting mail, but in recent years some administrations have increasingly used containers instead of mailbags, particularly for carrying certain types of airmail. Airline containers are most readily used for carrying loose-loaded parcels, where the container is simply filled with individual parcels. A number of administrations have developed other mail-carrying receptacles of various sorts, which can also be carried in containers, without the need for mailbags. It is also possible for AO bulk printed matter to be loaded onto pallets.

3.7.3 Some European administrations have introduced wheeled structures or trolleys for use in the reciprocal exchange of mail. Disadvantages are the high capital outlay required to invest in such equipment, the amount of space which the trolleys take inside the container, and the need to manage the circulation of them and sometimes to return them empty.

3.7.4 Using containers, whether for loose-loaded parcels, for letter trays or for other forms of mail conveyance, also has the advantage that the containers are owned by the airlines, and not by the postal authorities. With containers, therefore, postal administrations do not have to worry about their manufacture, purchase, maintenance, or the failure of other countries to return them.

3.7.5 It can be seen from these comments that most types of mail have at least some potential for being carried in containers, without bags.

3.7.6 In conclusion, although it is probable that mailbags will continue to be used in many countries, for certain types of mail, for many years to come, it is worth pointing out that once administrations are able to start using containers for carrying their mail, the problems associated with mailbags will gradually diminish.

4 Recommendations

4.1 For those administrations which have problems caused by the non-return of mailbags, but are not sure what action to take, a number of recommendations can be made.

4.2 For administrations which have not previously examined the problem in detail, they are *recommended*:

- to set up a recording system for an initial period of several months, in order to ascertain:
  - the proportion of bags which are not returned;
  - which countries may be principally responsible for failing to return the bags.

4.3 If the records show that the losses amount to 10 percent or less of bags dispatched, administrations are *recommended*:

- to consider whether such a loss can be viewed as an acceptable cost.

4.4 If it is decided that the losses are not acceptable, administrations are *recommended*:

- to set up a regular system for recording the dispatch and return of their mailbags;
- to consider restricting the recording system to exchanges of mail with those countries which seem to be the principal cause of non-return;
- to ensure that any system remains simple and inexpensive to operate.

4.5 If the records show that serious losses are being incurred, administrations are *recommended*:

- to write directly to the administrations principally concerned, to request the prompt return of their bags;
- to consider applying the provisions of article 168, paragraphs 6 and 7, of the Detailed Regulations of the Convention, to obtain reimbursement for missing bags, if other methods have proved unsuccessful.

4.6 In more general terms, and in order to facilitate the more efficient exchange of mailbags, administrations are *recommended*:

- to consider participating with other countries in schemes either for bag-sharing or for the reciprocal use of mailbags, particularly with those countries with which they exchange major proportions of their traffic.

(Details of how such schemes operate are contained in brochure 100 of the Collection of Postal Studies, containing the report of CCPS study 2/303.)

4.7 Administrations in general are *recommended*:

- to consider the possibility of using one-trip mailbags.

Administrations wishing to do this will first need to examine carefully the relative costs of ordinary and one-trip bags, as well as their operational suitability.

4.8 Administrations are additionally *recommended*:

- to consider the possibility of using containers for the conveyance of mail, in order to reduce their dependence on the need for mailbags.

Containers can be used to carry loose-loaded parcels, letter-trays or boxes, or similar receptacles, which do not require the use of mailbags. (These issues are being examined by CCPS study 626.)

4.9 A draft resolution is submitted to Congress relating to "methods for improving the return of empty mailbags" (see Proposals of a general nature, Convention, Detailed Regulations (Regulatory aspects) 2500.1).

Congress – Doc 75/Annex 1

Procedures for monitoring of Australia Post mailbags forwarded overseas

Each office dispatching to overseas destination(s) is to maintain on a card system records of all Australia Post mailbags forwarded to overseas administrations. The cards are to be filed alphabetically under the names of the countries concerned.

The information recorded on the cards in respect of each dispatch is to include:

- serial number of dispatch;
- date of dispatch;
- vessel/flight;
- number of bags (including registered enclosures).

Separate cards are to be used to record surface and airmail dispatches.

A sample of a suitable card for the purpose is provided below:

COUNTRY ..... AIRMAIL / SURFACE YEAR .....

Serial No	Date of dispatch	LC/AO bags	Parcel bags	Registered bags	Monthly total	Progressive total	Observation

At the end of each month, dispatching offices from all States will provide the International Mail Centre (IMC) in Sydney, with the total number of airmail bags (including registered bags) forwarded to each country during the month. The same information in respect of surface mailbags is to be provided to the Melbourne IMC.

At the Sydney and Melbourne IMC's, the information received from dispatching offices will be entered on national bag reconciliation cards for each overseas administration. Details of empty bags returned by overseas countries will also be entered on the same cards.

A sample of a National Bag Reconciliation Card is provided below:

National Bag Reconciliation Card

COUNTRY ..... AIRMAIL / SURFACE YEAR .....

Dispatched			Returned					
Month State	No of bags	Progressive total	Serial No	Date of dispatch	Vessel/ Flight	No of full bags	No of individual bags	Progressive total

Overseas administrations will be instructed to return bags belonging to Australia Post as follows:

- airmail bags to Sydney IMC;
- surface bags to Melbourne IMC.

Each dispatch of empty bags received in the above offices is to be checked against the details provided on the accompanying letter bill C 12 to ensure that the number of bags advised has been received. Verification Notes (VN) are to be raised on the administration(s) concerned when a discrepancy is observed. Also, if the letter bill is not located, a copy of same is to be sought. Details of empty bags returned will be entered on the National Bag Reconciliation Cards of the countries concerned and the letter bill filed for further reference.

About the middle of each month, when all the monthly information received from dispatching offices has been entered on the National cards, the numbers of bags dispatched is to be compared with those returned. If this comparison shows that a particular administration(s) does not return our bags within what is considered a reasonable time, the matter will be referred to Headquarters for representation to the administration concerned.

All records relating to mailbags are to be retained for two (2) years.

Congress – Doc 76

Recorded delivery service

I. Introduction

1 Resolution C 65 of the Hamburg Congress instructed the Consultative Council for Postal Studies to undertake a study of the international registered and insured services.

2 The aim was to consider the possibility of restructuring the registered items service for the benefit of customers and postal administrations. This was to include consideration of whether an international recorded delivery service could be introduced as a simplification of the registered items service.

II. Background

3 A number of concerns about the existing registered items service was expressed at the Hamburg Congress. These concerns were enunciated in several reasons which were advanced in support of restructuring:

- customers do not have available to them a low-cost service for items of low or no real value. Consequently, they are forced to use the registered items service, when all they require is proof of posting and delivery;
- the registered items service is not operated in a uniform manner among postal administrations. Items may either be bulk listed or individually listed for transmission, depending on the requirements of particular administrations. Some of the administrations which have resorted to bulk listing have done so because the cost and time involved in individual listing has been found to be uneconomical. Bulk listing obviously provides less security than individual listing;
- current procedures for dealing with inquiries are slow and costly, perhaps causing the registered services to be less profitable or unprofitable.

III. Proposed new service

4 Following a comprehensive study of the registered items service in the CCPS (study 616), it is being proposed that a new service be introduced. The service is, in effect a simplified registered items service called "recorded delivery service".

5 The essential features of the proposed new service are:

a It is intended for letters, documents and items of little or no value.

b It is intended for the customer who simply wants a record of posting, and who wants to know that a record of delivery exists, if he wishes to make an inquiry.

c Items would be transmitted in the ordinary mails for their entire journey between the office of posting and the office of delivery in the distant country.

d There would be no security handling or special listing during transmission; therefore the cost of providing the service would be significantly lower than the present registered service.

e No record will be kept by administrations, except at the office of delivery. The record of delivery is retained by the office of delivery, and is only transmitted to the administration of origin in the case of an inquiry.

f It would be made clear to customers that there would be no compensation, other than refund of postage and fees.

g The service will thus be both simple and inexpensive to operate. It would also benefit customers if part of the savings were passed on to the customers in the form of a lower tariff for the new service.

IV. Conduct of the CCPS study

6 An initial consultation of the postal administrations of all UPU member countries revealed that there was significant support for an international recorded delivery service. At its 1987 session the CCPS instructed the Working Party for study 616 to develop two possible alternative systems for incorporating a recorded delivery service in a restructuring of the registered service and to present them in a second consultation. The two possible systems are:

- a two-tier service, which would consist of an insured service and a recorded delivery service; both these services would be mandatory;
- a three-tier service, which would retain the present insured and registered services and add an optional recorded delivery service (see section V).

7 The second consultation in 1988 revealed that the two systems had almost equal support, and 75 percent of the respondent administrations indicated that they would agree to implement either of the two systems. In consequence, alternative sets of Congress proposals were elaborated for the two systems.

8 At the 1988 CCPS session it was decided that, as the three-tier service would give customers a wider choice of services, this system would be proposed to the 1989 Congress.

V. Description of the three-tier service

9 The three-tier service would consist of:

- the existing insurance service;
- the existing registration service;
- the new recorded delivery service, as an optional service subject to reciprocal agreement between postal administrations.

10 The *recorded delivery service* would have the following features:

a a record of posting. A receipt would be handed over free of charge to the sender of a recorded delivery item. This record of posting, if the item is posted over the counter, would be post-marked and returned to the sender. No record would be kept at the office at which the item is posted;

b a record of delivery. A moderate extra fee would be charged for this service. The amount to be charged would be left to the discretion of each postal administration. The record of delivery would be the addressee's signature – or that of an authorized agent – obtained at the time of delivery;

c an AR facility (Advice of delivery). The sender of an international recorded delivery item may apply for an advice of delivery upon payment of an additional fee at the time of posting (an amended form C 5 could be used for this purpose);

d it is envisaged that this service would not provide an indemnity cover. A refund of postage and fees would be made in the event of total loss;

e there would be no special dispatch arrangements, therefore these items would travel in the normal mail stream;

f marking. A special recorded delivery adhesive label incorporating a number would be affixed to the upper left-hand corner of the address side of the article in the space reserved for service instructions. The size and colour of the label has been designed to facilitate detection at the delivery office of destination.

11 The three-tier service would not offer customers the clear choice provided by two-tier, it would have the advantage of permitting those administrations which perceive a market demand to introduce a low-cost non-security service into their reciprocal relations, while those administrations whose customers were satisfied with the present service would be under no obligation to introduce any changes.

VI. Conclusions

12 Although the registered service has been in existence in the international post since the 19th century, customers do not always fully understand what the service provides. It is costly, yet the indemnity is minimal. Under administrations which operate bulk listing, it provides little more than a record of posting and delivery, yet there is the additional expense of a security service with special handling.

13 Modern customers expect to know exactly what service they are getting, and they expect value for money. It is with a view to modernizing and developing the registered service that the proposals for the introduction of a recorded delivery service are commended to Congress, on the basis that a recorded delivery service would be straightforward to operate, economical, and respond to customer demand for a simple proof of posting and record of delivery.

Congress – Doc 77

Updating of the Final Protocol to the Agreements concerning postal financial services

Memorandum by the International Bureau

Since the 1984 Hamburg Congress, no changes have been made to the Final Protocol to the Agreements concerning postal financial services.

Berne, 4 July 1989

A C BOTTO DE BARROS
Director-General

Congress – Doc 79

Request to participate in Congress submitted by the UPU International Bureau Staff Association

Memorandum by the Secretary-General

In a letter dated 15 September 1989, the International Bureau Staff Association has informed me of the following:

"Dear Sir

The Committee of the IB Staff Association asks you to kindly inform the Chairman of Congress and the Chairmen of Committees 2 and 3 that it would like to be represented by two of its members at the plenary meetings and at the meetings of the above-mentioned Committees when questions concerning the staff are considered.

Thanking you in anticipation, I remain,

Yours faithfully,
(signed) Ninette REBMANN
for the Staff Association"

The request to participate made by the International Bureau Staff Association is submitted to Congress in accordance with previous practice.

Berne, 21 September 1989

A C BOTTO DE BARROS
Director-General

Congress – Doc 80

Request by the International Federation of the Periodical Press (FIPP) and the International Publishers' Association (IPA) to attend Congress

Memorandum by the Secretariat

1 In letters dated 5 and 9 June 1989 respectively, the International Federation of the Periodical Press (FIPP) and the International Publishers' Association (IPA) asked the UPU to grant them observer status at certain meetings of Congress, specifically those at which the questions of press and book mailing will be discussed.

2 These requests were not considered by the April 1989 Executive Council in view of the dates they were received by the International Bureau (7 June 1989 – FIPP letter and 12 June 1989 – IPA letter).

3 Acting on Hamburg Congress resolution C 34 on contacts with international organizations representing major customers of the postal services, the International Bureau wrote in 1986 to a number of international publishing organizations, including the FIPP and the IPA, asking them whether they wished to enter into a dialogue with the Post. Among the three organizations* that responded in the affirmative were the FIPP and the IPA.

4 Since 1987, dialogue between the FIPP and IPA and the UPU has been engaged through three meetings: the first as part of the Symposium on the Press and postal traffic (CCPS study 611), the second as part of the Publishers–UPU Contact Committee that the CCPS officially instituted at its 1988 session, and the third in October 1989 in Paris, at the second meeting of the Contact Committee.

5 Contacts between the UPU and these two organizations as well as with other international agencies have therefore been formalized and will be continued in the future.

6 Furthermore, another forum of cooperation between the postal administrations and the international publishers is represented by the CEPT–Publishers International Group of Experts, which has been charged by the CCPS with the study of a number of problems, viz:

- arriving at a definition of "publishing product";
- determining conditions of acceptance;
- creating new services better geared to the specific characteristics of the book trade and the press and taking account of new communications technologies;
- improving postal service quality (speed, reliability, safety and economy);
- certain post–operational aspects (invoicing, etc).

7 As shown by the above, the UPU is seriously engaged in dialogue with the FIPP and the IPA.

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* The third international body being the International Federation of Newspaper Publishers (FIEJ).

8 It would therefore be desirable that Congress authorize the Chairmen of Committees 4 and 5 to accept these organizations as observers when matters directly related to book and press mailing are being deliberated.

Berne, 28 September 1989

A C BOTTO DE BARROS

Director-General

Congress – Doc 81

Report on the work of the CEPT

The postal administration of Great Britain, as managing administration of the CEPT, has asked me to circulate the following information:

"Report on the work of the CEPT

"1 At the UPU Executive Council in April 1989 the managing administration announced its intention of submitting a document to the Washington Congress on the activities of the CEPT since the previous Congress at Hamburg. The aim of the document is to both inform and encourage other postal administrations in a similar direction.

"2 The report comprises three sections in order to include all the fields of the CEPT's activities:

i Establishment and activities of IPC/UNIPOST and the EMS–IPC Hub

ii Activities of the Permanent Group on Quality of Service

iii Other CEPT activities."

Berne, 16 November 1989

A C BOTTO DE BARROS
Secretary-General

Congress – Doc 81/Annex 1

Activities of the CEPT 1984 – 1989

1 The period since the last UPU Congress at Hamburg in 1984 has been a very busy one for the CEPT (European Conference of Postal and Telecommunications Administrations) as it has faced up to the challenge of more competition and the increasingly high standards demanded by the customer.

2 The CEPT, founded in 1959, celebrates its 30th Anniversary this year and its twentieth year of service as a Restricted Union of the Universal Postal Union under article 8 of the UPU Constitution. At present, the CEPT comprises some 26 administrations and has as its aim the strengthening of relations between member administrations and the harmonization and practical improvement of their technical and administrative services. It is managed in turn by its member administrations, with the assistance of a small Liaison Office; since the Hamburg Congress this task has been undertaken successively by France, Denmark and the United Kingdom.

Section I. UNIPOST: A major new initiative

3 Shortly after the Hamburg Congress, the CEPT, aware of the need to improve its postal networks and services, as highlighted in the Declaration of Hamburg, undertook a market research project to identify customer needs regarding the transportation of goods and documents and to find out to what extent postal administrations were fulfilling those needs. The results of this study, made available in 1987, indicated that, at least so far as large customers were concerned, the image of postal administrations was poor in comparison with that of the competition and this poor image partly accounted for what was described as a massive loss of market share in the booming market for communication services.

4 In September 1987 the Directors-General of CEPT postal administrations instructed a special group to decide what needed to be done to remedy the long-term decline in the position of postal administrations. This group recommended that postal administrations become more customer-oriented with better sales, better customer care and improved products. Furthermore the group recommended that a permanent central organization or agency be established to undertake certain important tasks such as market research, monitoring of the competition, monitoring of quality of service and improvement of the postal transportation system. In January 1988 the Directors-General approved the establishment of such an organization and so informed the UPU Executive Council that year; further meetings in May and September of the same year settled the type of organization to be created and its location.

5 The EMS–IPC limited company, already in place in Brussels, was enlarged in January 1989 with the setting up of CV IPC UA, a cooperative company established under Netherlands law, and UNIPOST–IPC, a limited company registered under Belgian law. Postal administrations of 19 countries, inside and outside the CEPT, decided to become shareholders of CV IPC UA. The Executive Board comprises, apart from the Chief Executive, six executive members – the Directors-General of Canada, Finland, Germany, Fed Rep of, Ireland (Chairman), Portugal and the United Kingdom – plus two non-executive members, the Chairman of the next UPU Executive Council and the Chairman of the Post Commission of the CEPT.

6 Activities

6.1 The CEPT Agency was made responsible for ensuring that the Post was able to present a coordinated range of good quality postal services. One of the major means of achieving this is through the establishment of contracts or agreements between itself and the member administrations specifying particularly the products, quality of service and complementary facilities to be provided to customers and, where these are not yet in place, laying down a timetable for their achievement. The implementation of these agreements will be ensured by regular monitoring meetings, including those at Director-General level.

6.2 Three major studies have been undertaken or initiated:

a *Quality of service monitoring*

The Directors-General and Executive Board decided in favour of systematic and continuous monitoring, to be conducted by an external organization in order to guarantee impartiality. The aim was to include the major centres of 19 countries.

b *Mail circulation*

An external consultant was hired to examine possible improvement of the present mail circulation network. It is hoped that further progress can be made in both air and road networks.

c *Market research*

The main conclusions were published in June 1989.

6.3 Additionally the Agency has begun to show itself to the outside world, starting with the World Express Conference in Brussels in June 1989. The name UNIPOST will be used in connection with some of its commercial activities.

6.4 The EMS–IPC branch of the organization has continued to work towards an improvement of the Brussels Hub operation. New links in the Hub and Spokes network have been established and increased traffic levels have been requested for both EMS and other items in order to optimize use of the system. Further possibilities include extension of the system to further countries outside Western Europe, the tracking and tracing of bags, and containerization.

Section II. Quality of service: Establishment of a monitoring system

1 Recognition within the CEPT of the need to establish quality of service monitoring predates the establishment of the UNIPOST organization. It was recognized early on that in order to achieve the aims set out in the Declaration of Hamburg it would be necessary to have more accurate information on the level of service provided. On the initiative of the Danish administration, therefore, the "Permanent Group" on Quality of Service was established in 1987 to organize test exercises, focussed exclusively on letters, to determine quality of service.

2 The three main objectives of the organization were:

a the conducting of test-letter exercises followed by a critical analysis of the results obtained;

b coordination of bilateral agreements and of the quality improvement measures which they entail;

c development of permanent systems of quality of service control.

3 Test-letter exercises take place twice yearly, in April and October. As experience has been gained so the scale of the exercise has been increased as regards the number of participating countries and the number of test letters sent. In October 1988 19 countries participated in the exercise, with a total of more than 60 000 letters being sent; in April 1989 21 countries participated and more than 70 000 letters were sent during the two-week exercise, which tested quality of service on 108 different routes.

4 The Permanent Group came to the conclusion that, in order to improve the measurement of quality of service, it would be necessary for pairs of administrations to adopt bilateral agreements on quality of service. A model agreement was drawn up which specified:

a the basic standards of service which the mail exchange system should achieve (eg D + 2 London to Paris);

b the interim targets, based on the latest available quality of service data, to be achieved in the short term, (eg X% by D + 2, Y% by D + 3, 100% by D + 4);

c targets for end-to-end performance and for each individual sector (eg from posting to dispatch from outward office of exchange).

5 These agreements and the results obtained are to be reviewed regularly to ensure that the necessary action is taken to improve weak points in the network.

Section III. Other CEPT activities

1 At present, the CEPT Posts Committee has 10 active Working Parties reporting to it. A description of their general terms of reference and those of their most important sub-groups is given in annex 1.

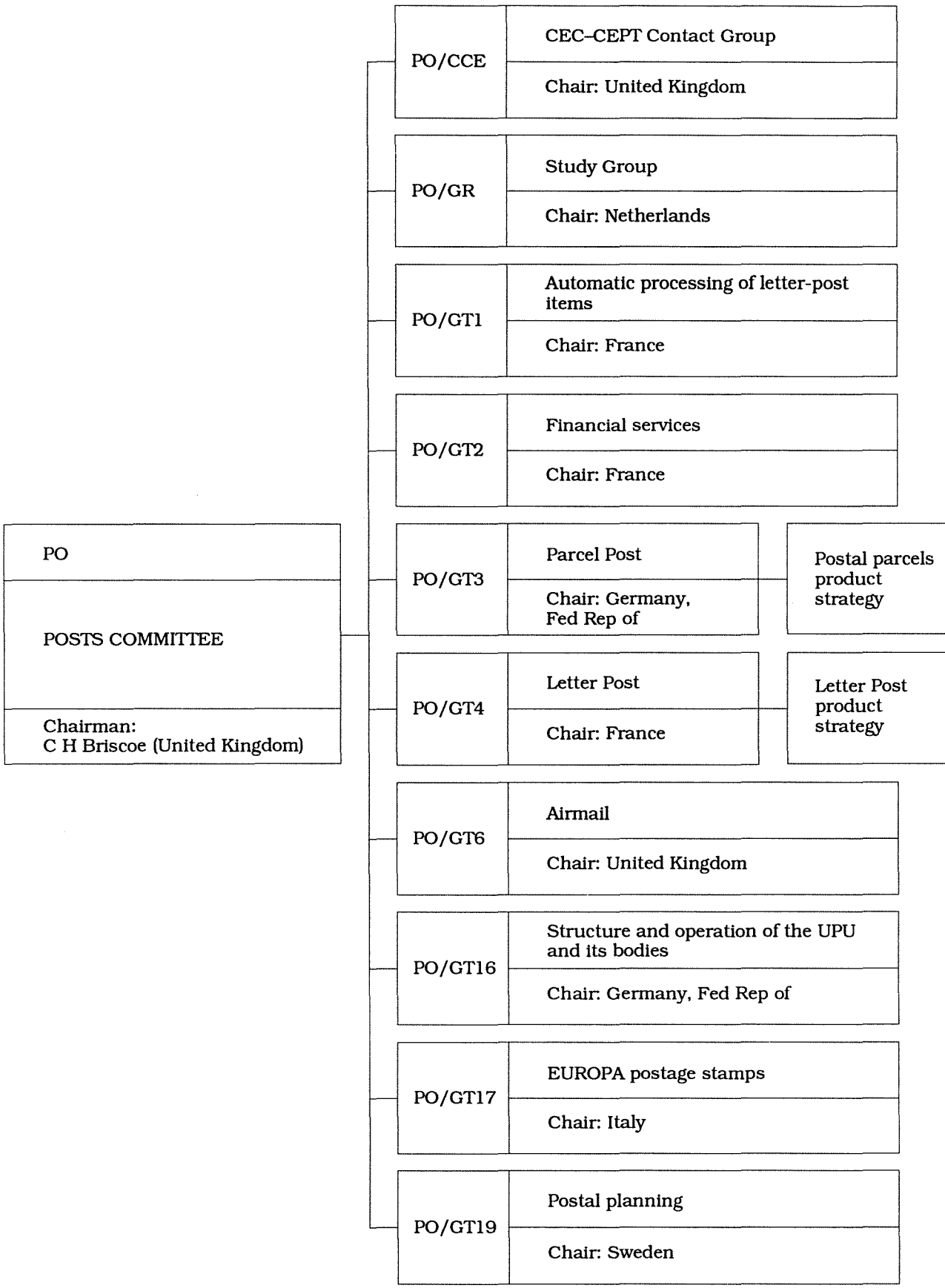
2 The CEPT has attempted since the Hamburg Congress to make its organization more effective and in particular to concentrate its efforts on improving the services offered to customers. Market research has been undertaken to find out what customers' requirements are. The Strategy Groups for letters and parcels have formulated a range of products based on different services and speeds to be offered to customers in Europe.

3 Special Working Parties have been set up to tackle specific problems. One Working Group on Terminal Dues has established a compensation system much more closely related to the costs of handling and delivery incurred by the administration of destination. This is achieved by basing payments not only on the weight of the mail imbalance but on the total number of items sent. Another working group is discussing with the Commission of the European Communities the effects upon postal administrations of the establishment of a Single European Market within the European Community (EC). This programme, planned for completion by the end of 1992, is likely to have important effects on the legal and commercial position of the postal administrations of EC countries.

4 In accordance with the recommendation of the Executive Council on assisting the efficiency of the UPU Congress, the CEPT held two preparatory meetings in 1989 to examine the proposals to be submitted to the 20th UPU Congress in Washington. As usual on these occasions, the International Bureau of the UPU was represented at these meetings and was therefore able to advise.

5 The CEPT has striven to maintain good relations with other postal administrations and international organizations and thereby plays a full and active part in the development of an efficient and flexible international postal system.

ORGANIZATIONAL CHART OF THE CEPT POSTS COMMITTEE



Congress – Doc 82

Request to participate in Congress submitted by the French National Committee of the International Chamber of Commerce

Memorandum by the Secretary-General

The Chairman of the French National Committee of the International Chamber of Commerce, in a letter dated 8 November 1989, sent me the following request:

"Dear Sir

"The International Chamber of Commerce, which represents more than 7000 banks and commercial and industrial enterprises in 100 developed and developing countries, is deeply interested in the 20th UPU Congress (from 13 November to 15 December in Washington DC).

"The ICC holds the status of category-one observer with the United Nations ECOSOC and with a number of other United Nations organizations and specialized agencies. Although the ICC does not have that status with the UPU, the French National Committee of the ICC, of which I am Chairman, would be very pleased to be able to send an observer to your meeting in Washington, namely Mr Bernard Le Grelle, an international consultant specializing in postal affairs.

"Pursuant to our telephone conversation with Messrs Cicéron and Ducommun, we have noted that the plenary assembly will vote on 13 November on the possible acceptance of additional organizations as observers; I therefore hope that my request will prove admissible.

"As you are aware, the international business community which the ICC represents is a very important user of postal services throughout the world. You may also be interested in knowing that the French National Committee of the ICC took an active part in the public debate dealing with reorganization of the French postal system; moreover, Mr Bernard Le Grelle was invited on several occasions by the French postal authorities to study and consider the future of the European postal services and last April, in conjunction with the French National Committee, organized a highly appreciated conference on the subject of express mail and courier services: "Public and private courier services on the eve of 1993", which was attended by senior postal officials from Europe and the United States.

"I am sincerely convinced that the presence of an observer from the French National Committee of the ICC could be very beneficial to both our organizations, especially on the eve of the introduction of new postal regulations.

"Hoping to receive a favourable reply, I remain

Yours truly,

(signed) Jean-Pierre BOUYSSONNIE"

Congress is invited to give a ruling on this request to participate.

Washington, 13 November 1989

A C BOTTO DE BARROS

Secretary-General

Congress – Doc 83

Declaration by the delegation of the German Democratic Republic

Memorandum by the Congress Secretariat

At the request of the delegation of the German Democratic Republic, we are reproducing below the text of a declaration about the amendment of article 7 of the Constitution "Monetary standard":

"In voting to amend article 7 of the Constitution, Congress has taken a decision which does not take account of the situation of all UPU member countries. The delegation of the German Democratic Republic therefore finds itself compelled to declare that it will respect the outcome of the vote to amend article 7, but that the German Democratic Republic will apply Special Drawing Rights as a technical calculation unit only.

Washington, 23 November 1989

U SCHAUER

Deputy Head of Delegation"

Congress – Doc 84

COMMUNICATION FROM THE OBSERVER FOR ICAO

The Observer for ICAO has requested publication of the following text for the attention of members of Congress Committee 6 (Airmail)

POSSIBLE ICAO CONTRIBUTION TO AN ECONOMIC BASIS FOR THE ESTABLISHMENT OF AIRMAIL CONVEYANCE RATES

(Presented by the International Civil Aviation Organization)

1 Since its inception, the International Civil Aviation Organization (ICAO) has recognized the carriage of airmail as a major component of air transport, and studies on airmail were among the first to be conducted by ICAO in the field of air transport economics. For nearly four decades ICAO has been providing the UPU with the international airline financial statistics which serve as a main reference in establishing new airmail conveyance rates. Observers from ICAO have participated in all post-war Congresses of the UPU and in nearly all sessions of the UPU Executive Council (including those of its predecessor, the Executive and Liaison Commission of the UPU).

2 Throughout this period, ICAO has been a witness to the negotiations within the UPU and between the UPU and IATA on the subject of the level and structure of basic airmail conveyance rates. Over the last ten years a number of studies on this subject have been carried out but agreement could not be reached because of the absence of an objective basis to establish airmail conveyance rates based on the cost of airmail transportation. The latter has been a stumbling block because of the inherent difficulties of allocating total airline operating costs between different types of traffic, ie passenger, freight and mail. The financial statistics of international airlines which ICAO has traditionally provided to the UPU have also proved to be not entirely suited to answer to this question.

3 The problem of allocating joint operating costs between products is a complex one and the end result can be questionable, particularly as airmail represents a small proportion of the total traffic concerned. In addition, in the case of airmail the number of airlines involved, each of which may have a different cost level, structure and accounting practice, makes this exercise extremely difficult to carry out. It is therefore suggested that other simpler approaches should be considered. ICAO is fully prepared to assist the UPU and IATA to explore such other approaches, including the development of a concept of airmail costs, particularly where these approaches may involve the use of ICAO data bases.

4 In this context, ICAO has some suggestions on how the traditional data on airline finances could be used to provide a systematic basis for the negotiation of the basic airmail conveyance rate. In addition, ICAO wishes to bring to the attention of the Congress other data bases which may be used for this purpose such as those which ICAO uses at present to prepare annual studies of international scheduled passenger service cost and revenues, where these financial data are presented not only in total but also broken down among 17 route groups covering different geographical areas. These studies have recently been used by the IATA Prorate Agency to establish a new methodology to prorate passenger revenues, for which there was a database requirement similar to that needed by the UPU for establishing airmail rates. The published data cover the operating costs which may be attributed to the passengers carried on international scheduled flights, but the original data collected for the study could be used to compute total operating costs for international services should a need to identify these costs by distance and/or by route group emerge in the future.

5 With these considerations in mind ICAO wishes to express its readiness to share its expertise and data bases in the field of air transport economics to facilitate a solution to the problem of establishing airmail conveyance rates.

Congress – Doc 85

Committee 7 (Parcel Post)

Final Protocol to the Postal Parcels Agreement

Proposals received after the end of the Committee's work

Proposal numbers:

- 5301.11, 5301.12, 5301.13, 5301.14, 5301.15, 5301.16, 5301.17, 5301.18, 5301.19, 5301.20, 5301.21, 5301.22, 5301.23, 5301.24, 5301.25, 5301.26, 5301.27, 5301.28, 5301.29, 5301.30, 5301.31, 5301.32, 5301.33, 5301.34, 5301.35, 5301.36, 5301.37, 5301.38, 5301.39, 5301.40, 5301.41;
- 5302.4, 5302.5, 5302.6, 5302.7, 5302.8;
- 5307.3;
- 5312.1;
- 5313.2, 5313.3, 5313.4, 5313.5, 5313.6;
- 5314.1, 5314.2, 5314.3, 5314.4.

Washington, 11 December 1989

Congress – Doc 86

Committees 4 (Letter Post – Regulatory aspects) and 6 (Airmail)

Final Protocol to the Convention

Proposals distributed after the end of the Committees' work

Proposal numbers:

2301.1, 2306.1, 2307.91, 2310.1, 2312.1, 2312.2, 2312.3, 2312.4, 2312.5, 2312.6, 2312.7, 2313.1, 2314.1, 2314.2, 2314.3, 2314.4, 2314.5, 2316.1, 2316.2, 2316.3, 2316.4, 2325.1, 2325.91, 2325.92, 2325.93/Rev 1, 2325.94, 2326.91, 2326.92, 2326.93, 2326.94, 4326.91, 4326.92, 4326.93, 4326.94, 4326.95, 4327.4

Washington, 11 December 1989

Congress – Doc 88

Approval of Detailed Regulations considered by Congress

1 Congress, at its eighth plenary meeting, decided on the immediate application of the provisions concerning the new legislative powers of the Executive Council (resolution C 1, Washington 1989).

2 By virtue of this decision, the Executive Council must be formally instructed to give final approval to:

- the Detailed Regulations of the Convention;
- the Detailed Regulations of:
  - the Postal Parcels Agreement,
  - the Money Orders Agreement and the Final Protocol relating thereto,
  - the Giro Agreement,
  - the Cash-on-Delivery Agreement.

3 Congress is therefore invited to approve the resolution given in the annex hereto.

Congress – Doc 88/Annex 1

Resolution

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, plenary meeting)

Congress – Doc 89

Communication from the Secretariat

Signing of the Acts

1 The ceremony of signing the Acts will take place on Thursday, 14 December 1989, starting at 2.00 pm, in room No 37 on the lower level of the Congress Centre.

2 To streamline this ceremony, Plenipotentiaries are requested to show their Congress badges to the Secretariat staff appointed for that purpose.

3 The times allocated to delegations for signing the Acts are as follows, where possible:

– from Rwanda to Zambia	from 2.00 to 3.00 pm
– from Zimbabwe to Denmark	from 3.00 to 4.00 pm
– from Djibouti to Lesotho	from 4.00 to 5.00 pm
– from Lebanon to Romania	from 5.00 to 6.00 pm

4 However, delegations which need to sign in advance are reminded that the signing room will be open from 9 am onwards.

5 For information, it is pointed out that no reservation or declaration may be made on the pages of signatures. However, delegations may submit to the Secretariat (room 20F) any declarations which will be included in the "List of declarations" published in volume III of the final Documents of the 1989 Washington Congress.

Washington, 11 December 1989

NB. – To make things easier for delegations in special circumstances, Plenipotentiairies authorized to sign the Acts may, **in exceptional cases**, sign the Acts from **Tuesday, 12 December 1989**, in room No 20B.

Congress – Doc 91

Declaration by the delegation of Israel

The delegation of Israel requests that the following declaration be distributed as a Congress document:

"When this 20th Congress opened last month, numerous speakers expressed their hopes for a cooperative effort, in order to solve the global problems facing all postal services, whether large or small, rich or poor. All of us understood that we must confront the new marketplace, in which service to the customer is the focus of our activities, and in which competition is a fact of life.

"Now, almost 5 weeks later, as we are approaching the close of the conference, we can be extremely proud of the results. We have fulfilled our responsibilities, both to our own administrations and to the UPU. The nearly unanimous adoption of so many resolutions attests to our ability to meet the challenges facing us.

"Essential to the success of the Congress was the resolve of its members to discuss issues in a spirit of cooperation and mutual understanding. In this spirit, we wish to acknowledge the advance achieved during this Congress, regarding the minimal number of political interventions.

"We would like to express our hope that in the next Congress, such statements will be even further reduced, so that the UPU can continue to devote its limited resources to implementing its objectives.

"Finally, we should like to extend our special congratulations to the Chairman of the Congress, Mr Horgan, whose skillful leadership contributed so significantly to the success of this conference.

ISAAC KAUL

Head of the delegation of Israel"