UPU EDI compliance project

Explanatory notes: own IMPC compliance report
Doc v1.1, 2021.05.31

Introduction

The own IMPC (International Mail Processing Centre) compliance report indicates if own IMPC codes are used in compliance with their definition in the UPU official list and if there are any issues with the definitions.

The reference for valid IMPCs is the up-to-date UPU code list 108 published on the UPU website (http://www.upu.int/en/activities/standards/code-lists.html): the full list of 6-character IMPC codes and all their attributes.

Most of the checks performed in the report are based on dispatch identifiers. The list of dispatch identifiers used is the exhaustive list of dispatch identifiers in PREDES messages sent by project participants during the full month of the report.

The dispatch identifier contains the origin IMPC code, destination IMPC code, mail category and mail class. This allows checking if IMPC codes used are valid for the combination of category and class.

One check (in section 1.2 of the report) is based on consignment information. For this part of the report, data is taken from CARDIT messages sent and this is limited to one week of data.

Issues reported in sections 1.1, 1.2 and 2 are taken into account in the calculation of the 'own IMPC' indicator in the compliance dashboard. Other issues reported (from section 3) are not considered in the calculation of the indicator.

1 Mail sent not compatible with origin (own) IMPC characteristics

1.1 Offices of exchange (usage for dispatches)

Each row corresponds to a dispatch series. For this series, the number of dispatches sent in the period is displayed. Rows are ordered by dispatch series.

The following columns are displayed, corresponding to the origin IMPC:

- **non-existent**: contains value 'x' if the origin IMPC code is not an opened IMPC
- **flow**: contains value 'x' if the origin IMPC is used for a flow that it does not support (in other words, if it is not valid for export)
- **categ**: contains value 'x' if the origin IMPC is used for a category that it does not support
- **class**: contains value 'x' if the origin IMPC is used for a mail class that it does not support
- **function**: contains value 'x' if the origin IMPC is not defined as an office of exchange

In order to resolve the issues, it may be necessary to adjust to the definition of own IMPCs. See the additional notes below for more information.

Example:

1.1 Offices of exchange (usage for dispatches)

orig IMPC	dest IMPC	categ [1]	class [2]	no. disp	non-existent	flow	categ	class	function
██████	██████	D	E	13			x		
██████	██████	D	E	5			x		
██████	██████	C	T	2		x	x	x	

Dispatches sent / *Issues based on own IMPC definition*

1: categ: A-airmail, B-S.A.L., C-surface, D-prio by surface
2: class: U-letters, C-parcels, E-EMS, T-empty bags

1.2 Mail units (usage for consignments - information in CARDIT)

Each row corresponds to a combination of consignment origin and mail category where there is an issue, with an indication of the number of corresponding consignments. It is important to note that the number of consignments is limited to one week of data in the month, and also limited to consignments in CARDIT for which the origin office is provided. But in case a consignment appears in several CARDIT messages (typically to different airlines), then it is counted as several occurrences.

Columns have exactly the same signification as in 1.1 (see above).

In order to resolve the issues, it may be necessary to adjust the definition of the own IMPCs.

Example:

1.2 Mail units (usage for consignments - information in CARDIT)

orig IMPC	categ [1]	no. cons	non-existent	flow	categ	function
██████	A	32				x

Consignments sent / *Issues based on own IMPC definition*

1: categ: A-airmail, B-S.A.L., C-surface, D-prio by surface

In this example, an IMPC was used as the origin of 32 consignments of category A but is not defined as a mail unit (issue with the IMPC function). In order to resolve the issue, the designated operator must update the definition of this IMPC in order to make it a mail unit, or alternatively stop using this IMPC as the origin of consignments.

2 Inbound anomalies: mail type (class and categ) not handled by any own IMPC in inbound… but mail received

An inbound anomaly is reported when dispatches are received for a combination of mail class and mail category that none of your IMPCs defined as an office of exchange handles.

Example:

2 Inbound anomalies: mail type (class and categ) not handled by any own IMPC in inbound… but mail received

Mail category [1]	Mail class [2]	No. partners	No. dispatches
D	U	1	14

1: categ: A-airmail, B-S.A.L., C-surface, D-prio by surface
2: class: U-letters, C-parcels, E-EMS, T-empty bags

In this example, the DO has no IMPC configured to receive letter mail (mail class U) sent as surface priority (mail category D), but received such mail from 1 partner, corresponding to 14 dispatches, during the month of the report.

In order to resolve the issue, the DO should adjust the configuration of at least one of its IMPCs defined as an office of exchange in order to accept the mail categories and classes listed.

3 Own offices of exchange with no PREDES traffic in last 6 months

This section lists own IMPCs meeting all the following conditions:

- defined as office of exchange (function 'O' or 'B')
- without any 'Valid to' date
- Not a military unit
- Not an ETOE (Extra Territorial Office of Exchange)
- No PREDES sent from this IMPC in the last 6 months
- No PREDES sent to this IMPC in the last 6 months

Based on PREDES exchanges, the listed IMPCs are not used.

According to UPU standard S34, Registration of international mail processing centres, the UPU is entitled to mark as closed the IMPCs for which operations have ceased for a period of at least six months (section 9.3 in standard S34).

Please confirm with UPU if the IMPCs listed in this section can be closed.

4 Duplicate attributes for several inbound IMPCs in same location

A 6-character IMPC code is composed of:

- position 1 to 5: location (UN/locode);
- position 6: postal subsidiary

There may be more than one IMPC per location/area (first 5 characters of the IMPC code). When this happens, only the last character differs between the codes.

If you have defined several IMPCs in the same location/area (same first 5 characters of the IMPC codes) and the inbound characteristics of these IMPCs are similar, it is confusing for partners: which IMPC should they choose as destination of their dispatches? They can pick randomly among the list of IMPCs sharing the same attributes.

In order to avoid confusion for your partners and to direct mail to a single IMPC, it is advised to avoid duplicate attributes for several inbound IMPCs in the same location.

For each combination of mail category, mail class and location, this section lists multiple IMPCs meeting the following conditions:

- Defined as an office of exchange (function 'O' or 'B')
- Accepting inbound mail for the combined mail category and mail class
- No 'valid to' date defined
- The 'special type' column is empty (not an ETOE, not a military unit)
- Usage not restricted to a bilateral agreement
- No 'Special restrictions' free text defined

For each IMPC listed, the code and long name are displayed.

Please note that an IMPC may appear several times in this report, if it shares several combinations of mail category and mail class with other IMPCs.

It is recommended to review and adjust the inbound characteristics of the IMPCs listed here in order to remove confusion for partners.

Example:

categ	class	location	IMPC code	IMPC name
A	C	███████		
			████U	██████████
			████V	███████████
A	E	█████		
			████R	██████████
			████T	██████████
A	T	█████		
			████E	███████
			████R	██████████████
			████V	█████████

In this example:

- 2 offices ending with U and V in the same location (hidden above) both accept mail of category A and class C
- 2 offices ending with R and T in the same location both accept mail of category A and class E
- 3 offices ending with E, R and V in the same location all accept mail of category A and class T

Additional notes

Correcting issues with own IMPCs may lead to requesting an update of own IMPCs in the UPU official list of IMPCs. This can be done online using the SCMS solution (SCMS=Standards code list Management System).

SCMS is accessible from these links:

- Anonymous access (read only):
  https://www.upu.int/en/activities/standards/scms-standards-code-list-management-system.html
- IMPC managers:
  https://www.upu.int/en/activities/standards/scms-registered-users.html

You need to be registered as an IMPC manager in order to submit IMPC update requests. If you need an account, please contact standards@upu.int.