

Dear Sir/Madam,

At its 2023.1 session, the Postal Operations Council (POC), in accordance with article 113.1.13 of the General Regulations as well as article 17 of the POC Rules of Procedure, examined and approved certain proposed amendments to the Convention Regulations, as set out in Annex 1.

The following table shows the numbers and titles of the relevant articles, as further detailed in Annex 1 (presented in numerical order). The amendments will enter into force on the dates indicated below.<sup>1</sup>

### Convention Regulations

#### Volume I Rules in Common

<i>Article</i>	<i>Subject</i>	<i>Entry into force</i>
08-002	Implementing provisions for providing electronic advance data	1 January 2025
17-009	Preparation of trial notes	1 January 2024
20-001	Items subject to customs control	1 September 2025

#### Volume II Letter Post Regulations

<i>Article</i>	<i>Subject</i>	<i>Entry into force</i>
17-104	Limits of size	1 August 2024
27-105 (formerly 27-110)	Amendments to transit charges	1 October 2023

<sup>1</sup> In accordance with article 18 of the POC Rules of Procedure, the International Bureau has renumbered some of the provisions referred to herein with a view to correctly reflecting their order in the consolidated version of the Regulations.

<i>Article</i>	<i>Subject</i>	<i>Entry into force</i>
31-107	Calculation of the rates of terminal dues for countries applying articles 30.5 to 13 and 31.5 to 9 of the Convention	1 January 2024
31-120	Self-declaration of bulky (E) and small packet (E) letter-post items	1 January 2024

**Forms**

<i>Form</i>	<i>Subject</i>	<i>Entry into force</i>
CN 31	Letter bill	1 January 2024
CN 32	Letter bill. Bulk mail	1 January 2024
CN 44	Trial note	1 January 2024
CP 87	Parcel bill	1 January 2024

Yours faithfully,

Ricardo Guilherme Filho  
Director of Legal Affairs

## Convention Regulations

### Volume I

#### Rules in common

##### Article 08-002

Implementing provisions for providing electronic advance data

New paragraphs 7 and 8 (provisionally 6bis and 6ter) have been created as follows:

7 When dispatching international postal items for which electronic advance data is required for certain destination countries, the designated operator of origin shall take reasonable measures to ensure that all such requirements (as referred to in paragraph 1) have been duly met and no “Request for Information”, “Request for Screening” or “Do Not Load” referrals have been received via ITMREF, in compliance with UPU EDI Messaging Standard M53.

8 When dispatching international postal items for which electronic advance data is required for certain destination countries, the designated operator of origin shall take reasonable measures to ensure that any “Request for Information” or “Request for Screening” referrals received via ITMREF have been processed and responded to via REFRSP, in compliance with UPU EDI Messaging Standards M53 and M54.

##### Article 17-009

Preparation of trial notes

Article deleted.

##### Article 20-001

Items subject to customs control

New paragraph 2.8 (provisionally 2.7bis) has been created as follows:

2.8 Senders of items containing goods of a commercial nature (whereby “commercial nature” is defined as involving a financial transaction associated with the item) shall provide six-digit WCO Harmonized System tariff codes on the customs declaration for each article contained in the item, where the destination member country has specified this requirement in the relevant compendium.

**Note.** – International Bureau commentary to be included in the Convention Manual: “In the light of the above paragraph, it may be emphasized that WCO Harmonized System codes are not mandatory for items containing goods of a non-commercial nature.”

**Volume II**  
**Letter Post Regulations**

## Article 17-104

## Limits of size

Paragraphs 1 and 4 have been amended as follows:

1 The limits of size of items other than postcards, aerogrammes and small packets are given below:

1.1 maxima: length, width and depth combined: 900 mm, but the greatest dimension may not exceed 600 mm, with a tolerance of 2 mm; in roll form: length plus twice the diameter: 1,040 mm, but the greatest dimension may not exceed 900 mm, with a tolerance of 2 mm;

1.2 minima: to have a surface measuring not less than 90 x 140 mm, with a tolerance of 2 mm; in roll form: length plus twice the diameter: ~~470~~ 304 mm: but the greatest dimension may not be less than ~~400~~ 210 mm.

4 The limits of size of small packets shall be as follows:

4.1 maxima: length, width and depth combined: 900 mm, but the greatest dimension may not exceed 600 mm, with a tolerance of 2 mm; in roll form: length plus twice the diameter: 1,040 mm, but the greatest dimension may not exceed 900 mm, with a tolerance of 2 mm;

4.2 minima: to have a surface measuring not less than 105 x 148 mm, with a tolerance of 2 mm; in roll form: length plus twice the diameter: 304 mm: but the greatest dimension may not be less than 210 mm.

## Article 27-105 (formerly 27-110)

## Amendments to transit charges

Paragraph 2 has been amended and new paragraphs 3 and 4 have been created as follows:

2 The designated operator making such changes shall provide the International Bureau with the relevant information concerning the notification in 1.2. For each designated operator, the International Bureau shall check and validate compliance with the provisions of article 27-~~101~~.

3 Where the relevant information in 2 is not provided, the International Bureau shall determine the average of the transit charges payable to the different destinations within each group in 27-101.1.2.1 without application of the weighting described in that article.

4 Concerning the cases under 3, the International Bureau shall, by no later than 30 September, communicate the methodology for determining the distances to be used for the calculation of charges corresponding to the transport of items forwarded in transit à découvert.

Article 31-107

Calculation of the rates of terminal dues for countries applying articles 30.5 to 13 and 31.5 to 9 of the Convention

New paragraph 3 (provisionally 2bis) has been created as follows:

3 Where available, the average monthly exchange rates shall be determined on the basis of the data published by the International Monetary Fund (IMF). For a currency for which daily exchange rates with SDR are not published by the IMF, the calculation shall be made through the medium of the United States dollar using the prevailing United Nations Operational Rates of Exchange.

Article 31-120

Self-declaration of bulky (E) and small packet (E) letter-post items

New paragraph 5 has been created as follows:

5 For the purposes of article 29.1 of the Convention, the average monthly exchange rate of the five-month period ending 31 March of the year preceding the year to which the self-declared rates would be applicable shall be determined in accordance with article 31-107.

**Forms**

Form CN 31  
Letter bill

Form amended as shown.



LETTER BILL

CN 31

Operators	Origin						Previous number
	Destination						
Origin OE and IMPC code	Destination OE and IMPC code	Category	Sub-class	Year	Dispatch No.	Date	
Transportation							

**1 Number of receptacles**

Receptacle labels	Red labels	White/blue labels	Receptacle types	Bags	Trays	Others	Total
Priority/Non-priority – LC/AO			Receptacles in mail				
M bags			Receptacles to be returned				
Empty receptacles	Green labels		Empty receptacles being returned				

**2 Transit charges and terminal dues**

Mail subject to terminal dues, totals by format			Totals for other types of mail		
Format	Number	Weight	Type of mail	Number	Weight
P or S			M bags up to 5 kg		
G			M bags more than 5 kg		
E			Mails of empty receptacles		
Mixed mail			Mail exempt from terminal dues		
Total dispatch weight					

**3 Identified items**

	Number of receptacles containing	Number of inner packets containing	Number of special lists	Number of items subject to additional terminal dues	Number of items exempt from additional terminal dues	Total number of items
Registered items						
Insured items						
Tracked items						

**4 IBRS and miscellaneous information**

Presence of COD	IBRS	IBRS bags	IBRS bundles	Total IBRS items
unregistered items <input type="checkbox"/>				
registered items <input type="checkbox"/>	Number			
Number of CN 65 bills	Weight			

**5 Closed transit receptacles included**


Total number of receptacles	Total weight	List of pairs "origin office code – destination office code"

Dispatching office of exchange  
Signature

Office of exchange of destination  
Signature

Form CN 32  
Letter bill. Bulk mail

Form amended as shown.

Dispatch-ID		LETTER BILL					CN 32	
		Bulk mail						
Operators	Origin						Previous number	
	Destination							
Origin OE and IMPC code	Destination OE and IMPC code	Category	Sub-class	Year	Dispatch No.	Date		
Transportation								

1 Receptacle labels and types

Receptacle labels			Receptacle types	Bags	Trays	Others	Total
Number of labels	Red	Violet	Receptacles in mail				
Total weight			Receptacles to be returned				
			Empty receptacles being returned				

2 Number of items and weight per format

Format	Number of receptacles	Weight	Number of items
P or S			
G			
E			
Mixed mail			

3 Identified items

	Number of receptacles containing	Number of inner packets containing	Number of special lists	Number of items subject to additional terminal dues	Number of items exempt from additional terminal dues	Total number of items
Registered items						
Insured items						
Tracked items						

4 Miscellaneous information

Number of CN 65 bills	Presence of COD:	unregistered items <input type="checkbox"/>	registered items <input type="checkbox"/>
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Dispatching office of exchange  
Signature

Office of exchange of destination  
Signature

8

Form CN 44  
Trial note

Form withdrawn.

Form CP 87  
Parcel bill

Form amended as shown.

Dispatch-ID  PARCEL BILL CP 87

Operators	Origin						Previous number
	Destination						
Origin OE and IMPC code	Destination OE and IMPC code	Category	Sub-class	Year	Dispatch No.	Date	
Transportation							

Detailed entry

Serial No.	Parcel-ID	Origin	Country of destination	Weight	Insured value	Land and sea rates payable		Air conveyance dues payable		Observations
						by dispatching designated operator to receiving designated operator	by receiving designated operator to dispatching designated operator	by dispatching designated operator to receiving designated operator	by receiving designated operator to dispatching designated operator	
	1	2	3	4	5	6	7	8	9	10
1										
2										
3										
4										
5										
6										
7										
8										
9										
10										
11										
12										
13										
Total										

Dispatch summary

Bulk entry	Dispatch total	Receptacles by type		Bags	Other	Total
Weight of parcels	Gross weight	No. of receptacles				
No. of parcels	No. of parcels	No. of receptacles to be returned				
	No. of parcels out of bag	No. of empty receptacles				
<input type="checkbox"/> COD parcels included	Observations					

Dispatching office of exchange  
Signature

Office of exchange of destination  
Signature