

Dear Sir/Madam,

At its 2024.1 session, the Postal Operations Council (POC), in accordance with article 113.1.12 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 and Final Protocol

### 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 September 2025
17-002	Equivalentents	1 September 2024
17-004	International Bureau publications	1 September 2024
17-009	Transfer of mails	1 January 2025
17-010	Preparation and checking of CN 37, CN 38, CN 41 or CN 47 delivery bills	1 January 2025
17-014	Return of empty receptacles	1 January 2025
18-003	Advice of delivery for letter-post items and parcels	1 January 2025
20-001	Items subject to customs control	1 June 2026
21-002	Inquiries when using a CN 08 form	1 January 2025
21-003	Inquiries when using IBIS	1 January 2025
25-004	Determination of liability between designated operators	1 January 2025
27-002	Application of transit charges	1 January 2025

<sup>1</sup> In accordance with article 18 of the POC Rules of Procedure, the International Bureau shall, following the adoption of the amendments referred to herein, renumber any relevant provisions of the Regulations with a view to correctly reflecting their order in the consolidated version of that Act.

<i>Article</i>	<i>Subject</i>	<i>Entry into force</i>
35-007	Letter mail: preparation, transmission and acceptance of CN 55, CN 56 and CN 69 statements	1 January 2025

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

<i>Article</i>	<i>Subject</i>	<i>Entry into force</i>
17-107	Special provisions applicable to each category of items	1 January 2025
17-107	Special provisions applicable to each category of items	1 September 2024
17-131	Electronic exchanges to support mail processes	1 January 2026
17-132	Checking of mails	1 January 2025
17-132	Checking of mails	1 January 2025
17-132	Checking of mails	1 January 2025
18-102	Tracked items	1 January 2025
18-103bis (provisional numbering)	M bags	1 January 2025
18-106bis (provisional numbering)	Advice of delivery for letter-post items	1 January 2025
19-102	Redirection	1 January 2025
27-103	Airmails and surface airlifted (S.A.L.) mails in transit by surface	1 January 2025
31-104	Supplementary remuneration for registered, insured and tracked items	1 September 2024
31-113	Request for payment specific to bulk mail	1 September 2024
31-122	Remuneration for returned undeliverable letter-post items	1 September 2024
34-103	Preparation of CN 66 and CN 67 statements of weights	1 January 2025
34-106	Air conveyance dues for diverted or mis-sent mails or receptacles	1 January 2025

**Volume III**  
**Parcel Post Regulations**

<i>Article</i>	<i>Subject</i>	<i>Entry into force</i>
17-210	Formalities to be complied with by the sender	1 September 2024
17-212	Sender's instructions at the time of posting	1 September 2024
17-224	Check of mails	1 January 2025
33-201	Inward land rates	1 September 2024

**Final Protocol**

<i>Article</i>	<i>Subject</i>	<i>Entry into force</i>
Article R X	Application of the liability of designated operators	The date of this circular <sup>2</sup>

**Forms**

<i>Form</i>	<i>Subject</i>	<i>Entry into force</i>
CN 22	Customs declaration label	1 June 2026
CN 23	Customs declaration	1 June 2026
CP 72	Manifold set. Customs declaration/ Dispatch note	1 June 2026
CN 07	Advice of receipt/of delivery/of payment/of entry	1 January 2025

Yours faithfully,

Ricardo Guilherme Filho  
Director of Legal Affairs

<sup>2</sup> Such a reservation shall enter into force with immediate effect following formal notification of its adoption, through this circular, to all member countries.

## Convention Regulations

### Volume I

#### Rules in common

##### Article 08-002

Implementing provisions for providing electronic advance data

A new paragraph 1bis (provisional numbering) has been created as follows:

1bis Items containing goods may be subject to transit security-based requirements for providing electronic advance data as referred to in article 8.1 of the Convention and further specified in the respective provisions of the Regulations. Letters, postcards, printed papers (other than books) and letter-post items containing correspondence or items for the blind shall be exempted from these requirements.

##### Article 17-002

Equivalents

Paragraph 6 has been deleted.

##### Article 17-004

International Bureau publications

The article has been amended as follows:

##### Article 17-004

~~International Bureau~~ Union publications

1 The ~~International Bureau~~ Union shall publish, on the basis of information supplied in accordance with article 17-003, an official compendium of information of general interest relating to the implementation of the Convention and its Regulations in each member country. It shall also publish similar compendia relating to the implementation of the Postal Payment Services Agreement and its Regulations, on the basis of the information supplied by the member countries and/or designated operators concerned in accordance with the relative provisions in the Regulations of that Agreement.

2 ¶ The Union shall also publish, from information supplied by member countries and/or their designated operators and, if appropriate, by the Restricted Unions as regards 2.1, or the United Nations as regards ~~2.5~~ 2.4:

2.1 a list of addresses, heads and senior officials in charge of postal affairs of member countries, designated operators and Restricted Unions including their e-mail addresses. The list shall, at least as concerns member countries and their designated operators, also contain information about any specific addresses, including e-mail addresses, in the following areas:

2.1.1 to (No change.)

2.3.2

~~2.4~~ — a list of equivalents;

~~2.5~~ 2.4 a list of prohibited articles which shall also include narcotics prohibited under the multilateral treaties on narcotics and the definitions of dangerous goods prohibited from conveyance by post drawn up by the International Civil Aviation Organization;

~~2.6~~ — a compendium of designated operators' domestic charges;

~~2.7~~ 2.5 statistical data relating to the postal services, as well as other national postal activities;

~~2.8~~ 2.6 studies, opinions, reports and other statements relating to the postal service;

~~2.9~~ — the following three catalogues:

~~2.9.1~~ International Bureau library catalogue (listing the works acquired by the library);

~~2.9.2~~ International Bureau periodicals catalogue (listing the periodicals received at the International Bureau);

~~2.9.3~~ International Bureau film library catalogue (listing the films available for loan by the International Bureau to member countries and designated operators);

~~2.10~~ — a catalogue of postal equipment;

~~2.11~~ — information on the internal air conveyance dues within the country of destination, where applicable, and a list of relevant dispatch series made to each destination operator, based on PREDES messages, to facilitate planning of transit;

~~2.12~~ 2.7 a *liste des distances aéropostales* (List of Airmail Distances) drawn up in collaboration with the air carriers.

3 ¶ The Union shall also publish:

3.1 the Manuals of the Convention and of the Postal Payment Services Agreement;

3.2 the other Acts of the UPU annotated by the International Bureau;

- ~~3.3~~ the Multilingual Vocabulary of the International Postal Service;
- ~~3.4~~ 3.3 the Letter Post and Parcel Post Compendia Online, on the UPU website;
- ~~3.4~~ the postal sector terminology database (TERMPOST);
- ~~3.5~~ the database on direct access to domestic services;
- ~~3.6~~ the UPU Technical Standards, UPU EDI Messaging Standards and UPU Code Lists;
- ~~3.7~~ a customs compendium containing information on special customs and security requirements for the provision of electronic advance data.

4 Amendments to the various publications listed under 1 to 3 shall be notified by circular, bulletin, supplement or other appropriate means. ~~However, any amendments to the publications listed under 2.11 and 2.12 and the date on which the amendments take effect shall be notified to member countries and designated operators by the quickest means (air or surface), with the minimum of delay and in the most appropriate form.~~

5 The above publications ~~published by the International Bureau~~ shall be ~~distributed~~ made available to member countries, ~~and their~~ designated operators ~~and, where appropriate, other authorized third parties~~ in accordance with the following rules:

- ~~5.1~~ All publications, ~~excepting the one specified under 5.2, shall be distributed in three copies, one of which shall be in the official language. The other two shall be supplied published in electronic format on the Union's website~~ either in the official language or, where appropriate, in the other languages requested used by the Union in accordance with ~~article 155~~ the relevant provisions of the General Regulations.
- ~~5.2~~ The periodical "Union Postale" shall be distributed in proportion to the number of contribution units assigned to each member country and designated operator ~~under article 150 of the General Regulations.~~
- ~~5.3~~ 5.2 ~~Over and above the number of copies distributed free of charge by virtue of the rules set out under 5.1~~ In accordance with the relevant provision of the General Regulations, member countries, and their designated operators and, where appropriate, other authorized third parties, may also purchase, on request, printed versions of International Bureau Union publications at cost price.
- ~~5.3~~ However, specifically with respect to the acquisition of printed versions of the periodical *Union Postale* by member countries, and only at their request, the periodical may be distributed, at no additional cost, in proportion to the number of contribution units assigned to each member country in accordance with the relevant provision of the General Regulations, namely, one copy per contribution unit, with at least one copy per member country.

~~6 Publications published by the International Bureau shall also be sent to the Restricted Unions.~~

Article 17-009  
Transfer of mails

Paragraph 2 has been amended as follows:

2 Delivery bill information shall be prepared by the sending office and provided to the destination office as well as other parties, if any, involved in the transport of dispatches, including dispatches of letter-post items posted in bulk. The delivery bill information shall preferably be provided electronically, following consultation with the destination designated operator and, if applicable, the transit designated operator, using the latest version of the relevant UPU EDI Messaging Standards of PRECON and CARDIT; when this is not possible, the delivery bill information shall instead be shared via UPU forms.

Article 17-010  
Preparation and checking of CN 37, CN 38, CN 41 or CN 47 delivery bills

Paragraph 4 has been amended as follows:

4 Any intermediate office or office of destination which notices errors in the entries on the CN 37, CN 38, CN 41 or CN 47 delivery bill or electronic equivalent shall immediately correct them. It shall report them by a CN 43 (for letter post) or CP 78 (for parcels) verification note to the last dispatching office of exchange and to the office of exchange which made up the consignment. Designated operators may agree to make systematic use of electronic mail or any other appropriate means of telecommunication for reporting irregularities.

Article 17-014  
Return of empty receptacles

Paragraph 3 has been amended as follows:

3 If the designated operators of transit and destination agree, empty receptacles being returned by surface may be placed in the receptacles containing postal items. In all other cases, empty receptacles shall be returned in separate dispatches. The special dispatches containing only returned empty receptacles shall be described on CN 47 delivery bills or electronic equivalent and CN 31 letter bills or CP 87 parcel bills. Receptacles of empty receptacles may be sealed by agreement between the designated operators concerned. The labels shall be endorsed "Sacs vides" (Empty receptacles).

Article 18-003

Advice of delivery for letter-post items and parcels

Article 18-003 has been deleted.

Article 20-001

Items subject to customs control

Paragraph 2.8 (provisionally 2.7bis) has been amended as follows:

- 2.8 Senders of items containing goods of a commercial nature (whereby “commercial nature” is defined as involving a financial transaction between the sender and addressee 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.

Article 21-002

Inquiries when using a CN 08 form

Paragraph 3.1 has been amended as follows:

- 3 Inquiries about the non-return to sender of an advice of delivery
- 3.1 In the case provided for in article ~~18-003.4.3~~ 18-106bis.4.3 and if an item has been delivered, the designated operator of the destination country shall obtain on the CN 07 advice of delivery form bearing the word “Duplicata” the signature of the person who has received the item. Subject to the legislative provisions of the country of the designated operator dispatching an advice of delivery, instead of obtaining a signature on the duplicate of the advice of delivery, it shall also be authorized to attach to the CN 07 form a copy of a document used in the domestic service with the signature of the person who has received the item or a copy of the electronic signature affixed upon delivery of the item. The CN 07 form shall remain attached to the CN 08 inquiry form for subsequent delivery to the claimant.

Article 21-003

Inquiries when using IBIS

Paragraph 5 has been amended as follows:

- 5 If the sender asserts that, despite the designated operator of destination’s attestation of delivery, the addressee claims not to have received the item under inquiry, the designated operator of destination shall be obliged to provide the sender



with confirmation of the delivery by letter, CN 07 advice of delivery or some other means, signed in conformity with article ~~18-003~~ 18-106bis, or a copy of a signature of acceptance or some other form of evidence of receipt from the recipient, in conformity with article 17-205.3 or 18-001.6.2.5.

#### Article 25-004

##### Determination of liability between designated operators

Paragraph 1 has been amended as follows:

1 Until the contrary is proved, liability shall rest with the designated operator which, having received the item without reporting a discrepancy ~~by means of a CN 43 verification note, in the case of letter-post items, and by means of a CN 43 verification note and/or a CP 78 verification note, or a CN 37, CN 38 or CN 41 delivery bill, in the case of parcels,~~ at the time of receipt of the mail in which the item was dispatched, and being furnished with all the prescribed means of inquiry, cannot prove either delivery to the addressee or, where appropriate, correct transfer to another designated operator. Such discrepancies shall be reported by means of a CN 43 verification note for letter-post items and/or a CP 78 verification note for parcel-post items, and/or a CN 37, CN 38 or CN 41 delivery bill, or electronic equivalents of the verification notes and delivery bills referred to herein.

#### Article 27-002

##### Application of transit charges

Paragraph 2.1 has been amended as follows:

2 Sea transport shall begin when the mail dispatches are handed over to the shipping company appointed by the sending designated operator and shall end when the mail dispatches are handed over to the designated operator of destination, or when the designated operator of destination has been given the delivery order or any other relevant document, whichever is the earlier. Sea transit charges, payable by the sending designated operator, include all costs incurred by the shipping company at the port of arrival. If the designated operator of destination has to pay additional charges for services incurred prior to notification, such as port charges, canal tolls, terminal or pier charges for related service and any other similar charges for handling containerized or bulk dispatches, the designated operator of destination shall obtain reimbursement of these additional charges from the dispatching designated operator. However, any storage costs incurred after notification by the shipping company that the mail dispatches are available and physically accessible for collection, shall be borne by the designated operator of destination.

- 2.1 Notwithstanding the provision of 2, the designated operator of destination of the mails shall collect from the designated operator of origin the sum corresponding to the port storage charges, when the dispatching office fails to send a copy of the CN 37 bill or electronic equivalent in time as provided for in article 17-009.4.1.

Article 35-007

Letter mail: preparation, transmission and acceptance of CN 55, CN 56 and CN 69 statements

Paragraph 4 has been amended as follows:

- 4 For surface transit mail, the designated operator of transit shall prepare a CN 69, by origin and destination office of exchange and type of mail, based on its own record of the receptacles that it forwards as closed transit and in accordance with the particulars contained in the CN 37 delivery bills or electronic equivalent that it prepares, during the quarter.

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

Article 17-107

Special provisions applicable to each category of items

Paragraph 7 has been deleted.

Article 17-107

Special provisions applicable to each category of items

Paragraphs 8.1.2 and 8.1.3 have been amended as follows:

8 Bulk mail

8.1 Bulk items shall be characterized by:

- 8.1.1 the receipt, in the same mail or in one day when several mails are made up per day, of 1,500 or more items posted by the same sender; or
- 8.1.2 the receipt, in a period of two weeks, of 5,000 or more items posted by the same sender; or

8.1.3 the receipt from a country, in a period of four weeks, of mails whose total weight is composed of at least 90% of bulky (E) or small packet (E) letter-post items, provided that the total weight of such mail received has increased by more than 50% 25% compared to the same four weeks the year before.

8.1.3.1 The provision in 8.1.3 shall not apply to an increase of mail of less than 3 tonnes if, within the time specified in this paragraph, the competent authority of the country of the sending designated operator verifies and confirms in writing that all of the mail originated in the country of the sending designated operator. Such communication shall be provided to the designated operator of destination within 60 days from the date of the notification by the designated operator of destination invoking the provision in 8.1.3.

#### Article 17-131

Electronic exchanges to support mail processes

Paragraph 2 has been amended as follows:

2 Designated operators shall provide track-and-trace information with respect to the outward and inward letter-post items on their national territory via EMSEVT V3 messages as described in UPU standard M40 in the following cases:

2.1 For tracked, registered and insured items, the exchange of EMSEVT shall be mandatory with all partners. Supplementary remuneration for the provision of track-and-trace information shall be paid in accordance with the provisions set out in articles 31-104 and 31-105.

~~2.2 For registered and insured items, the exchange of EMSEVT shall be mandatory only within the supplementary remuneration programme, for those designated operators that participate fully in the programme according to articles 31-104 and 31-105. Data exchange with other participants shall be optional.~~

#### Article 17-132

Checking of mails

Paragraph 3 has been amended and a new paragraph 3bis (provisional numbering) has been created as follows:

3 When an intermediate office ~~or office of destination~~ establishes that the difference between the actual weight and the recorded weight ~~recorded~~ of a receptacle ~~or the difference between the actual number or weight and the number or weight recorded of IBRS items~~ exceeds the limits provided for under 2.1 ~~or 2.2 or 2.3~~, as the case may be, it shall ~~amend the receptacle label and the delivery bill. It shall imme-~~

diately notify the dispatching office of exchange ~~and when appropriate the last intermediate office of exchange~~ of the mistake by CN 43 verification note or by means of an agreed reconciliation process.

3bis When an office of destination establishes that the difference between the actual weight and the recorded weight of a receptacle or the difference between the actual number or weight and the recorded number or weight of IBRS items exceeds the limits provided for under 2.1, 2.2 or 2.3, as the case may be, it shall immediately notify the dispatching office of exchange and, when appropriate, the last intermediate office of exchange of the mistake by CN 43 verification note or by means of an agreed reconciliation process.

Article 17-132  
Checking of mails

Paragraph 6 has been amended as follows:

6 Upon receipt of a mail, the office of exchange of destination shall proceed as follows:

6.1 to (No change.)

6.7

6.8 Designated operators may agree to substitute procedures provided in 6.6 and 6.7 with information sent electronically concerning inward receipt (RESDES message, EMSEVT event EMD) and delivery (EMSEVT events EDH/EMH/EMI). Designated operators may also agree to substitute the paper-based reporting of irregularities (CN 43 verification notes) with an agreed volume (weight and item count) reconciliation process using electronically captured information.

6.9 (No change.)

Article 17-132  
Checking of mails

Paragraph 9 has been amended as follows:

9 Each designated operator shall have the right, in accordance with its national legislation and the procedures agreed with its customs authorities, to open and inspect M bags received, to check for compliance with the product specification detailed in ~~article 17-107.7.1 to 7.5~~ 18-103bis.1 to 5 and to ensure customs compliance. Any items that are found not to be in compliance with the product specification shall be charged at the destination designated operator's terminal dues rates for priority and non-priority mail. A CN 43 verification note shall be raised to advise the origin designated operator of the adjustments to the CN 31 letter bill.

Article 18-102  
Tracked items

Paragraph 1 has been amended as follows:

1 ~~Tracked items~~ Letter-post items sent as tracked items according to the relevant provisions of the Convention shall be delivered in through the domestic priority service.

A new article 18-103bis (provisional numbering) has been created as follows:

Article 18-103bis  
M bags

1 M bags

1.1 Certain other articles may also be admitted in M bags, provided the following conditions of entry are met:

1.1.1 the articles (disks, tapes, and cassettes; commercial samples shipped by manufacturers and distributors; or other non-dutiable commercial articles or informational materials that are not subject to resale) are affixed to or otherwise combined with the accompanying printed papers;

1.1.2 the articles relate exclusively to the printed papers with which they are being mailed;

1.1.3 the weight of each item which contains articles in combination with printed papers does not exceed two kilogrammes;

1.1.4 the M bags are accompanied by a CN 22 or CN 23 customs declaration form prepared by the sender in accordance with the provisions laid down in article 20-001.2.9.

1.2 The addressee's address shall be shown on each packet of printed papers included in a special bag and sent to the same addressee at the same address.

1.3 Every M bag shall be furnished with a rectangular address label provided by the sender and giving all the information concerning the addressee. The address label shall be made of sufficiently rigid canvas, strong cardboard, plastic, parchment, or paper glued to wood and shall be provided with an eyelet. It shall not be smaller than 90 x 140 mm with a tolerance of 2 mm.

1.4 The total amount of prepayment for M bags shall be shown on the address label on the bag.

- 1.5 With the agreement of the designated operator of destination, packets of printed papers may also be admitted as M bags when they are not packed in a bag. Such packets shall be marked very visibly with a letter M near the addressee's address. The nature of the contents shall be indicated directly on the item (CN 22/CN 23).
- 1.6 Designated operators shall apply a single barcode identifier conforming to UPU Technical Standard S10 to M bags to enable the provision of cross-border customs electronic advance data in compliance with UPU EDI Messaging Standard M33 (ITMATT V1). However, the presence of such an identifier shall not imply the provision of a delivery confirmation service. The identifier should appear on the front of the item and should not obscure the other service markings, indicia or address information.
- 1.7 In accordance with article 08-002, designated operators shall capture and exchange electronic advance data. The data shall replicate the information documented on the appropriate UPU customs declaration form and shall be compliant with UPU EDI Messaging Standard M33 (ITMATT V1).

A new article 18-106bis (provisional numbering) has been created as follows:

Article 18-106bis

Advice of delivery for letter-post items

1 In the case of designated operators which offer the advice of delivery service to customers, the sender of a registered letter-post item or insured item may apply for an advice of delivery at the time of posting by paying a charge, the guideline amount of which shall be 0.98 SDR.

2 This advice of delivery shall be returned to the sender by the quickest route (air or surface). Designated operators may agree on the electronic exchange of advices of delivery for registered or insured letter-post items when they offer the electronic advice of delivery service to their customers.

3 Marking of items with advices of delivery

3.1 Items for which the sender requests an advice of delivery shall bear in bold type on the address side the letters A.R. The sender shall give their name and address in roman letters on the outside of the item. The latter indication, when it appears on the address side, shall be placed in the top left-hand corner. This position shall as far as possible also be assigned to the letters A.R., which may be located beneath the sender's name and address where these are given.

3.2 The items mentioned under 3.1 shall be accompanied by a light red CN 07 form of the consistency of a postcard. The CN 07 form shall bear in bold type the letters A.R. The sender shall complete, in roman letters and using means other than ordinary pencil, the various sections as indicated by the form's layout. The front of the form shall be completed by the office of origin or by any other office appointed by the dispatching designated operator and be securely attached to the item. If the form does not reach the office of destination, that office shall automatically make out a new advice of delivery.

3.3 In calculating the postage for an advice of delivery item, including, where applicable, calculation of the air surcharge, the weight of the CN 07 form may be taken into account. The advice of delivery charge shall be represented on the item with the other charges.

#### 4 Treatment of advices of delivery

4.1 As a matter of priority, the advice of delivery shall be signed by the addressee or, if that is not possible, by another person authorized to do so under the regulations of the country of destination. If those regulations so provide, the advice may be signed by the official of the office of destination except in the case of delivery to the addressee in person. In addition to the signature, the name in capital letters or any clear and legible indication permitting unambiguous identification of the person signing shall also be obtained. The identification information referred to herein may also be obtained by electronic means.

4.2 The office of destination shall return the duly completed and signed CN 07 form direct to the sender by the first mail. This form shall be sent without an envelope by the quickest route (air or surface). If the advice of delivery is returned without having been duly completed, the irregularity shall be notified by means of the CN 08 form provided for in article 21-001, to which the relevant advice of delivery shall be attached.

4.3 When the sender inquires about an advice of delivery which he has not received within a normal period, this advice shall be requested free of charge on form CN 08. A duplicate of the advice of delivery, bearing on the front in bold letters the word "Duplicata" (Duplicate), shall be attached to the CN 08 inquiry form for letter-post items.

4.4 Designated operators that have established systems to generate electronic delivery confirmation and have agreed to exchange such data with the designated operator of origin of the items shall have the right to use signatures captured electronically from these systems to provide proof of delivery of individual items to the sending designated operator, subject to CN 08 inquiry for letter-post items. The electronic delivery confirmation data may be provided electronically (e-mail) or in hard-copy form at the discretion of the delivering designated operator.

4.5 As provided for in article 10 of the Convention, the processing of any personal data associated with electronic advice of delivery and electronic delivery confirmation referred to in this article shall be in accordance with the national legislation of the member country concerned.

5 Accounting charges

5.1 Each designated operator returning an advice of delivery (CN 07 form) to another designated operator shall be entitled to collect from that designated operator a sum corresponding to the costs incurred for returning the advice of delivery. This sum shall be fixed in accordance with the IBRS accounting charges set out in article 18-104.4. The advices of delivery shall be transmitted and accounted for together with the IBRS items, following the process and using the forms provided for in articles 18-104.5 and 17-125 for IBRS items.

5.2 The provisions under 5.1 shall apply by analogy to the electronic advice of delivery in cases where designated operators offer this service to their customers.

Article 19-102

Redirection

Paragraph 5.6 has been deleted.

Article 27-103

Airmails and surface airlifted (S.A.L.) mails in transit by surface

Paragraph 2 has been amended as follows:

2 In the case referred to above, the transit charges shall be calculated in accordance with the actual gross weights shown on the CN 38 delivery bills or electronic equivalent for airmails and on the CN 41 bills or electronic equivalent and, where appropriate, the CN 36 labels for S.A.L. mails.

Article 31-104

Supplementary remuneration for registered, insured and tracked items

Paragraph 1.2 has been amended as follows:

1.2 For tracked items: the additional payment specified in article 28.9 of the Convention shall be paid for each item for which an EDH (arrival at collection point for pick up by recipient), EMH (unsuccessful delivery attempt) and/or EMI (final delivery) event has been transmitted. In the years 2022, 2023, ~~and~~ 2024 and 2025, countries in the transitional system shall receive the additional



payment in article 28.9 of the Convention for each item for which an EMD (arrival at the inward office of exchange) event has been transmitted. In order to qualify for the supplementary remuneration, designated operators must fulfil the conditions for this category of items defined in paragraphs 2 and 3.

#### Article 31-113

##### Request for payment specific to bulk mail

Paragraphs 1, 3 and 4 have been amended as follows:

1 The designated operator of destination shall be authorized to request the application of the payment specific to bulk mail when it establishes:

- 1.1 the receipt, in the same mail, or in one day when several mails are made up per day, of 1,500 or more items posted by the same sender; or
- 1.2 the receipt, in a period of two weeks, of 5,000 or more items posted by the same sender; or
- 1.3 to (No change.)
- 2.2

3 Notwithstanding the provisions under 2.1, the designated operator of destination shall be authorized to apply with immediate effect the payment specific to bulk mail when it establishes:

- 3.1 the receipt, in the same mail, or in one day when several mails are made up per day, of 3,000 or more items posted by the same sender; or
- 3.2 the receipt, in a period of two weeks, of 10,000 or more items posted by the same sender; or
- 3.3 in the case of items received from countries with terminal dues accounting and billing on the basis of a rate per kilogramme only, the receipt, in a period of four weeks, of mails whose total weight is composed of at least 90% of bulky (E) or small packet (E) letter-post items and which represents a ~~50%~~ 25% increase in the total weight of such mail received in the same four weeks the year before.

3.3.1 The provision in 3.3 shall not apply to an increase of mail of less than 3 tonnes if the competent authority of the country of the sending designated operator verifies and confirms in writing that all of the mail originated in the country of the sending designated operator, as stipulated and within the time specified in 17-107.8.1.3.1.

4 The designated operator of destination that wishes to apply the payment specific to bulk mail with immediate effect shall:

- 4.1 (No change.)

- 4.2 if based on provision 3.3, notify the sending designated operator that it will check, for a period of four weeks, the composition of the mail, to determine the percentage of total weight of bulky (E) or small packet (E) letter-post items. After this period, if the conditions in 3.3 are met, the bulk mail rates can be charged, provided that the total weight of such mail received has increased by more than ~~50%~~ 25% compared to the same four weeks the year before.

#### Article 31-122

##### Remuneration for returned undeliverable letter-post items

Paragraph 4 has been deleted and paragraph 7 has been amended as follows:

7 Notwithstanding the provisions of paragraph 6, designated operators may issue statements and accounts themselves for accounting returned undeliverable letter-post items. The mechanism is as follows:

7.1 These designated operators shall indicate in the Letter Post Compendium Online that they choose to generate all accounts for returned undeliverable letter-post items themselves. This choice may only be changed yearly and shall be announced ~~with the same deadline as that indicated in paragraph 4~~ by no later than 31 October to enter into force on 1 January of the following year.

7.2 and (No change.)

7.3

#### Article 34-103

##### Preparation of CN 66 and CN 67 statements of weights

Paragraph 1 has been amended as follows:

1 Each creditor designated operator shall prepare a CN 66 statement, monthly or quarterly as preferred, on the basis of the airmail particulars entered on the CN 38 delivery bills or electronic equivalent. Mails carried over the same air sector shall be entered on the CN 66 statement by office of origin, then by country and office of destination, and in chronological order of the mails for each office of destination. When the copies of the CN 55 statement are used for the settlement of air conveyance dues inside the country of destination in accordance with article 34.5 of the Convention, CN 55 statements of weights prepared on the basis of CN 31 and CN 32 letter bills shall be used.

## Article 34-106

Air conveyance dues for diverted or missent mails or receptacles

Paragraphs 2, 3 and 4 have been amended as follows:

2 It shall settle the conveyance dues as far as the airport of offloading initially provided for on the CN 38 delivery bill or electronic equivalent when:

- 2.1 the actual forwarding route is not known;
- 2.2 the dues for the sectors actually covered have not yet been claimed; or
- 2.3 the diversion is attributable to the airline which effected the conveyance.

3 The supplementary dues relating to the sectors actually covered by the diverted mail shall be reimbursed as follows:

- 3.1 by the designated operator whose services have committed the error in the case of misrouting;
- 3.2 by the designated operator which has collected the conveyance dues paid to the airline when the latter has offloaded in a place other than that shown on the CN 38 delivery bill or electronic equivalent.

4 The provisions set out under 1 to 3 shall be applicable by analogy when part only of a mail is offloaded at an airport other than that indicated on the CN 38 delivery bill or electronic equivalent.

### **Volume III Parcel Post Regulations**

## Article 17-210

Formalities to be complied with by the sender

Paragraph 2 has been amended as follows:

2 The standard number of CN 23 customs declarations to accompany a parcel (or letter-post item ~~whose contents exceed 300 SDR in value~~) shall be limited to two. Where designated operators agree in advance, a single CN 23 customs declaration may accompany the parcel (or letter-post item) and shall be affixed directly to the outside of the item.

## Article 17-212

## Sender's instructions at the time of posting

Paragraph 4 has been amended as follows:

4 If the sender wishes to request redirection in case of non-delivery, the parcel shall bear the indication "Réexpédition demandée" (Redirection requested) in either French or English or in a language known in the country of destination. If the sender wishes to forbid any redirection, the parcel (or letter-post item ~~whose contents exceed 300 SDR in value~~) shall bear the indication "Ne pas réexpédier" (Do not redirect) in either French or English or in a language known in the country of destination. The destination designated operator's efforts to comply with such instructions and to prevent the redirection shall be considered as a "good faith" endeavour and not subject to penalty or liability.

## Article 17-224

## Check of mails

Paragraph 1 has been amended as follows:

1 Every office of exchange receiving a mail shall immediately check the receptacles and their fastening. It shall also check the origin and destination of the bags making up the mail and entered on the delivery bill or electronic equivalent, and then the parcels and the various documents which accompany them. These checks shall be made in the presence of the other interested parties whenever this is possible.

## Article 33-201

## Inward land rates

Paragraphs 4 and 5 have been amended as follows:

4 Definition of service features and corresponding bonus payments

4.1 Service feature 1: track and trace

4.1.1 The following bonuses shall be applied to the base rate if the designated operator provides track and trace information on parcels and continuously transmits the mandatory tracking events to all partner operators, in accordance with article 17-216.1.1, the objectives set in article 17-217 and the following minimum performance requirements for bonus eligibility set by the Postal Operations Council:

4.1.1.1 and (No change.)

4.1.1.2

4.1.1.3 between 1% and ~~44%~~ 16% for EDH/EMH/EMI events.

4.1.2 to (No change.)

4.2.2

~~4.3~~ ~~Service feature 3: delivery standards~~

~~4.3.1~~ ~~A bonus of 5% shall be applied to the base rate if the designated operator has entered in the Parcel Post Compendium Online or, where this is not possible, notified to the International Bureau in writing (by registered mail, fax or e-mail) the following information:~~

~~4.3.1.1~~ ~~Delivery standards for air and surface parcels, as defined by the matrix and headings in the Parcel Post Compendium Online.~~

~~4.3.1.2~~ ~~Indicative average customs clearance time for air and surface parcels.~~

~~4.3.1.3~~ ~~The relevant information on the delivery standards, including a source for verification of this information, such as delivery time information published on the website of the designated operator concerned, printed in its general conditions or confirmed in writing by the regulator, government or designated operator.~~

4.4 Service feature 4 3: use of IBIS

4.4.1 to (No change.)

5.3.1.1

~~5.4~~ ~~Service feature 3: delivery standards~~

~~5.4.1~~ ~~The International Bureau shall check and, where appropriate, validate service feature 3 on the basis of the information entered by the designated operator in the Parcel Post Compendium Online or, where this is not possible, notified in writing (by registered mail, fax or e-mail) to the International Bureau.~~

5.5 Service feature 4 3: use of IBIS

5.5.1 (No change.)

## Final Protocol

Prot. Article R X

Application of the liability of designated operators

The following new paragraph has been added:


2 Notwithstanding article 22-001.2, the Russian Federation reserves the right to limit the amount of indemnity paid to its senders to twice the amount of the charges and fees paid by the sender for posting the item, in the event that a registered letter-

post item not containing goods and accepted for shipment from the Russian Federation (with the exception of M bags) is lost, totally rifled or totally damaged.

**Forms**

Form CN 22  
 Customs declaration label

This form has been amended as shown below:

 CUSTOMS DECLARATION <span style="float: right;"><b>CN 22</b></span> May be opened officially				
Designated operator		<b>Important!</b> See instructions on the back		
<input type="checkbox"/> Gift (non-commercial)	Commercial sale of goods (B2B)			
<input type="checkbox"/> Documents	Returned goods			
<input type="checkbox"/> E-commerce goods	Other (please specify): _____			
Quantity and detailed description of contents (1)	Net weight (2)	Value and currency (3)	H S tariff number* (4)	Country of origin* (5)
Total weight (in kg) (6)		Total value (7)		
I, the undersigned, whose name and address are given on the item, certify that the particulars given in this declaration are correct and that this item does not contain any dangerous article or articles prohibited by legislation or by postal or customs regulations Date and sender's signature (8)				

Minimum size 74 x 105 mm, white or green  
 Maximum size 105 x 148 mm, white

CN 22 (Back)

**Instructions**

To accelerate customs clearance, you must complete all applicable fields, and fill in this form in English (preferably), French or in a language accepted by the origin and destination countries. If the content of the fields does not fit in the space available, you must use a CN 23 form. You must give the sender's full name and address on the front of the item.

For commercial items, it is recommended that you complete the fields marked with an asterisk (\*), and attach an invoice to the outside, as it will assist Customs in processing the items.

Select a reason for export: ("Gift" (non-commercial) is not an acceptable reason for export for commercial items.) An item is considered to be commercial in nature if there is a financial transaction between the sender and addressee associated with it. "Commercial sale of goods (B2B)" may be used only for items sent from one business to another business. "E-commerce goods" may be used only for items sent as a result of an online (B2C) transaction.

(1) Give a detailed description (generic descriptions such as "clothes" are not acceptable), quantity and unit of measure for each article, e.g. two men's cotton shirts.

(2), (3) Give the total weight and total value with currency for each article, (line item) e.g. CHF for Swiss francs.

(4\*) The HS tariff number (6 digits) is based on the Harmonized Commodity Description and Coding System developed by the World Customs Organization.

(5\*) Country of origin means the country where the goods originated, e.g. were produced, manufactured or assembled.

(6), (7) Give the total value, indicating the currency, and total weight of all articles (line items).

(8) Your signature and the date confirm your liability for the item.

Optional. Must meet S10 standard, including barcode height

Form CN 23  
Customs declaration

This form has been amended as shown below:

From		CUSTOMS DECLARATION		CN 23	
(Designated operator)		No. of item (barcode, if any)		May be opened officially	
Name		Sender's customs reference (if any)		Important! See instructions on the back	
Business					
Street		Tel. No.			
Postcode		City			
Country					
To		Importer/addressee reference (if any) (tax code/VAT No./importer code) (optional)			
Name		Importer/addressee fax/e-mail (if known)			
Business					
Street		Tel. No.			
Postcode		City			
Country					
Detailed description of contents (1)		Quantity (2)	Net weight (in kg) (3)	Value (5)	For commercial items only HS tariff number (7)
					Country of origin of goods (8)
		Total gross weight (4)	Total value (6)	Postal charges/Fees (9)	
Category of item (10)		Other (please specify):		Office of origin/Date of posting	
<input type="checkbox"/> Gift (non-commercial)		<input type="checkbox"/> Returned goods		Number of parcels	
<input type="checkbox"/> Documents		<input type="checkbox"/> Commercial sale of goods (B2B)		certificates and invoices	
Comments (11): (e.g.: goods subject to quarantine, sanitary/phytosanitary inspection or other restrictions)		Explanation:		insured value SDR	
				Total gross weight of the parcel(s)	
				Charges	
<input type="checkbox"/> Licence (12) Note(s) of licence(s)		<input type="checkbox"/> Certificate (13) Note(s) of certificate(s)		<input type="checkbox"/> Invoice (14) No. of invoice	
				Sender's instructions in case of non-delivery	
				<input type="checkbox"/> Treat as abandoned <input type="checkbox"/> Return to sender	
				<input type="checkbox"/> Priority <input type="checkbox"/> Non-priority	
I certify that the particulars given in this customs declaration are correct and that this item does not contain any dangerous article prohibited by legislation or by postal or customs regulations		Date and sender's signature (15)		I have received the parcel described on this note	
				Declaration by addressee	
				Date and addressee's signature	

CN 23 (back)

**Instructions**

You should attach this customs declaration and accompanying documents securely to the outside of the item, preferably in an adhesive transparent envelope. If the declaration is not clearly visible on the outside, or if you prefer to enclose it inside the item, you must fix a label to the outside indicating the presence of a customs declaration.

To accelerate customs clearance, complete this declaration in English (preferably), French or in a language accepted by the origin and destination countries. If available, add importer/addressee telephone number and e-mail address, and sender telephone number.

To clear your item, the Customs in the country of destination need to know exactly what the contents are. You must therefore complete your declaration fully and legibly; otherwise, delay and inconvenience may result for the addressee. A false or misleading declaration may lead to a fine or to seizure of the item.

Your goods may be subject to restrictions. It is your responsibility to enquire into import and export regulations (prohibitions, restrictions such as quarantine, pharmaceutical restrictions, etc.) and to find out what documents, if any (commercial invoice, certificate of origin, health certificate, licence, authorization for goods subject to quarantine (plant, animal, food products, etc.) are required in the destination country.

An item is considered to be commercial in nature if there is a financial transaction between the sender and addressee associated with it.

(1) Give a detailed description of each article in the item, e.g. "men's cotton shirts". General descriptions, e.g. "spare parts", "samples" or "food products" are not permitted.

(2) Give the quantity of each article and the unit of measurement used.

(3) and (4) Give the net weight of each article (in kg). Give the total weight of the item (in kg), including packaging, which corresponds to the weight used to calculate the postage.

(5) and (6) Give the total value of each article (line item) and the total value of all articles (line items), indicating the currency used in both fields (e.g. CHF for Swiss francs).

(7) and (8) The HS tariff number (6-digit) must be based on the Harmonized Commodity Description and Coding System developed by the World Customs Organization. "Country of origin" means the country where the goods originated, e.g. were produced/manufactured or assembled. Senders of commercial items are advised to supply this information as it will assist Customs in processing the items.

(9) Give the amount of postage paid to the Post for the item. Specify separately any other charges, e.g. insurance.

(10) Tick the box or boxes specifying the category of item. ("Gift (non-commercial)" is not an acceptable reason for export for commercial items.) "Commercial sale of goods (B2B)" is to be used only for items sent from one business to another business. "E-commerce goods" is to be used only for items sent as a result of an online (B2C) transaction.

(11) Provide details if the contents are subject to quarantine (plant, animal, food products, etc.) or other restrictions.


(12), (13) and (14) If your item is accompanied by a licence or a certificate, tick the appropriate box and state the number. You should attach an invoice for all commercial items.

(15) Your signature and the date confirm your liability for the item.


Form CP 72  
Manifold set. Customs declaration/Dispatch note

This form has been amended as shown below:

CP 72 manifold set, first part - "Receipt"

(Designated operator)		The item/parcel may be opened officially		<b>RECEIPT</b>		<b>CP 007 075 992 NO</b>				
BEFORE COMPLETING THIS FORM, READ INSTRUCTIONS ON BACK CAREFULLY! Your goods may be subject to restrictions	From Name		Sender's customs reference (if any)							
	Business						Insured value - Words		figures	
	Street		Tel. No.				Cash-on-delivery amount - Words		figures	
	Postcode		City				Giro account No. and Giro centre			
	Country						Importer/addressee reference (if any) (tax code/VAT No./importer code) (optional)			
To Name				Importer/addressee tax/e-mail (if known)						
Business										
Street		Tel. No.								
Postcode		City								
Country										
Detailed description of contents (1)		Quantity (2)	Net weight (in kg) (3)	Value (5)	For commercial items only					
					HS tariff number (7)	Country of origin of goods (8)				
Please indicate service required (tick one box)		Total gross weight (4)	Total value (6)	Postal charges/Fees (9)						
<input type="checkbox"/> International Priority		<input type="checkbox"/> International Economy								
Category of item (10)		E-commerce goods <input type="checkbox"/> Other (please specify):		Office of origin/Date of posting		Number of parcels		certificates and invoices		
<input type="checkbox"/> Gift (non-commercial)		Returned goods		Explanation:						
<input type="checkbox"/> Documents		Commercial sale of goods (B2B)								
Comments (11): (e.g. goods subject to quarantine, sanitary/phytosanitary inspection or other restrictions)										
Licence (12)		Certificate (13)	Invoice (14)	Sender's instructions in case of non-delivery						
Licence number(s)		Certificate number(s)	Invoice number	Treat as abandoned <input type="checkbox"/> Return to sender <input type="checkbox"/>		Priority <input type="checkbox"/> Non priority <input type="checkbox"/>				
I certify that the particulars given in this customs declaration are correct and that this item does not contain any dangerous article prohibited by legislation or by postal or customs regulations		Date and sender's signature (15)		Declaration by addressee		I have received the parcel described on this note		Date and addressee's signature		

CP 72 manifold set, third part - "Customs declaration"

(Designated operator)		The item/parcel may be opened officially		<b>CP 007 075 992 NO</b>		<b>CN 23 CUSTOMS DECLARATION</b>				
BEFORE COMPLETING THIS FORM, READ INSTRUCTIONS ON BACK CAREFULLY! Your goods may be subject to restrictions	From Name		Sender's customs reference (if any)							
	Business						Insured value - Words		figures	
	Street		Tel. No.				Cash-on-delivery amount - Words		figures	
	Postcode		City				Giro account No. and Giro centre			
	Country						Importer/addressee reference (if any) (tax code/VAT No./importer code) (optional)			
To Name				Importer/addressee tax/e-mail (if known)						
Business										
Street		Tel. No.								
Postcode		City								
Country										
Detailed description of contents (1)		Quantity (2)	Net weight (in kg) (3)	Value (5)	For commercial items only					
					HS tariff number (7)	Country of origin of goods (8)				
Please indicate service required (tick one box)		Total gross weight (4)	Total value (6)	Postal charges/Fees (9)						
<input type="checkbox"/> International Priority		<input type="checkbox"/> International Economy								
Category of item (10)		E-commerce goods <input type="checkbox"/> Other (please specify):		Office of origin/Date of posting		Number of parcels		certificates and invoices		
<input type="checkbox"/> Gift (non-commercial)		Returned goods		Explanation:						
<input type="checkbox"/> Documents		Commercial sale of goods (B2B)								
Comments (11): (e.g. goods subject to quarantine, sanitary/phytosanitary inspection or other restrictions)										
Licence (12)		Certificate (13)	Invoice (14)	Sender's instructions in case of non-delivery						
Licence number(s)		Certificate number(s)	Invoice number	Treat as abandoned <input type="checkbox"/> Return to sender <input type="checkbox"/>		Priority <input type="checkbox"/> Non priority <input type="checkbox"/>				
I certify that the particulars given in this customs declaration are correct and that this item does not contain any dangerous article prohibited by legislation or by postal or customs regulations		Date and sender's signature (15)		Declaration by addressee		I have received the parcel described on this note		Date and addressee's signature		



**Instructions**

To clear your item, the Customs in the country of destination need to know exactly what the contents are. You must therefore complete your declaration fully and legibly, otherwise, delay and inconvenience may result for the addressee. A false or misleading declaration may lead to a fine or to seizure of the item.

Your goods may be subject to restrictions. It is your responsibility to enquire into import and export regulations (prohibitions, restrictions such as quarantine, pharmaceutical restrictions, etc.) and to find out what documents, if any (commercial invoice, certificate of origin, health certificate, licence, authorization for goods subject to quarantine (plant, animal, food products, etc.) are required in the destination country. To accelerate customs clearance, complete this declaration in English (preferably), French or in a language accepted by the origin and destination countries. If available, add importer/addressee telephone number and e-mail address, and sender telephone number.

An item is considered to be commercial in nature if there is a financial transaction between the sender and addressee associated with it.

- (1) Give a detailed description of each article in the item, e.g. "men's cotton shirts". General descriptions, e.g. "spare parts", "samples" or "food products" are not permitted.
- (2) Give the quantity of each article and the unit of measurement used.
- (3) and (4) Give the net weight of each article (in kg). Give the total weight of the item (in kg), including packaging, which corresponds to the weight used to calculate the postage.
- (5) and (6) Give the total value of each article (line item), and the total value of all articles (line items), indicating the currency used in both fields (e.g. CHF for Swiss francs).
- (7) and (8) The HS tariff number (6-digit) must be based on the Harmonized Commodity Description and Coding System developed by the World Customs Organization. "Country of origin" means the country where the goods originated, e.g. were produced/manufactured or assembled. Senders of commercial items are advised to supply this information as it will assist Customs in processing the items.
- (9) Give the amount of postage paid to the Post for the item. Specify separately any other charges, e.g. insurance.
- (10) Tick the box or boxes specifying the category of item. ("Gift (non-commercial)" is not an acceptable reason for export for commercial items). "Commercial sale of goods (B2B)" is to be used only for items sent from one business to another business. "E-commerce goods" is to be used only for items being sent as a result of an online (B2C) transaction.
- (11) Provide details if the contents are subject to quarantine (plant, animal, food products, etc.) or other restrictions.
- (12), (13) and (14) If your item is accompanied by a licence or a certificate, tick the appropriate box and state the number. You should attach an invoice for all commercial items.
- (15) Your signature and the date confirm your liability for the item.

Form CN 07  
 Advice of receipt/of delivery/of payment/of entry

This form has been amended as shown below:

Designated operator of origin	<b>ADVICE of receipt/of delivery/of payment/of entry</b>	CN 07
Office of posting	Date	<div style="font-size: 2em; font-weight: bold; margin-bottom: 5px;">A.R.</div> On postal service Stamp of the office returning the advice
Addressee of the item		
Nature of the item		
<input type="checkbox"/> Priority/ Letter	<input type="checkbox"/> Non priority/ Printed paper	Priority/ By airmail  Return to Name Street and No Locality and country _____
<input type="checkbox"/> Registered No of item	<input type="checkbox"/> Insured Amount	
<input type="checkbox"/> Ordinary money order/inpayment	<input type="checkbox"/> Outpayment check	
The item mentioned above has been duly <input type="checkbox"/> delivered <input type="checkbox"/> paid <input type="checkbox"/> credited to giro account Date _____ Signature* _____		
Name of recipient in capital letters (or other clear identification)		
* This advice may be signed by the addressee or, if the regulations of the country of destination so provide, by another authorized person		