

POSTAL OPERATIONS COUNCIL

.POST Group

17th General Assembly

Rules of Procedure of the .POST Group

Foreword

- 1 The .POST Group (hereinafter “DPG”) functions under the auspices of, and reports to, the Postal Operations Council (hereinafter “POC”). The DPG does not have a legal status of its own.
- 2 The mission of the DPG is to foster the necessary development, funding and governance of the .POST platform.
- 3 Within the framework of its activities, the DPG shall ensure compliance with the UPU Acts and the relevant decisions of the bodies of the UPU.
- 4 The UPU General Regulations and the Rules of Procedure of the POC shall be applicable to the DPG, by analogy, in all cases not expressly provided for in these Rules of Procedure.
- 5 As of the date of approval of these Rules of Procedure (hereinafter the “RoP”), the activities of the DPG have their main legal foundation in the relevant decisions contained in UPU Congress resolution C 33/2008; Council of Administration resolution CA 1/2009; POC resolution CEP 15/2010.1; UPU Congress resolution C 43/2012 and POC resolution CEP 3/2013.1.

Definitions

- 1 .POST platform – The .POST platform is the integration of the .POST top level domain (hereinafter “TLD”) Internet infrastructure, and applications domain and applications and services provided thereon to service the .POST sponsored community, as defined in the .POST Domain Management Policy (hereinafter the “DMP”).
- 2 Applications – Applications are computer programs that provide the user with tools to accomplish a task. A web application is a specific type of application that can be accessed over a network such as the Internet or an intranet. Typical tasks that customers can perform with a .POST application cover e-post, e-commerce and e-government and include without limitation the following types of applications:
 - 2.1 Electronic communication applications:
 - 2.1.1 Postal registered electronic mail;
 - 2.1.2 Postal electronic mailbox;
 - 2.1.3 Hybrid mail,
 - 2.2 Addressing:
 - 2.2.1 Universal web postal address (mapping electronic and physical addresses);
 - 2.2.2 Change of address,

- 2.3 Retail:
 - 2.3.1 E-identity;
 - 2.3.2 E-shop,
- 2.4 Mail/express:
 - 2.4.1 Track and trace;
 - 2.4.2 Pick-up and delivery time and location customization,
- 2.5 Government:
 - 2.5.1 E-voting;
 - 2.5.2 E-learning,
- 2.6 Payment:
 - 2.6.1 Mobile payment;
 - 2.6.2 Electronic money transfer,

3 Domain name – A “domain name” locates an organization or other entity on the Internet. For example, the domain name www.ems.post would be located at an Internet address similar to 199.0.02. On the web, the domain name is that part of the uniform resource locator (URL) which tells a domain name server using the domain name system (DNS) whether and where to forward a request for a web page. The domain name is mapped to an Internet protocol (IP) address (which represents a physical point on the Internet). More than one domain name can be mapped to the same Internet address. This allows multiple individuals, businesses and organizations to have separate Internet identities while sharing the same Internet server.

4 .POST sponsored community – The definition of the .POST sponsored community is provided in the .POST Domain Management Policy (DMP), in accordance with the relevant decisions of the bodies of the UPU as well as the .POST Sponsored TLD Agreement concluded between the UPU and ICANN.

5 Top-level domain – The name at the top of the DNS naming hierarchy which appears in domain names as the string of letters following the last (rightmost) “.”, such as “.post” in “www.example.post”. A TLD identifies something about the website associated with it, such as its purpose, the organization that owns it or the geographical area where it originates. For example, “.com” refers to “commercial” and in the case of “www.ems.post” the reference to “.post” would indicate that EMS (Express Mail Service) is a service related to the postal industry. Each TLD has a separate registry managed by a designated organization under the direction of ICANN.

Chapter I – Objectives and membership

Article 1

Objectives of the DPG

- 1 The objectives of the DPG shall be to:
 - 1.1 execute the vision of the .POST platform as described in the .POST sponsored TLD agreement between the UPU and ICANN, the UPU .POST DMP, and any relevant decisions adopted by the bodies of the UPU within the framework of the .POST project;
 - 1.2 promote and facilitate cooperation amongst the members of the .POST sponsored community to contribute and share in the development of an international .POST platform;
 - 1.3 promote usage of the .POST platform for the .POST community;
 - 1.4 promote cooperation between its members in order to develop common or interoperable electronic applications over the .POST platform;
 - 1.5 stimulate the development of innovative applications over the .POST platform;
 - 1.6 narrow the digital divide by ensuring a universal electronic postal infrastructure also accessible to least developed and developing countries;

- 1.7 propose policy, regulation and standards related to the .POST platform for approval by the responsible bodies of the UPU;
- 1.8 facilitate agile and flexible decision-making processes in the implementation of .POST applications.

2 The DPG shall aim to share the costs incurred and investments made to meet the objectives outlined above among all its members, on the basis of the agreed contribution class system and the specific membership benefits mentioned in articles 2 and 4.

Article 2

Membership

1 Membership of the DPG shall be voluntary and open to members of the .POST sponsored community sharing an interest in the development of the .POST platform, as defined in the DMP and in accordance with the provisions set forth in the DPG RoP.

2 The categories of membership are full member and associate member.

2.1 Each UPU member country joining the DPG shall be classified as a full member of the DPG and shall have the right to vote in the General Assembly and consultations. Each full member shall appoint its representative, who shall be the official contact for all DPG communications and exercise the responsibilities related to the DPG as defined herein. This representative may be accompanied by one or more other delegates who shall also be entitled to participate in the discussions.

2.2 Non-UPU members joining the DPG shall be classified as associate members (membership class "A", sub-classes 1 or 2, as further defined in § 2.5 below) and shall not have the right to vote in General Assembly meetings. Each associate member shall appoint its representative, who shall be the official contact for all DPG communications and shall exercise the responsibilities related to the DPG as defined herein. This representative may be accompanied by one or more other individuals who shall also be entitled to participate in the discussions.

2.2.1 If the associate member is an association, its representative shall be an officer of the association or a person designated by the association's management to serve as its official representative. An association's DPG membership shall not extend to its members, who shall apply for membership in their own capacity.

2.3 The total annual contribution paid by members shall be considered as a membership fee. For that fee, each DPG member shall receive the following basic benefits:

2.4 Benefits for full members:

2.4.1 eligibility to join any or all of the project groups established within the DPG;

2.4.2 right to vote on decisions to be taken by the DPG, subject to the provisions of article 3;

2.4.3 right to participate in the DPG General Assembly;

2.4.4 right to submit candidates for positions on the DPG Steering Committee and to vote in elections;

2.4.5 participation in consultations;

2.4.6 ability to act as proxy for other DPG members.

2.4.7 right to use the corresponding portion of their duly paid membership fee to effect payment of the relevant fees for registration of domain names (up to the amount of the member's duly paid membership fee).

2.5 Benefits for associate members:

2.5.1 Associate members in sub-class 1 shall be entitled to participate in meetings of the General Assembly, and, upon invitation of the DPG Steering Committee, be eligible to participate in the project groups established within the DPG, upon invitation of the DPG Steering Committee;

2.5.2 Associate members in sub-class 2 shall enjoy all the benefits outlined in § 2.5.1, and additionally shall have the possibility of hosting and organizing dedicated workshops in Berne, Switzerland or such other location as the DPG Steering Committee may agree upon (see dedicated section at info.post), and to present at the General Assembly solutions and technologies deemed to be of interest to .POST;

2.5.3 Associate members shall be able to participate in consultations initiated by the DPG.

3 The DPG shall be responsible for defining, in due course, any other membership benefits (including, without limitation, benefits related to the provision of free or discounted domain name registrations, or reductions in future .POST application and service fees), subject to approval of the POC.

4 The DPG shall be directed by the DPG Steering Committee, which shall in turn be elected by the DPG General Assembly.

5 Full and associate members of the DPG shall be obliged to pay the total annual contribution associated with their contribution class as provided for in article 4.

6 Each full and associate member of the DPG shall be responsible for its own travel and daily expenses resulting from participation in meetings of the DPG.

Chapter II – Voting principles and contribution classes

Article 3

Quorum and DPG General Assembly voting principles

1 Only full members shall have the right to vote.

2 The quorum necessary for the opening of valid meetings of the DPG General Assembly shall be the combination of one half of the votes which the full membership of the DPG has the right to cast in accordance with the membership classes provided for in article 4, and one half of the full members of the DPG having the right to vote.

3 The DPG General Assembly shall take its decisions based upon the combination of a simple majority of the votes cast by full members present and voting in accordance with the membership classes provided for in article 4, and a simple majority of the votes cast by full members present and voting. The voting modalities defined in the POC Rules of Procedure shall apply by analogy, without prejudice to the possibility contained in paragraph 5 below.

4 Full members participating by means of web/video/audio conferencing facilities shall also be considered as present for the determination of the quorum and for voting, provided the necessary technical means are in place to ensure participation in accordance with the provisions contained in this article.

5 In cases deemed as exceptional and/or urgent and subject to the agreement of the DPG Steering Committee, voting may also be conducted by postal or electronic mail ballot. This shall not be admissible, however, in case of proposals concerning matters of principle for the DPG or recommended changes to these RoP.

5.1 When a proposal is to be voted by postal or electronic mail ballot, the following procedures shall apply:

5.1.1 Unless otherwise provided in the International Bureau (hereinafter "IB") notification, a period of two weeks shall be allowed to enable full members to consider the proposal notified by the IB via letter or electronic mail;

5.1.2 The IB shall invite full members to vote for or against a specific proposal by the notified deadline;

5.1.3 Ballots may be sent from or to the IB by post or electronic mail; for the purposes of compliance with the aforementioned deadline, the response date to be considered shall be that of the dispatch of the postal or electronic mail ballot by the full member concerned. Full members that have not sent in their postal or electronic mail ballot by the deadline shall be considered as abstaining;

5.1.4 Full members shall be able to formulate any observations to the IB; however, no amendments to a postal or electronic mail ballot shall be allowed, without prejudice to the submission of the new or amended proposals as admitted by the DPG Steering Committee.

Article 4 Membership classes and registrant groups

1 Membership classes ~~will~~ shall be associated with an annual membership fee and, as the case may be, usage-based fees, (in which case, members may also be charged on a variable basis when using a .POST-related solution provided by the UPU), with the related voting rights. Each full member shall be free to choose its membership class, with the corresponding annual membership fee and voting rights (number of votes).

2 The membership classes for full and associate members are indicated in the table below. This table ~~will~~ shall be regularly updated by the DPG with the development of the .POST platform and the related applications.

3 A registrant is any legal entity, including but not limited to members of the DPG, which registers a .POST domain name, subject to compliance with the provisions of the DMP.

4 On the basis of similar characteristics, registrants are categorized into registrant groups that represent segments of the sponsored community. The DMP provides further details regarding such registrant groups and defines the relevant eligibility criteria for each.

Table 1 – Membership classes

Member-ship class	Annual member-ship fees (CHF)	Domain registration fees (CHF)			Authenti-cation fees	Benefits	
		Domain name (fee per name)	Premium domain names (fee per domain name tbd in accordance with section 4.4 of the DMP)	Country code and country premium domain name (fee per domain name)		Number of votes	Security monitoring
L	2,500	400	tbd	2,500	0	1	Yes
1	5,000	400	tbd	2,500	0	3	Yes
2	10,000	400	tbd	2,500	0	5	Yes
3	25,000	400	tbd	2,500	0	7	Yes
4	50,000	400	tbd	2,500	0	9	Yes
5	100,000	400	tbd	2,500	0	12	Yes
A1	10,000	400	tbd	n/a	0	n/a	Yes
A2	20,000	400	tbd	n/a (in accordance with section 4.4 of the DMP)	0	n/a	Yes

Notes:

- “L” membership class – Reserved for Small Island Developing States (SIDS) and Least Developed Countries (LDCs) according to the lists established by the United Nations.
- “A” membership class – Associate member sub-classes 1 and 2 are defined in article 2 § 2.5 of these RoP.
- The Schedule of Fees, as periodically revised by the DPG, shall be published by the IB for the relevant .POST TLD solutions made available to members and non-members of the DPG.
- Non-DPG members shall pay the basic domain fee of 700 CHF per name per year.
- The allocation of premium domains shall be subject to specific payment criteria to be defined by the DPG.

~~For the registration of domain names by a full member of the .POST Group (namely, any member classified in any of the L, 1, 2, 3, 4, or 5 membership classes), payment of the fees associated with the registration of domain names by that member in the respective amounts set out in the table above may be deducted from the balance of that member's duly paid annual membership fee, up to the amount of that member's duly paid membership fee, in accordance with article 2.4.7 above.~~

~~Non .POST Group members shall pay an authentication fee of CHF 10,000.~~

~~Non-DPG members shall pay domain monitoring services fees and other service fees based on the services requested, starting from 10,000 CHF per year.~~

Article 5 Founders

1 Any full member wishing to contribute to the DPG, from its establishment and up to the first 12 months following the commencement of .POST domain name registrations (as per the start-up plan defined by the UPU for the .POST project), any amount exceeding the highest membership class annual fee shall be considered as a founder (hereinafter "Founder").

2 As the case may be, a maximum of three Founders shall be automatically entitled to nominate *ad personam* members of the DPG Steering Committee for its first term following establishment of the DPG (such a benefit to apply only for the first three Founders having provided the contributions referred to in article 5.1), subject to observance of the provisions contained in article 10, and in particular the requirements indicated in article 10.4. In order to ensure completeness in the composition of the DPG Steering Committee, any remaining members of the DPG Steering Committee shall be elected in accordance with the procedures contained in article 10.

3 At the request of the Founder concerned, its contribution can be spread in advance over future years in order to cover additional annual membership periods, subject as the case may be to sufficient funds being available for that membership class and to other specific conditions agreed that Founder and the UPU. Furthermore, the Founder concerned shall define how any outstanding residual amount may be used (either as a voluntary contribution or integrated with further amounts to reach a desired annual membership class). This specific benefit shall not apply to full members joining the DPG after the period mentioned in article 5.1, i.e., the first 12 months following the commencement of .POST domain name registrations.

Chapter III – DPG procedures and structures

Article 6 Procedures for joining and withdrawing

1 Any candidate for membership should notify the ~~UPU International Bureau~~ (hereinafter "the IB") IB in writing of:

- 1.1 its willingness to join the DPG;
- 1.2 the name of its official representative to the DPG.

2 Members shall also notify the DPG of their decision to withdraw from the DPG.

3 Full members and associate members shall be considered as such provided that they have:

- 3.1 submitted a completed membership application to the IB;
- 3.2 in the case of prospective associate members, been deemed eligible for membership by the DPG General Assembly upon a recommendation by the DPG Steering Committee, in accordance with the attributions defined below in articles 7 and 9;
- 3.3 paid all fees in adherence to the membership fee schedule.

4 Membership shall come into effect on the date on which the fulfilment of all requirements specified in article 6.3 above is officially confirmed by the IB.

5 Except as otherwise provided, withdrawal from the DPG shall come into effect on 31 December of the year in which the official notification of withdrawal is received by the IB. Withdrawal from the DPG shall be notified to the IB at least six months prior to the effective date of withdrawal. The effective date of withdrawal of a member that does not notify the IB of its intent within the designated period shall be postponed to 31 December of the following year. Members' rights and benefits, and the payment of the annual membership fees, shall be maintained until the effective date of withdrawal.

5.1 At the written request of a member, the DPG General Assembly (or the DPG Steering Committee in between sessions of the DPG General Assembly) may, in exceptional circumstances and subject to observance of such conditions as the DPG may deem necessary, decide at its sole discretion to waive the aforementioned six-month notice requirement for withdrawal of the requesting member from the DPG.

Article 7

DPG General Assembly

1 Full members and associate members of the DPG shall form the DPG General Assembly.

2 Within the General Assembly, full members and associate members of the DPG shall be able to voice their views through formal consultation on matters affecting the DPG and its projects.

3 The DPG General Assembly shall be responsible for the following activities:

3.1 review and endorsement of amendments to the DPG RoP, subject to approval of the POC;

3.2 review and endorsement of recommendations related to the DMP as proposed by the DPG Steering Committee (including, without limitation, policy, procedural and technical aspects of the DMP), subject to approval of the POC;

3.3 approval of strategies and business plans, including budgets and Schedule of Fees, for the further development, maintenance and support of the activities carried out within the DPG, upon the recommendation of the DPG Steering Committee and in accordance with the decisions of the bodies of the UPU;

3.4 election of all DPG Steering Committee members (including the Chairman and Vice-Chairman of the DPG), without prejudice to the specific nomination conditions referred to in article 5.2;

3.5 approval of eligibility and membership of new associate members upon the recommendation of the DPG Steering Committee, on the basis of their genuine interest in working with the UPU and the DPG to accomplish the vision of the .POST platform, as well as due fulfilment of the membership conditions established by the DPG;

3.6 approval of the exclusion of an associate member upon a recommendation by the DPG Steering Committee, in case of a failure to demonstrate a continued and genuine interest in working with the UPU to accomplish the vision of the DPG, or in case of a failure to comply with the DPG financial obligations and conditions;

3.7 approval of the exclusion of a full member upon a recommendation by the DPG Steering Committee, in case of a failure to comply with the DPG financial obligations and conditions;

3.8 review and approval of a progress report on the activities of the DPG, including the annual budget and present annual activity report to the POC;

3.9 collaborating on and participating in the implementation of the DPG activity plan;

3.10 serving as a global forum for exchange of ideas and information, from which .POST sponsored community members can work towards establishing a single, worldwide, secure and innovative digital postal territory.

Article 8

DPG General Assembly meetings

- 1 The DPG General Assembly shall meet at least annually to deal with the activities described in article 7.3.
- 2 Attendance at meetings of the General Assembly shall be restricted to full and associate members of the DPG, as well as, by analogy, to other observers and ad hoc observers duly authorized in accordance with the provisions contained in the POC Rules of Procedure.
- 3 A full member shall be considered as represented if it has informed the IB in writing of the proxy given to another member of the DPG, whose presence at the General Assembly has been confirmed and which has indicated to the absent member and to the IB the acceptance of the proxy. The full member given a proxy shall cast all of the votes of the absent member. However, a full member may not represent more than one other full member at a DPG General Assembly meeting.
- 4 Full members which are present but do not take part in a given vote, or which state that they do not wish to take part therein, shall not be considered absent for the purpose of establishing the quorums required.
- 5 Observers and ad hoc observers shall not be entitled to vote, and may only take the floor with the Chairman's permission.
- 6 The General Assembly shall normally fix the approximate date, duration and place of its next meeting. In principle, its meetings shall be held in conjunction with other meetings of the UPU, such as Congresses and sessions of the POC and Council of Administration (hereinafter the "CA").

Article 9

DPG Steering Committee

- 1 As the formal structure responsible for internally coordinating the activities of the DPG, the DPG Steering Committee shall be composed of seven members elected *ad personam* from full members of the DPG (each DPG Steering Committee member to be presented by a different full member), in accordance with the following structure:
 - 1.1 The DPG Chairman;
 - 1.2 the DPG Vice-Chairman;
 - 1.3 Five DPG Steering Committee members.
- 2 The role and responsibilities of the DPG Steering Committee shall be to:
 - 2.1 define strategies related to the DPG activities based on its understanding of their impact on the postal industry;
 - 2.2 submit to the General Assembly business plans, Schedule of Fees, and priorities aimed at implementing those strategies in the interest of DPG members;
 - 2.3 in accordance with the business plan, formulate the funding plans needed to develop and support DPG activities and projects, and propose the budget for the support of projects in developing countries;
 - 2.4 as necessary, establish specific committees or groups to further the activities of the DPG;
 - 2.5 recommend to the DPG General Assembly the eligibility and membership of new associate members, or the exclusion of an associate member;
 - 2.6 make recommendations to the DPG General Assembly on processes to ensure the implementation and integrity of the DMP, including the supervision of the registration of domain names and the proper use of the .POST domains;
 - 2.7 recommend policies to the DPG General Assembly in order to develop the DMP and ensure that the .POST TLD is operated in the best interests of the UPU, the .POST sponsored community and the Internet at large;

2.8 provide technical recommendations on the operation of the .POST TLD, including current needs and future requirements of the registry and the registrar, required security standards, and related TLD functions.

3 The quorum necessary for opening and conducting any valid Steering Committee meeting shall be four members. Steering Committee members participating by means of web/video/audio conferencing facilities shall also be considered as present for the determination of the quorum and for voting, provided the necessary technical means are in place to ensure participation in accordance with the provisions contained in this article.

4 Decisions during the DPG Steering Committee meetings shall be made by consensus whenever possible. However, when voting is used during a meeting of the Steering Committee, all decisions shall be passed by majority of the votes of the members of the Steering Committee present, subject to the quorum requirements described in article 9.3.

5 Each member of the Steering Committee shall have one vote.

6 Meetings of the Steering Committee shall be held no less than four times a year in Berne (Switzerland), or such other location as the DPG Steering Committee may agree on. At least two of these meetings shall be held during the annual meetings of the CA and the POC.

Article 10

Election of DPG Steering Committee members

1 The term of office for members of the DPG Steering Committee shall be four years. DPG Steering Committee members can be re-elected for a second consecutive mandate only.

2 Without prejudice to the specific nomination of *ad personam* DPG Steering Committee members by Founders as referred to in article 5.2, members of the DPG Steering Committee shall be elected by the DPG General Assembly (by secret vote in the absence of consensus) with due regard being paid, as much as possible, to equitable geographical and linguistic representation and the different development levels of full members, using the voting procedures defined in article 3. In the event of a tie, a second voting round ~~will~~ shall be held if necessary.

3 Nominations shall be invited no later than ten weeks prior to the end of term of office of the DPG Steering Committee, and the nomination period shall last for a minimum of four weeks. DPG Steering Committee members shall be announced no later than four weeks from the close of the nomination period.

4 All *ad personam* candidates for membership to the DPG Steering Committee (including those to be automatically nominated as per article 5.2) shall fulfil and be elected/nominated on the basis of the following requirements, without prejudice to the equitable representation requirements indicated in article 10.2:

4.1 be presented by full members having the right to vote (only one candidate per full member);

4.2 be employees of the full member concerned (if the candidate concerned is elected/nominated, such a requirement shall apply throughout the duration of term of office as defined in article 10.1);

4.3 be able to substantiate their professional skills and experience to carry out the required functions within the DPG Steering Committee in an appropriate manner, including in particular the availability to travel and to participate in meetings of the DPG Steering Committee, as well as sufficient technical knowledge of all matters pertaining to the activities of the DPG.

5 Should a seat on the DPG Steering Committee become vacant and the remainder of the term is not less than one year, the vacancy shall as soon as possible be filled for the remainder of the term by an election procedure organized by the DPG General Assembly.

6 For the purposes of this article, a vacancy shall arise when a DPG Steering Committee member: i) declares that it is unable to carry out its duties; ii) is no longer employed by the full member which proposed its nomination; iii) has been unable to attend three consecutive meetings of the DPG Steering Committee; iv) has been unable to attend two consecutive meetings of the General Assembly; or v) as decided by the DPG Steering Committee, has been unable to carry out the required functions of the DPG Steering Committee as outlined in article 9.2 for a period of four consecutive months.

Article 11

Chairman and Vice-Chairman

1 The DPG General Assembly shall elect the Chairman and Vice-Chairman of the DPG from among the elected DPG Steering Committee members. Should the Chairman or Vice-Chairman of the DPG resign, a successor shall be elected forthwith by the DPG General Assembly from among the Steering Committee members.

2 The Chairman shall convene and preside at the meetings of the DPG General Assembly. He/she shall also be in overall charge of the work and activity of the DPG. He/she shall make out the provisional agenda for each DPG meeting. The Chairman is also responsible for presenting the report of the DPG General Assembly to the POC.

3 The members shall ensure that the persons elected are available sufficiently often to carry out their functions for the DPG.

4 The Vice-Chairman shall act as Chairman of the meetings of the DPG General Assembly if the Chairman is prevented from attending the meeting. If both the Chairman and the Vice-Chairman are prevented from attending a specific meeting, the Chairman shall appoint another Steering Committee member to exercise the function of Chairman in that meeting.

5 The Vice-Chairman shall assist the Chairman in directing and activating the DPG. To this end, he/she shall, among other things, be kept informed about the preparation and programming of the DPG meetings.

Chapter IV – Secretariat and languages

Article 12

Secretariat

1 The secretariat shall be provided by the IB and shall have the following functions:

- 1.1 Serve as an organ of execution, support, liaison, information and consultation for the DPG and its members.
- 1.2 Support the DPG Steering Committee with its functions in overseeing the development, deployment, maintenance and support of the .POST platform for the benefit of its members;
- 1.3 Provide an activity report at each session of the DPG General Assembly.

Article 13

Languages

1 The working languages of the DPG shall, in principle, be English and French. The working language of the DPG Steering Committee shall be either English or French, as agreed by DPG Steering Committee members.

Chapter V – Finances

Article 14

Budget and financing

1 Unless otherwise determined by the bodies of the UPU, the DPG shall be a self-financing body.

2 The activities of the DPG, as defined in its action plan, shall in principle be financed from the following sources:

- 2.1 the annual membership fees paid by members of the DPG;
- 2.2 the income fees from domain registration;

- 2.3 the income fees from the use of cross-border applications developed on the .POST platform;
- 2.4 voluntary contributions including, as the case may be, contributions allocated to specific .POST applications or activities;
- 2.5 as the case may be, the UPU regular budget for a transitional period, following appropriate decisions of the POC and the CA;
- 2.6 other sources such as external forums, events etc.

3 The budget shall be used to support all DPG activities carried out for the development of the .POST platform which have been agreed by the DPG and the bodies of the UPU relating to:

- 3.1 the development and maintenance of the .POST TLD Internet infrastructure;
- 3.2 the development and maintenance of .POST applications;
- 3.3 the management, administration and technical support of the DPG activities, including without limitation any administrative and travel expenses to be incurred by the IB for implementation of DPG activities;
- 3.4 the provision of assistance and support for use of the .POST platform by least developed and developing UPU member countries.

4 The budget for DPG activities shall be managed under the applicable UPU financial principles and rules (including without limitation the UPU Financial Regulations and the UPU Rules on Financial Administration).

5 Full members and associate members shall be free to make voluntary contributions to the activities of the DPG at any stage, in the form of financial, human, technology or any other form of resources, in accordance with the relevant UPU financial principles and rules.

6 With regard to the annual membership fees or other "in cash" voluntary contributions provided to the UPU for the DPG and its activities, and in the event that the specific contributor can no longer participate in the activities of the DPG or fulfil the full membership requirements defined in article 1, any such fee or contribution provided for future years and not yet apportioned, accounted for, committed or used by the DPG as of the date of non-compliance with the aforementioned requirements shall, unless otherwise stipulated between the contributor and the UPU, be reimbursed or returned to the contributor in its full amount (or on a proportional basis in case of contributions which are already partly apportioned, accounted for, committed for future years or used by the DPG).

6.1 The above reimbursement provisions shall be subject to the applicable UPU financial principles and rules and to a specific agreement to be signed between the UPU and the contributor, without prejudice, as the case may be, to the standard terms and conditions approved by the UPU for affected voluntary contributions. Moreover, in accordance with the relevant accounting standards adopted by the UPU, the above reimbursement provisions shall not apply to any contributions already paid and pertaining to the same year in which the request for reimbursement is made.

Article 15

Debts in arrears

1 Interest shall be charged for all debts in arrears associated with the payment of annual membership fees by full and associate members. The sum due shall be chargeable with interest in favour of the UPU, for allocation to DPG activities, at the rate specified in the UPU General Regulations for annual contributions. For the purposes of these RoP, "debts in arrears" shall be defined as any amount due by a full or associate member (including, without limitation, annual membership fees) which has not been settled within 180 days of the date of issue of the invoice.

2 Full members with debts in arrears shall automatically lose their voting rights as provided for in article 3, as well as all membership benefits specified in article 2.2.4, upon expiry of the period specified in paragraph 1 above. Associate members with debts in arrears shall automatically lose all membership benefits specified in article 2.2.5 upon expiry of the period specified in paragraph 1 above.

3 The IB shall maintain a list of all members with debts in arrears as defined below and shall notify this list to the DPG Steering Committee at each of its meetings and especially prior to DPG General Assembly meetings for the control of voting.

4 The IB shall also send formal notification to all members placed on this list, and inform them of its effect on their voting rights (for full members) and all other membership benefits, as well as their possible loss of membership as specified in paragraph 6 below.

5 A full member shall regain its voting rights as provided for in article 3 as well as the membership benefits specified in article 2.2.4 with immediate effect by paying in full all debts in arrears, including applicable interest, within one year of having been listed as a debtor in arrears. An associate member shall regain its membership benefits as specified in article 2.2.5 with immediate effect by paying in full all debts in arrears, including applicable interest, within one year of having been listed as a debtor in arrears.

6 All full and associate members that fail to settle debts in arrears within one year of suspension of voting rights (for full members) and membership benefits shall automatically lose their DPG membership. At the time of such loss of membership, the accrual of interest on debts in arrears shall cease.

7 In order to be reinstated after automatic loss of membership, a former full or associate member must re-apply for membership, using the procedure set out in article 6.

Chapter VI – Final provisions

Article 16

Entry into force

1 The DPG RoP shall come into effect immediately upon their approval by the POC.