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To: The designated operators of Union member countries and members of the Consultative Committee

Berne, 10 June 2024

**Reference:** 4880(DOP.EPSI) 1063

**Subject:** Call to join the Ready to Market Interoperability Group

Dear Sir/Madam,

Exciting developments are underway in the postal sector, and the UPU invites you to be at the forefront of innovation by joining our groundbreaking initiative, the Ready to Market Interoperability Group (RMIG), which will be a new user-funded subsidiary body.

Imagine a future where interoperability between Posts and commercial companies is seamless, efficient and sustainable. The RMIG is where the vision becomes a reality. We are pioneering a new approach to funding and operation, ensuring that essential services thrive while remaining financially independent.

As a designated operator of a UPU member country or as a member of the UPU Consultative Committee, your organization's expertise and collaboration will be invaluable. By joining the RMIG, you will be able to shape the future of postal interoperability.

The RMIG empowers stakeholders to contribute directly to the development and implementation of effective interoperability models, application programming interfaces (APIs), and infrastructure that supports growth. Together, we can ensure that the costs associated with these vital services are covered by those who benefit from them most – the users themselves.

The RMIG is not just about sustainability – it is about driving innovation and progress within the postal sector. By operating independently of the Union's regular budget, we have the flexibility to explore new ideas, invest in cutting-edge technology and deliver unparalleled value to our members.

Join us in creating a more equitable, sustainable and innovative postal ecosystem. Together, we can build a brighter future for the entire industry and its stakeholders.

/ We would welcome your organization as a valued member of the RMIG. For more information or to express  
/ your interest in joining us, please see the attached brochure (Annex 1), participation form (Annex 2) and Rules  
of Procedure (Annex 3). You may also contact: poc.secretariat@upu.int.

Thank you for considering this invitation. Together, let's shape the future of postal innovation.

Yours faithfully,

Masahiko Metoki  
Secretary General



# RMIG READY TO MARKET INTEROPERABILITY GROUP

The new UPU programme for strengthening cooperation between Designated Operators and Wider Postal Sector Players

## Apply for RMIG membership

As an RMIG member, you will have the opportunity to provide input and guidance on important interoperability decisions that affect our organization.

## We would be pleased to welcome you as a member!

Your insights and expertise will be invaluable in organizing operational, commercial, technical and economic activities on UPU interoperability.

## BENEFITS OF JOINING THE RMIG:

enjoy **networking** opportunities across the postal ecosystem

attract **additional volumes** to your networks

increase your number of **commercial relationships** beyond the postal network

facilitate **meetings** with other DOs and CC members

directly contribute to the **UPU's mission**

# WHAT ARE THE BENEFITS FOR RMIG MEMBERS?

## **Access to instruments, tools and solutions:**

Members benefit from the instruments, tools and solutions developed by the RMIG, helping them improve their interoperability and enhance their postal services.

## **Networking opportunities:**

Members have the opportunity to network with other DOs, CC members and wider postal sector players, which can lead to collaboration, partnerships and business opportunities within the postal industry.

## **Cooperation and sharing:**

The RMIG promotes and facilitates cooperation among members. Members can share knowledge, experiences and best practices in the development and implementation of interoperability models, leading to improved interoperability and efficiency in the wider postal sector.

## **Participation in the General Assembly (GA):**

The GA is the main body of the RMIG, responsible for its activities and decisions. Members have the right to participate in the GA, enabling them to contribute to the development and direction of the group.

## **Agile and flexible decision making:**

The RMIG aims to facilitate agile and flexible decision-making processes on the implementation of interoperability models, enabling members to adapt and respond quickly to changing needs and requirements in the postal industry.

## **Influence on proposals and documents:**

Members have the opportunity to draft proposals relating to the RMIG's activities, including proposals for the 2025 Congress. They can contribute to the development of important documents and decisions that will shape the future of interoperability in the postal sector.

## **Nomination of candidates for the Steering Committee (SC):**

The SC is responsible for managing the activities of the RMIG. Members have the right to nominate candidates for SC positions, giving them a direct influence on the leadership and decision-making of the group.

## **Participation in subgroups:**

The RMIG may establish subgroups to address specific matters related to interoperability models. Members have the right to participate in these subgroups, providing them with a platform to collaborate on and contribute to specific areas of interest or expertise.



**IF YOU WOULD LIKE TO BECOME AN RMIG MEMBER,  
PLEASE COMPLETE THE APPLICATION FORM,  
CHOOSING ONE OF THE FOLLOWING CONTRIBUTION CLASSES:**

<p><b>FOUNDING MEMBER</b></p>	<p><b>VOLUNTARY FUNDING</b></p>	<p><b>ASSOCIATE MEMBER</b></p>		
<p><b>CHF 50,000</b> /MEMBER</p>	<p><b>VOLUNTARY</b> CASH/IN-KIND</p>	<p><b>CHF 2,000</b> /MEMBER</p>		
<p><b>10 VOTES</b> /MEMBER</p>	<p><b>SECONDEMENT</b> /RESOURCES TO ADDRESS FUNDING GAPS</p>	<p><b>0 VOTES</b> /MEMBER</p>		
<p><b>CLASS 1</b></p>	<p><b>CLASS 2</b></p>	<p><b>CLASS 3</b></p>	<p><b>CLASS 4</b></p>	<p><b>CLASS 5</b></p>
<p><b>CHF 5,000</b> /MEMBER</p>	<p><b>CHF 10,000</b> /MEMBER</p>	<p><b>CHF 15,000</b> /MEMBER</p>	<p><b>CHF 20,000</b> /MEMBER</p>	<p><b>CHF 25,000</b> /MEMBER</p>
<p><b>1 VOTE</b> /MEMBER</p>	<p><b>2 VOTES</b> /MEMBER</p>	<p><b>3 VOTES</b> /MEMBER</p>	<p><b>4 VOTES</b> /MEMBER</p>	<p><b>5 VOTES</b> /MEMBER</p>



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**User-funded subsidiary body – Ready to Market Interoperability Group**

Application for new members

The designated operator or  
Consultative Committee  
member

\_\_\_\_\_ wishes to join the Ready to Market Interoperability Group (RMIG).

**A. Contribution level**

The RMIG shall be a self-financing body. The activities defined in the RMIG activity plan shall be financed by contributions from RMIG members in the form of fees set forth in a schedule approved by the general assembly.

The fixed annual membership fee and voting rights for each contribution class are as follows:

<i>Class</i>	<i>Membership fee (CHF)</i>	<i>Voting rights</i>
1	5,000	1
2	10,000	2
3	15,000	3
4	20,000	4
5	25,000	5
Founding member	50,000	10 (for the first two years only)
Associate member	TBD	None

Please indicate (on the basis of the table above) the class of contribution chosen:

<i>Class</i>	<i>Annual contribution (CHF)</i>

**B. Designation of representative**

Each member shall designate its representative(s) with expertise in the area of interoperability, who shall act as the official contact for all matters pertaining to the activities of the RMIG.

Country	Designated operator/CC member
Full name of designated representative	
<input type="checkbox"/> Mr <input type="checkbox"/> Ms	
Position/title	
E-mail	Tel.

**C. Application completion**

This application has been completed by:

Name	
Title	
Address	
E-mail	

Date	Signature
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## Ready to Market Interoperability Group (RMIG) – Rules of procedure

### Foreword

- 1 The Ready to Market Interoperability Group (hereinafter “RMIG”) functions under the auspices of, and reports to, the Postal Operations Council (POC) in accordance with article 153 of the UPU General Regulations. The RMIG does not have a legal status of its own.
- 2 The mission of the RMIG is to develop all substantive technical and operational work associated with the development of all three interoperability models defined in article 1.
- 3 Within the framework of its activities, the RMIG 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 RMIG in all cases not expressly provided for herein.
- 5 With effect from the date of approval of these rules of procedure (RoP), the activities of the RMIG shall have their main legal foundation in the relevant decisions contained in UPU Congress resolution C 3/2023 and fourth Extraordinary Congress–Doc 4. Annex 2. Attachments 1, 2 and 3.

### Chapter I – General provisions

#### Article 1

##### Definitions

- 1 The following terms used in these RoP shall have the meanings defined below:
  - 1.1 Designated operator (DO): any governmental or non-governmental entity officially designated by a member country to operate postal services and to fulfil the related obligations arising out of the Acts of the Union on its territory;
  - 1.2 Wider postal sector players (WPSPs): includes private companies and partner organizations, such as e-retailers, courier companies, logistics service providers, financial service providers, airlines, railways and other transport companies, customs organizations, manufacturers of postal and postal industry-related solutions, customer associations, unions and postal worker associations;
  - 1.3 UPU International Bureau (IB): secretariat of the RMIG;
  - 1.4 Interoperability models: interoperability model 1 – direct entry model; interoperability model 2 – transport interoperability and interconnectivity marketplace (TIIM); interoperability model 3 – first-mile injection model; as described in fourth Extraordinary Congress–Doc 4. Annex 2;
  - 1.5 Interoperability framework agreement (IFA) for interoperability model 1: includes all operational, technical, legal and policy requirements that need to be implemented to ensure interoperability between two entities (of which one is not a DO) for the exchange of items on a purely commercial basis;
  - 1.6 Transport framework agreement (TFA) for interoperability model 2: a compliance guide that sets out all required processes, forms and documents for providing UPU-certified transport services;
  - 1.7 Application programming interface (API) for interoperability model 3: facilitates the flow of data collected by WPSPs to the origin DO in relation to items injected by the WPSPs into the UPU postal stream at a facility in the country of origin; reciprocity applies.



## Article 2 Objectives

- 1 The objectives of the RMIG shall be as follows:
  - 1.1 Implement and manage all activities to develop the three interoperability models;
  - 1.2 Organize operational, commercial, technical and economic activities related to the IFA, TFA and API;
  - 1.3 Support the continued development and implementation of the IFA, TFA and API in coordination with the relevant standing groups;
  - 1.4 Carry out impact assessments as part of the development of the IFA;
  - 1.5 Consider/evaluate results of pilot tests conducted by members on a voluntary basis;
  - 1.6 Provide capabilities to ensure the development of all operational, technical and commercial activities to foster interoperability between DOs and WPSPs;
  - 1.7 Draft proposals for the 2025 Congress, including a draft IFA and TFA, and other main documents to be submitted to the POC and Council of Administration (CA) for approval;
  - 1.8 Promote and facilitate cooperation among members of the RMIG (hereinafter "Members") with the aim of contributing to and sharing in the development of the three interoperability models;
  - 1.9 Facilitate agile and flexible decision-making processes regarding the implementation of the three interoperability models;
  - 1.10 Encourage all DOs and Consultative Committee (CC) members to join the RMIG.

## Article 3 Membership and participation principles

- 1 Membership of the RMIG shall be voluntary and open to all DOs and CC members in accordance with the provisions set forth in these RoP.
  - 1.1 Other WPSPs not falling under the category of CC members may join the RMIG as associate members (hereinafter "Associate Members") under membership class A as further defined in article 6 below). Associate Members shall not have the right to vote in the RMIG. For the purposes of these RoP and except as otherwise stated herein, any references to Members shall also apply to Associate Members.
- 2 Each Member shall designate its representative(s) with expertise in the specific interoperability areas, who shall act as the official contact for all matters pertaining to activities of the RMIG.
- 3 The annual contribution paid by Members shall be deemed to be a membership fee. Payment of this fee, together with completion of the membership formalities set out in article 4, shall entitle each Member to the following benefits:
  - 3.1 The right to vote on decisions taken by the RMIG, subject to the provisions of articles 9 and 10;
  - 3.2 The right to benefit from instruments, tools and solutions developed by the RMIG;
  - 3.3 The right to participate in the General Assembly (GA);
  - 3.4 The right to submit candidates for Steering Committee (SC) positions;
  - 3.5 The right to participate in any of the subgroups established within the RMIG;
  - 3.6 The right to act as proxy for a maximum of one other Member.
- 4 The RMIG shall be responsible for defining, in due course, any other membership benefits (including, without limitation, those relating to the provision of free or discounted membership, or reductions in future service fees), subject to the approval of the GA.
- 5 The RMIG shall be managed by the SC, which shall in turn be elected by the GA.
- 6 Members shall pay the annual contribution fees, as provided for in article 6.

7 Members shall be responsible for any travel and daily expenses resulting from the participation of their representatives in meetings of the RMIG.

8 Any reference in these RoP to “attend”, “participate”, being “present”, being “represented” and “voting” shall be understood to include the possibility of remote or “hybrid” (both physical and remote) attendance and representation of Members at meetings of the GA and the SC via electronic means, i.e. web/video/audio conferencing facilities made available by the IB to ensure active participation, including for the purposes of quorum determination and voting, in meetings of the RMIG.

#### Article 4

##### Procedures for joining and withdrawal

1 In order to join the RMIG, any eligible entity shall:

1.1 Send the IB a completed and duly signed membership request, using the membership form provided by the IB, in which the entity undertakes to comply with these RoP;

1.2 Fulfil the conditions set out in article 3 of these RoP;

1.3 Pay its annual membership fees;

1.4 Designate its representative(s) in accordance with article 3 of these RoP and inform the IB accordingly.

2 The membership application shall be forwarded by the IB to the SC, which shall verify, with the assistance of the IB, that the membership conditions have been met.

3 The SC shall validate the membership of entities whose applications meet the membership conditions set out in these RoP.

4 The list of Members shall be kept up to date by the IB and be available for public consultation on the UPU website.

5 Any Member may withdraw from the RMIG, provided that it gives the IB written notification of withdrawal. Withdrawal shall take effect on 31 December of the year in which the official notification was received by the secretariat. Withdrawal from the RMIG shall be notified to the secretariat 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 intention within the designated period shall be postponed to 31 December of the following year. Members' rights and benefits, and the requirement to pay the annual membership fees, shall be maintained until the effective date of withdrawal.

6 Upon receipt of the written notification from the Member concerned, the SC may decide to reduce the period until the effective date of withdrawal, if all the formalities for the withdrawal of the Member can be completed by the given deadline.

7 The IB shall notify the other Members of any withdrawal by a Member.

#### Article 5

##### Languages

Without prejudice to the relevant provisions of articles 155 and 156 of the UPU General Regulations (particularly with regard to the production of documentation, official correspondence and meeting languages), the working languages of the RMIG shall be French and English.

#### Article 6

##### Membership fees and voting rights

1 The RMIG shall be a self-financing body. The activities defined in the RMIG activity plan shall be financed by contributions from RMIG Members, in the form of fees set forth in a schedule approved by the GA.

2 The fixed annual membership fee and voting rights for each contribution class are as follows:

<i>Class</i>	<i>Membership fee (CHF)</i>	<i>Voting rights</i>
1	5,000	1
2	10,000	2
3	15,000	3
4	20,000	4
5	25,000	5
Founding members	50,000	10 (for the first two years only)
A	TBD	None

3 Members and Associate Members may also provide voluntary contributions in cash or in kind to the activities of the RMIG. No additional voting rights shall be linked to such voluntary fund contributions.

4 Membership shall take effect on the date on which the official notification of membership has been received, the related membership requirements have been verified, and payment of annual dues has been received by the IB.

#### Article 7 Founders

1 Any Member wishing to contribute to the RMIG, within the first 12 months of its establishment, in the amount of 50,000 CHF, as indicated in the table in article 6, shall be considered a founding member (hereinafter "Founder"). With effect from the third year, Founders have the flexibility to select the contribution class to which they wish to belong.

2 As the case may be, up to three Founders shall be automatically entitled to nominate members of the SC for the first term thereof following establishment of the RMIG (with this benefit applying only for the first three Founders to have provided the requisite contribution as set forth in article 6.2), subject to observance of the provisions contained in article 12 and, in particular, the requirements indicated in article 12.4. In order to ensure completeness in the composition of the SC, any remaining members of the SC shall be elected in accordance with the procedures contained in article 12.

## **Chapter II – Working bodies and voting principles**

#### Article 8 Working bodies

The bodies of the RMIG shall be:

- the GA;
- the SC; and
- any subgroups whose establishment is proposed by the SC and approved by the GA.

#### Article 9 General Assembly

##### 1 Structure

1.1 Attendance at meetings of the GA shall be open to all Members in accordance with the provisions contained in the Rules of Procedure of the POC.

- 1.2 The Chair shall direct the proceedings of the GA. In the absence of the Chair, the Vice-Chair shall perform this function.
- 1.3 The GA shall meet at least once per year to address the activities described below.
- 2 Quorum and GA voting principles
  - 2.1 Only Members shall have the right to vote.
  - 2.2 Voting rights shall be in accordance with those shown in article 6, on the basis of the contribution class to which a Member belongs.
  - 2.3 The quorum necessary for the opening of valid meetings and voting on any decisions of the RMIG GA shall be half of the Members with the right to vote.
  - 2.4 For decisions to be taken by the GA, it shall be necessary to have a simple majority of the voting Members combined with a majority of the voting rights.
  - 2.5 The GA shall set the approximate date, duration and place of its next meeting. Except as otherwise decided by the GA, such meetings shall be held in conjunction with other meetings of the UPU, such as Congresses and sessions of the POC and the CA.
- 3 Role and responsibilities of the GA
  - 3.1 The GA is the main body of the RMIG and shall be responsible for taking all decisions relating to RMIG activities that do not fall within the powers of the SC as listed below, subject to the rules of the UPU and the relevant decisions of the bodies of the UPU.
  - 3.2 The GA shall be responsible for the following activities in particular:
    - 3.2.1 Preparation and validation of strategies and business plans for further development, maintenance and support of the activities carried out by the RMIG, on the recommendation of the SC and in accordance with the relevant decisions of the bodies of the UPU (including, without limitation, the UPU Strategy and Business Plan);
    - 3.2.2 Preparation of the annual activity report for consideration by the POC.
    - 3.2.3 Review and endorsement of amendments to these RoP, subject to the approval of the POC (and further approval of the CA for matters falling under the purview thereof);
    - 3.2.4 Review and endorsement of recommendations proposed by the SC;
    - 3.2.5 Election of SC members (including the Chair and Vice-Chair), without prejudice to the specific appointment conditions referred to in article 12;
    - 3.2.6 Ratification or revocation of the application of the sanctions defined in articles 16 and 18, applied to a Member on the recommendation of the SC, should that Member fail to comply with the membership conditions and obligations stipulated in these RoP.

## Article 10 Steering Committee

- 1 Structure
  - 1.1 As the formal structure responsible for managing the activities of the RMIG, the SC shall comprise seven members elected by the GA from among the RMIG Members, in accordance with the following structure:
    - 1.1.1 Chair;
    - 1.1.2 Vice-Chair;
    - 1.1.3 Five members as described in article 12.
- 2 Quorum and voting principles
  - 2.1 The quorum necessary for opening and conducting any valid SC meeting shall be half of its members.

- 2.2 Decisions during SC meetings shall be taken by consensus whenever possible. However, for votes taken during such meetings, all decisions shall be passed by a majority of the votes of the SC members present, subject to the quorum requirements described in § 2.1 of this article.
- 2.3 Each member of the SC shall have one vote.
- 2.4 Members of the SC shall act, in their functions, in an impartial way with regard to the various Members and all RMIG issues.
- 2.5 Meetings of the SC shall be held in Berne, Switzerland, or via electronic means, or at any other location as may be agreed in accordance with the Rules of Procedure of the POC.
- 3 Role and responsibilities of the SC
- 3.1 The role and responsibilities of the SC shall be to:
- 3.1.1 Define strategies relating to RMIG activities in accordance with UPU strategy;
- 3.1.2 Submit to the GA business plans and priorities aimed at implementing strategies that are in the interests of Members;
- 3.1.3 Preparation and validation of the budget proposal for submission to the GA for approval;
- 3.1.4 In accordance with the business plan, formulate the funding plans needed to develop and support RMIG activities and projects, and propose a budget for the support of projects;
- 3.1.5 If necessary, propose to the GA that it form subgroups to advance the activities of the RMIG;
- 3.1.6 Report to the GA on activities and budgetary expenditure in accordance with approved business and activity plans;
- 3.1.7 Develop and implement components related to the operation and management of the three interoperability models;
- 3.1.8 Decide on the admission, suspension or reinstatement of Members;
- 3.1.9 Transmit its decisions to the IB for implementation.

#### Article 11 Subgroups

If proposed by the SC, the GA may establish subgroups in order to address matters pertaining to any of the interoperability models, in accordance with the objectives outlined in article 2.

#### Article 12 Election of the Steering Committee and term of office

- 1 The members of the SC shall be elected *ad personam* from among Members by the GA in accordance with the voting procedures set out in article 9.2 (by secret vote in the absence of a consensus) and without prejudice of the provisions of article 7.2. Due regard shall be given, as far as possible, to equitable representation between DOs and CC members. In the event of a tie, a second round of voting shall be held if necessary.
- 2 SC members shall be elected for a two-year term and may be re-elected. Four members shall be elected in even years and three members in odd years.
- 3 Candidacies shall be called for no later than 10 weeks before the end of the SC's term of office, and the period for submitting candidacies shall be at least four weeks. SC members standing for election shall be announced no later than four weeks from the close of the period for the submission of candidacies.
- 4 All candidates for election to the SC shall meet the following conditions:
- 4.1 Be presented by a Member (one candidate only per Member);
- 4.2 Be employed by the Member concerned;
- 4.3 Be qualified and available to assume their duties on the SC.

5 A vacancy on the SC shall arise:

- 5.1 When an SC member resigns;
- 5.2 When an SC member ceases to be employed by the Member that presented their candidacy;
- 5.3 When an SC member has missed two consecutive SC meetings; or
- 5.4 If the SC member represents a Member that has been suspended or excluded.

6 In the event of a vacancy on the SC, an election shall be organized within one month to fill the vacant post for the remainder of the term of office.

#### Article 13

##### Chair and Vice-Chair

1 The GA shall elect the Chair and Vice-Chair of the RMIG from among SC members. Should the position of Chair or Vice-Chair become vacant, a successor shall be elected forthwith by the GA from among the remaining SC members.

- 1.1 The Chair and Vice-Chair of the SC shall act as Chair and Vice-Chair, respectively, of the GA.
- 1.2 The Chair and Vice-Chair of the RMIG shall be elected for a two-year term and may be re-elected so as to serve a maximum of three consecutive terms.

2 The Chair shall convene and preside over the meetings of the GA, be in overall charge of the work and activities of the RMIG, and prepare the provisional agenda for each RMIG meeting. The Chair shall also be responsible for presenting the report of the GA to the POC. In accordance with article 10, the Chair shall transmit to the IB any decisions taken by the GA/SC for support as appropriate.

3 The Vice-Chair shall act as Chair at meetings of the GA if the Chair is prevented from attending. If both the Chair and the Vice-Chair are prevented from attending a specific meeting, the Chair shall be replaced by one of the SC members selected among themselves or, in the absence of agreement, elected by a secret ballot of all Members present.

4 The Vice-Chair shall assist the Chair in directing the RMIG and coordinating the activities thereof. To this end, the Vice-Chair shall *inter alia* be kept informed of matters relating to the preparation and programming of RMIG meetings, and also follow the progress of and coordinate studies and issues assigned to the RMIG.

#### Article 14

##### Secretariat

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

- 1.1 Within the framework of the action plan of the RMIG, serve as an organ of support, liaison, information and consultation for the RMIG and its Members, and implement the decisions of the RMIG;
- 1.2 Support the SC through its functions;
- 1.3 Convene ordinary and, as necessary, extraordinary meetings of the GA and SC;
- 1.4 Publish the meeting documents at least one week before the meetings in both of the RMIG working languages as specified in article 5.1.

### **Chapter III – Finances, suspension, reinstatement and exclusion procedures**

#### Article 15

##### Budget and financing

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

- 2 Its activities, as defined in its business plan, shall in principle be financed from the following sources:
  - 2.1 Annual membership fees paid by Members;
    - 2.1.1 The annual membership fee shall be invoiced on an annual basis, at the latest two months before the start of each calendar year, in CHF;
  - 2.2 Members' voluntary contributions including, as the case may be, contributions allocated for specific activities;
    - 2.2.1 At the request of the Member concerned, its voluntary contributions may be spread over future years in order to cover annual membership periods, subject, as the case may be, to the availability of sufficient funds for that membership class and to other specific conditions that may be jointly agreed by that Member and the RMIG. Furthermore, the Member concerned shall define how any outstanding residual amount may be used;
  - 2.3 Fees from the use of services or solutions provided within the framework of the RMIG;
  - 2.4 Other sources, such as revenue from forums and events or voluntary contributions from third parties.

#### Article 16

##### Suspension procedure

- 1 A Member shall be automatically suspended from the RMIG:
  - 1.1 If it does not pay its annual membership fee by the deadline indicated in article 18.1;
  - 1.2 If it is declared bankrupt or has been placed in receivership.
- 2 A member may be suspended on the decision of the SC if it does not comply with these RoP.
- 3 Suspension shall entail the loss of voting rights.
- 4 After the suspension is implemented by the SC, the Member concerned shall receive confirmation in writing from the Chair of the SC.
- 5 The suspended Member may lodge an appeal against its suspension with the SC, which may either uphold or nullify the suspension.
- 6 Should the SC decide to uphold the suspension of a Member in accordance with § 5 of this article, the Member concerned may, as a last resort, lodge an appeal with the GA, whose decision shall be final.
- 7 Members shall still be required to pay their annual membership fees throughout their suspension.
- 8 The IB shall take the necessary measures to implement the decision to suspend a Member and also to notify other Members of the suspension.

#### Article 17

##### Reinstatement procedure

- 1 A suspended or excluded Member may be reinstated at its written request and on the decision of the SC, when both of the following conditions have been met:
  - 1.1 The SC considers, on the basis of an examination of the suspended or excluded Member's situation, that its reinstatement is in the interests of the RMIG;
  - 1.2 The Member concerned has settled all its financial obligations within 20 calendar days from the date of notification by the IB (following the advice of the SC as per § 1.1 of this article).

Article 18  
Debts in arrears

1 Any Member which has not paid the membership fees within three months of the date of invoice shall automatically lose the right to vote and shall not be permitted to participate in RMIG activities or have access to RMIG information until the outstanding amount has been paid.

2 A Member which has not paid its membership fees for two years shall be automatically excluded from the RMIG.

Article 19  
Dissolution

1 In the event that the GA considers that there are insufficient funds available and forthcoming to provide for the ongoing functioning of the RMIG, it may recommend to the POC that the RMIG be dissolved. Subject to the approval of the POC and without prejudice to the functions of the CA in its area of competence, such a decision shall be taken in the light of the funds available and in prospect, and commitments undertaken to implement RMIG activity plans.

2 In the event that a decision to dissolve the RMIG is taken by the POC or, as appropriate, the CA, and unless otherwise determined by the latter body(ies), any monies owing or remaining shall be returned to the Members on the basis of the relative proportions of the membership fees received in the most recent complete calendar year of functioning.

#### **Chapter IV – Final provisions**

Article 20  
Entry into force

These RoP shall enter into force immediately after their approval by the POC (subject to approval of the relevant framework by the CA, in accordance with the provisions of article 153 of the UPU General Regulations).