



## Australian Treaty Series

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# Australian Treaty Series 1981 No 27

**DEPARTMENT OF FOREIGN AFFAIRS**

**CANBERRA**

**Universal Postal Union (XVIII Congress): General Regulations, and Final Protocol; Universal Postal Convention, Detailed Regulations and Final Protocol;**

**Postal Parcels Agreement, Detailed Regulations and Final Protocol**

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## **GENERAL REGULATIONS OF THE UNIVERSAL POSTAL UNION**

The undersigned plenipotentiaries of the Governments of member countries of the Union, having

regard to article 22, paragraph 2, of the Constitution of the Universal Postal Union, concluded at Vienna on 10 July 1964, have, by common consent, and subject to article 25, paragraph 3, of the Constitution, drawn up in these General Regulations the following provisions securing the application of the Constitution and the functioning of the Union.

## CHAPTER I

### FUNCTIONING OF THE UNION'S BODIES

#### Article 101

##### Organization and convening of Congresses, Extraordinary Congresses, Administrative Conferences and Special Committees

1. The representatives of member countries shall meet in Congress not later than five years after the date on which the Acts of the preceding Congress come into operation.
2. Each member country shall arrange for its representation at Congress by one or more plenipotentiaries furnished by their Government with the necessary powers. It may, if need be, arrange to be represented by the delegation of another member country. Nevertheless it shall be understood that a delegation may represent only one member country other than its own.
3. In debates, each country shall be entitled to one vote.
4. In principle, each Congress shall designate the country in which the next Congress will be held. If that designation proves inapplicable, the Executive Council shall be authorized to designate the country where Congress is to meet, after consultation with the latter country.
5. After consultation with the International Bureau, the host Government shall fix the definitive date and the precise locality of Congress. In principle one year before that date the host Government shall send an invitation to the Government of each member country of the Union. This invitation may be sent direct or through the intermediary of another Government or through the Director-General of the International Bureau. The host Government shall also be responsible for notifying the decisions taken by Congress to all the Governments of member countries.
6. When a Congress has to be convened without a host Government, the International Bureau, with the agreement of the Executive Council and after consultation with the Government of the Swiss Confederation, shall take the necessary steps to convene and organize the Congress in the country in which the seat of the Union is situated. In this event the International Bureau shall perform the functions of the host Government.
7. The meeting place of an Extraordinary Congress shall be fixed, after consultation with the International Bureau, by the member countries which have initiated that Congress.
8. Paragraphs 2 to 6 shall be applicable by analogy to Extraordinary Congresses.
9. The meeting place of an Administrative Conference shall be fixed after consultation with the International Bureau, by the postal administrations which have initiated the Conference. The notices of convocation shall be sent out by the postal administration of the country in which the conference is to be held.
10. Special Committees shall be convened by the International Bureau after consultation, where appropriate, with the postal administration of the member country in which these Special Committees are to meet.

## Article 102

### Composition, functioning and meetings of the Executive Council

1. The Executive Council shall consist of a Chairman and thirty-nine members who shall exercise their functions during the period between two successive Congresses.
2. The chairmanship shall devolve by right on the host country of Congress. If that country waives this right, it shall become a *de jure* member and, as a result, the geographical group to which it belongs shall have at its disposal an additional seat, to which the restrictive provisions of paragraph 3 shall not apply. In that case, the Executive Council shall elect to the chairmanship one of the member countries belonging to the geographical group of the host country.
3. The thirty-nine members of the Executive Council shall be elected by Congress on the basis of an equitable geographical distribution. At least a half of the membership shall be renewed at each Congress: no member may be chosen by three successive Congresses.
4. The representative of each of the members of the Executive Council shall be appointed by the postal administration of his country. This representative shall be a qualified official of the postal administration.
5. The office of member of the Executive Council shall be unpaid. The operational expenses of this Council shall be borne by the Union.
6. The Executive Council shall coordinate and supervise all the activities of the Union with the following functions:
  - (a) to maintain the closest contact with the postal administrations of member countries with a view to improving the international postal service;
  - (b) to promote, coordinate and supervise all forms of postal technical assistance within the framework of international technical cooperation;
  - (c) to study administrative, legislative and legal problems concerning the international postal service and communicate the results of such studies to postal administrations;
  - (d) to designate the country where the next Congress is to be held in the case provided for in article 101, paragraph 4;
  - (e) to submit subjects for study to the Consultative Council for Postal Studies for examination in accordance with article 104, paragraph 9(f);
  - (f) to examine the annual report prepared by the Consultative Council for Postal Studies and, if necessary, the proposals submitted by the Council;
  - (g) to make any useful contacts with the United Nations, its Councils and its Committees, and with the specialized agencies and other international bodies, for the purpose of making studies and preparing reports to be submitted for approval to the postal administrations of member countries; to send, as occasion arises, representatives of the Union to take part on its behalf in the meetings of these international bodies; to designate in due course the intergovernmental international organizations which should be invited to be represented at a Congress and to instruct the Director-General of the International Bureau to send the necessary invitations;
  - (h) to formulate, as necessary, proposals to be submitted for the approval either of postal

administrations of member countries under article 31, paragraph 1, of the Constitution and article 121 of these Regulations, or of Congress when these proposals concern studies entrusted by Congress to the Executive Council or when they arise out of the Executive Council's own activities as defined in this article;

(i) to examine, at the request of the postal administration of a member country, any proposal which that administration forwards to the International Bureau under article 120, to prepare observations on it and to instruct the International Bureau to annex these observations to the proposal before submitting it for approval to the postal administrations of member countries;

(j) in accordance with the provisions in force:

(i) to ensure control of the activities of the International Bureau;

(ii) to consider and approve the annual budget of the Union;

(iii) to appoint or promote officials to the grade of Assistant Director-General (D2);

(iv) to approve the annual report on the work of the Union prepared by the International Bureau and where appropriate to furnish observations on it;

(v) to authorize, if circumstances so require, the ceiling of expenditure to be exceeded in accordance with article 122, paragraphs 3 and 4.

7. In appointing officials to grade D2, the Executive Council shall consider the professional qualifications of the candidates recommended by the postal administrations of the member countries of which the candidates are nationals, ensuring that the posts of Assistant Director-General are as far as possible filled by candidates from different regions and from regions other than those from which the Director-General and Deputy Director-General originate, bearing in mind the paramount consideration of the efficiency of the International Bureau, while giving due weight to the Bureau's internal promotion arrangements.

8. At its first meeting, which shall be convened by the Chairman of Congress, the Executive Council shall elect four Vice-Chairmen from among its members and draw up its Rules of Procedure.

9. On convocation by its Chairman, the Executive Council shall meet in principle once a year, at Union headquarters.

10. The representative of each of the members of the Executive Council participating in its meetings, except for meetings which take place during Congress, shall be entitled to reimbursement of the cost of either an economy class return air ticket or first class return rail ticket, or expenses incurred for travel by any other means subject to the condition that the amount does not exceed the price of the economy class return air ticket.

11. The Chairman of the Consultative Council for Postal Studies shall represent that body at meetings of the Executive Council on the agenda of which there are questions of interest to the body which he directs.

12. To ensure effective liaison between the work of the two bodies, the Chairman, the Vice-Chairman and the Committee Chairman of the Consultative Council for Postal Studies may, if they express the desire so to do, attend Executive Council meetings as observers.

13. The postal administration of the country in which the Executive Council meets shall be invited to take part in the meetings in the capacity of observer, if that country is not a member of the Executive

Council.

14. The Executive Council may invite any international body or any qualified person whom it wishes to associate with its work to its meetings, without the right to vote. It may also invite, under the same conditions, one or more postal administrations of member countries concerned with questions on its agenda.

### Article 103

#### Documentation on the activities of the Executive Council

1. The Executive Council shall send postal administrations of member countries of the Union and Restricted Unions, for information, after each session:

(a) a summary record;

(b) the "Documents of the Executive Council" containing the reports, discussions, summary record and resolutions and decisions.

2. The Executive Council shall make to Congress a comprehensive report on its work and send it to postal administrations at least two months before the opening of Congress.

### Article 104

#### Composition, functioning and meetings of the Consultative Council for Postal Studies

1. The Consultative Council for Postal Studies shall consist of thirty-five members who shall exercise their functions during the period between two successive Congresses.

2. The members of the Consultative Council shall be elected by Congress, in principle on the basis of as wide a geographical distribution as possible.

3. The representative of each of the members of the Consultative Council shall be appointed by the postal administration of his country. This representative shall be a qualified official of the postal administration.

4. The operational expenses of the Consultative Council shall be borne by the Union. Its members shall not receive any payment. Travelling and living expenses incurred by representatives of administrations participating in the Consultative Council shall be borne by those administrations. However, the representative of each of the countries considered to be disadvantaged according to the lists established by the United Nations shall be entitled to reimbursement of the price of an economy class return air ticket or first class return rail ticket, or expenses incurred for travel by any other means, subject to the condition that the amount does not exceed the price of the economy class return air ticket.

5. At its first meeting, which shall be convened and opened by the Chairman of Congress, the Consultative Council shall choose from among its members a Chairman, a Vice-Chairman and the Committee Chairmen.

6. The Consultative Council shall draw up its Rules of Procedure.

7. In principle, the Consultative Council shall meet every year at Union headquarters. The date and place of the meeting shall be fixed by its Chairman, in agreement with the Chairman of the Executive Council and the Director-General of the International Bureau.

8. The Chairman, the Vice-Chairman and the Committee Chairmen of the Consultative Council shall form the Steering Committee. This Committee shall prepare and direct the work of each meeting of the Consultative Council and take on all the tasks which the latter decides to assign to it.

9. The functions of the Consultative Council shall be the following:

(a) to organize the study of the most important technical, operational, economic and technical cooperation problems which are of interest to postal administrations of all member countries of the Union and to prepare information and opinions on them;

(b) to study teaching and vocational training problems of interest to the new and developing countries;

(c) to take the necessary steps to study and publicize the experiments and progress made by certain countries in the technical, operational, economic and vocational training fields of interest to the postal services;

(d) to study the present position and needs of the postal services in the new and developing countries and to prepare appropriate recommendations on ways and means of improving the postal services in those countries;

(e) to take, in consultation with the Executive Council, appropriate steps in the sphere of technical cooperation with all member countries of the Union and in particular with the new and developing countries;

(f) to examine any other questions submitted to it by a member of the Consultative Council, by the Executive Council or by any administration of a member country.

10. The members of the Consultative Council shall take an active part in its work. Member countries not belonging to the Consultative Council may, at their request, cooperate in the studies undertaken.

11. If need be, the Consultative Council shall draw up proposals for Congress arising directly from its activities as defined in this article. These proposals shall be submitted by the Consultative Council itself, after consultation with the Executive Council when questions within the latter's competence are concerned.

12. The Consultative Council shall, at its last session before Congress, prepare for submission to Congress the draft work programme of the next Council, taking into account the requests of member countries of the Union and of the Executive Council.

13. In order to ensure effective liaison between the work of the two bodies, the Chairman and Vice-Chairmen of the Executive Council may, if they express the desire so to do, attend Consultative Council meetings as observers.

14. The Consultative Council may invite the following to take part in its meetings without the right to vote:

(a) any international body or any qualified person whom it wishes to associate with its work;

(b) postal administrations of member countries not belonging to the Consultative Council.

## Article 105

### Documentation on the activities of the Consultative Council for Postal Studies

1. The Consultative Council for Postal Studies shall send postal administrations of member countries and Restricted Unions, for information, after each session:
  - (a) a summary record;
  - (b) the "Documents of the Consultative Council for Postal Studies" containing the reports, discussions and summary record.
2. The Consultative Council shall prepare for the Executive Council an annual report on its work.
3. The Consultative Council shall prepare for Congress a comprehensive report on its work and send it to postal administrations of member countries at least two months before the opening of Congress.

#### Article 106

##### Rules of Procedure of Congresses, Administrative Conferences and Special Committees

1. For the organization of its work and the conduct of its debates, Congress shall apply the Rules of Procedure of Congresses which are annexed to the General Regulations.
2. Each Congress may amend these rules under the conditions laid down in the Rules of Procedure themselves.
3. Each Administrative Conference and each Special Committee shall draw up its rules of procedure. Until such rules are adopted, the provisions of the Rules of Procedure of Congresses annexed to these General Regulations shall be applicable in so far as they are relevant to the debates.

#### Article 107

##### Languages used for the publication of documents, for debates and for official correspondence

1. For the documents of the Union, the French, English, Arabic and Spanish languages shall be used. The Chinese, German, Portuguese and Russian languages shall also be used provided that only the most important basic documents are produced in these languages. Other languages may also be used on condition that the costs to be borne by the Union under paragraph 6 are not thereby increased.
2. The member country or countries which have requested a language other than the official language constitute a language group. The member countries which have not made any express request shall be regarded as having asked for the official language.
3. Documents shall be published by the International Bureau in the official language and in the languages of the duly constituted language groups, either directly or through the intermediary of the regional offices of those groups in conformity with the procedures agreed with the International Bureau. Publication in the different languages shall be effected in accordance with a common standard.
4. Documents published directly by the International Bureau shall be distributed simultaneously in the different languages requested.
5. Correspondence between the postal administrations and the International Bureau and between the latter and outside entities may be exchanged in any language for which the International Bureau has available a translation service.
6. The cost of translation into any language other than the official language, including those resulting

from the application of paragraph 5, shall be borne by the language group which has asked for that language. The Union shall bear the cost of translation into the official language of documents and correspondence received in Arabic, English and Spanish, as well as all other costs involved in the supply of documents. The ceiling of the costs to be borne by the Union for the production of documents in Chinese, German, Portuguese and Russian shall be fixed by a Congress resolution.

7. The costs to be borne by a language group shall be divided among the members of that group in proportion to their contributions to the expenses of the Union. These costs may be divided among the members of the language group according to another system, provided that the countries concerned agree to it and inform the International Bureau of their decision through the intermediary of the spokesman of the group.

8. The International Bureau shall give effect to any change in the choice of language requested by a member country after a period which shall not exceed two years.

9. For the discussions at meetings at the Union's bodies, the French, English, Spanish and Russian languages shall be admissible, by means of a system of interpretation - with or without electronic equipment - the choice being left to the judgment of the organizers of the meeting after consultation with the Director-General of the International Bureau and the member countries concerned.

10. Other languages shall likewise be admissible for the discussions and meetings mentioned in paragraph 9.

11. Delegations using other languages shall arrange for simultaneous interpretation into one of the languages mentioned in paragraph 9, either by the system indicated in the same paragraph, when the necessary technical modifications can be made, or by individual interpreters.

12. The costs of the interpretation services shall be shared among the member countries using the same language in proportion to their contributions to the expenses of the Union. However, the costs of installing and maintaining the technical equipment shall be borne by the Union.

13. Postal administrations may come to an understanding about the language to be used for official correspondence in their relations with one another. In the absence of such an understanding the language to be used shall be French.

## CHAPTER II

### INTERNATIONAL BUREAU

#### Article 108

##### Election of the Director-General and Deputy Director-General of the International Bureau

1. The Director-General and the Deputy Director-General of the International Bureau shall be elected by Congress for the period between two successive Congresses, the minimum duration of their term of office being five years. Their term of office shall be renewable once only. Unless Congress decides otherwise, the date on which they take up their duties shall be fixed at 1 January of the year following that in which Congress is held.

2. The election of the Director-General and that of the Deputy Director-General shall take place by secret ballot, the first election being for the post of Director-General. Applications must be submitted by the Governments of member countries, through the intermediary of the Government of Swiss Confederation. To that end, the Swiss Government shall send a memorandum to the Governments of member countries at least seven months before the opening of Congress, inviting them to send in their

applications, if any, within a period of three months. The candidates must be nationals of the member countries which put them forward. In its memorandum, the Government of the Swiss Confederation shall also state whether the Director-General and Deputy Director-General in office have declared their interest in a renewal of their initial term of office. About two months before the opening of Congress the latter Government shall forward the applications received to the International Bureau so that the election documents can be prepared.

3. If the post of Director-General falls vacant, the Deputy Director-General shall take over the functions of Director-General until the expiry of the latter's term of office; he shall be eligible for election to that post and shall automatically be accepted as a candidate, provided that his initial term of office as Deputy Director-General has not already been renewed once by the preceding Congress and that he declares his interest in being considered as a candidate for the post of Director-General.

4. If the posts of Director-General and Deputy Director-General fall vacant at the same time, the Executive Council shall elect, on the basis of the applications received following notification of the vacancies, a Deputy Director-General for the period extending up to the next Congress. With regard to the submission of applications, paragraph 2 shall apply by analogy.

5. If the post of Deputy Director-General falls vacant, the Executive Council shall, on the proposal of the Director-General, instruct one of the Assistant Directors-General at the International Bureau to take over the functions of Deputy Director-General until the following Congress.

## Article 109

### Duties of the Director-General

1. The Director-General shall organize, administer and direct the International Bureau, of which he is the legal representative. He shall be empowered to classify posts in grades G1 to D1, and to appoint and promote officials in those grades. For appointments in grades P1 to D1, he shall consider the professional qualifications of the candidates recommended by the postal administrations of the member countries of which the candidates are nationals, taking into account equitable geographical distribution with respect to continents and languages together with all other relevant considerations, while giving due weight to the Bureau's internal promotion arrangements. He shall also consider that, in principle persons occupying grade D2, D1 and P5 posts must be nationals of different member countries of the Union. He shall inform the Executive Council once a year, in the report on the work of the Union, of appointments and promotions in grades P4 and D1.

2. The Director-General shall have the following duties:

(a) to prepare the draft annual budget of the Union at the lowest possible level consistent with the requirements of the Union and to submit it in due course and simultaneously to the Executive Council and the Supervisory Authority for consideration; to communicate the budget to the member countries of the Union after approval by the Executive Council;

(b) to act as an intermediary in relations between:

- the UPU and the Restricted Unions;

- the UPU and the United Nations;

- the UPU and the international organizations whose activities are of interest to the Union;

(c) to assume the duties of Secretary-General of the bodies of the Union and supervise in this capacity and taking into account the special provisions of these General Regulations, in particular:

- the preparation and organization of the work of the Union's bodies;
- the preparation, production and distribution of documents, reports and minutes;
- the functioning of the secretariat at meetings of the Union's bodies;

(d) to attend the meetings of the bodies of the Union and take part in the discussions without the right to vote, with the possibility of being represented.

## Article 110

### Duties of the Deputy Director-General

1. The Deputy Director-General shall assist the Director-General and shall be responsible to him.
2. If the Director-General is absent or prevented from discharging his duties, the Deputy Director-General shall exercise his functions. The same shall apply in the case of a vacancy in the post of Director-General as mentioned in article 108, paragraph 3.

## Article 111

### Secretariat of the Union's bodies

The Secretariat of the Union's bodies shall be provided by the International Bureau under the responsibility of the Director-General. It shall send all the documents published on the occasion of each session to the postal administrations of the members of the body, to the postal administrations of countries which, while not members of the body, cooperate in the studies undertaken, to the Restricted Unions and to postal administrations of other member countries which ask for them.

## Article 112

### List of member countries

The International Bureau shall prepare and keep up to date the list of member countries of the Union showing therein their contribution class, their geographical group and their position with respect to the Acts of the Union.

## Article 113

### Information. Opinions. Requests for interpretation and amendment of the Acts. Inquiries. Role in the settlement of accounts

1. The International Bureau shall be at all times at the disposal of the Executive Council, the Consultative Council for Postal Studies and postal administrations for the purpose of supplying them with an necessary information on questions relating to the service.
2. In particular it shall collect, collate, publish and distribute all kinds of information of interest to the international postal service, give an opinion, at the request of the parties involved, on questions in dispute, act on requests for interpretation and amendment of the Acts of the Union and, in general, carry out such studies and editorial or documentary work as are assigned to it by those Acts or as may be referred to it in the interest of the Union.
3. It shall also conduct inquiries requested by postal administrations to obtain the views of other administrations on a particular question. The result of an inquiry shall not have the status of a vote

and shall not be formally binding.

4. It shall bring to the notice of the Chairman of the Consultative Council for Postal Studies, for any necessary action, questions which are within the competence of that organ.

5. It shall act as a clearing house in the settlement of accounts of all kinds relating to the international postal service between postal administrations requesting this facility.

#### Article 114

##### Technical cooperation

The International Bureau shall develop postal technical assistance in all its forms within the framework of international technical cooperation.

#### Article 115

##### Forms supplied by the International Bureau

The International Bureau shall be responsible for arranging the manufacture of postal identity cards, international reply coupons, postal travellers' cheques and cheque book covers and for supplying them, at cost, to postal administrations ordering them.

#### Article 116

##### Acts of Restricted Unions and Special Agreements

1. Two copies of the Acts of Restricted Unions and of Special Agreements concluded under article 8 of the Constitution shall be sent to the International Bureau by the offices of such Unions, or failing that, by one of the contracting parties.

2. The International Bureau shall see that the Acts of Restricted Unions and Special Agreements do not include conditions less favourable to the public than those which are provided for in the Acts of the Union and shall inform postal administrations of the existence of such Unions and Agreements. The International Bureau shall notify the Executive Council of any irregularity discovered through applying this provision.

#### Article 117

##### Union periodical

The International Bureau shall publish, with the aid of the documents made available to it, a periodical in Arabic, Chinese, English, French, German, Russian and Spanish.

#### Article 118

##### Annual report on the work of the Union

The International Bureau shall make an annual report on the work of the Union, which shall be sent, after approval by the Executive Council, to postal administrations, the Restricted Unions and the United Nations.

### CHAPTER III

## PROCEDURE FOR THE SUBMISSION AND CONSIDERATION OF PROPOSALS

### Article 119

#### Procedure for submitting proposals to Congress

1. Subject to the exceptions provided for in paragraph 3, the following procedure shall govern the submission of proposals of all kinds to Congress by postal administrations of member countries:
  - (a) proposals which reach the International Bureau at least six months before the date fixed for Congress shall be accepted;
  - (b) no drafting proposal shall be accepted during the period of six months preceding the date fixed for Congress;
  - (c) proposals of substance which reach the International Bureau in the interval between six and four months before the date fixed for Congress shall not be accepted unless they are supported by at least two administrations;
  - (d) proposals of substance which reach the International Bureau during the period of four months preceding the date fixed for Congress shall not be accepted unless they are supported by at least eight administrations;
  - (e) declarations of support shall reach the International Bureau within the same period as the proposals to which they refer.
2. Drafting proposals shall be headed "Drafting proposal" by the administrations which submit them and shall be published by the International Bureau under a number followed by the letter R. Proposals which do not bear this indication but which, in the opinion of the International Bureau, deal only with drafting points shall be published with an appropriate annotation: the International Bureau shall draw up a list of these proposals for Congress.
3. The procedure prescribed in paragraphs 1 and 2 shall not apply either to proposals concerning the Rules of Procedure of Congresses or to amendments to proposals already made.

### Article 120

#### Procedure for submitting proposals between Congresses

1. To be eligible for consideration each proposal concerning the Convention or the Agreements submitted by a postal administration between Congresses shall be supported by at least two other administrations. Such proposals shall lapse if the International Bureau does not receive, at the same time, the necessary number of declarations of support.
2. These proposals shall be sent to other postal administrations through the intermediary of the International Bureau.

### Article 121

#### Consideration of proposals between Congresses

1. Every proposal shall be subject to the following procedure: a period of two months shall be allowed to postal administrations of member countries for consideration of the proposal notified by an International Bureau circular and for forwarding their observations, if any, to the Bureau.

Amendments shall not be admissible. The replies shall be collected by the International Bureau and communicated to postal administrations with an invitation to vote for or against the proposal. Those which have not sent in their vote within a period of two months shall be considered as abstaining. The aforementioned periods shall be reckoned from the dates of the International Bureau circulars.

2. If the proposal relates to an Agreement, its Detailed Regulations or their Final Protocols, only the postal administrations of member countries which are parties to that Agreement may take part in the procedure described in paragraph 1.

## Article 122

### Notification of decisions adopted between Congresses

1. Amendments made to the Convention, the Agreements and the Final Protocols to those Acts shall be sanctioned by a diplomatic declaration which the Government of the Swiss Confederation shall be charged to draw up and transmit at the request of the International Bureau to the Governments of member countries.

2. Amendments made to the Detailed Regulations and their Final Protocols shall be recorded and communicated to postal administrations by the International Bureau. The same shall apply to the interpretations referred to in article 85, paragraph 2(c)(ii) of the Convention and in the corresponding provisions of the Agreements.

## Article 123

### Implementation of decisions adopted between Congresses

Any decision which has been adopted shall not take effect until at least three months after its notification.

## CHAPTER IV

### FINANCE

## Article 124

### Fixing and regulation of the expenditure of the Union

1. Subject to the provisions of paragraphs 2 to 6, the annual expenditure relating to the activities of bodies of the Union may not exceed the following sums for 1981 and subsequent years:

17,166,500 Swiss francs for 1981;

17,586,300 Swiss francs for 1982;

17,848,600 Swiss francs for 1983;

18,187,800 Swiss francs for 1984;

18,556,400 Swiss francs for 1985.

The basic limit for 1985 shall also apply to the following years in case the Congress scheduled for 1984 is postponed.

2. The expenditure relating to the convening of the next Congress (travelling expenses of the secretariat, transport charges, costs of installing simultaneous interpretation equipment, cost of producing documents during the Congress, etc) shall not exceed the limit of 1,750,000 Swiss francs.
3. The Executive Council shall be authorized to exceed the limits laid down in paragraphs 1 and 2 to take account of increases in salary scales, pension contributions or allowances, including post adjustments, approved by the United Nations for application to its staff working in Geneva.
4. The Executive Council shall also be authorized to adjust, each year, the amount of expenditure other than that relating to staff on the basis of the Swiss consumer price index.
5. Notwithstanding paragraph 1, the Executive Council, or in case of extreme urgency, the Director-General, may authorize the prescribed limits to be exceeded to meet the cost of major and unforeseen repairs to the International Bureau building, provided however that the amount of the increase does not exceed 65,000 Swiss francs per annum.
6. If the credits authorized in paragraphs 1 and 2 prove inadequate to ensure the smooth running of the Union, these limits may only be exceeded with the approval of the majority of the member countries of the Union. Any consultation shall include a complete description of the facts justifying such a request.
7. Countries which accede to the Union or are admitted to the status of members of the Union as well as those which leave the Union shall pay their contributions for the whole of the year during which their admission or withdrawal becomes effective.
8. Member countries shall pay their contributions to the Union's annual expenditure in advance on the basis of the budget laid down by the Executive Council. These contributions shall be paid not later than the first day of the financial year to which the budget refers. After that date, the sums due shall be chargeable with interest in favour of the Union at the rate of 3 percent per annum for the first six months and of 6 percent per annum from the seventh month.
9. To cover shortfalls in Union financing, a Reserve Fund shall be established the amount of which shall be fixed by the Executive Council. This Fund shall be maintained primarily from budget surpluses. It may also be used to balance the budget or to reduce the amount of member countries' contributions.
10. As regards temporary financing shortfalls, the Government of the Swiss Confederation shall make the necessary short-term advances, on conditions which are to be fixed by mutual agreement. That Government shall supervise, without charge, bookkeeping and accounting of the International Bureau within the limits of the credits fixed by Congress.

## Article 125

### Contribution classes

1. Member countries shall contribute to defraying Union expenses according to the contribution class to which they belong. These classes are the following:

class of 50 units;

class of 25 units;

class of 20 units;

class of 15 units;

class of 10 units;

class of 5 units;

class of 3 units;

class of 1 unit.

2. Member countries shall be included in one of the above-mentioned contribution classes upon their admission or accession to the Union in accordance with the procedure laid down in article 21, paragraph 4, of the Constitution.

3. Member countries may subsequently change contribution class on condition that this change is communicated to the International Bureau before the opening of Congress. This notification, which shall be brought to the attention of Congress, shall take effect on the date of the entry into force of the financial provisions drawn up by Congress.

4. Member countries may not insist on being lowered more than one class at a time. Member countries which have not made known their wish to change contribution class by the opening of Congress shall remain in the class to which they belonged up to that time.

5. Notwithstanding paragraphs 3 and 4, changes to a higher class shall not be subject to any restriction.

## Article 126

### Payment for supplies from the International Bureau

Supplies provided by the International Bureau to postal administrations against payment shall be paid for in the shortest possible time and at the latest within three months from the first day of the month following that in which the account is sent by the Bureau. After that period the sums due shall be chargeable with interest in favour of the Union which advanced them, at the rate of 5 percent per annum reckoned from the date of expiry of that period.

## CHAPTER V

### ARBITRATION

## Article 127

### Arbitration procedure

1. If a dispute has to be settled by arbitration, each of the postal administrations party to the case shall select a postal administration of a member country not directly involved in the dispute. When several administrations make common cause, they shall count only as a single administration for the purposes of this provision.

2. If one of the administrations party to the case does not act on a proposal for arbitration within a period of six months, the International Bureau, if so requested, shall itself call upon the defaulting administration to appoint an arbitrator or shall itself appoint one ex officio.

3. The parties to the case may agree to appoint a single arbitrator which may be the International

Bureau.

4. The decision of the arbitrators shall be taken by a majority of votes.
5. In the event of a tie the arbitrators shall select another postal administration, not involved in the dispute either, to settle the matter. Should they fail to agree on the choice, this administration shall be appointed by the International Bureau from among administrations not proposed by the arbitrators.
6. If the dispute concerns one of the Agreements, the arbitrators may be appointed only from among the administrations that are parties to that Agreement.

## CHAPTER VI

### FINAL PROVISIONS

#### Article 128

##### Conditions of approval of proposals concerning the General Regulations

To become effective, proposals submitted to Congress relating to these General Regulations shall be approved by a majority of the member countries represented at Congress. At least two-thirds of the member countries of the Union shall be present at the time of voting.

#### Article 129

##### Proposals concerning the Agreements with the United Nations

The conditions of approval referred to in article 128 shall apply equally to proposals designed to amend the Agreements concluded between the Universal Postal Union and the United Nations, in so far as those Agreements do not lay down conditions for the amendment of the provisions they contain.

#### Article 130

##### Entry into force and duration of the General Regulations

These General Regulations shall come into force on 1 July 1981 and shall remain in operation until the entry into force of the Acts of the next Congress.

**IN WITNESS WHEREOF** the plenipotentiaries of the Governments of the member countries have signed these General Regulations in a single original which shall be deposited in the archives of the Government of the country in which the seat of the Union is situated. A copy thereof shall be delivered to each party by the Government of the country in which Congress is held.

**DONE** at Rio de Janeiro, 26 October 1979.

[Signatures not reproduced here.]

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**UNIVERSAL POSTAL CONVENTION**

The undersigned, plenipotentiaries of the Governments of the member countries of the Union, having regard to article 22, paragraph 3, of the Constitution of the Universal Postal Union concluded at Vienna on 10 July 1964, have by common consent and subject to article 25, paragraph 3, of the Constitution drawn up in this Convention the rules applicable in common throughout the international postal service and the provisions concerning the letter-post services.

## PART I

### RULES APPLICABLE IN COMMON THROUGHOUT THE INTERNATIONAL POSTAL SERVICE

#### CHAPTER I

##### GENERAL PROVISIONS

###### Article 1

###### Freedom of transit

1. Freedom of transit, the principle of which is set forth in article 1 of the Constitution, shall carry with it the obligation for each postal administration to forward always by the quickest routes which it uses for its own items, closed mails and *à découvert* letter-post items which are passed to it by another administration. This obligation shall also apply to airmail correspondence, whether or not the intermediate postal administrations take part in reforwarding it.
2. Member countries which do not participate in the exchange of letters containing perishable biological substances or radioactive substances shall have the option of not admitting these items in transit *à découvert* through their territory. The same shall apply to the items referred to in article 36, paragraph 8.
3. Member countries not providing the insured letters service or not accepting liability for insured letters carried by their sea or air services shall nonetheless be bound to forward, by the quickest route, closed mails passed to them by other administrations, but their liability shall be limited to that laid down for registered items.
4. Freedom of transit for postal parcels to be forwarded by land and sea routes shall be limited to the territory of the countries taking part in this service.
5. Freedom of transit for air parcels shall be guaranteed throughout the territory of the Union. Nevertheless, member countries which are not parties to the Postal Parcels Agreement shall not be required to forward air parcels by surface.
6. Member countries which are parties to the Postal Parcels Agreement but which do not provide an insured parcels service or which do not accept liability for insured items carried by their sea or air services, shall nonetheless be bound to forward, by the quickest route, closed mails passed to them by other administrations, but their liability shall be limited to that laid down for uninsured parcels of the same weight.

###### Article 2

###### Failure to give freedom of transit

When a member country fails to observe the provisions of article 1 of the Constitution and of article 1 of the Convention regarding freedom of transit, postal administrations of other member countries may

discontinue their postal service with that country. They shall give prior notice of this step to the administrations concerned by telegram, and inform the International Bureau of the fact.

### Article 3

#### Land transit without the participation of the services of the country crossed

The conveyance of mail in transit through a country without the participation of the services of that country shall be subject to the prior authorization of the country crossed. This form of transit shall not involve the liability of the latter country.

### Article 4

#### Temporary suspension and resumption of services

1. When, owing to exceptional circumstances, a postal administration is obliged to suspend temporarily its services wholly or in part, it shall announce the fact immediately, if need be by telegraph or telex, to the administration or administrations concerned. It shall do likewise when the suspended services are resumed.
2. The International Bureau must be notified of the suspension or resumption of services if a general announcement is considered necessary. If necessary, the International Bureau shall notify administrations by telegram or telex.

### Article 5

#### Ownership of postal items

A postal item shall remain the property of the sender until it is delivered to the rightful owner, except when the item has been seized in pursuance of the legislation of the country of destination.

### Article 6

#### Creation of new service

Administrations may by mutual consent create a new service not expressly provided for in this Convention. Charges for a new service shall be laid down by the administration concerned, having regard to the expenses of operating the service.

### Article 7

#### Charges

1. The charges for the various international postal services shall be laid down in the Convention and the Agreements.
2. No postal charge of any kind may be collected other than those provided for in the Convention and Agreements.

### Article 8

#### Monetary standard. Equivalents

1. The monetary unit used in the Convention and the Agreements as well as in their Detailed

Regulations shall be the gold franc laid down in article 7 of the Constitution convertible into the International Monetary Fund (IMF) accounting unit, which is at present the Special Drawing Right (SDR).

2. Union member countries shall be entitled to choose, by mutual agreement, another monetary unit or one of their national currencies for preparing and settling accounts.
3. In each member country, the charges shall be fixed on the basis of the closest possible equivalent of the SDR in the currency of that country.
4. Union member countries whose currency exchange rates in relation to the SDR are not calculated by the IMF or which are not members of that specialized agency shall be requested to declare unilaterally an equivalence between their currencies and the SDR.
5. Each postal administration shall be free to round its charges up or down, whichever is best adapted to its monetary system.
6. Postal administrations shall not be bound to amend the equivalents of the charges prescribed in the Convention and in the Agreements or the sales price of international reply coupons when, as a result of fluctuations in the equivalent used to establish charges in accordance with the present article, the limits authorized by the Convention are not exceeded by more than 15 percent.

#### Article 9

##### Postage stamps

Postage stamps for denoting payment of postage shall be issued by postal administrations only.

#### Article 10

##### Forms

1. The texts, colours and dimensions of forms shall be prescribed in the Detailed Regulations of the Convention and of the Agreements.
2. Forms for the use of administrations in their relations with one another shall be drawn up in French with or without interlinear translation, unless the administrations concerned arrange otherwise by direct agreement.
3. Forms for the use of the public shall bear an interlinear translation in French when they are not printed in that language.

#### Article 11

##### Postal identity cards

1. Each postal administration may issue to persons who apply for them postal identity cards valid as proof of identity for postal transactions effected in member countries which have not announced their refusal to recognize them.
2. The administration which issues a card shall be authorized to collect, on this account, a charge which may not exceed 5 francs.
3. Administrations shall be relieved of all liability when it is established that the delivery of a postal

item or the payment of a monetary article was effected on presentation of a genuine card. Moreover, they shall not be liable for consequences arising from the loss, theft or fraudulent use of a genuine card.

4. A card shall be valid for a period of five years from the date of issue. Nevertheless, it shall cease to be valid:

- (a) when the appearance of the holder is altered to such an extent that it no longer corresponds to the photograph or to the description;
- (b) when it is damaged in such a way that it is no longer possible to check a particular entry concerning the holder;
- (c) when it shows signs of forgery.

## Article 12

### Settlement of accounts

Settlements between postal administrations of international accounts arising from postal traffic may be regarded as current transactions and effected in accordance with the current international obligations of the member countries concerned, when there are agreements to this effect. In the absence of such agreements, accounts shall be settled in accordance with the provisions of the Detailed Regulations.

## Article 13

### Undertakings regarding penal measures

The Governments of member countries shall undertake to adopt, or to propose to the legislatures of their countries, the necessary measures:

- (a) for punishing the counterfeiting of postage stamps, even if withdrawn from circulation, of international reply coupons and of postal identity cards;
- (b) for punishing the use or uttering:
  - (i) of counterfeit postage stamps (even if withdrawn from circulation) or used postage stamps, as well as of counterfeit or used impressions of franking machines or printing presses;
  - (ii) of counterfeit international reply coupons;
  - (iii) of counterfeit postal identity cards;
- (c) for punishing the fraudulent use of genuine postal identity cards;
- (d) for prohibiting and suppressing all fraudulent operations of manufacturing and uttering adhesive stamps and stamped impressions in use in the postal service, counterfeited or imitated in such a manner that they could be mistaken for the adhesive stamps and stamped impressions issued by the postal administration of a member country;
- (e) for preventing and, if necessary, for punishing the insertion in postal items of narcotics and psychotropic substances, as well as explosive, flammable or other dangerous substances, where their insertion has not been expressly authorized by the Convention and the Agreements.

## CHAPTER II

### EXEMPTION FROM POSTAL CHARGES

#### Article 14

##### Exemption from postal charges

Cases of exemption from postal charges shall be expressly laid down by the Convention and the Agreements.

#### Article 15

##### Exemption from postal charges on letter-post items relating to the postal service

Subject to article 69, paragraph 4, letter-post items relating to the postal service shall be exempt from all postal charges if they are:

- (a) sent by postal administrations or their offices;
- (b) exchanged between bodies of the Universal Postal Union and bodies of the Restricted Unions, between the bodies of those Unions or sent by such bodies to postal administrations or their offices.

#### Article 16

##### Exemption from postal charges of items which concern prisoners of war and civilian internees

1. Subject to article 69, paragraph 2, letter-post items, postal parcels and monetary articles addressed to or sent by prisoners of war, either direct or through the Information Bureaux and the Central Prisoner-of-War Information Agency provided for in articles 122 and 123 respectively of the Geneva Convention of 12 August 1949 relative to the treatment of prisoners of war, shall be exempt from all postal charges. Belligerents apprehended and interned in a neutral country shall be classed with prisoners of war proper so far as the application of the foregoing provisions is concerned.
2. Paragraph 1 shall apply to letter-post items, postal parcels and monetary articles originating in other countries and addressed to or sent by civilian internees as defined by the Geneva Convention of 12 August 1949 relative to the protection of civilian persons in time of war, either direct or through the Information Bureaux and the Central Information Agency prescribed in articles 136 and 140 respectively of that Convention.
3. The national Information Bureaux and the Central Information Agencies mentioned above shall also enjoy exemption from postal charges in respect of letter-post items, postal parcels and monetary articles which concern the persons referred to in paragraphs 1 and 2, which they send or receive, either direct or as intermediaries, under the conditions laid down in those paragraphs.
4. Parcels shall be admitted free of postage up to a weight of 5 kg. The weight limit shall be increased to 10 kg in the case of parcels the contents of which cannot be split up and of parcels addressed to a camp or the prisoners' representatives there ("*hommes de confiance*") for distribution to the prisoners.

#### Article 17

##### Exemption of literature for the blind from postal charges

Subject to article 69, paragraph 2, literature for the blind shall be exempt from postage, the special

charges listed in article 24, paragraph 1, and the cash-on-delivery charge.

## PART II

### PROVISIONS CONCERNING THE LETTER POST

#### CHAPTER I

##### GENERAL PROVISIONS

###### Article 18

###### Letter-post items

Letter-post items shall consist of letters, postcards, printed papers, literature for the blind and small packets.

###### Article 19

###### Postage charges and limits of weight and size. General conditions

1. The postage charge for the conveyance of letter-post items throughout the entire extent of the Union as well as the limits of weight and size, shall be fixed in accordance with columns 1, 2, 3, 6 and 7 of the table below. The basic charges (col 3) may be increased by 100 percent (col 4) or reduced by 70 percent (col 5) at most. Except in the case provided for in article 25, paragraph 6, they shall cover delivery of the items to the place of address provided that this delivery service is operated in the country of destination for the items in question.

Category 1	Weight step 2	Basic charges 3	Charges upper limit (increase of 100%) 4	Charges lower limit (reduction of 70%) 5	Limits of weight 6	of size 7
Letters	up to 20g	c 75	c 150	c 22.50	2 kg	Maxima: Length, width and depth combined:
	above 20 g					900 mm but the greatest dimension may not
	up to 100 g	180	360	54		exceed 600 mm with a tolerance of 2mm. In
	above 100 g					roll form: length plus twice the diameter,
	up to 250 g	360	720	108		
	above 250 g					
	up to 500 g	690	1380	207		
	above 500 g					

	up to 1000 g	1200	2400	360		1040 mm, but the
	above 1000 g					greatest dimension may
	up to 2000 g	1950	3900	585		not exceed 900 mm with
						a tolerance of 2 mm. Minima: to have a surface measuring not less than 90 x 140 mm, with a tolerance of 2 mm. In roll form: length plus twice the diameter: 170 mm but the greatest dimension may not be less than 100 mm.
Postcards		52.50	105	15.75		Maxima: 105 x 148 mm, with a tolerance of 2mm. Minima: 90 x 140mm, with a tolerance of 2mm. Length at least equal to the width multiplied by 2 (approximate value 1.4)
Printed	up to 20 g	37.50	75	11.25	2 kg	Maxima: length, width
papers	above 20 g				(for books	and depth combined:
	up to 100 g	82.50	165	24.75	and pamphlets:	900 mm but the greatest dimension may not exceed 600 mm with a tolerance of 2mm. In roll form: length plus twice the diameter, to 10 kg
	above 100 g					
	up to 250 g	150	300	45	5kg; this	
	above 250 g				limit of weight may be raised	
	up to 500 g	270	540	81		
	above 500 g					
	up to 1000 g	450	900	135	to 10 kg	1040 mm, but the greatest dimension may not exceed 900 mm with a tolerance of 2 mm.
	above 1000 g				after agreement	
	up to 2000 g	630	1260	189		
	per addition-				between	
	al step				the	Minima: to have a

					admini-	
	of 1000 g	315	630	94.50	strations	surface measuring not
					concerned)	less than 90 x 140 mm,
						with a tolerance of
Literature	see article 17					2 mm. In roll form:
for the blind						length plus twice the diameter: 170 mm, but the greatest dimension
Small packets	up to 100 g	82.50	165	24.75	1 kg	may not be less than 100 mm.
	up to 250 g	150	300	45		
	above 250 g					
	up to 500 g	270	540	81		
	above 500 g					
	up to 1000 g	450	900	135		

2. Member countries may, exceptionally, modify the weight-step structure shown in paragraph 1, subject to the following conditions:

- (a) for any category, the minimum weight step shall be that shown in paragraph 1;
- (b) for any category, the last weight step shall not exceed the maximum weight shown in paragraph 1;
- (c) for any category, the charges for the weight steps adopted by a member country shall bear the same relation to one another as exist between the basic charges in the weight-step structure laid down in paragraph 1.

3. Exceptionally, member countries which have abolished postcards as a separate category of letter-post item in their internal service may apply to international service postcards the charge for letters.

4. Notwithstanding paragraphs 1 and 2(a), postal administrations may apply a first weight step of 50 g to printed papers.

5. Subject to article 8, paragraph 5, the charges adopted within the limits laid down in paragraph 1, shall as far as possible, bear the same relation to one another as the basic charges. Exceptionally, and within the limits prescribed in paragraph 1, each postal administration shall be free to apply to the charges for postcards, printed papers or small packets a rate of increase or reduction different from that which it applies to the charges for letters.

6. Each postal administration may allow a reduction of not more than 50 percent of the tariff for printed papers, for newspapers and periodicals published in its country, while reserving the right to restrict this reduction to newspapers and periodicals which fulfil the conditions required by internal regulations for transmission at the tariff for newspapers.

This reduction shall not extend to commercial printed papers such as catalogues, prospectuses, price-lists, etc. no matter how regularly they are issued; the same shall apply to advertisements printed on sheets annexed to newspapers and periodicals.

7. Administrations may likewise concede the same reduction for books and pamphlets, for musical scores and for maps, provided they contain no publicity matter or advertisement other than that appearing on the cover or the fly leaves.

8. The charge applicable to printed papers for the same addressee at the same address inserted in one or more special bags shall be calculated by weight steps of 1 kg up to the total weight of each bag. Administrations may allow a reduction in the charge of up to 10 percent for printed papers sent in special bags. These items shall not be subject to the limits of weight laid down in paragraph 1. However, they shall not exceed the maximum weight of 30 kg per bag.

9. The administration of origin may apply to non-standardized letters and printed papers in envelopes of the first weight step and to letters in the form of cards which do not meet the conditions laid down in article 20, paragraph 1(b), a charge which may not be higher than the charge relating to items of the second weight step. The administration of origin may also apply to letters and printed papers in envelopes weighing over 20 g, and which do not meet the other conditions laid down in article 20, paragraph 1, a charge which may not be higher than the charge for the weight step immediately above the step in which the item actually falls.

10. The combining of one item of articles on which different charges are payable shall be authorized on condition that the total weight does not exceed the maximum weight of the category whose rate is the highest. The charge applicable to the total weight of the item shall be that of the category with the highest rate.

11. The letter-post items sent on postal service as mentioned in article 15 shall not be subject to the limits of weight and size laid down in paragraph 1. However, they shall not exceed the maximum weight of 30 kg per bag.

12. Administrations may apply to letter-post items posted in their countries the maximum limit of weight laid down for articles of the same kind in their internal service provided that such items do not exceed the limit of weight mentioned in paragraph 1.

## Article 20

### Standardized items

1. In connection with the provisions of article 19, paragraph 1, rectangular items shall be considered standardized if their length is not less than their width multiplied by 2 (approximate value 1.4) and if they satisfy, according to their presentation, the following conditions:

(a) for items in envelopes:

(i) items in ordinary envelopes:

minimum dimensions: 90 x 140 mm, with a tolerance of 2mm;

maximum dimensions: 120 x 235 mm, with a tolerance of 2 mm;

maximum weight: 20 g;

maximum thickness: 5 mm;

in addition, the address shall be written on the envelope on the plain side which is not provided with a closing flap and in a rectangular area situated at least;

40mm from the top edge of the envelope (tolerance 2 mm);

15 mm from the right-hand edge;

15 mm from the bottom edge;

and not more than 140 mm from the right-hand edge;

(ii) items in envelopes with transparent panels:

dimensions, weight and thickness of items in ordinary envelopes; in addition to the general conditions of admission set out in article 123 of the Detailed Regulations, such items shall satisfy the following conditions:

the transparent panel shall be at least:

40 mm from the top edge of the envelope (tolerance 2 mm);

15 mm from the right-hand edge;

15 mm from the left-hand edge;

15 mm from the bottom edge;

the panel may not be bordered by a coloured band or frame;

(iii) all items in envelopes:

the sender's address, when it appears on the front, shall be placed in the top left-hand corner; this position shall also be assigned to service indications or labels, if any, which may be located beneath the sender's address; the items shall be closed by completely sticking down the sealing flap of the envelope;

(b) for items in card form:

dimensions and consistency of postcards;

(c) for items mentioned in (a) and (b):

on the address side on which the address shall be written in the direction of the length a rectangular area 40 mm (-2 mm) in depth from the upper edge and 74 mm in width from the right-hand edge shall be reserved for affixing the postage stamp or stamps and the cancellation impression. Inside this area the postage stamps or franking impression shall be applied in the top right-hand corner.

No wording or extraneous matter whatsoever may appear:

- below the address,
- to the right of the address, from the franking and cancelling area to the bottom edge of the item,
- to the left of the address, in an area at least 15 mm wide and running from the first line of the address to the bottom edge of the item,
- in an area 15 mm high starting from the bottom edge of the item and 140 mm long starting from the right-hand edge of the item. This area may be partly identical with those defined above.

2. The following items shall not be considered standardized:

- folded cards;
- items closed by means of staples, metal eyelets or hook fastenings;
- punched cards sent unenclosed (without an envelope);
- items whose envelopes are made of material which has fundamentally different physical properties from paper (except from the material used for making the panel of window envelopes);
- items containing articles causing protrusions;
- folded letters sent unenclosed (without an envelope) which are not closed on all sides and which are not rigid enough for mechanical processing.

## Article 21

### Perishable biological substances. Radioactive materials

1. Perishable biological substances and radioactive materials made up and packed in accordance with the respective provisions of the Detailed Regulations shall be subject to the tariff for letters and to registration. Their admission shall be restricted to those member countries whose postal administrations have declared their willingness to admit such items, whether reciprocally or in one direction only. Such substances shall be forwarded by the quickest route, normally by air, subject to payment of the corresponding air surcharges.

2. Furthermore, perishable biological substances may be exchanged only between officially recognized qualified laboratories, while radioactive materials may be posted only by duly authorized senders.

## Article 22

### Items wrongly admitted

1. Apart from the exceptions provided for in the Convention and its Detailed Regulations, items not fulfilling the conditions laid down in articles 19 and 21 and the Detailed Regulations shall not be admitted. Such items which have been wrongly admitted shall be returned to the administration of origin. Nevertheless, the administration of destination shall be authorized to deliver them to the addressees. In that event it shall collect on them, as necessary, the charges prescribed for the category of the letter post to which they belong by reason of their method of closure, contents, weight or size. Items of which the weight exceeds the maximum limits laid down in article 19, paragraph 1, may be charged according to their actual weight.

2. Paragraph 1 shall apply by analogy to items coming within the provisions of article 36, paragraphs 2 and 3.

3. Items containing the other articles prohibited by article 36 which have been wrongly admitted to the post shall be dealt with according to the provisions of that article.

## Article 23

### Posting abroad of letter-post items

1. A member country shall not be bound to forward or deliver to the addressee letter-post items which senders resident in its territory post or cause to be posted in a foreign country with the object of profiting by the lower charges in force there. The same shall apply to such items posted in large quantities, whether or not such postings are made with a view to benefiting from lower charges.

2. Paragraph 1 shall be applied without distinction both to correspondence made up in the country where the sender resides and then carried across the frontier and to correspondence made up in a foreign country.

3. The administration concerned may either return its items to origin or charge postage on the items at its internal rates. If the sender refuses to pay the postage, the items may be disposed of in accordance with the internal legislation of the administration concerned.

4. A member country shall not be bound to accept, forward or deliver to the addressees letter-post items which senders post or cause to be posted in large quantities in a country other than the country where they reside. The administration concerned may send back such items to origin or return them to the senders without repaying the prepaid charge.

## Article 24

### Special charges

1. The charges prescribed in the Convention which are collected in addition to the postage charges mentioned in article 19 shall be known as "special charges". Their amount shall be fixed in accordance with the indications in the table below.

Description of charge	Amount	Observations
1	2	3
a Charge on items posted after the latest time for posting (article 25, paragraph 1)	Same charge as in internal service	
b Charge on items posted outside normal counter opening hours (article 25, paragraph 2)	Same charge as in internal service	

c Charge for collection at the sender's address (article 25, paragraph 3)	Same charge as in internal service	
d Charge for withdrawal outside normal counter opening hours (article 25, paragraph 4)	Same charge as in internal service	
e <i>Poste restante</i> charge (article 25, paragraph 5)	Same charge as in internal service	
f Charge for delivery to the addressee of a small packet exceeding 500 g (article 25, paragraph 6)	60 centimes at most	This charge may be increased by 30 centimes at most when the item is delivered to the place of address
g Storage charge (article 26)	Charge collected at the rate laid down by internal legislation for any letter-post item weighing more than 500 g except literature for the blind	
h Charge on unpaid or underpaid unregistered items (article 30, paragraphs 1 and 2)	Charge adopted for letters in the first weight step by the country of delivery multiplied by the ratio between the amount of deficient postage and the same charge adopted by the country of origin; to this charge shall be added a handling charge of 1 franc at most or the charge prescribed by internal legislation	The delivering administration may, if it so wishes, collect only the handling charge
i Express charge (article 32, paragraphs 2, 3 and 6)	Charge which may not be less than the amount of postage prepayable on an unregistered single rate letter and not more than 5 francs	For each bag containing the items mentioned in article 19, paragraph 8, administrations shall collect, instead of the charge per item, a bulk charge not exceeding five times the charge per item. When express delivery involves special demands an additional charge may be levied in accordance with the provisions governing items of the same kind in the internal service. If the addressee asks

		for express delivery, the charge of the internal service may be collected
j Charge for a request for withdrawal from the post or alteration of address (article 33, paragraph 2)	4 francs at most	
k Charge for a request for redirection (article 34, paragraph 3)	Same charge as in internal service	
l Charge for redirection or return (article 34, paragraph 4 and article 35, paragraph 8)	Same charge as in internal service	
m Presentation to customs charge (article 38)	8 francs at most	For each bag containing the items mentioned in article 19, paragraph 8, administrations shall collect, instead of the charge per item, a bulk charge not exceeding 10 francs
n Charge collected for delivery of an item free of charges and fees (article 40, paragraphs 3, 4 and 5)	i Charge not exceeding 3 francs collected by the administration of origin	
	ii Additional charge not exceeding 4 francs per request made after posting, collected by the administration of origin	
	iii Commission charge not exceeding 3 francs collected for the benefit of the administration of destination	
o Inquiry charge (article 42, paragraph 4)	2 francs at most	
p Registration		

charge (article 44, paragraphs 1(b) and 2, and article 47, paragraphs 1 (b) and 2)	4 francs at most	i For each bag containing the items mentioned in article 19, paragraph 8, administrations shall collect, instead of the charge per item, a bulk charge not exceeding five times the amount of the charge per item
		ii In addition to the charge per item or bulk charge, administrations may collect, from the sender or from the addressee, special charges in accordance with their internal legislation, to take account of any exceptional security measures taken with regard to registered items and insured letters
q Insurance charge (article 47, paragraph 1(c))	At most 1 franc for each 200 francs of insured value or fraction thereof or 1/2 percent of the scale of the insured value, whatever the country of destination, even in countries which undertake to cover risks of <i>force majeure</i>	
r Charge for cover against risks due to <i>force majeure</i> (article 44, paragraph 3)	40 centimes at most for each registered item	
s Advice of delivery charge (article 48, paragraph 1)	3 francs at most	
t Charge for delivery to the addressee in person (article 49, paragraph 1)	50 centimes at most	

2. Member countries whose internal service charges are higher than those which are fixed in paragraph 1 shall be authorized to apply them also in the international service.

### Article 25

Charge on items posted after the latest time for posting. Charge on items posted outside normal counter opening hours. Charge for collection at the sender's address. Charge for withdrawal outside normal counter opening hours. Poste restante charge. Charge for delivery of small packets

1. Administrations shall be authorized to collect from the sender an additional charge, according to the provisions of their legislation, for items handed over for dispatch after the latest time for posting.

2. Administrations shall be authorized to collect from the sender an additional charge, according to their legislation, for items posted at the counter outside normal opening hours.
3. Administrations shall be authorized to collect from the sender an additional charge, according to their legislation, for items collected by them from the sender's address.
4. Administrations shall be authorized to collect from the addressee an additional charge, according to their legislation, for items withdrawn at the counter outside normal opening hours.
5. Administrations of countries of destination may collect on items addressed poste restante the special charge, if any, prescribed by their legislation for items of the same kind in their internal service.
6. Administrations of countries of destination shall be authorized to collect on each small packet exceeding the weight of 500 grammes delivered to the addressee, the special charge laid down in article 24, paragraph 1(f).

## Article 26

### Storage charge

The administration of destination shall be authorized to collect, according to its legislation, a storage charge for any letter-post item weighing more than 500 grammes of which the addressee has not taken delivery within the period during which the item is held at his disposal free of charge. This charge shall not apply to literature for the blind.

## Article 27

### Payment of postage

1. As a general rule, items mentioned in article 18, with the exception of those which are dealt with in articles 15 to 17, shall be fully prepaid by the sender.
2. The administration of the country of origin may return unpaid or underpaid letter-post items to the sender for the latter to make up the postage himself.
3. The administration of origin may also itself undertake to prepay underpaid letter-post items or make up the postage on underpaid items and collect the missing amount from the sender.
4. If the administration of origin does not apply any of the options provided for in paragraphs 2 and 3 or if the postage cannot be made up by the sender, unpaid or underpaid letters and postcards shall still be forwarded to the country of destination. Other unpaid or underpaid items may also be forwarded.
5. Items properly paid for their first transmission and on which the supplementary charge has been paid before their redirection shall be considered as duly prepaid.

## Article 28

### Methods of denoting prepayment

1. Prepayment shall be denoted by means of any of the following methods:
  - (a) postage stamps, valid in the country of origin, printed or affixed;

- (b) impressions of officially approved franking machines operating under the direct supervision of the postal administration;
- (c) impressions made by a printing press or other printing or stamping process when such system is authorized by the regulations of the administration of origin;
- (d) inscription "*Abonnement-poste*" followed by an indication showing that postage has been paid, eg "*Taxe perçue*" (TP), for newspapers or packets of newspapers and periodicals sent under the Subscriptions to Newspapers and Periodicals Agreement, provided that such inscription and indication is made in one of the ways laid down in subparagraph (c).

2. Prepayment of printed papers for the same addressee at the same address which are inserted in a special bag shall be denoted by one of the methods referred to in paragraph 1 and the total amount shown on the address label on the bag.

#### Article 29

##### Prepayment of letter-post items on board ship

1. Items posted on board ship at the two terminal points of the voyage or at any intermediate port of call shall be prepaid by means of postage stamps and according to the rates of the country in whose waters the ship is lying.

2. If the items are posted on board on the high seas, they may be prepaid, in the absence of special agreement between the administrations concerned, by means of the postage stamps and according to the rates of the country to which the ship appertains or is under contract. Items prepaid in this way must be handed over to the post office at the port of call as soon as possible after the arrival of the ship.

#### Article 30

##### Charge on unpaid or underpaid correspondence

1. An administration of origin that itself undertakes to prepay unpaid letter-post items or make up the postage on underpaid items and collect the missing amount from the sender, shall also be authorized to collect from the sender the handling charge laid down in article 24, paragraph 1(h).

2. Where paragraph 1 is not applied, unpaid or underpaid items shall be liable to the special charge, payable by the addressee or, in the case of returned items, by the sender, laid down in article 24, paragraph 1(h).

3. Registered items and insured letters shall be regarded on arrival as duly prepaid.

#### Article 31

##### International reply coupons

1. Postal administrations shall be permitted to sell international reply coupons issued by the International Bureau and to limit their sale in accordance with their internal legislation.

2. The value of the reply coupon shall be 1.50 francs and the selling price fixed by the administrations concerned may not be less than this value.

3. Reply coupons shall be exchangeable in any member country for one or more postage stamps

representing the minimum postage prepayable on an unregistered letter sent abroad by surface mail. If the regulations of the administration of the country of exchange permit, reply coupons shall also be exchangeable for postal stationery. When a sufficient number of reply coupons are presented, administrations shall be required to supply the postage stamps necessary for the minimum postage prepayable on an unregistered letter for dispatch by air as a surcharged item.

4. The administration of a member country may, in addition, reserve the right to require the reply coupons and the items to be prepaid in exchange for those reply coupons to be presented at the same time.

## Article 32

### Express items

1. In countries where the administration performs the service, letter-post items shall, at the sender's request, be delivered by special messenger as soon as possible after their arrival at the delivery office; however, as regards insured letters, the administration of destination may, where its regulations so provide, delivery by express an advice of arrival of the item and not the item itself.

2. These items, called "express", shall be subject, in addition to the postage, to the special charge laid down in article 24, paragraph 1(i). This charge shall be fully paid in advance.

3. When express delivery involves special demands on the administration of destination as regards either the situation of the addressee's address or the day or time of arrival at the office of destination, the delivery of the item and the possible collection of an additional charge shall be governed by the provisions relating to items of the same kind in the internal service.

4. Express items on which the total amount of the charges payable in advance has not been completely paid shall be delivered as ordinary mail unless they have been treated as express by the office of origin. In the latter event a charge shall be collected on them in accordance with article 30.

5. Administrations may confine themselves to making only one attempt at express delivery. If that attempt fails, the item may be treated as an ordinary item.

6. If the regulations of the administrations of destination permit, addressees may ask the delivery office to deliver to them by express immediately on arrival items which are intended for them. In that case the administration of destination shall be authorized to collect, on delivery, the charge that applies in its internal service.

## Article 33

### Withdrawal from the post. Alteration or correction of address at the sender's request

1. The sender of a letter-post item may have it withdrawn from the post, or have its address altered, so long as the item:

(a) has not been delivered to the addressee;

(b) has not been confiscated or destroyed by the competent authorities because of infringement of article 36;

(c) has not been seized by virtue of the legislation of the country of destination.

2. The request to be made to this effect shall be forwarded by post or by telegraph at the expense of

the sender who shall pay, for each request, the special charge laid down in article 24, paragraph 1(j). If the request is to be forwarded by telegraph, the sender shall pay in addition the appropriate telegraph charge. If the item is still in the country of origin, the request for withdrawal from the post, or alteration or correction of address, shall be dealt with according to the legislation of that country.

3. If its legislation permits, each administration shall be bound to accept requests for withdrawal from the post or alteration of the address in respect of any letter-post item posted in the service of other administrations.

4. If the sender wishes to be informed by telegraph of the action taken by the office of destination on his request for withdrawal from the post or alteration of the address, he shall pay for this purpose the relative telegraph charge. If telegrams are used, the telegraph charge shall be that for a reply-paid telegram, calculated on a fifteen-word basis. When telex is used, the telegraph charge to the sender shall normally be the same amount as that charged for forwarding the request by telex.

5. The charges prescribed in paragraph 2 shall be levied only once for each request for withdrawal from the post or alteration of address involving several items posted at the same time, at the same office, by the same sender to the same addressee.

6. A request for simple correction of address (without alteration of the name or status of the addressee) may be made direct to the office of destination by the sender, that is to say, without compliance with the formalities and without payment of the special charge prescribed in paragraph 2.

7. An item shall be returned to origin by air following a request for withdrawal from the post when the sender undertakes to pay the corresponding air surcharge. When an item is redirected by air following a request for alteration of address, the corresponding air surcharge shall be collected from the addressee and shall remain the property of the delivering administration.

## Article 34

### Redirection

1. If an addressee changes his address, letter-post items shall be reforwarded to him forthwith, under the conditions prescribed in the internal service, unless the sender has forbidden redirection by means of a note on the address side in a language known in the country of destination. Nevertheless, reforwarding from one country to another shall be effected only if the items satisfy the conditions for the further conveyance. In the case of redirection by air, articles 76, paragraphs 2 to 5, of the Convention and 195 of the Detailed Regulations shall be applied.

2. Each administration may lay down a redirection period in accordance with that in force in its internal service.

3. Administrations which collect a charge for requests for redirection in their internal services shall be authorized to collect this same charge in the international service.

4. Apart from the exceptions provided for in the Detailed Regulations, no additional charge may be collected for the redirection of letter-post items from country to country. However, administrations which collect a charge for redirection of items in their internal service shall be authorized to collect this same charge on the international mail redirected within their own countries.

5. Letter-post items which are redirected shall be delivered to the addressees on payment of the charges incurred on departure, on arrival, or in course of transmission due to redirection after the first transmission, without prejudice to the payment of customs duty or other special charges which the country of destination does not cancel.

6. In the event of redirection to another country, the *poste restante* charge, the presentation to customs charge, the storage charge, the commission charge, the additional express charge and the charge for delivery of small packets to the addressees shall be cancelled.

### Articles 35

#### Undeliverable items. Return to country of origin or to sender

1. Items which it has not proved possible to deliver to the addressee for whatever reason, shall be considered as undeliverable items.

2. Undeliverable items shall be returned forthwith to the country of origin.

3. The period of retention for items held at the disposal of the addressees or addressed *poste restante* shall be fixed by the regulations of the administration of destination. As a general rule, however, this period may not exceed one month, except in particular cases where the administration of destination considers it necessary to extend it to a maximum of two months. Return to the country of origin shall be effected within a shorter period if the sender has requested it by a note on the address side in a language known in the country of destination.

4. Undeliverable items of the internal service shall be redirected abroad for return to the sender only if they satisfy the conditions for the further conveyance.

5. Postcards which do not bear the address of the sender shall not be returned. However, registered postcards shall always be returned.

6. The return to origin of undeliverable printed papers shall not be compulsory, unless the sender has asked for their return by means of a note on the item in a language known in the country of destination. Registered printed papers and books shall always be returned.

7. In the event of return to the country of origin by air, articles 77 of the Convention and 195 of the Detailed Regulations shall be applied.

8. Undeliverable letter-post items returned to the country of origin shall be delivered to senders according to the conditions laid down in article 34, paragraph 5. Such items shall not give rise to the collection of any additional charge, except for the exceptions provided for in the Detailed Regulations. However, administrations which collect a charge for return of items in their internal service shall be authorized to collect this same charge on the international mail returned to them.

### Article 36

#### Prohibitions

1. Letter-post items which, by their packing, may expose officials to danger or soil or damage other items or postal equipment shall not be admitted. Metal fasteners used for closing items shall not have sharp edges, nor shall they hamper the execution of the postal service.

2. Items other than registered letters in a closed envelope and insured letters may not contain coin, bank notes, currency notes or securities of any kind payable to bearer, travellers' cheques, platinum, gold or silver, manufactured or not, precious stones, jewels and other valuable articles.

3. Apart from the exceptions provided for in the Detailed Regulations, printed papers, literature for the blind and small packets:

- (a) shall not bear any inscription or contain any document having the character of current and personal correspondence;
- (b) shall not contain any postage stamp or form of prepayment, whether cancelled or not, or any paper representing a monetary value.

4. The insertion in letter-post items of the following articles shall be prohibited:

- (a) articles which, by their nature may cause the dangers or damage mentioned in paragraph 1;
- (b) narcotics and psychotropic substances;
- (c) live animals, except:
  - (i) bees, leeches and silk-worms;
  - (ii) parasites and destroyers of noxious insects intended for the control of those insects and exchanged between officially recognized institutions;

however, the exceptions mentioned in (i) and (ii) shall not apply to insured letters;

- (d) explosive, flammable or other dangerous substances; nevertheless, the perishable biological substances and radioactive substances mentioned in article 21 shall not come within this prohibition;
- (e) obscene or immoral articles;
- (f) articles of which the importation and circulation is prohibited in the country of destination.

5. Items containing articles mentioned in paragraph 4 which have been wrongly admitted to the post shall be dealt with according to the legislation of the country of the administration establishing their presence. Letters may not contain documents having the character of current and personal correspondence exchanged between persons other than the sender and the addressee or persons living with them. If the administration of the country of origin or destination discovers the presence of such documents, it shall deal with them according to its legislation.

6. Nevertheless, items containing articles mentioned in paragraph 4(b), (d) and (e), shall in no circumstances be forwarded to their destination, delivered to the addressees or returned to origin. The administration of destination may deliver to the addressee the part of the contents which is not subject to a prohibition.

7. When an item wrongly admitted to the post is neither returned to origin nor delivered to the addressee, the administration of origin shall be notified without delay how it has been dealt with.

8. Moreover, the right of every member country shall be reserved to deny conveyance in transit à découvert over its territory to letter-post items, other than letters and postcards which do not satisfy the legal requirements governing the conditions of their publication or circulation in that country. Such items shall be returned to the administration of origin.

## Article 37

### Customs control

The postal administrations of the countries of origin and destination shall be authorized to submit letter-post items to customs control, according to the legislation of those countries and, if necessary,

to open them officially.

## Article 38

### Presentation to customs charge

Items submitted to customs control in the country of origin or of destination, as the case may be, may be subjected either for submission to Customs and customs clearance or for submission to Customs only, as a postal charge, to the special charge laid down in article 24, paragraph 1(m).

## Article 39

### Customs duty and other fees

Postal administrations shall be authorized to collect from the senders or addressees of items, as the case may be, the customs duty and all other fees which may be due.

## Article 40

### Items for delivery free of charges and fees

1. In the service between those member countries whose postal administrations have notified their agreement to that effect senders may, by means of a previous declaration at the office of origin, undertake to pay the whole of the charges and fees to which the items are subject on delivery. So long as an item has not been delivered to the addressee, the sender may ask after posting that the item be delivered free of charges and fees.
2. In the cases provided for in paragraph 1, senders shall undertake to pay the amounts which may be claimed by the office of destination and, if necessary, pay a sufficient deposit.
3. The administration of origin shall collect from the sender the charge provided for in article 24, paragraph 1(n), which it shall retain as payment for services rendered in the country of origin.
4. In the case of a request made after posting, the administration of origin shall also collect the additional charge laid down in article 24, paragraph 1(n)(ii). If the request is to be forwarded by telegraph, the sender shall pay in addition the telegraph charge.
5. The administration of destination shall be authorized to collect on each item the commission charge laid down in article 24, paragraph 1(n)(iii). This charge shall be independent of that prescribed in article 38. It shall be collected from the sender on behalf of the administration of destination.
6. Every administration may restrict to registered items and insured letters the service of delivery free of charges and fees.

## Article 41

### Cancellation of customs duty and other fees

Postal administrations shall undertake to seek from the appropriate services in their country cancellation of customs duty and other fees on items returned to origin, destroyed because of total damage to the contents or redirected to a third country.

## Article 42

## Inquiries

1. Inquiries from users shall be entertained within a period of a year from the day after that on which the item was posted.
2. Each administration shall be bound to deal with inquiries within the shortest possible time.
3. Each administration shall be bound to accept inquiries relating to any item posted in the service of another administration.
4. Unless the sender has already paid the charge for an advice of delivery, the special charge laid down in article 24, paragraph 1(o), may be collected on each inquiry. If a request is made for transmission by telegraph, the telegraph charge for transmitting the inquiry and, where applicable, the reply shall be collected in addition to the inquiry charge. If telegrams are used for the reply, the telegraph charge shall be that for a reply-paid telegram, calculated on a fifteen-word basis. When telex is used, the telegraph charge to the sender shall normally be the same amount as that charged for forwarding the inquiry by telex.
5. If the inquiry relates to several items posted at the same time at the same office by the same sender and addressed to the same addressee, only one charge shall be collected. However, in the case of registered items or insured letters which had, at the sender's request, to be forwarded by different routes, a separate charge shall be collected for each of the routes used.
6. If the inquiry has been occasioned by a service error, the special charge referred to in paragraph 4 shall be refunded by the administration which collected it; however, in no case may this charge be demanded from the administration which is responsible for paying the indemnity.

## CHAPTER II

### REGISTERED ITEMS AND INSURED LETTERS

#### Article 43

##### Admission of registered letters

1. The letter-post items specified in article 18 may be sent as registered items.
2. A receipt shall be handed over free of charge to the sender of a registered item at the time of posting.
3. If the internal legislation of the countries of origin and of destination allows, registered letters in closed envelopes may contain coin, bank notes, currency notes or securities of any kind payable to bearer, travellers' cheques, platinum, gold or silver, manufactured or not, precious stones, jewels and other valuable articles.

#### Article 44

##### Charges on registered letters

1. The charge on registered items shall be paid in advance. It shall be made up of:
  - (a) the postage charge, according to the category of item;
  - (b) the fixed registration charge laid down in article 24, paragraph 1(p).

2. In cases where exceptional security measures are required, administrations may collect the special charges provided for in article 24, paragraph 1(p).
3. Postal administrations prepared to cover risks of *force majeure* shall be authorized to collect the special charge laid down in article 24, paragraph 1(r).

## Article 45

### Admission of insured letters

1. Letters containing securities, valuable documents or articles and called "insured letters" may be exchanged with insurance of the contents for the value declared by the sender. This exchange shall be restricted to those member countries whose postal administrations have declared their willingness to admit such items, whether reciprocally or in one direction only.
2. A receipt shall be handed over free of charge to the sender of an insured letter at the time of posting.
3. Administrations shall take the necessary measures to provide, as far as possible, the insured letter service at every office in their countries.

## Article 46

### Insured letters. Insured value

1. In principle, the amount of the insured value shall be unlimited.
2. Nevertheless, every administration may limit the insured value, so far as it is concerned, to an amount which may not be less than 5000 francs, or to the amount adopted in its internal service if that amount is less than 5000 francs.
3. In the service between countries which have adopted different maxima, the lower limit shall be observed by both.
4. The insured value may not exceed the actual value of the contents of the item, but it shall be permissible to insure only part of that value; the amount of the insurance for papers whose value resides in the cost of their preparation may not exceed the cost of replacing the documents in case of loss.
5. Fraudulent insurance for a value greater than the actual value of the contents of an item shall be liable to the legal proceedings prescribed by the legislation of the country of origin.

## Article 47

### Charges on insured letters

1. The charge on insured letters shall be paid in advance. It shall be made up of:
  - (a) the ordinary postage charge;
  - (b) the fixed registration charge laid down in article 24, paragraph 1(p);
  - (c) the insurance charge laid down in article 24, paragraph 1(q);

2. In cases where exceptional security measures are required, administrations may collect the special charge provided for in article 24, paragraph 1(p), column 3(ii).

## Article 48

### Advice of delivery

1. The sender of a registered item or insured letter may apply for an advice of delivery on payment at the time of posting of the charge laid down in article 24, paragraph 1(s). This advice of delivery shall be returned to him by the quickest route (air or surface).

2. When the sender inquires about an advice of delivery which he has not received within a normal period, neither a second charge nor the charge prescribed in article 42 for inquiries shall be collected.

## Article 49

### Delivery to the addressee in person

1. In the service between those administrations which have given their consent, registered items and insured letters shall, at the sender's request, be delivered to the addressee in person. Administrations may agree to allow this option only for registered items and insured letters accompanied by an advice of delivery. In both cases, the sender shall pay the special charge laid down in article 24, paragraph 1 (t).

2. Administrations shall make a second attempt to deliver such items only if there is a presumption that it will be successful.

## CHAPTER III

### LIABILITY

## Article 50

### Principle and extent of liability of postal administrations. Registered items

1. Postal administrations shall be liable only for the loss of registered items. Their liability shall be as binding for items conveyed *à découvert* as for those forwarded in closed mails.

2. Total theft of or total damage to the contents of registered items shall be equated with the loss thereof, provided that the packing was recognized as sufficient to guarantee the contents effectively against accidental risks of theft or damage and that the irregularities in question were established before delivery of the item was taken by the addressee, or by the sender in the case of return to origin.

3. Administrations may undertake to cover also risks which may arise from a case of *force majeure*. They shall then be liable towards senders of items posted in their country for any loss due to a case of force majeure occurring at any time during transmission of the items, including redirection or return to origin.

4. If a registered letter is lost, the sender shall be entitled to an indemnity the amount of which shall be fixed at 60 francs per item. This amount may be raised to 300 francs for each special bag of printed papers such as are mentioned in article 19, paragraph 8, sent registered.

5. The sender may waive this right in favour of the addressee. The sender or the addressee may authorize a third person to receive the indemnity if internal legislation allows this.

6. Notwithstanding paragraph 4, the addressee shall be entitled to the indemnity after taking delivery of a totally rifled or totally damaged item. He may waive his rights in favour of the sender.

7. The administration of origin shall have the option of paying senders in its country the indemnities prescribed by its internal legislation for registered items, provided that they are not lower than those laid down in paragraph 4. However, the amounts laid down in paragraph 4 shall remain applicable:

(i) in the event of recourse against the administration liable;

(ii) if the sender waives his rights in favour of the addressee.

## Article 51

### Principle and extent of liability of postal administrations. Insured letters

1. Postal administrations shall be liable for the loss of, theft from or damage to insured letters, except as provided for in article 53. Their liability shall be as binding for letters conveyed *à découvert* as for those forwarded in closed mails.

2. Administrations may undertake to cover also risks which may arise from a case of *force majeure*. They shall then be liable towards senders of letters posted in their country for any loss, theft or damage due to a case of *force majeure* occurring at any time during transmission of the items, including redirection or return to origin.

3. The sender shall be entitled to an indemnity corresponding, in principle, to the actual amount of the loss, theft or damage; indirect loss or loss of profits shall not be taken into consideration. However, this indemnity may in no case exceed the amount of the insured value in gold francs. In case of redirection or return to origin by surface of an insured air letter, liability shall be limited, for the second journey, to that applicable to items sent by that route.

4. Notwithstanding paragraph 3, the addressee shall be entitled to the indemnity after delivery of a rifled or damaged insured letter.

5. The indemnity shall be calculated according to the current price, converted into gold francs, of articles of value of the same kind, at the place and time at which they were accepted for conveyance; failing a current price, the indemnity shall be calculated according to the ordinary value of articles whose value is assessed on the same bases.

6. When an indemnity is due for the loss, total theft or total damage of an insured letter, the sender, or, by application of paragraph 4, the addressee, shall also be entitled to repayment of the charges and fees paid, with the exception of the insurance charge which shall be retained in every case by the administration of origin.

7. The sender may waive his rights as prescribed in paragraph 3 in favour of the addressee. Conversely, the addressee may waive his rights as prescribed in paragraph 4 in favour of the sender. The sender or the addressee may authorize a third party to receive the indemnity if internal legislation allows this.

## Article 52

### Non-liability of postal administrations. Registered items

1. Postal administrations shall cease to be liable for registered items which they have delivered according either to the conditions laid down in their regulations for items of the same kind or to those

set out in article 11, paragraph 3.

2. They shall not be liable:

(i) for the loss of registered items:

(a) in cases of *force majeure*. The administration in whose service the loss occurred shall decide, according to the laws of its country, whether the loss is due to circumstances amounting to a case of *force majeure*; these circumstances shall be communicated to the administration of the country of origin if the latter administration so requests. Nevertheless, the administration of the dispatching country shall still be liable if it has undertaken to cover risks of *force majeure* (article 50, paragraph 3);

(b) when they cannot account for items owing to the destruction of official records by *force majeure*, provided that proof of their liability has not been otherwise produced;

(c) when the sender has made no inquiry within the period prescribed in article 42, paragraph 1;

(ii) for registered items which, as notified by the administration of the country of destination, have been detained or seized under the legislation of that country;

(iii) for registered items confiscated or destroyed by the competent authority in the case of items whose contents fall within the prohibitions specified in article 36, paragraphs 2, 3(b) and 4;

(iv) for registered items which have suffered damage arising from the nature of the contents of the item.

3. Postal administrations shall accept no liability for customs declarations in whatever form these are made, nor for decisions taken by the Customs in accordance with article 36, paragraph 4(f), on examination of letter-post items submitted to customs control.

## Article 53

### Non-liability of postal administrations. Insured letters

1. Postal administrations shall cease to be liable for insured letters which they have delivered according either to the conditions laid down in their internal regulations for items of the same kind, or those set out in article 11, paragraph 3; liability shall, however, be maintained:

(a) when theft or damage is discovered either before delivery or at the time of delivery of the item or when, internal legislation permitting, the addressee, or the sender if it is returned to origin, makes reservations in taking delivery of a rifled or damaged item;

(b) when the addressee or, in the case of return to origin, the sender, although having given a proper discharge, notifies the delivery administration without delay that he has found damage and furnishes proof that the theft or damage did not occur after delivery.

2. Postal administrations shall not be liable:

(i) for the loss, theft or damage of insured letters:

(a) in case of *force majeure*. The administration in whose service the loss, theft or damage occurred shall decide according to the laws of its country, whether the loss, theft or damage was due to circumstances amounting to *force majeure*; these circumstances shall be communicated to the

administration of the country of origin, if the latter administration so requests. Nevertheless, the administration of the dispatching country shall still be liable if it has undertaken to cover risks of *force majeure* (article 51, paragraph 2);

- (b) when they cannot account for items owing to the destruction of official records by *force majeure* provided that proof of their liability has not been otherwise produced;
- (c) when the damage has been caused by the fault or negligence of the sender or arises from the nature of the contents of the item;
- (d) in the case of items whose contents fall within the prohibitions specified in article 36, paragraph 4, in so far as these items have been confiscated or destroyed by the competent authority because of their contents;
- (e) in the case of items which have been fraudulently insured for a sum greater than the actual value of the contents;
- (f) when the sender has made no inquiry within one year from the day after that on which the item was posted;

(ii) for insured letters seized under the legislation of the country of destination;

(iii) in the case of sea or air conveyance when they have made it known that they are unable to accept liability for insured letters on board the ships or aircraft used by them; they, nevertheless, shall assume in respect of the transit of insured letters in closed mails the liability which is laid down for registered items.

3. Postal administrations shall accept no liability for customs declarations, in whatever form these are made, nor for decisions taken by the Customs on examination of items submitted to customs control.

#### Article 54

##### Sender's liability

1. The sender of a letter-post item shall be liable, within the same limits as administrations themselves, for any damage caused to other postal items as a result of the dispatch of articles not acceptable for conveyance or by the non-observance of the conditions of acceptance, provided there has been no fault or negligence on the part of administrations or carriers.
2. The acceptance by the office of posting of such an item shall not relieve the sender of his liability.
3. An administration which finds damage that is due to the fault of the sender shall inform the administration of origin, whose responsibility it is to take action against the sender where appropriate.

#### Article 55

##### Determination of liability between postal administrations. Registered items

1. Until the contrary is provided, liability for the loss of a registered item shall rest with the postal administration which, having received it without comment and being furnished with all the prescribed means of inquiry, cannot prove either delivery to the addressee or, where appropriate, correct transfer to another administration.
2. Until the contrary is proved, and subject to paragraph 3, an intermediate administration or

administration of destination shall be relieved of all liability:

- (a) when it has observed article 4 and the provisions for inspection of mails and establishment or irregularities;
- (b) when it can prove that it was not informed of the inquiry until after the destruction of the official records relating to the item in question, the period of retention prescribed in article 107 of the Detailed Regulations having expired; this reservation shall not prejudice the rights of the applicant;
- (c) when, in the case of individual entry of registered items, correct delivery of the lost item cannot be proved because the administration of origin did not observe article 157, paragraph 1, of the Detailed Regulations concerning the detailed entry of registered items on the C12 letter bill or on the C13 special lists.

3. If, however, the loss occurs in course of conveyance without it being possible to establish in which country's territory or service it happened, the administrations concerned shall bear the loss equally.

4. When a registered item has been lost owing to *force majeure*, the administration in whose territory or service the loss occurred shall not be liable to the dispatching administration unless the two countries undertake to cover risks of *force majeure*.

5. Customs duty and other fees of which it has not been possible to secure cancellation shall be borne by the administrations liable for the loss.

6. An administration which has paid the indemnity shall take over the rights, up to the amount of the indemnity, of the person who has received it in any action which may be taken against the addressee, the sender or third parties.

## Article 56

### Determination of liability between postal administrations. Insured letters

1. Until the contrary is proved, liability shall rest with the postal administration which, having received the item without comment and being furnished with all the prescribed means of inquiry, cannot prove either delivery to the addressee or, where appropriate, correct transfer to another administration.

2. Until the contrary is proved, and subject to paragraphs 5, 8 and 9, an intermediate administration or administration of destination shall be relieved of all liability:

(a) when it has observed the provisions of article 165 of the Detailed Regulations, on individual inspection of insured letters;

(b) when it can prove that it was not informed of the inquiry until after the destruction of the official records relating to the item in question, the period of retention prescribed in article 107 of the Detailed Regulations having expired; this reservation shall not prejudice the rights of the applicant.

3. When the loss, theft or damage occurs in the service of an air carrier, the administration of the country which collects the conveyance dues in accordance with article 82, paragraph 1, shall reimburse the administration of origin for the indemnity paid to the sender, subject to article 1, paragraph 3 and paragraph 6 of this article. It shall be for the former administration to recover this amount from the air carrier in question. Where the administration of origin settles the conveyance dues direct with the air carrier in virtue of article 82, paragraph 2, it shall itself seek reimbursement of the indemnity from the air carrier.

4. Until the contrary is proved, an administration which has forwarded an insured letter to another administration shall be relieved of all liability if the office of exchange to which the item has been consigned has not sent to the dispatching administration, by the first available mail after inspection, a report stating either that the whole packet of insured articles or the particular item is missing or has been tampered with.

5. If the loss, theft, or damage occurs in course of conveyance without it being possible to establish in which country's territory or service it happened, the administrations concerned shall bear the loss equally; if, however, the theft or damage has been established in the country of destination or, in the case of return to sender, in the country of origin, it shall be for the administration of that country to prove:

(a) that neither the packet, envelope or bag and its fastening, nor the wrapping and fastening of the item bore any apparent trace of theft or damage;

(b) that the weight established at the time of posting has not varied.

When such proof has been furnished by the administration of destination or of origin, as the case may be, none of the other administrations concerned may repudiate its share of liability on grounds that it handed over the item without the next administration having made any objection.

6. The liability of an administration towards other administrations shall in no case exceed the maximum insured value that it has adopted.

7. When an insured letter has been lost, rifled or damaged as the result of *force majeure*, the administration in whose territorial jurisdiction or services the loss, theft or damage occurred shall not be liable to the administration of origin unless the two administrations undertake to cover risks of *force majeure*.

8. If the loss, theft or damage occurs in the territory or service of an intermediate administration which does not provide the insured letters service or which has adopted a maximum lower than the amount of the loss, the administration of origin shall bear the loss not covered by the intermediate administration under article 1, paragraph 3 and paragraph 6 of this article.

9. The rule laid down in paragraph 8 shall also apply in case of sea or air conveyance if the loss, theft or damage occurs in the service of an administration which does not accept liability (article 53, paragraph 2(iii)).

10. Customs duty and other fees of which it has not been possible to secure cancellation shall be borne by the administrations liable for the loss, theft or damage.

11. An administration which has paid the indemnity shall take over the rights, up to the amount of the indemnity, of the person who has received it in any action which may be taken against the addressee, the sender or third parties.

## Article 57

### Payment of indemnity

1. Subject to the right of recourse against the administration which is liable, the obligation to pay the indemnity shall rest either with the administration of origin or, in the cases mentioned in article 50, paragraph 5, and in article 51, paragraph 7, with the administration of destination.

2. This payment shall be made as soon as possible and, at the latest, within a period of six months

from the day following the day of inquiry.

3. When the administration responsible for the payment does not undertake to cover risks of *force majeure* and when, at the end of the period prescribed in paragraph 2, the question of whether the loss is due to such causes has not been decided, it may, exceptionally, postpone payment of the indemnity for another six months.

4. The administration of origin or destination, as the case may be, shall be authorized to indemnify the rightful claimant on behalf of the administration which, having participated in the conveyance and having been duly informed, has allowed five months to pass:

- without finally settling the matter, or

- without informing the administration of origin or destination, as the case may be, that the loss appeared to be due to a case of *force majeure*, or that the item had been detained, confiscated or destroyed by the competent authority because of the nature of its contents or seized under the legislation of the country of destination.

## Article 58

### Reimbursing the administration which paid the indemnity

1. The administration which is liable or on behalf of which payment is made in accordance with article 57 shall be bound to reimburse the administration which paid the indemnity, and which is called the paying administration, the amount of indemnity paid to the rightful claimant within the limits of article 50, paragraph 4; this payment shall be made within four months of the date of dispatch of the notice of payment.

2. If the indemnity is due to be borne by several administrations in accordance with articles 55 and 56, the whole of the indemnity shall be paid to the paying administration, within the period mentioned in paragraph 1, by the first administration which, having duly received the item claimed for, is unable to prove its correct transfer to the next service. It shall rest with this administration to recover from the other administrations which are liable, each one's share of the indemnity paid to the rightful claimant.

3. The administrations of origin and destination may agree that the whole of the loss shall be borne by the administration which has to make the payment to the rightful claimant.

4. Reimbursement of the creditor administration shall be made in accordance with the rules for payment laid down in article 12.

5. When liability has been admitted, as well as in the case provided for in article 57, paragraph 4, the amount of the indemnity may also be automatically recovered from the administration which is liable through any liquidation account, either direct or through the intermediary of an administration which regularly draws up liquidation accounts with the administration which is liable.

6. Immediately after paying the indemnity, the paying administration shall communicate to the administration which is liable the date and the amount of payment made. If, one year after the date of dispatch of authorization to pay the indemnity, the paying administration has not communicated the date and amount of payment or debited the account of the administration which is liable, the authorization shall be considered null and void, and the administration which received it shall no longer be entitled to claim reimbursement of any indemnity paid.

7. The administration whose liability is duly established and which has at first declined to pay the

indemnity shall assume all additional costs resulting from the unwarranted delay in payment.

8. Administrations may agree to settle periodically for the indemnities which they have paid to the rightful claimants and which they have accepted as justified.

### Article 59

#### Possible recovery of the indemnity from the sender or the addressee

1. If, after payment of the indemnity, a registered item or an insured letter or part of that item or letter previously considered as lost is found, the sender or, where article 50, paragraphs 5 and 6, and article 51, paragraph 7, apply, the addressee shall be advised that the item is being held at his disposal for a period of three months on repayment of the amount of the indemnity paid. At the same time he shall be asked to whom the item is to be delivered. In the event of refusal or failure to reply within the prescribed period, the same approach shall be made to the addressee or the sender as the case may be.

2. If the sender or the addressee takes delivery of the item against repayment of the amount of the indemnity, that sum shall be refunded to the administration or, where appropriate, administrations which bore the loss, within one year of the date of such repayment.

3. If the sender and the addressee refuse to take delivery of the item, it shall become the property of the administration or, where appropriate, administrations which bore the loss.

4. When proof of delivery is supplied after the period of five months laid down in article 57, paragraph 4, the indemnity paid shall continue to borne by the intermediate administration or administration of destination if the sum paid cannot, for any reason, be recovered from the sender.

5. In the case of subsequent discovery of an insured letter the contents of which are found to be of less value than the amount of the indemnity paid, the sender shall repay the amount of this indemnity against return of the item, without prejudice to the consequences of fraudulent insurance as mentioned in article 46, paragraph 5.

## CHAPTER IV

### ALLOCATION OF CHARGES. TRANSIT CHARGES AND TERMINAL DUES

### Article 60

#### Allocation of charges

Except where otherwise provided by the Convention and the Agreements, each postal administration shall retain the charges which it has collected.

### Article 61

#### Transit charges

1. Subject to article 63, closed mails exchanged between two administrations or between two offices of the same country by means of the services of one or more other administrations (third party services) shall be subject to the transit charges indicated in the table below, payable to each of the countries which are crossed or whose services take part in the conveyance. These charges shall be payable by the administration of the country of origin of the mail.

Distances traversed Charge per kg gross

12

i Distances traversed by land expressed in kilometres fr

Up to 300 km .....	0.25
above 300 up to 600 .....	0.39
600 1000 .....	0.53
1000 1500 .....	0.70
1500 2000 .....	0.88
2000 2500 .....	1.04
2500 3000 .....	1.20
3000 3800 .....	1.40
3800 4600 .....	1.64
4600 5500 .....	1.89
5500 6500 .....	2.15
6500 7500 .....	2.42
7500 for each additional 1000 km .....	0.24

ii Distances traversed by sea

a Expressed in nautical miles b Expressed in kilometres after conversion on the basis of 1 nautical mile = 1.852 km

Up to 300 nautical miles .....	Up to 556 km .....	0.40
Above 300 up to 600 .....	Above 556 up to 1111 .....	0.54
600 1000 .....	1111 1852 .....	0.66
1000 1500 .....	1852 2778 .....	0.77
1500 2000 .....	2778 3704 .....	0.87
2000 2500 .....	3704 4630 .....	0.95
2500 3000 .....	4630 5556 .....	1.03
3000 3500 .....	5556 6482 .....	1.10
3500 4000 .....	6482 7408 .....	1.17

4000 5000 .....	7408 9260 .....	1.25
5000 6000 .....	9260 11112 .....	1.36
6000 7000 .....	11112 12964 .....	1.46
7000 8000 .....	12964 14816 .....	1.55
8000 for each additional 1000 n.m.	14816 for each additional 1852 km .....	0.07

2. When a country gives permission for its territory to be crossed by a foreign transport service without the participation of its services in accordance with article 3, mail thus forwarded shall not be subject to transit charges.
3. In the absence of special agreement direct sea conveyance between two countries by the ships of one of them shall be regarded as a third party service.
4. The distances used to determine the transit charges according to the table in paragraph 1 shall be taken from the "List of kilometric distances relating to land sectors of mails in transit" provided for in article 111, paragraph 2(c) of the Detailed Regulations, as regards distances traversed by land, and from the "List of shipping lines" provided for in article 111, paragraph 2(d) of the Detailed Regulations, as regards distances traversed by sea.
5. Sea transit shall begin when the mails are deposited on the quay serving the ship in the port of departure and shall end when they are delivered on the quay of the port of destination.
6. For the payment of transit charges, missent mails shall be considered to have followed their normal route; consequently, administrations concerned in the conveyance of such mails shall not be entitled on that account to demand a payment from the dispatching administrations, but the latter shall remain liable for the appropriate transit charges to the countries whose services they normally use.
7. New mails establishing a connection between two administrations for the first time and created during the triennial period covered by the statistics shall be subject to transit charges only from the date on which the first mail is made up. For mails made up before the start of the statistical operations, the transit country shall, in preparing the account, deduct the time between the starting date of the triennial period and the date on which the first mail was made up. For mails made up after the expiry of the statistical period, the transit charges due up to the end of the triennial period shall be calculated, by agreement between the administrations on the basis either of the actual weights or of the results of the following statistical count. The administrations of origin shall inform the administrations of transit of the date on which these new mails are created.

## Article 62

### Terminal dues

1. Subject to article 63, each administration which, in its exchanges by air and surface means with another administration, receives a larger quantity of letter-mail items than it sends shall have the right to collect from the dispatching administration, as compensation, a payment for the costs it incurs for the excess international mail received.
2. The payment provided for in paragraph 1, per kilogramme of mail received in excess, shall be:
  - (a) 5.50 gold francs for LC and AO items (excluding the printer papers sent by special bags referred to in article 19, paragraph 8);

(b) 1.50 gold francs for the printed papers sent by special bags (M bags) referred to in article 19, paragraph 8.

3. Any administration may waive wholly or in part the payment provided for in paragraph 1.

4. Article 61, paragraph 7, shall apply by analogy to terminal dues.

### Article 63

#### Exemption from transit charges and terminal dues

Items exempted from postal charges under articles 15 to 17, as well as dispatches of empty mailbags, shall be exempted from land and sea transit charges and from surface-mail terminal dues. Dispatches of empty mailbags shall also be exempted from airmail terminal dues.

### Article 64

#### Extraordinary services

The transit charges specified in article 61 shall not be applicable to conveyance by extraordinary services specially established or maintained by a postal administration at the request of one or more other administrations. The conditions of this class of conveyance shall be regulated by mutual consent between the administrations concerned.

### Article 65

#### Accounting for transit charges and terminal dues

1. General accounting for transit charges and surface-mail terminal dues, including those relating to surface-mail conveyed by air, shall take place annually on the basis of statistical returns taken once every three years, over a period of 14 days. This period shall be extended to 28 days for mails made up less than five times a week or handled less than five times a week by the services of one and the same intermediate country. Detailed Regulations shall fix the incidence of the statistics and the duration of their application.

2. The administrations concerned may agree that surface mail conveyed by air shall not be included in the above-mentioned statistics but shall be accounted for on the basis of its actual weight or in some other way. They may also agree that accounting for surface-mail transit charges and terminal dues shall be done on the basis of the actual weight or on some other basis.

3. Terminal dues for airmail correspondence, and, where there is agreement between administrations, for correspondence inserted in surface mails conveyed by air, shall be calculated according to the actual weights. Administrations may, however, agree to apply in their mutual relations a simplified statistical method for determining such dues.

4. When the annual balance between two administrations does not exceed 25 francs for transit charges, the debtor administration shall be exempted from any payment. The debtor administration shall be exempted from payment of terminal dues if the difference in weight between the mail sent and received does not exceed 100 kilogrammes annually, separately by surface and air.

5. By agreement between the administrations concerned, special mails may be exempted from the ordinary statistical operations. The accounts may be made up on the basis of the true weight, whether those mails are dispatched or not during the statistical period.

6. Every administration shall be authorized to submit for the consideration of a committee of arbitrators the results of statistics which in its opinion differ too much from reality. The arbitration shall be arranged as laid down in article 127 of the General Regulations.

7. The arbitrators shall be empowered to fix in a fair and reasonable manner the transit charges or terminal dues to be paid.

### Article 66

#### Exchange of closed mails with military units placed at the disposal of the United Nations and with warships or military aircraft

1. Closed mails may be exchanged between the post offices of any member country and the commanding officers of military units placed at the disposal of the United Nations, and between the commanding officer of one of those military units and the commanding officer of another military unit placed at the disposal of the United Nations, through the intermediary of the land, sea or air services of other countries.

2. Closed mails may also be exchanged between the post offices of any member country and the commanding officers of naval or air units or warships or military aircraft of the same country stationed abroad, or between the commanding officer of one of those naval or air units or of any of those warships or military aircraft and the commanding officer of another unit or of another warship or military aircraft of the same country, through the intermediary of the land, sea or air services of other countries.

3. Letter-post items enclosed in the mails referred to in paragraphs 1 and 2 shall be confined to items addressed to or sent by members of military units or the officers and crews of the ships or aircraft to or from which the mails are forwarded. The rates and conditions of dispatch applicable to them shall be fixed, according to its regulations, by the postal administration of the country which has made the military unit available or to which the ships or aircraft belong.

4. In the absence of special agreement, the administration of the country which has made the military unit available or to which the warships or military aircraft belong shall be liable to the intermediate administrations for the transit charges for the mails, calculated in accordance with article 61, and for air conveyance dues, calculated in accordance with article 79.

### PART III

#### AIR CONVEYANCE OF LETTER-POST ITEMS

##### CHAPTER I

###### GENERAL PROVISIONS

### Article 67

#### Airmail correspondence

Letter-post items conveyed by air shall be called "airmail correspondence".

### Article 68

#### Aerogrammes

1. Each administration may admit aerogrammes, which are airmail letters.
2. An aerogramme shall consist of a sheet of paper suitably folded and gummed on all sides, the dimension of which, in that form, shall be the following:
  - (a) minimum dimensions: identical to those prescribed for letters;
  - (b) maximum dimensions: 110 x 220 mm;and such that the length is equal to or greater than the width multiplied by 2 (approximate value: 1.4).
3. The front of the aerogramme shall be reserved for the address, the prepayment and service notes or labels. It shall bear the printed indication "Aerogramme" and may also bear an equivalent indication in the language of the country of origin. An aerogramme shall not contain any enclosure. It may be registered if the regulations of the country of origin so permit.
4. Each administration shall fix, within the limits defined in paragraph 2, the conditions of issue, manufacture and sale of aerogrammes.
5. Items of airmail correspondence posted as aerogrammes, but not fulfilling the conditions fixed above shall be treated in accordance with article 73. Administrations may, however, forward them in all cases by surface.

#### Article 69

##### Surcharged and unsurcharged airmail correspondence

1. Airmail correspondence shall be divided, as regards charges, into surcharged airmail correspondence and unsurcharged airmail correspondence.
2. In principle, airmail correspondence shall be subject, in addition to the charges authorized by the Convention and various Agreements, to surcharges for air conveyance; the postal items mentioned in articles 16 and 17 shall be liable to the same surcharges. All such correspondence shall be described as surcharged airmail correspondence.
3. Administrations shall be permitted not to collect a surcharge for air conveyance, provided that they inform the administrations of the countries of destination of the fact; items accepted under these conditions shall be described as unsurcharged airmail correspondence. This description shall not apply to correspondence inserted in surface mails transported by air, which are covered by special agreements with administrations receiving them at airports, and which are subsequently treated as surface mail.
4. With the exception of those originating from the bodies of the Universal Postal Union and from the Restricted Unions, items on postal service mentioned in article 15 shall be exempt from air surcharge.
5. Aerogrammes, as described in article 68, shall be subject to a charge at least equal to that applicable in the country of origin to an unsurcharged letter of the first weight step in the international service.

#### Article 70

##### Air surcharges

1. Administrations shall fix the air surcharges to be collected for forwarding. They may adopt, for

fixing of surcharges, smaller weight steps than those laid down in article 19.

2. The surcharges shall be related to the air conveyance dues. As a general rule, the total sum of the surcharges shall not exceed the costs payable for such conveyance.

3. Surcharges shall be uniform for the whole of the territory of a country of destination whatever the route used.

4. Administrations may fix average air surcharges each relating to a group of countries of destination.

5. Air surcharges shall be paid before dispatch.

6. In calculating the air surcharge for an airmail item, each administration shall be authorized to take into account the weight of any forms used by the public which may be attached to the item. The weight of the advice of delivery shall always be taken into account.

## Article 71

### Combined charges

1. Notwithstanding article 70, administrations may fix combined charges for the prepayment of airmail correspondence, taking into account:

(a) the cost of the postal services rendered by them;

(b) the cost of air conveyance.

Administrations have the option of taking as the cost mentioned in (a), the basic charges set in accordance with article 19. When the weight steps adopted for fixing the combined charges are smaller than those laid down in article 19, the basic charges may be reduced in the same proportion.

2. With the exception of articles 73 and 76, the provisions relating to air surcharges shall apply by analogy to combined charges.

## Article 72

### Methods of denoting prepayment

Apart from the methods laid down in article 28, the prepayment of surcharged airmail correspondence may be denoted by an indication that full postage has been prepaid, for example: "*Taxe perçue*" ("Amount collected"). This indication shall appear in the top right-hand part of the address side and be authenticated by a date-stamp impression of the office of origin.

## Article 73

### Unpaid or underpaid surcharged airmail correspondence

1. Unpaid or underpaid surcharged airmail correspondence which it is not possible to have regularized by the senders shall be treated as follows:

(a) in the event of complete absence of prepayment, surcharged airmail correspondence shall be treated in accordance with article 27 and 30; items on which the payment of postage is not obligatory before dispatch shall be forwarded by the means of transport normally used for unsurcharged correspondence;

(b) in the event of underpayment, surcharged airmail correspondence shall be forwarded by air if the charges paid represent at least the amount of the air surcharge; nevertheless, the administration of origin shall be permitted to send these items by air when the charges paid represent at least 75 percent of the surcharge or 50 percent of the combined charge. Below these limits, items shall be treated as laid down in article 27. In the other cases, article 30 shall be applicable.

2. If the details required for calculating the amount of the charge to be collected have not been indicated by the administration of origin, the airmail correspondence shall be considered as duly prepaid and shall be dealt with accordingly.

#### Article 74

##### Routeing of airmail correspondence and airmails in transit

1. Administrations shall be bound to forward by the air communications they use for the conveyance of their own airmail correspondence the items of this type which reach them from other administrations.

2. Administrations of countries without an air service shall forward airmail correspondence by the most rapid means used for mails; the same shall apply if for any reason routeing by surface means is more advantageous than the use of airlines.

3. Closed airmails shall be forwarded by the flight requested by the administration of the country of origin, provided that it is used by the administration of the country of transit for the transmission of its own mails. If that is not the case or if there is insufficient time for the transhipment, the administration of the country of origin shall be so informed.

4. If the administration of the country of origin so wishes, its mails shall be transhipped directly, at the transit airport, between two different airlines, provided that the airlines concerned agree to make the transhipment and that the administration of the transit country is informed of it beforehand.

#### Article 75

##### Priority treatment of airmails

Administrations shall take all necessary steps to:

(a) ensure the best conditions for the receipt and onward transmission of airmails at airports in their country;

(b) speed up the operations relating to the customs control of airmail correspondence addressed to their countries;

(c) keep to a strict minimum the time required for forwarding airmails posted in their country to the countries of destination and for having airmails arriving from abroad delivered to the addressees.

#### Article 76

##### Redirection of airmail correspondence

1. In principle, all airmail correspondence addressed to an addressee who has changed his address shall be redirected to its new destination by the means of transport normally used for unsurcharged correspondence. For this purpose, article 34, paragraphs 1 to 3, shall be applicable by analogy.

2. At the express request of the addressee and if that person undertakes to pay the air surcharges or combined charges on the new air route, or indeed if these surcharges or combined charges are paid at the redirecting office by a third person, the items in question may be reforwarded by air; in the first case the air surcharge or the combined charge shall be collected, in principle, at the time of delivery of the item and retained by the delivering administration.

3. Administrations which apply combined charges may fix special fees, which must not exceed the combined charges, for the redirection by air under the conditions laid down in paragraph 2.

4. Correspondence sent by surface on its first transmission may be reforwarded abroad by air, under the conditions laid down in paragraph 2. Redirection by air of such articles within the country of destination shall be governed by the internal regulations of that country.

5. The Special C6 envelopes and bags, used for collective redirection, shall be forwarded to the new destination by the means of transport normally used for unsurcharged correspondence, unless the surcharges, the combined charges or the special fees provided for in paragraph 3 are paid in advance to the redirecting office, or the addressee undertakes to pay the charges on the new air route in accordance with paragraph 2.

#### Article 77

##### Return to origin of airmail correspondence

1. Undeliverable airmail correspondence shall be returned to origin by means of transport normally used for unsurcharged correspondence.

2. For the return to origin by air of correspondence at the request of the sender, article 76, paragraphs 2 to 5, shall be applicable by analogy.

### CHAPTER II

#### AIR CONVEYANCE DUES

##### Article 78

##### General principles

1. The air conveyance dues for the whole distance flown shall be borne:

(a) in the case of closed mails, by the administration of the country of origin of the mails;

(b) in the case of airmail correspondence in transit *à découvert*, including missent items, by the administration which forwards this correspondence to another administration.

2. These same regulations shall be applicable to airmails and airmail correspondence in transit *à découvert* exempt from transit charges.

3. Conveyance dues shall, for a particular sector, be uniform for all administrations which use the sector.

4. Unless agreement has been reached that no charge should be made, air conveyance dues within the country of destination shall be uniform for all airmails originating abroad whether or not this mail is reforwarded by air.

5. In the absence of special agreement between the administrations concerned, article 61 shall apply to airmail correspondence for any transit by land or by sea; nevertheless, no transit charges shall be payable for:

- (a) the transhipment of airmails between two airports serving the same town;
- (b) the conveyance of such mails from an airport serving a town to a depot situated in the same town and the return of the same mails for reforwarding.

## Article 79

### Basic rates and calculation of air conveyance dues relating to closed mails

1. The basic rate applicable to the settlement of accounts between administrations in respect of air conveyance shall be fixed at 1.74 thousandths of a franc at most per kilogramme of gross weight and per kilometre; this rate shall apply proportionally to fractions of a kilogramme.

2. Air conveyance dues shall be calculated according to, on the one hand, the actual basic rate (less than and at most equal to the basic rate fixed in paragraph 1) and the kilometric distances given in the "List of airmail distances" and, on the other, the gross weight of the mails; no account shall be taken of the weight of "*sacs collecteurs*".

3. When dues are payable for air conveyance within the country of destination, they shall be fixed in the form of a single price. This single price shall include all the dues for air conveyance within the country, regardless of the airport of arrival of the mails. It shall be calculated on the basis of the rate actually paid for air conveyance of the mail within the country of destination, but not exceeding the maximum rate specified in paragraph 1, and according to the weighted average distances of the sectors flown by international mail on the internal network. The weighted average distance shall be determined in terms of the gross weight of all the airmails arriving at the country of destination, including the mail which is not reforwarded by air within that country.

4. Dues payable for air conveyance, between the two airports in the same country, of airmails in transit may also be fixed in the form of a single price. This price shall be calculated on the basis of the rate actually paid for air conveyance of mail within the country of transit, but not exceeding the maximum rate specified in paragraph 1, and according to the weighted average distances of the sectors flown by international mail on the internal air network of the country of transit. The weighted average distances shall be determined in terms of the gross weight of all the airmails transiting through the intermediate country.

5. The sum of the dues referred to in paragraphs 3 and 4 may not exceed in total the amounts which actually have to be paid for conveyance.

6. The prices for international and internal air conveyance, obtained by multiplying the effective basic rate by the distance, which are used in calculating the dues mentioned in paragraphs 2, 3 and 4, shall be rounded up or down to the nearest 10 gold centimes according to whether or not the number made up by the figure of hundredths and that of thousandths exceeds 50.

## Article 80

### Calculation of and accounting for air conveyance dues for airmail correspondence in transit à *découvert*

1. Air conveyance dues for airmail correspondence in transit à *découvert* shall be calculated, in principle, as indicated in article 79, paragraph 2, but according to the net weight of such

correspondence. They shall be fixed on the basis of not more than 10 average rates, each relating to a group of countries of destination and fixed according to the weight of mail offloaded at different destinations within the group. The sum of these dues which may not exceed the amounts which have to be paid for conveyance, shall be increased by 5 percent.

2. Accounting for air conveyance dues for airmail correspondence in transit *à découvert* shall take place, in principle, on the basis of the data of statistical returns compiled once a year over a period of 14 days.

3. Accounting shall take place on the basis of actual weight in the case of misrouted correspondence or correspondence posted on board ship or sent at irregular intervals or in too varying amounts. However, this accounting shall be done only if the intermediate administration asks to be paid for the conveyance of this correspondence.

### Article 81

#### Amendments to dues for air conveyance in the interior of the country of destination and for airmail correspondence in transit *à découvert*

The amendments made to the air conveyance dues mentioned in article 79, paragraph 3, and article 80 shall:

- (a) come into effect exclusively on 1 January;
- (b) be notified at least three months beforehand to the International Bureau, which shall communicate them to all administrations at least two months before the date laid down in subparagraph (a).

### Article 82

#### Payment of air conveyance dues

1. Air conveyance dues shall be payable, apart from the exceptions provided for in paragraph 2, to the administration of the country which the air service used comes under.

2. Notwithstanding paragraph 1:

(a) the conveyance dues may be paid to the administration of the country in which the airport is situated at which the airmails were taken over the air carrier, subject to an agreement between this administration and that of the country which the air service concerned comes under;

(b) the administration which hands over airmails to an air carrier may settle direct with that carrier, for the conveyance dues for all or part of the distance flown, subject to the agreement of the administration of the countries which the air services used come under.

3. Conveyance dues for airmail correspondence in transit *à découvert* shall be paid to the administration which reforwards it.

### Article 83

#### Air conveyance dues for diverted or misspent mails or bags

1. The administration of origin of a mail which has gone off its route in course of conveyance shall pay the conveyance dues for the mail as far as the airport of offloading initially provided for on the AV7 delivery bill.

2. It shall also settle the reforwarding dues relating to the sectors actually covered subsequently by the mail in order to reach its place of destination.
3. The supplementary dues relating to the sectors subsequently covered by the diverted mail shall be reimbursed as follows:
  - (a) by the administration whose services have committed the error in the case of misrouteing;
  - (b) by the administration which has collected the conveyance dues paid to the airline when the latter has offloaded in a place other than that shown on the AV7 delivery bill.
4. Paragraphs 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 AV7 delivery bill.
5. The administration of origin of a mail or bag missent owing to a labelling error shall pay the conveyance dues relating to the whole distance flown in accordance with article 78, paragraph 1(a).

#### Article 84

##### Air conveyance dues for mail lost or destroyed

In case of loss or destruction of mail as the result of an accident occurring to the aircraft or through any other cause involving the liability of the air carrier, the administration of origin shall be exempt from any payment in respect of the air conveyance of the mail lost or destroyed, for any part of the flight of the route used.

#### PART IV

#### FINAL PROVISIONS

##### Article 85

##### Conditions of approval of proposals concerning the Convention and its Detailed Regulations

1. To become effective, proposals submitted to Congress relating to this Convention and its Detailed Regulations must be approved by a majority of the member countries present and voting. At least half of the member countries represented at Congress shall be present at the time of voting.
2. To become effective, proposals introduced between Congresses relating to this Convention and its Detailed Regulations must obtain:
  - (a) unanimity of votes if they involve amendments to articles 1 to 17 (part I), 18 to 23, 24, paragraph 1(h), (p), (q), (r) and (s), 27, 30, 36, paragraphs 2, 3 and 5, 43 to 48, 50 to 66 (part II), 85 and 86 (part IV) of the Convention, to any of the articles of its Final Protocol or to articles 102 to 104, 105, paragraph 1, 126, 150, 151, paragraphs 1 and 3, 170, 182 to 184 and 220 of its Detailed Regulations;
  - (b) two-thirds of the votes if they involve amendments of substance to provisions other than those mentioned under (a);
  - (c) a majority of the votes if they involve:
    - (i) drafting amendments to the provisions of the Convention and its Detailed Regulations other than those mentioned under (a);

(ii) interpretation of the provisions of the Convention, its Final Protocol and its Detailed Regulations, except in case of a dispute to be submitted to arbitration as provided for in article 32 of the Constitution.

## Article 86

### Entry into force and duration of the Convention

This Convention shall come into force on 1 July 1981 and shall remain in operation until the entry into force of the Acts of the next Congress.

**IN WITNESS WHEREOF** the plenipotentiaries of the Governments of the member countries have signed this Convention in a single original which shall be deposited in the archives of the Government of the country in which the seat of the Union is situated. A copy thereof shall be delivered to each party by the Government of the country in which Congress is held.

**DONE** at Rio de Janeiro, 26 October 1979.

[Signatures not reproduced here.]

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## POSTAL PARCELS AGREEMENT

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## POSTAL PARCELS AGREEMENT

The undersigned, plenipotentiaries of the Governments of the member countries of the Union, having regard to article 22, paragraph 4, of the Constitution of the Universal Postal Union concluded at Vienna on 10 July 1964, have, by common consent and subject to article 25, paragraph 3, of the Constitution, drawn up the following Agreement.

### PRELIMINARY PROVISIONS

## Article 1

### Purpose of the Agreement

This Agreement shall govern the exchange of postal parcels between contracting countries.

## Article 2

### Postal parcels

1. Items called "postal parcels" of which the individual weight shall not exceed 20 kilogrammes may be exchanged either direct or via one or more countries.
2. The exchange of parcels exceeding 10 kilogrammes shall be optional. Countries which fix a weight of less than 20 kilogrammes shall, however, admit parcels in transit in bags or other closed receptacles up to a weight of 20 kilogrammes.
3. Notwithstanding paragraphs 1 and 2, parcels relating to the postal service and which are covered by article 16 may weigh up to 30 kilogrammes.
4. In this Agreement, its Final Protocol and its Detailed Regulations, the abbreviation "parcels" shall apply to all postal parcels.

## Article 3

### Operation of the service by transport companies

1. Any country whose postal administration does not undertake the conveyance of parcels and which is a party to the Agreement, may arrange for its provisions to be implemented by transport companies. It may, at the same time, limit this service to parcels originating in or addressed to places served by these companies.
2. The postal administration of such a country shall make arrangements with the transport companies to ensure full implementation by them of all the provisions of the Agreement, with special reference to the arrangements for the exchange of parcels. The postal administration shall serve as intermediary for them in all their relations with administrations of the other contracting countries and with the International Bureau.

## Article 4

### Categories of parcels

1. An "ordinary parcel" shall be one which is not subject to any of the special requirements prescribed for the categories defined in paragraphs 2 and 3.
2. Other categories shall be:
  - (a) "insured parcel", any parcel which is insured for a declared value;
  - (b) "parcel for delivery free of charges and fees", any parcel in respect of which the sender asks to be charged with the whole of the postal charges and fees to which may be subject on delivery; this request may be made at the time of posting; it may also be made after posting up to the time of delivery to the addressee, except in those countries which cannot accept this procedure;

- (c) "cash-on-delivery parcel", any parcel subject to a COD charge and covered by the Cash-on-Delivery Agreement;
- (d) "fragile parcel", any parcel containing articles which are liable to break easily and which are to be handled with special care;
- (e) "cumbersome parcel",
  - (i) any parcel whose dimensions exceed the limits fixed by article 20, paragraph 1, or those which administrations may fix between themselves;
  - (ii) any parcel which by reason of its shape or construction does not lend itself readily to loading with other parcels or which requires special precautions;
  - (iii) optionally, any parcel conforming to the conditions laid down in article 20, paragraph 4;
- (f) "service parcel", any parcel relating to the postal service and exchanged under the conditions laid down in article 16;
- (g) "prisoner-of-war or internee parcel", any parcel intended for or sent by prisoners or organisations referred to in article 16 of the Convention.

3. Other categories, according to the method of dispatch or delivery:

- (a) "air parcel", any parcel accepted for air conveyance between two countries;
- (b) "express parcel", any parcel which, on arrival at the office of destination, shall be delivered to the place of address by special messenger or which, in those countries whose administrations do not undertake delivery to the place of address, gives rise to the delivery, by special messenger, of an advice of arrival; nevertheless, if the address of the addressee is situated outside the local delivery area of the office of destination, delivery by special messenger shall not be obligatory.

4. The exchange of "insured", "free of charges and fees", "cash-on-delivery", "fragile", "cumbersome", "air" and "express" parcels shall require prior agreement between administrations of origin and destination.

5. In addition, for the exchange of insured parcels (*conveyed à découvert*), "fragile" and "cumbersome" parcels, the intermediate administrations shall signify their agreement to the transit routeing.

## Article 5

### Weight steps

1. The parcels defined in article 4 shall be classed in the following weight steps:

up to 1 kg

above 1 up to 3 kg

above 3 up to 5 kg

above 5 up to 10 kg

above 10 up to 15 kg

above 15 up to 20 kg.

2. Countries which by reason of their internal regulations are unable to adopt the metric-decimal system of weight may substitute for the weight steps provided for in paragraph 1 the following equivalents (in pounds avoirdupois):

up to 1 kg up to 2 lb

over 1 and up to 3 kg 2 to 7 lb

over 3 and up to 5 kg 7 to 11 lb

over 5 and up to 10 kg 11 to 22 lb

over 10 and up to 15 kg 22 to 33 lb

over 15 and up to 20 kg 33 to 44 lb

## PART I

### CHARGES AND FEES

#### Article 6

##### Composition of the charges and fees

1. The charges and fees which administrations are authorized to collect from the senders and addressees of postal parcels shall be made up of the principal charges as defined in article 7 and, where appropriate, by:

(a) the air surcharges mentioned in article 8;

(b) the supplementary charges mentioned in articles 9 to 14;

(c) the charges and fees mentioned in articles 29, paragraph 3, and 31, paragraph 6;

(d) the fees mentioned in article 15.

2. Apart from any exceptions prescribed by this Agreement, charges shall be retained by the administration collecting them.

## CHAPTER I

### PRINCIPAL CHARGES AND AIR SURCHARGES

#### Article 7

##### Principal charges

1. Administrations shall fix the principal charges to be collected from senders.

2. The principal charges shall be closely linked with the rates, and as a general rule, the sum thereof

shall not in total exceed the rates that administrations shall be authorized to claim under articles 46 to 51 and 54.

## Article 8

### Air surcharges

1. Administrations shall fix the air surcharges to be collected for forwarding parcels by air. They may adopt, for fixing surcharges, smaller weight steps than the first weight step.
2. The surcharges shall be related to the air conveyance dues and, as a general rule, the sum thereof shall not in total exceed the costs of such conveyance.
3. Surcharges shall be uniform for the whole of the territory of a country of destination whatever the routeing used.

## CHAPTER II

### SUPPLEMENTARY CHARGES AND FEES

#### SECTION 1

### CHARGES RELATING TO CERTAIN CATEGORIES OF PARCELS

#### Article 9

### Express parcels

1. Express parcels shall be subject to a supplementary charge called "express charge" of the fixed amount of not more than 5 francs, fully paid in advance at the time of posting, even if the parcel cannot be delivered by special messenger but only the advice of arrival.
2. When express delivery places special demands on the administration of destination with regard either to the location of the address of the addressee, or to the day or hour of arrival at the office of destination, the delivery of the parcel and collection of any additional charge shall be governed by the provisions concerning parcels of the same type in the internal system. The supplementary charge shall be paid even if the parcel is returned to origin or redirected.
3. If the regulations of the administration of destination permit, addressees may ask the delivery office, subject to what is laid down in paragraph 1, to deliver to them by express immediately on arrival any parcels which are intended for them. In that case the administration of destination shall be authorized to collect, on delivery, the charge that applies in its internal service.

#### Article 10

### Parcels for delivery free of charges and fees

1. Parcels for delivery free of charges and fees shall be subject to a charge called "charge for delivery free of charges and fees" fixed at 3 francs as a maximum for each parcel. This charge shall be collected by the administration of origin which shall retain it as payment for services rendered in the country of origin.
2. When delivery free of charges and fees is requested after the parcel has been posted, an additional charge for a request for delivery free of charges and fees shall be collected from the sender at the time

the request is made. This charge, fixed at 4 francs as a maximum, shall be collected by the administration of origin. If the request is to be sent by telegraph, the sender shall also pay the telegraph charge.

3. The administration of destination shall be authorized to collect a commission charge of 3 francs as a maximum for each parcel. This charge shall be independent of the presentation to Customs charge referred to in article 14(b). It shall be collected from the sender on behalf of the administration of destination.

## Article 11

### Insured parcels

1. The following charges on insured parcels shall be collected from the sender in advance:

- (a) charges authorized in this part of the Agreement;
- (b) an optional dispatch charge not exceeding the registration charge laid down in article 24, paragraph 1(p) of the Convention or the corresponding charge of the internal service if this is higher, or, exceptionally, a charge of 10 francs at most;
- (c) an ordinary insurance charge of no more than 1 franc for each 200 francs or fraction of 200 francs insured value, or 1/2 percent of the insured value step.

2. In addition, administrations undertaking to cover risks of *force majeure* shall be authorised to collect a charge for risks of *force majeure* to be fixed so that the sum of this charge and the ordinary insurance charge shall not exceed the maximum prescribed in paragraph 1(c).

3. Administrations may also collect from the sender or from the addressee special charges in accordance with their internal legislation to take account of any exceptional security measures taken with regard to insured parcels.

## Article 12

### Fragile parcels. Cumbersome parcels

Fragile parcels and cumbersome parcels shall be subject to a supplementary charge equal to 50 percent of the principal charge. If the parcel is both fragile and cumbersome the supplementary charge mentioned above shall be collected once only. Nevertheless, the air surcharges in respect of these parcels shall not be increased.

## SECTION II

### CHARGES AND FEES RELATING TO ALL CATEGORIES OF PARCELS

## Article 13

### Supplementary charges

Administrations shall be authorized to collect the following supplementary charges:

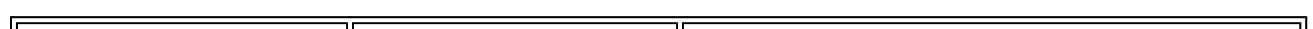
- (a) presentation to Customs charge collected by the administration of origin; as a general rule the charge shall be collected at the time of posting of the parcel;

- (b) presentation to Customs charge collected by the administration of destination either for submission to Customs and customs clearance or for submission to Customs only; in the absence of other arrangements, the charge shall be collected at the time of the delivery of the parcel to the addressee; however, in the case of parcels for delivery free of charges and fees, the presentation to Customs charge shall be collected by the administration of origin on behalf of the administration of destination;
- (c) charge for collection from the sender's address; this charge may be collected by the administration of origin for parcels collected by its services from the sender's address;
- (d) delivery charge; this charge may be collected by the administration of destination for each attempted delivery of the parcel at the address; nevertheless, in the case of express parcels, it may be collected only in respect of each attempted delivery after the first;
- (e) advice of non-delivery reply charge, collected under the conditions laid down in article 28, paragraph 2;
- (f) advice of arrival charge, collected by the administration of destination, when its legislation obliges it to do so and when that administration does not undertake delivery to the place of address, in respect of any advice (the first as well as subsequent advices) delivered to the address of the addressee, except for the first advice of express parcels;
- (g) repacking charge, due to the administration of the first of the countries in whose territory a parcel has to be repacked in order to protect its contents; it shall be recovered from the addressee or, where appropriate, the sender;
- (h) *poste restante* charge, collected by the administration of destination at the time of delivery, on every parcel addressed "*poste restante*";
- (i) storage charge on every parcel which has not been taken possession of within the prescribed periods, whether the parcel is addressed "*poste restante*" or to a place of address. This charge shall be collected by the administration which effects the delivery, on behalf of the administration in whose service the parcel has been kept beyond the prescribed periods;
- (j) advice of delivery charge, when the sender asks for an advice of delivery in accordance with article 27;
- (k) advice of embarkation charge, collected, in relations between countries whose administrations agree to provide this service, when the sender requests that an advice of embarkation be sent to him;
- (l) inquiry charge, mentioned in article 38, paragraph 3;
- (m) charge for a request for withdrawal from the post or alteration of address;
- (n) charge for cover against risks of *force majeure*, collected by administrations prepared to cover risks of *force majeure*.

## Article 14

### Scale

The scale of supplementary charges defined in article 13 shall be fixed in accordance with the following table:



Description of charge	Amount	Observations
1	2	3
a Presentation to Customs charge collected by the administration of origin	1 franc at most, per parcel	
b Presentation to Customs charge collected by the administration of destination	10 francs at most, per parcel	
c Charge for collection from the sender's address	Same charge as in internal service	
d Delivery charge	Same charge as in internal service	
e Advice of non-delivery reply charge	2 francs at most	If, following delivery of the advice of non-delivery, new instructions have to be transmitted by telegraph, the sender or the third party shall pay, in addition, the telegraph charge
f Advice of arrival	At most, a charge equal to that for an ordinary letter of the first weight step in the internal service	
g Repacking charge	1 franc at most, per parcel	This charge may be collected once only in the course of transmission from beginning to end
h <i>Post restante</i> charge	Same charge as in the internal service	
i Storage charge	Same charge as in the internal service	20 francs at most or the maximum fixed by internal legislation, if it is higher. However, in case of return to origin or redirection (articles 29, paragraph 3(b) and 31, paragraph 6(c)), the charge may not exceed 20 francs
j Advice of delivery charge	3 francs at most	

k Advice of embarkation charge	1.10 francs at most per parcel	
l Inquiry charge	2 francs at most	If the sender has asked for his request to be sent by telegraph the telegraph charge shall be added to this charge
m Charge for a request for withdrawal from the post or alteration of address	4 francs at most	The following shall be added to this charge: the appropriate telegraph charge if the request is to be sent by telegraph
n Charge for cover against risks of <i>force majeure</i>	<p>a amount laid down in article 11, paragraph 2, in respect of insured parcels</p> <p>b maximum of 60 centimes per parcel in respect of uninsured parcels</p>	

## Article 15

### Fees

1. Administrations of destination shall be authorized to collect, from addressees, all fees, especially customs duty, payable on the items in the country of destination.
2. Administrations shall undertake to seek from the competent authorities in their countries cancellation of the fees (including customs duty) in the case of a parcel;
  - (a) returned to origin;
  - (b) redirected to a third country;
  - (c) abandoned by the sender;
  - (d) lost in their service or destroyed because of total damage of the contents;
  - (e) rifled or damaged in their service. In these cases, cancellation of fees shall be requested only to the value of the missing contents or the depreciation suffered by the contents.

## CHAPTER III

### FREE POSTAGE

#### Article 16

##### Service parcels

1. Parcels relating to the postal service shall be exempt from all postal charges if exchanged between the following:

- (a) postal administrations;
- (b) postal administrations and the International Bureau;
- (c) post offices of member countries;
- (d) post offices and postal administrations.

2. Air parcels, with the exception of those originating from the International Bureau, shall be exempt from air surcharge.

## Article 17

### Parcels of prisoners of war and internees

Prisoner-of-war and internee parcels shall be exempted from all charges in accordance with article 16 of the Convention. However, air surcharges shall be payable on air parcels.

## PART II

### OPERATION OF THE SERVICE

#### CHAPTER I

#### CONDITIONS OF ADMISSION

##### SECTION I

##### GENERAL CONDITIONS OF ADMISSION

## Article 18

### Conditions of acceptance

Provided that the contents do not come within the prohibitions listed in article 19 or within the prohibitions or restrictions applicable in the territory of one or more of the administrations called upon to take part in the transmission, every parcel, to be admitted to the post, shall:

- (a) belong to one of the categories of parcels admitted under the terms of article 4;
- (b) be packed in a manner adapted to the nature of the contents and the conditions of transport;
- (c) bear the names and addresses of the addressee and the sender;
- (d) satisfy the conditions of weight and size fixed by articles 2 and 20;
- (e) be prepaid in respect of all the charges required by the office of origin, either by means of postage stamps or by any other method authorized by the regulations of the administration of origin.

## Article 19

## Prohibitions

The insertion of the following articles shall be prohibited:

(a) in all categories of parcels:

(i) articles which, by their nature or their packing, may expose officials to danger, or soil or damage other parcels or postal equipment;

(ii) narcotics and psychotropic substances; however, this prohibition shall not apply to consignments sent for a medical or scientific purpose to countries which admit them on this condition:

(iii) documents having the character of current and personal correspondence as well as correspondence of any kind exchanged between persons other than the sender and the addressee or persons living with them, except:

- one of the documents below, unclosed, reduced to its essential elements and relating solely to the goods being conveyed: invoice, dispatch note or advice, delivery bill;

- gramophone records, tapes and wires, whether bearing a sound or video recording or not, ADP cards, magnetic tape or other similar media, and QSL cards, when the administration of origin considers that they do not have the character of current and personal correspondence and when they are exchanged between the sender and the addressee of the parcel or persons residing with them;

- correspondence and documents of any kind having the character of current and personal correspondence, other than the foregoing, exchanged between the sender and the addressee of the parcel or persons residing with them, if the internal regulations of the administrations concerned so permit;

(iv) live animals, unless their conveyance by post is authorized by the postal regulations of the countries concerned;

(v) explosive, flammable or other dangerous substances;

(vi) radioactive materials. However, administrations may agree among themselves to accept parcels containing these materials either reciprocally or in one direction only. In this case, the radioactive materials shall be made up and packed in accordance with the provisions of the Detailed Regulations and shall be forwarded by the quickest route, normally by air, subject to payment of the corresponding air surcharges. They may be posted only by duly authorized senders;

(vii) obscene or immoral articles;

(viii) articles of which the importation or uttering is prohibited in the country of destination;

(b) in uninsured parcels exchanged between two countries which admit insured parcels: coins, bank notes, currency notes, securities of any kind payable to bearer, platinum, gold or silver, manufactured or not, precious stones, jewels and other valuable articles. This provision shall not apply when the exchange of parcels between two administrations admitting insured parcels can only be made in transit through the intermediary of an administration which does not admit them. Any administration may prohibit the enclosure of gold bullion in insured or uninsured items originating from or addressed to its territory or sent in transit *à découvert* across its territory, or limit the actual value of these items.

## Article 20

### Limits of size

1. Except where parcels are considered as cumbersome by application of article 4, paragraph 2(e), parcels sent by surface or air shall not exceed 1.50 metres for any one dimension nor 3 metres for the sum of the length and the greatest circumference measured in a direction other than that of the length.
2. Administrations which cannot accept, for any parcel or for air parcels only, the sizes prescribed in paragraph 1, may adopt instead the following dimensions: 1.05 metres for any one dimension, 2 metres for the sum of the length and the greatest circumference measured in a direction other than that of the length.
3. Whatever their mode of conveyance, parcels shall not be smaller than the minimum size prescribed for letters in article 19, paragraph 1, of the Convention.
4. Administrations which accept the dimensions fixed in paragraph 1 may collect, for parcels whose dimensions exceed the limits specified in paragraph 2 but which weigh less than 10 kg, a supplementary charge equal to that provided for in article 12.

### Article 21

#### Treatment of parcels wrongly accepted

1. When parcels containing articles mentioned in article 19(a) have been wrongly admitted to the post, they shall be dealt with according to the legislation of the country of the administration establishing their presence; however, parcels containing articles listed in the same article under (a)(ii) and (v) to (vii) shall in no circumstances be forwarded to their destination, delivered to the addressees or returned to origin.
2. In the case of the insertion of a single item of correspondence prohibited within the meaning of article 19(a)(iii), this correspondence shall be treated in the manner prescribed in article 30 of the Convention, and the parcel shall not be returned to origin on this account.
3. When an uninsured parcel exchanged between two countries which admit insurance and containing articles listed in article 19(b) is received by the administration of destination, that administration shall be authorized to deliver the parcel to the addressee under the conditions prescribed by its regulations. If they do not permit delivery, the parcel shall be returned to origin in application of article 33.
4. Paragraph 3 shall be applicable to parcels of which the weight or the dimensions appreciably exceed the permitted limits; however, these parcels may, where appropriate, be delivered to the addressee if he first pays any charges which may be due.
5. When a wrongly admitted parcel is neither delivered to the addressee nor returned to origin, the administration of origin shall be informed exactly how the parcel has been dealt with.

### Article 22

#### Sender's instructions at the time of posting

1. At the time of posting of a parcel, the sender shall be required to indicate the treatment to be given in case of non-delivery.
2. One of the following instructions only may be given:
  - (a) dispatch of an advice of non-delivery to the sender;

- (b) dispatch of an advice of non-delivery to a third party residing in the country of destination;
- (c) return forthwith to the sender by surface or air;
- (d) return to the sender by surface or air at the end of a given period, which may not exceed the regulation period of retention in the country of destination;
- (e) delivery to an alternative addressee, if necessary after redirection by surface or air (and subject to the special provisions set out in article 28, paragraph 1(c)(ii));
- (f) redirection of the parcel by surface or air, for delivery to the original addressee;
- (g) abandonment of the parcel by the sender.

3. Parcels may be returned without advice if the sender has given no or contradictory instructions.

4. Administrations shall have the option of not accepting the instructions referred to in paragraph 2(a) and (b) when their legislation or regulations do not so permit.

## SECTION II

### SPECIAL CONDITIONS OF ADMISSION

#### Article 23

##### Insured parcels

1. The following rules shall govern the insured value of insured parcels:

(a) postal administrations:

(i) each administration may limit the insured value, so far as it is concerned, to an amount which may not be less than 5000 francs or the amount adopted in its internal service if it is less than 5000 francs;

(ii) in the service between countries whose administrations have adopted different limits, all parties shall observe the lowest limit;

(b) senders:

(i) may not insure the parcel for a value exceeding the actual value of its contents;

(ii) may insure part only of the actual value of the contents of the parcel.

2. Fraudulent insurance for a value greater than the actual value of the parcel shall be liable to the legal proceedings prescribed by the legislation of the country of origin.

3. A receipt shall be handed over free of charge to every sender of an insured parcel at the time of posting.

#### Article 24

##### Parcels for delivery free of charges and fees

1. A parcel for delivery free of charges and fees may be accepted only if the sender undertakes to pay

the full amount which the office of destination would be entitled to claim from the addressee as well as the commission charge prescribed in article 10.

2. The office of origin may require the payment of a sufficient deposit.

## CHAPTER II

### CONDITIONS OF DELIVERY AND REDIRECTION

#### SECTION I

##### DELIVERY

###### Article 25

###### General rules for delivery. Periods of retention

1. As a general rule, parcels shall be delivered to the addressees as soon as possible and according to the provisions in force in the country of destination. When parcels are not delivered to the addressee's address, the addressee shall, unless this is impossible, be advised of their arrival without delay.
2. When an addressee has been notified of the arrival of a parcel, it shall be held at his disposal for a fortnight or, at most, for a month from the day after that on which the advice is sent; exceptionally, this period may be increased to two months if the regulations of the administration of destination permit. The retention period prescribed in this paragraph shall be renewed if the sender has, in accordance with article 28, paragraph 1(a), (c)(ii) and (d), requested that the addressee be advised again.
3. When it has not been possible to notify an addressee of the arrival of a parcel, the period of retention shall be that prescribed by the regulations of the country of destination; this period, applicable also to parcels addressed *poste restante*, shall start to run from the day after the day from which the parcel is held at the addressee's disposal and shall not, as a general rule, exceed two months; the parcel shall be returned to the office of origin within a shorter period if the sender has requested it in a language known in the country of destination.
4. The periods of retention prescribed in paragraphs 2 and 3 shall be applicable, in the case of redirection, to parcels to be delivered by the new office of destination.

###### Article 26

###### Delivery of express parcels

1. The delivery by special messenger of an express parcel or of the advice of arrival shall be attempted once only.
2. If the attempt is unsuccessful the parcel shall cease to be considered as express.

###### Article 27

###### Advice of delivery

The sender of a parcel may request an advice of delivery under the conditions laid down in article 48 of the Convention. However, administrations may restrict this service to insured parcels if such restriction is provided for in their internal service.

## Article 28

### Non-delivery to the addressee

1. After receipt of the advice of non-delivery mentioned in article 22, paragraph 2(a) and (b), the sender, or the third party concerned, shall give his instructions, which may only be those authorized by the said article, paragraph 2(c) to (g), and, in addition, one of the following:

- (a) notify the addressee once more;
- (b) correct or complete the address;
- (c) where a cash-on-delivery parcel is concerned:
  - (i) deliver it to a person other than the addressee against payment of the amount indicated;
  - (ii) deliver it to the original addressee or to another addressee without collecting the COD charge or against payment of an amount less than the original amount;
- (d) deliver the parcel free of charge and fees either to the original addressee or to another addressee.

2. The charge mentioned in article 13(e) for sending the instructions referred to in paragraph 1 may be collected either from the sender or from the third party; when the advice relates to several parcels posted at the same time at the same office by the same sender and addressed to the same addressee the charge shall be collected once only. In case of transmission by telegraph, the corresponding telegraph charge shall also be collected.

3. Provided that no instructions have been received from the sender or third party, the administration of destination shall be authorized to deliver the parcel to the addressee originally indicated or, where appropriate, to another addressee indicated later, or to redirect the parcel to a new address. After receipt of fresh instructions these alone shall be valid and to be carried out.

## Article 29

### Return to origin of undelivered parcels

1. Every parcel which it has not been possible to deliver shall be returned to the office of origin:

- (a) immediately if:
  - (i) the sender has requested it in application of article 22, paragraph 2(c);
  - (ii) the sender (or the third party referred to in article 22, paragraph 2(b)) has made an unauthorized request;
  - (iii) the sender or the third party refuses to pay the charge authorized in article 28, paragraph 2;
  - (iv) the instructions of the sender, or of the third party, have not achieved the desired result, whether these instructions were given at the time of posting or after receipt of the advice of non-delivery;
- (b) immediately after the termination:
  - (i) of the period, if any, fixed by the sender in application of article 22, paragraph 2(d);

(ii) of the periods of retention laid down in article 25, if the sender has not complied with article 22. In this case, however, the sender may be asked for instructions;

(iii) of a period of two months from the dispatch of an advice of non-delivery, if the office which prepared that advice has not received adequate instructions from the sender or the third party, or if these instructions have not been received by that office.

2. Where possible, a parcel shall be returned by the same route as it followed on the outward journey. It may not be returned by air unless the sender has guaranteed the payment of the air surcharges.

3. Every parcel returned to origin under this article shall be subject to:

(a) the rates entailed in the further transmission to the office or origin;

(b) the uncancelled charges and fees, which the administration of destination incurs at the time of return to origin, subject to article 14(i), column 3, second sentence.

4. These rates, charges and fees shall be collected from the sender.

## Article 30

### Abandonment by the sender of an undelivered parcel

If the sender has abandoned a parcel which it has not been possible to deliver to the addressee, that parcel shall be treated by the administration of destination according to its own legislation.

## SECTION II

### REDIRECTION

## Article 31

Redirection in consequence of change of address by the addressee, or of the alteration of an address

1. If an addressee changes his address or if an address is altered under article 37, a parcel may be redirected either within the country of destination or out of that country.

2. A parcel may be redirected within the country of destination at the request of the sender, at the request of the addressee, or automatically if the regulations of that country permit.

3. A parcel may be redirected out of the country of destination only at the request of the sender or of the addressee; in this case the parcel shall comply with the conditions required for the further transmission.

4. A parcel may also be redirected under the conditions set out above by air at the request of the sender or the addressee, provided that payment of the air surcharge in respect of the further transmission is guaranteed.

5. The sender may forbid any redirection.

6. For the first and any subsequent redirection of each parcel, the following may be collected:

(a) the charges authorized by the internal regulations of the administration concerned for such redirection, in the case of redirection within the country of destination;

- (b) the rates and air surcharges entailed in the further transmission, in the case of redirection out of the country of destination;
- (c) the charges and fees which the former administrations of destination do not agree to cancel, subject to article 14(i), column 3, second sentence.

7. The rates, charges and fees mentioned in paragraph 6 shall be collected from the addressee.

### Article 32

#### Parcels arriving out of course and to be redirected

Any parcel arriving out of course as a result of an error on the part of the sender or the dispatching administration shall be reforwarded to its proper destination by the most direct route used by the administration which has received the parcel.

2. Any air parcel arriving out of course shall be reforwarded by air.

3. Any parcel reforwarded in application of this article shall be subject to the rates for forwarding to its proper destination and the charges and fees mentioned in article 31, paragraph 6(c).

4. These rates, charges and fees shall be collected from the administration responsible for the office of exchange which misdirected the parcel. This administration shall collect them where appropriate from the sender.

### Article 33

#### Return to origin of wrongly accepted parcels

1. Any parcel wrongly accepted and returned to origin shall be subject to the rates, charges and fees prescribed in article 29, paragraph 3.

2. These charges and fees shall be payable by:

(a) the sender, if the parcel has been wrongly admitted in consequence of an error of the sender or if it falls within one of the prohibitions laid down in article 19;

(b) the administration responsible for the error if the parcel has been wrongly admitted in consequence of an error attributable to the postal service. In this case the sender shall be entitled to a refund of the charges paid.

3. If the rates which have been attributed to the administration which returns the parcel are insufficient to cover the rates, charges and fees mentioned in paragraph 1, the outstanding charges shall be recovered from the administration of origin.

4. If there is a surplus, the administration which sends back the parcel shall return to the administration of origin the balance of the rates to refund to the sender.

### Article 34

#### Return to origin in consequence of the suspension of a service

The return of a parcel to origin in consequence of the suspension of a service shall be free of charge; the unallocated rates collected for the outward journey shall be credited to the administration of origin

for refund to the sender.

## CHAPTER III

### SPECIAL PROVISIONS

#### Article 35

##### Non-compliance by an administration with given instructions

1. When the administration of destination or an intermediate administration has not complied with the instructions given either at the time of posting or subsequently, it shall bear the conveyance charges (outward and return) and any other charges or fees which have not been cancelled; nevertheless, the charges paid for the outward journey shall remain the responsibility of the sender if he declared, either at the time of posting or subsequently, that in the event of non-delivery he would abandon the parcel.
2. The administration of origin shall be authorized to bill automatically the charges referred to in paragraph 1 to the administration which has not complied with the instructions given and which, although duly informed, has allowed five months to pass from the date on which it was informed without finally settling the matter or without informing the administration of origin that the non-compliance appeared to be due to *force majeure* or that the parcel had been detained, seized or confiscated in accordance with the internal regulations of the country of destination.

#### Article 36

##### Parcels containing items whose early deterioration or decay is to be feared

Articles contained in a parcel of which the early deterioration or decay is to be feared, and those articles only, may be sold immediately, even in course of transmission on either the outward or the return journey, without prior notice or legal formality, on behalf of the rightful owner; if, for any reason whatsoever, sale is impossible, the spoilt or decayed articles shall be destroyed.

#### Article 37

##### Withdrawal from the post. Alteration or correction of address

1. The sender of a parcel may, under the terms of article 33 of the Convention, ask for its return to origin or to have its address altered, provided he guarantees payment of the amounts due for any further transmission under articles 29, paragraph 3 and 31, paragraph 6.
2. However, administrations shall have the option of not accepting the requests referred to in paragraph 1 when they do not accept them in their internal service.

#### Article 38

##### Inquiries

1. Each administration shall accept inquiries relating to any parcel posted in the service of another administration.
2. Inquiries from users shall be entertained only within a period of a year from the day after that on which the parcel was posted.

3. Unless the sender has paid in full the advice of delivery charge prescribed in article 13(j), each inquiry shall be subject to the collection of an "inquiry" charge at the rate laid down in article 14(l).
4. Separate inquiries shall be made for uninsured and insured parcels. If the inquiry related to several parcels of the same category posted at the same time at the same office by the same sender and addressed to the same addressee and sent by the same route, the charge shall be collected once only.
5. The inquiry charge shall be refunded if the inquiry has been occasioned by a service error.

## PART III

### LIABILITY

#### Article 39

##### Principle and extent of liability of postal administrations

1. Postal administrations shall be liable for the loss of, theft from or damage to parcels, except as provided for in article 40. Their liability shall be as binding for parcels conveyed *à découvert* as for those forwarded in closed mails.
2. Administrations may undertake to cover also risks which may arise from a case of *force majeure*. They shall then be liable towards senders of parcels posted in their country for loss, theft or damage due to a case of *force majeure* occurring at any time during transmission of the parcels, including redirection or return to origin.
3. The sender shall be entitled to an indemnity corresponding, in principle, to the actual amount of the loss, theft or damage; indirect loss or loss of profits shall not be taken into consideration. However, this indemnity may in no case exceed:
  - (a) for insured parcels, the amount of the insured value in gold francs; in case of redirection or return to origin by surface of an insured air parcel, liability shall be limited, for the second journey, to that applicable to parcels sent by that route;
  - (b) for other parcels, the following amounts:

60 francs per parcel up to 5 kg;

90 francs per parcel above 5 up to 10 kg;

120 francs per parcel above 10 up to 15 kg;

150 francs per parcel above 15 up to 20 kg.
4. Notwithstanding paragraph 3(b), administrations may agree to apply, in their reciprocal relations, the maximum amount of 150 francs per parcel regardless of the weight.
5. The indemnity shall be calculated according to the current price, converted into gold francs, of goods of the same kind at the place and time at which the parcel was accepted for conveyance; failing a current price, the indemnity shall be calculated according to the ordinary value of goods whose value is assessed on the same basis.
6. When an indemnity is due for the loss, total theft or total damage of a parcel, the sender or, by application of paragraph 8, the addressee, shall also be entitled to repayment of the charges paid with

the exception of the insurance charge; the same shall apply to items refused by the addressees because of their bad condition, if that is attributable to the postal service and involves its liability.

7. When the loss, total theft or total damage is due to *force majeure* for which indemnity is not payable, the sender shall be entitled to repayment not only of the land and sea rates as well as the air surcharges appropriate to any sector not traversed by the parcel, but also the charges, whatever their nature, relating to a service paid for in advance but not rendered.

8. Notwithstanding paragraph 3, the addressee shall be entitled to the indemnity after taking delivery of a rifled or damaged parcel in the cases provided for in article 40, paragraph 1(a) and (b).

9. The sender shall be entitled to waive his rights as prescribed in paragraph 3 in favour of the addressee. Conversely the addressee shall be entitled to waive his rights as prescribed in paragraph 8 in favour of the sender. The sender or the addressee may authorize a third party to receive the indemnity, if internal legislation allows this.

10. The administration of origin shall have the option of paying senders in its country, for uninsured parcels, the indemnities prescribed by its internal legislation for items of the same kind, provided that such indemnities are not lower than those laid down in paragraph 3(b). However, the amounts laid down in paragraph 3(b) shall remain applicable:

- (i) in the event of recourse against the administration liable;
- (ii) if the sender waives his rights in favour of the addressee.

## Article 40

### Non-liability of postal administrations

1. Postal administrations shall cease to be liable for parcels which they have delivered according either to the conditions laid down in their internal regulations for items of the same kind, or those set out in article 11, paragraph 3, of the Convention; liability shall however be maintained:

(a) when theft or damage is discovered either before delivery or at the time of delivery of a parcel or when, internal regulations permitting, the addressee, or the sender if it is returned to origin, makes reservations in taking delivery of a rifled or damaged parcel;

(b) when the addressee or, in the case of return to origin, the sender, although having given a proper discharge, notifies the delivery administration without delay that he has found damage and furnishes proof that the theft or damage did not occur after delivery.

2. Postal administrations shall not be liable:

- (i) for the loss, theft or damage of parcels:

(a) in cases of *force majeure*. The administration in whose service the loss, theft or damage occurred shall decide, according to the laws of its country, whether the loss, theft or damage was due to circumstances amounting to a case of *force majeure*; these circumstances shall be communicated to the administration of the country of origin if the latter administration so requests. Nevertheless, the administration of the dispatching country shall still be liable if it has undertaken to cover risks of *force majeure* (article 39, paragraph 2);

(b) when they cannot account for parcels owing to the destruction of official records by *force majeure*, provided that proof of their liability has not been otherwise produced;

- (c) when the damage has been caused by the fault or negligence of the sender or arises from the nature of the contents of the parcel;
- (d) in the case of parcels which have been fraudulently insured for a sum greater than the actual value of the contents;
- (e) when the sender has made no inquiry within the period prescribed in article 38, paragraph 2;
- (f) in the case of prisoner-of-war or internee parcels;
- (ii) for parcels seized under the legislation of the country of destination;
- (iii) for parcels confiscated or destroyed by the competent authority, in the case of parcels whose contents fall within the prohibitions specified in article 19(a)(ii), (iv) to (viii), and (b);
- (iv) in the case of sea or air conveyance when they have made it known that they are unable to accept liability for insured parcels on board the ships or aircraft used by them; they nevertheless shall assume in respect of the transit of insured parcels in closed mails the liability which is laid down for uninsured parcels of the same weight.

3. Postal administrations shall accept no liability for customs declarations, in whatever form these are made, or for decisions taken by the Customs on examination of parcels submitted to customs control.

#### Article 41

##### Sender's liability

- 1. The sender of a parcel shall be liable within the same limits as administrations themselves for any damage caused to other postal items as a result of the sending of articles not acceptable for conveyance, or of the non-observance of conditions of acceptance, provided that there has been no fault or negligence on the part of administrations or carriers.
- 2. The acceptance by the office of posting of such a parcel shall not relieve the sender of his liability.
- 3. An administration which finds damage that is due to the fault of the sender shall inform the administration of origin, whose responsibility it is to take action against the sender where appropriate.

#### Article 42

##### Determination of liability between postal administrations

- 1. Until the contrary is proved, liability shall rest with the postal administration which, having received the parcel without comment and being furnished with all the prescribed means of inquiry, cannot prove either delivery to the addressee or, where appropriate, correct transfer to another administration.
- 2. Until the contrary is proved, and subject to paragraph 4, an intermediate administration or administration of destination shall be relieved of all liability:
  - (a) when it has observed the rules for inspection of mails and parcels and the establishment of irregularities;
  - (b) when it can prove that it was not informed of the inquiry until after the destruction of the official records relating to the parcel in question, the regulation period of retention having expired; this

reservation shall not prejudice the rights of the inquirer.

3. When the loss, theft or damage occurs in the service of an air carrier, the administration of the country which collects the conveyance dues in accordance with article 82, paragraph 1, of the Convention shall reimburse the administration of origin for the indemnity paid to the sender, subject to article 1, paragraph 6, of the Convention and paragraph 7 of this article. It shall be for the former administration to recover this amount from the air carrier in question. Where the administration of origin settles the conveyance dues direct with the air carrier in virtue of article 82, paragraph 2, of the Convention, it shall itself seek reimbursement of the indemnity from the air carrier.

4. If the loss, theft or damage occurs in course of conveyance without it being possible to establish in which country's territory or service it happened, the administrations concerned shall bear the loss equally; however, in the case of an uninsured parcel, when the amount of indemnity does not exceed 60 francs, this sum shall be borne equally by the administration of origin and the administration of destination, intermediate administrations being excluded. If the theft or damage has been established in the country of destination or, in the case of return to sender, in the country of origin, it shall rest with the administration of that country to prove:

- (a) that neither the wrapping nor the fastening of the parcel bore any apparent trace of theft or damage;
- (b) that, in the case of an insured parcel, the weight established at the time of posting has not varied;
- (c) that, in the case of parcels forwarded in closed receptacles, both the receptacles and their fastening were intact.

When such proof has been furnished by the administration of destination or origin, as the case may be, none of the other administrations concerned may repudiate its share of liability on grounds that it handed over the parcel without the next administration having made any objection.

5. In the case of items sent in bulk, in application of article 55, paragraphs 2 and 3, none of the administrations concerned may repudiate its share of liability, by showing that the number of parcels found in the mail differs from that advised on the parcel bill.

6. In the case of bulk transmission, the administrations concerned may agree among themselves that liability be shared in the event of loss of, theft from or damage to certain categories of parcels, determined by mutual agreement.

7. As regards insured parcels, the liability of an administration towards other administrations shall in no case exceed the maximum insured value that it has adopted.

8. When a parcel has been lost, rifled or damaged as the result of *force majeure*, the administration in whose territorial jurisdiction or services the loss, theft or damage occurred shall not be liable towards the administration of origin unless the two administrations undertake to cover risks of *force majeure*.

9. If the loss, theft or damage of an insured parcel occurs in the territory or service of an intermediate administration, which does not accept insured parcels or which has adopted a maximum insured value lower than the amount of the loss, the administration of origin shall bear the loss not covered by the intermediate administration under paragraph 7 of this article and article 1, paragraph 6 of the Convention.

10. The rule laid down in paragraph 9 shall also apply in case of sea or air conveyance if the loss, theft or damage occurs in the service of an administration belonging to a contracting country which does not accept the liability laid down for insured parcels (article 40, paragraph 2(iv)).

11. Customs duty and other fees of which it has not been possible to secure cancellation shall be borne by the administrations liable for the loss, theft or damage.
12. An administration which has paid the indemnity shall take over the rights, up to the amount of the indemnity, of the person who has received it in any action which may be taken against the addressee, the sender or third parties.

## Article 43

### Payment of indemnity

1. Subject to the right of recourse against the administration which is liable, the obligation to pay the indemnity and to refund the charges and fees, shall rest either with the administration of origin or in the case mentioned in article 39, paragraph 8, the administration of destination.
2. This payment shall be made as soon as possible and, at the latest, within a period of six months from the day following the day of inquiry.
3. When the administration responsible for the payment does not undertake to cover risks of *force majeure* and when, at the end of the period prescribed in paragraph 2, the question of whether the loss, theft or damage is due to such causes has not been decided, it may exceptionally postpone settlement of the indemnity for another six months.
4. The administration of origin or destination, as the case may be, shall be authorized to indemnify the rightful claimant on behalf of the administration which, having participated in the conveyance and having been duly informed, has allowed five months to pass:

- without finally settling the matter or
- without informing the administration of origin or destination, as the case may be, that the loss, theft or damage appeared to be due to a case of *force majeure*, or that the parcel had been detained, confiscated or destroyed by the competent authority because of the nature of its contents or seized under the legislation of the country of destination.

## Article 44

### Reimbursing the administration which paid the indemnity

1. The administration which is liable, or on behalf of which payment is made in accordance with article 42, shall reimburse the administration which made the payment under article 43, and which is called the "paying administration", the amount of indemnity paid to the rightful claimant subject to article 39, paragraphs 3 and 6; this payment shall be made within four months of dispatch of the notice of payment.
2. If the indemnity is to be borne by several administrations in accordance with article 42, the whole of the indemnity shall be paid to the paying administration, within the period mentioned in paragraph 1, by the first administration which, having duly received the parcel claimed for, is unable to prove its correct transfer to the next service. It shall rest with this administration to recover from the other administrations which are liable each one's share of the indemnity, paid to the rightful claimant.
3. The creditor administration shall be reimbursed in accordance with the rules for payment laid down in article 12 of the Convention.
4. The administrations of origin and destination may agree that the whole of the loss sustained in

respect of unregistered parcels shall be borne by the administration which has to make the payment to the rightful claimant.

5. When liability has been admitted, as well as in the case provided for in article 43, paragraph 4, the amount of the indemnity may also be automatically recovered from the administration which is liable through a liquidation account, either directly or through the intermediary of the first transit administration, which claims credit in its turn from the next administration, the operation being repeated until the sum paid has been debited to the administration which is liable; where appropriate, the statutory provisions on the drawing up of accounts shall be observed.

6. Immediately after paying the indemnity, the paying administration shall communicate to the administration which is liable the date and the amount of payment made. It may only claim reimbursement of this indemnity within a period of one year either from the date of dispatch of the notice of payment or, where appropriate, from the date of expiry of the period prescribed in article 43, paragraph 4.

7. The administration whose liability is duly established and which has at first declined to pay the indemnity shall assume all additional costs resulting from the unwarranted delay in payment.

#### Article 45

##### Possible recovery of the indemnity from the sender or from the addressee

1. If, after payment of the indemnity, a parcel or part of a parcel previously considered lost, is found, the sender or the addressee, as the case may be, shall be advised that he may take delivery of it within a period of three months on repayment of the amount of the indemnity received. If the sender or the addressee, as the case may be, does not reclaim the parcel within this period, the same approach shall be made to the other party.

2. If the sender or the addressee takes delivery of the parcel or of part of the parcel recovered against repayment of the amount of the indemnity, that sum shall be refunded to the administration or, where appropriate, administrations which bore the loss, within one year of the date of the repayment.

3. If the sender and the addressee refuse to take delivery of the parcel, it shall become the property of the administration or, where appropriate, administrations which bore the loss.

4. When proof of delivery is supplied, after the period of five months laid down in article 43, paragraph 4, the indemnity paid shall continue to be borne by the intermediate administration or administration of destination if the sum paid cannot, for any reason, be recovered from the sender.

5. In the case of subsequent discovery of an insured parcel the contents of which are found to be of less value than the amount of indemnity paid, the sender or, where article 39, paragraph 8, is applied, the addressee shall repay the amount of this indemnity against return of the insured parcel, without prejudice to the consequences of fraudulent insurance as mentioned in article 23, paragraph 2.

#### PART IV

##### RATES DUE TO ADMINISTRATIONS. ALLOCATION OF RATES

###### CHAPTER I

###### RATES

###### Article 46

Outward and inward land rate

1. Parcels exchanged between two administrations shall be subject to the outward and inward land rates fixed as follows, for each country and each parcel:

Weight steps Outward and

inward land rate

1 2

fr

Up to 1 kg 4.00

Above 1 up to 3 kg 5.00

Above 3 up to 5 kg 6.00

Above 5 up to 10 kg 7.50

Above 10 up to 15 kg 9.00

Above 15 up to 20 kg 10.00

Nevertheless, as regards the last two weight steps, the administrations of origin and destination may fix as they wish the outward and inward land rates due to them.

2. The rates mentioned in paragraph 1 shall be payable by the administration of the country of origin, unless this Agreement provides for exceptions to this principle.

3. The outward and inward land rates shall be uniform for the whole of the territory of each country.

Article 47

Transit land rate

1. Parcels exchanged between two administrations or between two offices of the same country by means of the land services of one or more other administrations shall be subject to the following transit land rates, payable to the countries whose services take part in the routeing in land:

Distance steps Transit land rates

Up to 1kg. Above Above Above Above Above

1 kg 3 kg 5 kg 10 kg 15 kg

up to 3 kg up to 5 kg up to 10 kg up to 15 kg up to

20 kg

1 2 3 4 5 6 7

fr fr fr fr fr fr

Up to 600 km 0.30 0.80 1.40 2.60 4.20 5.80

Above 600 up to 1000 km 0.50 1.30 2.40 4.20 6.90 9.50

Above 1000 up to 2000 km 0.80 2.00 3.60 6.30 10.30 14.20

Above 2000 for each

additional 1000 km 0.30 0.70 1.30 2.30 3.80 5.20

2. Each of the countries mentioned in paragraph 1 shall be authorized to collect for each parcel the transit land rates applicable to the distance step corresponding to the weighted average distance over which it conveys parcels in transit. This distance shall be calculated by the International Bureau.

3. Reforwarding, where applicable after warehousing by the services of an intermediate country, of mails and *à découvert* parcels entering and leaving by the same port (transit not involving a land route) shall be subject to the provisions of paragraphs 1 and 2.

4. As regards air parcels, the land rate for intermediate countries shall be applicable only where the parcel is conveyed by an intermediate land service.

5. When a country agrees to its territory being crossed by a foreign transport service without participation of its services according to article 3 of the Convention, parcels thus conveyed shall not give rise to allocation of the transit land rate to the postal administration concerned.

6. The rates mentioned in paragraph 1 shall be payable by the administration of the country of origin unless this Agreement provides for exceptions to this principle.

#### Article 48

##### Reduction or increase of the outward and inward land rate

1. Notwithstanding article 46, paragraph 1, administrations may:

(a) increase their outward land rates as they see fit, to bring these into relation with the costs of their service. They may also reduce them as they see fit so long as they are not lower than their inward land rates;

(b) reduce or increase their inward land rates. The increase, where applied, may not exceed, in the case of the weight steps up to 10 kg, three-quarters of the inward land rates laid down in article 46, paragraph 1. The reduction may be fixed as the administrations concerned see fit.

2. Any such modification or subsequent modifications of the inward land rates may come into force only 1 January and must be communicated to the International Bureau at least three months prior to that date. If this period has not been observed, such modifications shall not come into force until 1 January of the following year. To be applicable, they must be communicated to the administrations concerned by the International Bureau at least two months before the date of their coming into force.

#### Article 49

##### Sea rate

1. Each of the countries whose services participate in the sea conveyance of parcels shall be authorized to reclaim the sea rates mentioned in the table shown in paragraph 2. These rates shall be

payable by the administration of the country of origin, unless this Agreement provides for exceptions to this principle.

2. For each sea conveyance used, the sea rate shall be calculated according to the following table:

Distance steps	Weight steps							
a Expressed in nautical miles 1 2	b Expressed in km after conversion on the basis of 1 n.m. = 1.852 km	Up to 1 kg 3	Above 1 up to 3 kg 4	Above 3 up to 5 kg 5	Above 5 up to 10 kg 6	Above 10 up to 15 kg 7	Above 15 up to 20 kg 8	
		fr	fr	fr	fr	fr	fr	fr
Up to 500 n.m.	Up to 926 km	0.30	0.80	1.50	2.70	4.30	6.00	
Above 500 up to 1000	Above 926 up to 1852	0.50	1.20	2.10	3.70	6.10	8.40	
Above 1000 up to 2000	Above 1852 up to 3704	0.60	1.50	2.70	4.80	7.80	10.80	
Above 2000 up to 3000	Above 3704 up to 5556	0.70	1.80	3.30	5.80	9.40	13.10	
Above 3000 up to 4000	Above 5556 up to 7408	0.80	2.10	3.70	6.60	10.80	14.90	
Above 4000 up to 5000	Above 7408 up to 9260	0.90	2.30	4.10	7.40	12.00	16.60	
Above 5000 up to 6000	Above 9260 up to 11112	1.00	2.50	4.50	8.00	13.00	18.00	
Above 6000 up to 7000	Above 11112 up to 12964	1.10	2.70	4.80	8.50	13.90	19.20	
Above 7000 up to 8000	Above 12964 up to 14816	1.10	2.80	5.10	9.00	14.70	20.30	
Above 8000 per	Above 14816 per							
additional 1000	additional 1852	0.10	0.10	0.20	0.40	0.70	1.00	

3. If necessary, the distance steps used to determine the amount of the sea rate applicable between two countries shall be calculated on the basis of a weighted average distance, determined in terms of the tonnage of the mails carried between the respective ports of the two countries.

4. Sea conveyance between two ports of the same country may not give rise to the collection of the rate referred to in paragraph 2 when the administration of that country already receives, for the same parcels, payment in respect of land conveyance.

5. As regards air parcels, the sea rate for intermediate administrations or services shall be applicable only where the parcel is conveyed by an intermediate sea service; for this purpose every sea service provided by the country of origin or destination shall be regarded as an intermediate service.

## Article 50

### Reduction or increase of the sea rates

1. Administrations may increase by 50 percent at most the sea rate laid down in article 49, paragraph 2. On the other hand, they may reduce it as they wish.
2. This option shall be subject to the conditions laid down in article 48, paragraph 2.
3. In the case of an increase, this shall also be applied to parcels originating in the country to which the services providing sea conveyance belong; nevertheless, this obligation shall not apply either in the relations between a country and the territories for whose international relations it is responsible, or in the relations between these territories.

## Article 51

### Application of new rates following unforeseeable changes in routeing

When, for reasons of *force majeure* or any other unforeseeable occurrence, an administration is obliged to use for the conveyance of its own parcels a new dispatch route which causes additional sea or land conveyance costs, it shall be required to inform immediately by telegram all the administrations whose parcel mails or *à découvert* parcels are sent in transit by way of its country. From the fifth day following the day on which this information is sent, the intermediate administration shall be authorized to charge the administration of origin the land and sea rates which correspond to the new route.

## Article 52

### Basic rates and calculation of air conveyance dues

1. The basic rate applicable to the settlement of accounts between administrations in respect of air conveyance shall be fixed at 1.74 thousandths of a franc, as a maximum, per kilogramme of gross weight and per kilometre; this rate shall be applied proportionately to fractions of a kilogramme.
2. Air conveyance dues relating to air parcel mails shall be calculated according to, on the one hand, the actual basic rate specified in paragraph 1 and the kilometric distances given in the "List of airmail distances" referred to in article 219, paragraph 1(b) of the Detailed Regulations of the Convention and, on the other, the gross weight of the mails.
3. The air conveyance dues payable to the intermediate administration for *à découvert* air parcels shall be fixed in principle as indicated in paragraph 1, but per half-kilogramme for each country of destination. Nevertheless, when the territory of the country of destination of these parcels is served by one or more lines with several stops in that territory, dues shall be calculated on the basis of a weighted average rate taking into account the weight of the parcels offloaded at each stop. The dues to be paid shall be calculated for each individual parcel, the weight of each being rounded upwards to the next half-kilogramme.
4. Each administration of destination which provides air conveyance of air parcels within its country shall be entitled to reimbursement of the corresponding conveyance dues. These dues shall be uniform for all mails from abroad, whether or not the air parcels are reforwarded by air.
5. The dues referred to in paragraph 4 shall be fixed in the form of a single price calculated for all air parcels addressed to the country, on the basis of the rate actually paid for air conveyance of parcels within the country of destination, but not exceeding the maximum rate provided for in paragraph 1,

and according to the weighted average of the sector distances covered by air parcels of the international service on the internal air network. The weighted average distance shall be determined in terms of the gross weight of all the air parcel mails arriving at the country of destination, including the air parcels which are not reforwarded by air within that country.

6. Entitlement to reimbursement of the dues referred to in paragraph 4 shall be subject to the conditions laid down in article 48, paragraph 2.

7. The transhipment at the same airport, in the course of transmission of air parcels conveyed successively by several separate air services, shall be performed without remuneration.

8. No transit land rate shall be payable for:

(a) the transfer of airmails between two airports serving the same town;

(b) the transport of such mails between an airport serving a town and a warehouse situated in the same town and the return of the same mails for reforwarding.

### Article 53

#### Air conveyance dues for lost or destroyed air parcels

In case of loss or destruction of air parcels as a result of an accident occurring to the aircraft or through any other cause involving the responsibility of the air carrier, the administration of origin shall be exempt from any payment in respect of the air conveyance of the air parcels lost or destroyed, for any part of the flight of the line issued.

### Article 54

#### Exceptional inward rate

Subject to article 48, paragraph 2, each administration may apply to every parcel addressed to its offices an exceptional inward rate of 1 franc at most.

## CHAPTER II

### ALLOCATION OF RATES

#### Article 55

#### General principles

1. An allocation of rates to the interested administration shall be made in principle in respect of each parcel.

2. However, in the case of transmission by closed mails, the administration of origin may agree with the administration of destination to allocate rates in bulk for each weight step.

3. Also in the case of transmission by closed mails, the administration of origin may agree with the administration of destination and possibly with the intermediate administrations to credit them with sums calculated per parcel or per kilogramme of gross weight of the mails on the basis of the land and sea rates.

### Article 56

## Service parcels. Parcels of prisoners of war and internees

Rates shall not be allocated for service parcels and for prisoner-of-war and internee parcels apart from the air conveyance dues applicable to air parcels.

## PART V

### MISCELLANEOUS PROVISIONS

#### Article 57

##### Application of the Convention

The Convention shall be applicable, where appropriate, by analogy, in all cases not expressly governed by this Agreement.

#### Article 58

##### Conditions for approval of proposals concerning this Agreement and its Detailed Regulations

1. To become effective, proposals submitted to Congress relating to this Agreement and its Detailed Regulations must be approved by a majority of the member countries present and voting which are parties to the Agreement. At least half of these member countries represented at Congress must be present at the time of voting.
2. To become effective, proposals introduced between two Congresses relating to this Agreement and its Detailed Regulations must obtain:
  - (a) unanimity of votes, if they involve either the addition of new provisions or amendments of substance to the articles of this Agreement, its Final Protocol or article 151 of its Detailed Regulations;
  - (b) two-thirds of the votes, if they involve amendments of substance to the Detailed Regulations, with the exception of article 151;
  - (c) a majority of the votes, if they involve:
    - (i) interpretation of the provisions of this Agreement, its Final Protocol and its Detailed Regulations, except in the case of a dispute to be submitted to arbitration as provided for in article 32 of the Constitution;
    - (ii) drafting amendments to be made to the Acts specified in (i).
3. When a member country of the Union expresses outside Congress a desire to become a party to this Agreement, asking to be allowed to collect exceptional inward rates on a higher scale than that authorized by article 54, the International Bureau shall submit the request to all the member countries signatory to the Agreement; if within a period of six months, more than one-third of these member countries do not pronounce against the request it shall be considered to be admitted.

#### Article 59

##### Parcels addressed to or originating in countries not participating in the Agreement

1. The administrations of countries participating in this Agreement which maintain an exchange of

parcels with the administrations of non-participating countries shall allow, in the absence of any opposition on the part of the latter, the administrations of all the participating countries to avail themselves of these services.

2. For transit by the land, sea and air services of the countries participating in the Agreement, parcels addressed to or originating in a non-participating country shall be treated in the same way as parcels exchanged between participating countries so far as the amount of the land and sea rates and the air conveyance dues are concerned. The same shall apply in the case of liability each time it is established that the damage occurred in the service of one of the participating countries and when the indemnity has to be paid in a participating country either to the sender or to the addressee, where article 39, paragraph 8, is applied.

## PART VI

### FINAL PROVISIONS

#### Article 60

##### Entry into force and duration of the Agreement

This Agreement shall come into force on 1 July 1981 and shall remain in operation until the entry into force of the Acts of the next Congress.

**IN WITNESS WHEREOF**, the plenipotentiaries of the Governments of the contracting countries have signed this Agreement in a single original which shall be deposited in the archives of the Government of the country in which the seat of the Union is situated. A copy thereof shall be delivered to each party by the Government of the country in which Congress is held.

**DONE** at Rio de Janeiro, 26 October 1979.

[Signatures not reproduced here.]