

Greeting Cards

At privileged posts, employees are entitled to exchange Christmas and other greeting cards with correspondents in Canada through departmental facilities.

Personal Parcels From Canada

Employees at certain posts among those designated as "privileged" have been granted the additional privilege of receipt of parcels from Canada. The rationale for this practise is mainly because essential day-to-day items are non-existent at those posts and local postal service is unreliable. The following conditions apply:

- (a) The names and complete postal addresses of no more than two sources residing in Canada should be submitted to MGIM prior to departure for the post. Form EXT 637 (4/79) is used for this purpose and can be obtained from APOB.
- (b) A maximum of 55 kilograms may be received by an employee in a calendar year.
- (c) The combined dimensions (sum of length, width and height) of any one parcel can not be greater than 140 centimetres and no one dimension greater than 60 centimetres.
- (d) The covers of all parcels must list the contents. The inclusion of liquids, perishables, explosives, matches or other combustible materials such as perfumes and aerosol containers is prohibited.
- (e) Parcels from unauthorized or unidentified sources, or which are suspected for any reason to contain prohibited material, will be examined by Mail Management and may be returned to senders.

1.7.3 CAUTION

Your attention is drawn to the following statements concerning the use of departmental facilities for personal mailing privileges:

- Records are not maintained of individual items of personal mail, except for certain basic details of personal parcels
- The Department is unable to assume responsibility for delays in handling, misdirection, loss or damage of personal mail