

CANADA

TREATY SERIES, 1947

No. 40

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UNIVERSAL POSTAL CONVENTION

AND

RELATED DOCUMENTS

Signed at Paris, July 5, 1947

Canadian Ratification deposited at Paris, September 8, 1948



OTTAWA
EDMOND CLOUTIER, C.M.G., B.A., L.Ph.
KING'S PRINTER AND CONTROLLER OF STATIONERY
1949

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UNIVERSAL POSTAL CONVENTION

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periodicals, form the subject of Agreements between the Members of the Union. These Agreements are binding only upon the States which have acceded to them.

3. Accession to the UNIVERSAL POSTAL CONVENTION

Concluded between

Afghanistan, The Union of South Africa, The People's Republic of Albania, Germany, The United States of America, The whole of the Possessions of the United States of America, The Kingdom of Saudi Arabia, The Argentine Republic, The Commonwealth of Australia, Austria, Belgium, The Colony of the Belgian Congo, The Byelorussian Soviet Socialist Republic, Bolivia, Brazil, The People's Republic of Bulgaria, Canada, Chile, China, The Republic of Colombia, Korea, The Republic of Costa Rica, The Republic of Cuba, Denmark, The Dominican Republic, Egypt, The Republic of El Salvador, Ecuador, Spain, The whole of the Spanish Colonies, Ethiopia, Finland, France, Algeria, Indo-China, The whole of the other Overseas Territories of the French Republic and Territories administered as such, The United Kingdom of Great Britain and Northern Ireland, The whole of the British Overseas Territories, including the Colonies, Protectorates and Territories under Mandate or under Trusteeship exercised by the Government of the United Kingdom of Great Britain and Northern Ireland, Greece, Guatemala, The Republic of Haiti, The Republic of Honduras, Hungary, India, Iran, Iraq, Eire, The Republic of Iceland, Italy, Japan, Lebanon, The Republic of Liberia, Luxembourg, Morocco (except the Spanish zone), Morocco (Spanish zone), Mexico, Nicaragua, Norway, New Zealand, The Republic of Panama, Paraguay, The Netherlands, Curaçao and Surinam, The Dutch East Indies, Peru, The Republic of the Phillipines, Poland, Portugal, The Portuguese Colonies in West Africa, The Portuguese Colonies in East Africa, Asia and Oceania, Roumania, The Republic of San Marino, Siam, Sweden, The Swiss Confederation, Syria, Czechoslovakia, The Hachemite Kingdom of Transjordan, Tunis, Turkey, The Ukrainian Soviet Socialist Republic, The Union of Soviet Socialist Republics, The Eastern Republic of Uruguay, The State of the City of the Vatican, The United States of Venezuela, Yemen and The Federal People's Republic of Yugoslavia.

The undersigned, plenipotentiaries of the Governments of the above-named countries, being assembled in Congress at Paris, by virtue of Article 13 of the Universal Postal Convention concluded at Buenos Aires on the 23rd of May, 1939, have, by mutual consent and subject to ratification, revised the said Convention to read as follows:

PART I.

UNIVERSAL POSTAL UNION.

CHAPTER I.

ORGANIZATION AND EXTENT OF THE UNION.

ARTICLE 1.

Constitution and aim of the Union.

1. The countries between which the present Convention is concluded form, under the title of the Universal Postal Union, a single postal territory for the reciprocal exchange of correspondence.
2. The aim of the Union is to secure the organisation and improvement of the various international postal services, and to promote the development of international collaboration in this sphere.

ARTICLE 2.

Relationship with the United Nations.

The Union is brought into relationship with the United Nations in accordance with the terms of the Agreement of which the text is annexed to the present Convention.

ARTICLE 3.

New accessions. Procedure.

1. Any sovereign country may at any time request to be allowed to adhere to the Convention.
2. The request is sent through the diplomatic channel to the Government of the Swiss Confederation, and by the latter to the members of the Union.
3. The country concerned is considered as having been admitted to membership if its request is approved by at least two-thirds of the countries which compose the Union.
4. Countries which, having been consulted, have not replied within a period of four months are considered as abstaining.

5. Admission to membership is notified by the Government of the Swiss Confederation to the Governments of all the countries of the Union.

ARTICLE 4.

Convention and Agreements of the Union.

1. The letter post is governed by the provisions of the Convention.
2. Other services, such as those relating to insured letters and boxes, postal parcels, cash on delivery, money orders, transfers to and from postal cheque accounts, collection of bills, drafts, etc., and subscriptions to newspapers and

periodicals, form the subject of Agreements between countries of the Union. These Agreements are binding only upon the countries which have acceded to them.

3. Accession to one or more of these Agreements is notified in accordance with the provisions of Article 3, §2.

ARTICLE 5.

Detailed Regulations.

The Postal Administrations of the Union Countries draw up, by mutual agreement, in the form of Detailed Regulations, the detailed rules necessary for the carrying out of the Convention and the Agreements.

ARTICLE 6.

Restricted Unions. Special Agreements.

1. Countries of the Union and, if their internal legislation does not forbid it, Administrations, may establish restricted Unions and make with one another special agreements concerning the matters dealt with in the Convention and its Detailed Regulations, provided that conditions less favourable to the public than those laid down by these Acts are not introduced.

2. The same right is accorded to the countries which participate in the Agreements, and if necessary to their Administrations, as regards the matters dealt with by these Acts and their Detailed Regulations.

ARTICLE 7.

Internal Legislation.

The provisions of the Convention and of the Agreements of the Union do not override the legislation of any country as regards anything which is not expressly covered by these Acts.

ARTICLE 8.

Colonies, Protectorates, etc.

The following are considered as forming a single country or Administration of the Union, as the case may be, within the meaning of the Convention or of the Agreements as regards, in particular, their right to vote at a Congress or Conference, and in the interval between meetings, as well as their contribution to the expenses of the International Bureau of the Universal Postal Union:

1. The whole of the Possessions of the United States of America, comprising Hawaii, Porto-Rico, Guam, and the Virgin Islands of the United States of America;
2. The Colony of the Belgian Congo;
3. The whole of the Spanish Colonies;
4. Algeria;
5. Indo-China;
6. The whole of the other Overseas Territories of the French Republic and Territories administered as such;
7. The whole of the British Overseas Territories, including the Colonies, Protectorates and Territories under Mandate or under Trusteeship exercised by the Government of the United Kingdom of Great Britain and Northern Ireland;

8. Curaçao and Surinam.
9. The Dutch East Indies;
10. The Portuguese Colonies in West Africa;
11. The Portuguese Colonies in East Africa, Asia and Oceania.

ARTICLE 9.

Application of the Convention to Colonies, Protectorates, etc.

1. Any Contracting Party may declare, either at the time of signing, or ratifying, or acceding, or later, that its acceptance of the present Convention includes all its Colonies, overseas Territories, Protectorates or Territories under suzerainty or under mandate, or certain of them only. The declaration, unless made at the time of signing the Convention, must be addressed to the Government of the Swiss Confederation.

2. The Convention will apply only to the Colonies, overseas Territories, Protectorates or Territories under suzerainty or under mandate in the name of which declarations have been made in virtue of § 1.

3. Any Contracting Party may, at any time, forward to the Government of the Swiss Confederation a notification of the withdrawal from the Convention of any Colony, overseas Territory, Protectorate or Territory under suzerainty or under mandate in the name of which it has made a declaration in virtue of § 1. This notification will take effect one year after the date of its receipt by the Government of the Swiss Confederation.

4. The Government of the Swiss Confederation will forward to all the Contracting Parties a copy of each declaration or notification received in virtue of §§ 1 to 3.

5. The provisions of this Article do not apply to any Colony, overseas Territory, Protectorate or Territory under suzerainty or under mandate which is mentioned in the preamble of the Convention.

ARTICLE 10.

Extent of the Union.

The following are considered as belonging to the Universal Postal Union:

- (a) post offices established by Union countries in territories not included in the Union;
- (b) other territories which, although not members of the Union, are included in it as being subordinate, postally, to a country of the Union.

ARTICLE 11.

Exceptional Relations.

Administrations which provide a service with territories not included in the Union are required to act as the intermediaries of the other Administrations. The provisions of the Convention and its Detailed Regulations apply to these exceptional relations.

ARTICLE 12.

Arbitration.

1. In case of disagreement between two or more members of the Union as to the interpretation of the Convention and the Agreements as well as of their Detailed Regulations or as to the responsibility imposed on an Administration

by the application of these Acts, the question in dispute is decided by arbitration. To that end, each of the Administrations concerned chooses another member of the Union not directly interested in the matter.

2. If one of the Administrations in disagreement does not take any action on a proposal for arbitration within a period of six months, or of nine months in the case of distant countries, the International Bureau, on a request to that effect, calls on the defaulting Administration to appoint an arbitrator, or itself appoints one officially.

3. The decision of the arbitrators is given on an absolute majority of votes.

4. In case of an equality of votes, the arbitrators choose, with the view of settling the difference, another Administration with no interest in the question in dispute. Failing an agreement in the choice, this Administration is appointed by the International Bureau from among the members of the Union not proposed by the arbitrators.

5. If the disagreement concerns one of the Agreements, the arbitrators may not be appointed from outside the Administrations which participate in that Agreement.

ARTICLE 13.

Withdrawal from the Union. Cessation of participation in the Agreements.

Each Contracting Party is free to withdraw from the Union or to cease to participate in one or more of the Agreements by notice given one year in advance through the diplomatic channel to the Government of the Swiss Confederation and by that Government to the Governments of the contracting countries.

CHAPTER II.

CONGRESSES. CONFERENCES. COMMISSIONS.

ARTICLE 14.

Congresses.

1. Delegates of the countries of the Union meet in Congress not later than five years after the date of the entry into force of the Acts of the preceding Congress, with the view of revising these Acts or of completing them as necessary.

2. Each country is represented at the Congress by one or more plenipotentiary delegates furnished by their Government with the necessary powers. It may, if it so desires, be represented by the delegation of another country. But it is understood that one delegation can represent only one country other than its own.

3. In the deliberations each country has one vote only.

4. Each Congress settles the place of meeting of the next Congress. The Government of the country in which the Congress is to take place is responsible, in consultation with the International Bureau, for convening the Congress, and also for notifying to all the Governments of the countries of the Union the decisions taken by the Congress.

ARTICLE 15.

Ratifications. Entry into force and duration of the Acts of Congresses.

1. The Acts of Congresses shall be ratified as soon as possible and the ratifications shall be communicated to the Government of the country in which the Congress was held, and by that Government to the Governments of the contracting countries.

2. If one or more of the Contracting Parties do not ratify one or other of the Acts signed by them, these Acts are none the less binding on the States which have ratified them.
3. These Acts come into force simultaneously and have the same duration.
4. From the date fixed for the entry into force of the Acts adopted by a Congress, all the Acts of the preceding Congress are repealed.

ARTICLE 16.

Extraordinary Congresses.

1. When a request to that effect is made or approved by at least two-thirds of the contracting countries, an Extraordinary Congress is held, after arrangement with the International Bureau.
2. The regulations laid down by Articles 14 and 15 apply equally to the delegations, to the deliberations and to the Acts of Extraordinary Congresses.

ARTICLE 17.

Standing Orders of Congresses.

Each Congress draws up the standing orders for its work and deliberations.

ARTICLE 18.

Executive and Liaison Commission.

Composition. Functions. Working.

1. In the interval between Congresses, an Executive and Liaison Commission ensures the continuity of the work of the Universal Postal Union, in accordance with the provisions of the Convention and the Agreements.
2. The seat of the Commission is at Berne; in principle, the meetings of the Commission are held there.
3. The Commission is composed of nineteen members who exercise their functions during the interval between two successive Congresses.
4. The countries members of the Commission are appointed by Congress. At least half of the members must be replaced on the occasion of each Congress; no country may be chosen by three successive Congresses. The Director of the International Bureau exercises the functions of Secretary General of the Commission.
5. The representative of each of the countries members of the Commission is nominated by the postal Administration of the country concerned. The representatives of countries members of the Commission must be qualified officials of the postal Administration.
6. At its first meeting, which is convened by the President of the previous Congress, the Commission elects from amongst its members, a President and four Vice-Presidents and draws up the Standing Orders for its work and deliberations.
7. The duties of the members of the Commission are gratuitous. The working expenses of the Commission are borne by the Universal Postal Union. The representatives of overseas countries may obtain repayment of the cost of a return ticket by air or by sea.
8. The expenses mentioned in § 7 may not exceed 100,000 francs a year; they are added to those which the International Bureau is authorised to incur under the provisions of Article 27 of the Convention.

9. The Commission meets in regular session, in principle once a year, on convocation by the Chairman.

10. The Commission may invite to participate at its meetings, without the right to vote, any representative of an international organisation or any other qualified person whom it wishes to take part in its work. Consultative Sub-Commissions may be set up for the study of special questions.

11. The functions of the Commission are as follows:

- (a) to maintain the closest contacts with the countries members of the Union with the view of improving the international postal service;
- (b) to examine technical questions of any kind concerning the international postal service, and to communicate the result of these examinations to the countries members of the Union;
- (c) to make useful contacts with the United Nations, its Councils and Commissions, as well as with specialised Agencies and other international Organisations, for the study and the preparation of reports to be submitted for the approval of the members of the Union. To send, as may be necessary, one of its members to represent the Union and to take part in its name at meetings of all these international organisations.
- (d) to formulate, if necessary, proposals which will be submitted for the approval of the contracting countries in accordance with the provisions of Articles 22 and 23 of the Convention.
- (e) within the framework of the Convention and its Detailed Regulations, to ensure the control of the activities of the International Bureau, of which it appoints, if necessary, and on the proposal of the Government of the Swiss Confederation, the Director and other superior personnel; to approve, on the proposal of the Director of the Bureau, the appointment of the other officials, and to authorise the employment of additional staff considered necessary; to prepare an annual report on the work of the Bureau, which it communicates to the members of the Union.

12. The Commission sends, for information, to the postal Administrations of all the countries of the Union an analytical review at the conclusion of each of its sessions.

13. The Commission makes a report to Congress on the whole of its activities and sends it to the contracting countries at least two months before the opening of the Congress.

ARTICLE 19.

Conferences.

1. Conferences for the consideration of purely administrative questions may be held at the request or with the assent of at least two-thirds of the Administrations of the Union. They are convened after arrangement with the International Bureau.

2. Each Conference draws up its own standing orders.

ARTICLE 20.

Commissions.

Commissions charged by a Congress or a Conference with the examination of one or more particular questions are convened by the International Bureau after arrangement with the Administration of the country where these Commissions are to sit.

CHAPTER III.

PROPOSALS MADE BETWEEN MEETINGS.

ARTICLE 21.

Introduction of Proposals.

1. In the interval between meetings, any Administration has the right to address to the other Administrations, through the medium of the International Bureau, proposals concerning the Convention, its Final Protocol and its Detailed Regulations.

2. The same right is accorded to the Administrations of the countries participating in the Agreements so far as these Agreements, their Detailed Regulations and their Final Protocols are concerned.

3. In order to be considered, every proposal introduced by an Administration in the interval between meetings must be supported by at least two other Administrations. A proposal lapses when the International Bureau does not receive, at the same time as the proposal, the necessary number of declarations of support.

ARTICLE 22.

Examination of Proposals.

1. Every proposal is subject to the following procedure: A period of two months is allowed to Administrations to examine the proposal and to communicate their observations, if any, to the International Bureau. Amendments are not admitted. The answers are collected by the International Bureau, and communicated to the Administrations, with an invitation to declare themselves for or against. Administrations which have not notified their vote within a period of two months are considered as abstaining. The periods quoted above are calculated from the date of the circulars from the International Bureau.

2. If the proposal concerns an Agreement, its Detailed Regulations or the Final Protocol of either, only the Administrations which have adhered to that Agreement may take part in the procedure indicated in § 1.

ARTICLE 23.

Conditions of approval.

1. In order to become binding, the proposals must obtain:

(a) a unanimous vote if they involve the addition of new provisions to, or the modification of, the provisions of Parts I and II, or of Articles 35 to 39, 57 to 63, 65 to 74 of the Convention, of any of the Articles of its Final Protocol and of articles 101, 105, 117, 152, 163 and 184 of its Detailed Regulations;

(b) a two-thirds vote if they involve a modification of the provisions other than those mentioned under (a);

(c) a simple majority if they affect the interpretation of the provisions of the Convention, of its Final Protocol and its Detailed Regulations, except in the case of disagreement to be submitted to arbitration as provided for by Article 12.

2. The conditions to be fulfilled for the approval of proposals concerning the Agreements are fixed by the Agreements themselves.

ARTICLE 24.

Notification of decisions.

1. Additions to and modifications of the Convention, the Agreements and the Final Protocols of these Acts are sanctioned by a diplomatic declaration, which

the Government of the Swiss Confederation undertakes to prepare and forward, at the request of the International Bureau, to the Governments of the contracting countries.

2. Additions to and modifications of the Detailed Regulations and their Final Protocols are drawn up and notified to the Administrations by the International Bureau. The same applies to the interpretations referred to under Article 23, § 1, (c).

ARTICLE 25

Execution of decisions.

No addition or modification adopted comes into force until at least three months after its notification.

CHAPTER IV.

INTERNATIONAL BUREAU.

ARTICLE 26.

General Functions.

1. A central Office, situated at Berne, known as the International Bureau of the Universal Postal Union, and placed under the supervision of the Swiss Postal Administration, serves as a medium of liaison, information and consultation for the countries of the Union.

2. This Office is entrusted in particular with the collection, collation, publication and distribution of information of every kind which concerns the international postal service; with giving, at the request of the parties concerned, an opinion upon questions in dispute; with the preparation of a statement of the case in connexion with proposals for modifying the Acts of the Congress; with the notification of alterations adopted, and in general, with such enquiries and work in connection with editing and arranging material as the Convention, the Agreements, and their Detailed Regulations shall assign to it, or as may be entrusted to it in the interest of the Union.

3. It acts as clearing-house for the settlement of accounts of every description relative to the international postal service between the Administrations which claim its assistance.

ARTICLE 27.

Expenses of the International Bureau.

1. Each Congress fixes the maximum figure for the ordinary annual expenditure of the International Bureau. These expenses, as well as the special expenditure occasioned by the meetings of a Congress, Conference, or Commission, and the costs which may arise out of special work entrusted to the International Bureau, are borne in common by all the countries of the Union.

2. To this end, the latter are divided into seven classes, each contributing to the payment of the expenses in the following proportion:

1st class	25 units	5th class	5 units
2nd "	20 "	6th "	3 "
3rd "	15 "	7th "	1 unit.
4th "	10 "		

3. In the case of a new accession, the Government of the Swiss Confederation settles, by agreement with the Government of the country concerned, the class in which the country is to be placed for the apportionment of the expenses of the International Bureau.

PART II.

GENERAL REGULATIONS.

CHAPTER I.

ARTICLE 28. (See Protocol IX.)

Freedom of Transit.

1. Freedom of transit is guaranteed throughout the entire territory of the Union.

2. Freedom of transit for postal parcels forwarded by land and sea routes is limited to the territory of the countries taking part in this service.

3. Freedom of transit for air parcels is guaranteed throughout the entire territory of the Union. Nevertheless, Administrations which have not acceded to the Parcel Post Agreement cannot be required to participate in the conveyance, by land and sea routes, of air parcels.

4. Administrations which have acceded to the Parcel Post Agreement are obliged to undertake the transmission of cash on delivery parcels, even if they do not admit such parcels in their own service, or if the amount of the trade charge exceeds the maximum fixed for their own traffic.

5. Insured articles may be forwarded in closed mails through the territory of countries which do not undertake the insured letter and box service or by the sea services in respect of which responsibility for insured articles is not accepted by the countries concerned, but the responsibility of these countries is limited to that prescribed for registered articles.

ARTICLE 29.

Prohibition of unauthorized charges.

It is forbidden to impose any postal charge whatever except those prescribed by the Convention and the Agreements.

ARTICLE 30.

Temporary suspension of services.

When an Administration finds itself obliged, owing to exceptional circumstances, temporarily to suspend its services, either wholly or in part, it must at once notify the fact, if necessary by telegraph, to the Administration or Administrations concerned.

ARTICLE 31.

Monetary Standard.

The franc regarded as the monetary unit in the provisions of the Convention and the Agreements is the gold franc of 100 centimes of a weight of 10/31 of a gramme and of a fineness of 0.900.

ARTICLE 32.

Equivalents.

In each country of the Union, postage rates are fixed at the closest possible equivalent of the value of the franc in the currency of the country.

ARTICLE 33.

Forms. Language.

1. The forms used by the Administrations in their mutual relations must be drawn up in French, with or without an interlinear translation in another language, unless the Administrations concerned arrange otherwise by direct agreement.

2. The forms used by the public must include an interlinear translation in French when they are not printed in that language.

3. So far as the forms referred to in §§ 1 and 2 are concerned, the wording, colours, and dimensions must be those prescribed by the Detailed Regulations of the Convention and of the Agreements.

4. Administrations may by common consent decide upon the language to be used in official correspondence in their reciprocal relations.

ARTICLE 34.

Postal Identity Cards.

1. Each Administration may issue, to persons who apply for them, postal identity cards to serve as evidence of identity for all kinds of post office business in the countries which have not notified their refusal to admit them.

2. The Administration which issues a card is authorized to make, on this account, a charge which may not exceed 70 centimes.

3. Administrations are relieved from all responsibility when it is established that a postal packet was delivered or a money order was paid on presentation of a valid card. Administrations are not responsible for the consequences of the loss, abstraction or fraudulent use of a valid card.

4. The card is valid for three years from the date of issue.

PART III.

PROVISIONS REGARDING CORRESPONDENCE.

CHAPTER I.

GENERAL PROVISIONS.

ARTICLE 35.

Definition of Correspondence.

The term correspondence covers letters, postcards, both single and reply-paid, commercial papers, printed papers, articles printed in relief for the use of the blind, samples of merchandise, small packets and "Phonopost" packets.

ARTICLE 36. (See Protocol II, III and IV.)

Rates of Postage and General Conditions.

1. The prepaid rates of postage for the conveyance of correspondence throughout the entire extent of the Union, including delivery at the residence of

the addressees in the countries where a delivery is or shall be organized, as well as the limits of weights and dimensions, are fixed as indicated in the following table:

Articles. 1	Units of Weight. 2	Rates. 3	Limits:	
			of weight. 4	of size. 5
Letters: first unit of weight each succeeding unit	20	20 12	2 kilos.	Length, width and depth combined: 90 cm., but the greatest dimension may not exceed 60 cm.; In roll form: Length and twice the diameter, 100 cm., but the greatest dimension may not exceed 80 cm.
Postcards: single..... reply-paid.....	— —	12 24		
Commercial papers..... first unit of weight.... each succeeding unit.... minimum charge.....	50 — — —	— 8 4 20	2 kilos. — — —	As for letters. Printed papers sent unenclosed in the form of cards, whether folded or not, are subject to the same minimum dimensions as postcards.
Printed papers..... first unit of weight.... each succeeding unit....	50 — —	— 8 4	3 kilos. (5 kilos. for a single volume) 7 kilos.	
Blind literature.....	1000	2	500 gr.	
Samples of merchandise first unit of weight.... each succeeding unit....	50 — —	— 8 4	1 kilo. —	
Small packets..... Minimum charge.....	50 —	8 40	— —	Length, width and depth combined: 60 cm., but the greatest dimension may not exceed 26 cm.
"Phonopost" packets: first unit of weight.... each succeeding unit....	20	15 10	60 gr.	

2. The limits of weight and size fixed by § 1 do not apply to correspondence relating to the postal service, as specified in Article 52, § 1.

3. Each Administration has the right to allow a reduction of 50 per cent of the ordinary rate for printed papers to newspapers and periodicals published in its country; it may, however, limit this reduction to newspapers and periodicals posted directly by the publishers or their agents, or allow it only in respect of newspapers and periodicals which fulfil the conditions required for transmission at the rate applicable to newspapers in its internal service. Commercial printed papers such as catalogues, prospectuses, price lists, etc., no matter how regularly they are issued, are excluded from this reduction.

4. Administrations may also allow a similar reduction to books and pamphlets, sheets of music and maps, no matter who is the sender, provided they contain no publicity matter or advertisement other than that appearing on the cover or the fly leaves.

5. The Administrations of the countries of origin which have allowed in principle the reduction of 50 per cent reserve the right to fix, for the articles mentioned in §§ 3 and 4 above, a minimum charge which, while falling within the limits of the 50 per cent reduction, is not lower than the postage applicable to the same articles in their inland service.

6. Articles of correspondence, other than closed registered letters, may not contain coin, bank notes, currency notes, negotiable instruments payable to bearer, platinum, gold or silver, manufactured or not, precious stones, jewels and other valuable articles.

7. The administrations of the countries of origin and of destination have the right to treat, according to their internal legislation, letters which contain documents having the character of current and personal correspondence, addressed to persons other than the addressee or persons living with him.

8. Except as provided in the Detailed Regulations, commercial papers, printed papers, blind literature, samples of merchandise and small packets:—

- (a) must be made up in such a manner as to be easy of examination;
- (b) may not bear any notes or contain any document having the character of current and personal correspondence;
- (c) may not contain any postage stamp or form of prepayment, whether obliterated or not, nor any paper representing a monetary value.

9. Samples of merchandise may not contain any article having a saleable value.

10. The Small Packets and "Phonopost" packets services are limited to those countries which have announced their willingness to exchange such packets, whether in their reciprocal relations, or in one direction only.

11. The enclosure in one and the same packet of correspondence of different categories (articles grouped together) is authorized under the conditions laid down in the Detailed Regulations.

12. Apart from the exceptions prescribed by the Convention and its Detailed Regulations, articles which do not fulfil the conditions laid down in the present Article and the corresponding Articles of the Detailed Regulations are not forwarded. Articles which have been wrongly accepted must be returned to the Administration of the country of origin. Nevertheless, the Administration of the country of destination is authorized to deliver them to the addressees. In that case it must, if necessary, apply to them the rates of postage and surcharges prescribed for the category of correspondence in which they are placed by reason of their contents, weight or size. Articles of which the weight exceeds the maximum limits laid down in § 1 may be taxed according to their actual weight.

ARTICLE 37.

Prepayment.

1. As a general rule, all the articles mentioned in Article 35 must be fully prepaid by the sender.

2. Correspondence, other than letters and single postcards, which is unpaid or insufficiently prepaid, is not forwarded, nor are reply paid postcards of which the two halves are not fully prepaid at the time of posting.

3. When letters or single postcards, which are unpaid or insufficiently prepaid, are posted in great number, the Administration of the country of posting has the option of returning them to the sender.

ARTICLE 38.

Charge on unpaid or insufficiently prepaid correspondence.

1. Apart from the exceptions laid down in Article 57, § 6, for registered articles, and in Article 136, §§ 3, 4 and 5, of the Detailed Regulations, for certain

classes of redirected articles, letters and single postcards not prepaid or insufficiently prepaid are liable to a charge, equal to double the amount of the deficient postage, to be paid by the addressees; but that charge may not be less than 5 centimes.

2. The same treatment may be applied in similar circumstances to other articles of correspondence which have been incorrectly forwarded to the country of destination.

ARTICLE 39.

Surtaxes.

1. Over and above the rates fixed by Article 36, a surtax proportionate to the expenses incurred may be levied on every article forwarded by extraordinary services which involve special payment.

2. When the rate of prepayment for a single postcard comprises the surtax authorized by § 1, the same rate is applicable to each half of a reply-paid postcard.

ARTICLE 40.

Special Charges.

1. Administrations are authorized to make an additional charge, in accordance with their own legislation, on articles posted after the ordinary hour of collection.

2. Articles addressed *poste restante* may be taxed by Administrations of the countries of destination with the special charge prescribed by their legislation for similar articles in the inland service.

3. The Administrations of countries of destination are authorized to levy a special charge not exceeding 40 centimes on each small packet delivered to the addressee. This charge may be increased by a sum not exceeding 20 centimes when the packet is delivered at the addressee's premises.

ARTICLE 41.

Articles liable to Customs duty.

1. Small packets and printed paper packets liable to customs duty are admitted.

2. The same applies to letters and sample packets containing articles liable to customs duty when the country of destination has given its consent. Nevertheless, each Administration has the right to restrict to the registered letter service letters containing articles liable to customs duty.

3. Packets containing serums and vaccines included in the exception shown in Article 124 of the Detailed Regulations are admitted in every case.

ARTICLE 42.

Customs control.

The Administration of the country of destination is authorized to submit to the Customs the correspondence mentioned in Article 41, and, if necessary, to open it officially.

ARTICLE 43.

Customs clearance fee.

A Customs clearance fee not exceeding 40 centimes per article may be collected, as a postal charge, on articles submitted to the Customs in the country of destination.

ARTICLE 44.

Customs duty and other non-postal charges.

Administrations are authorized to collect from the addressees the customs duty and any other non-postal charges which may be due.

ARTICLE 45.

Correspondence for delivery free of charges.

1. In the relations between those countries which have notified their agreement to that effect, the senders may, by means of a previous declaration at the office of despatch, undertake to pay the whole of the postal and non-postal charges which are due to be collected on the delivery of the articles. In this case, the senders must undertake to pay the amounts which the office of destination may claim, and, if necessary, pay a sufficient deposit.

2. The Administration of the country of destination is authorized to collect a fee not exceeding 40 centimes per article. This fee is independent of that authorized by Article 43.

3. Any Administration is entitled to limit the service of delivery free of charges to registered articles.

ARTICLE 46.

Cancellation of Customs duty and other non-postal charges.

Administrations undertake to request the appropriate services in their country to cancel the customs duty and other non-postal charges on articles returned to the country of origin, destroyed owing to the complete damage of the contents or redirected to a third country.

ARTICLE 47.

Express Articles.

1. Correspondence is, at the request of the senders, sent out for delivery by special messenger immediately after arrival, in the countries of which the Administrations agree to undertake this service.

2. Such correspondence, which is called "express," is subject, in addition to the ordinary postage, to a special charge which may not be less than the amount of the postage on a single-rate ordinary letter and not more than 60 centimes. This charge must be fully paid in advance.

3. When the addressee's house is situated outside the local delivery zone of the office of destination, a complementary charge not exceeding that prescribed for similar correspondence in the inland service may be collected, by the Administration of destination, for express delivery. In this case, however, express delivery is not obligatory.

4. Express packets, upon which the total amount of the charges payable in advance has not been prepaid, are delivered by the ordinary means, unless they have been treated as express by the office of origin. In the latter case, they are taxed according to the provisions of Article 38.

5. Administrations are not obliged to make more than one attempt to deliver correspondence by express. If this attempt is unsuccessful, the article may be treated as an ordinary article.

ARTICLE 48.

Articles for delivery to the addressee in person.

In the relations with countries which have so agreed, registered correspondence accompanied by a request for advice of delivery is delivered, at the request of the sender, to the addressee in person.

ARTICLE 49.

Prohibitions.

1. It is forbidden to send by post the articles indicated in Column 1 of the following Table. If packets containing these articles have been wrongly admitted to the post, they must be treated as indicated in Column 2.

Articles.	Treatment of packets wrongly admitted.
1	2
<p>(a) Articles which, from their nature or by their packing, may expose postal officials to danger, or soil or damage correspondence;</p> <p>(b) articles liable to customs duty (apart from the exceptions laid down in Article 41) as well as samples sent in quantities with the intention of avoiding the payment of this duty;</p> <p>(c) opium, morphine, cocaine, and other narcotics;</p> <p>(d) articles of which the importation or the circulation is forbidden in the country of destination;</p> <p>(e) living animals, except: 1° bees, leeches and silk-worms; 2° parasites and destroyers of noxious insects used for the purpose of controlling these insects and exchanged between officially recognised institutions;</p> <p>(f) explosive, inflammable or dangerous substances;</p> <p>(g) obscene or immoral articles.</p>	<p>To be treated according to the internal regulations of the Administration which discovers them; nevertheless, articles indicated under (c) may, in no case, be sent forward to destination, or delivered to the addressees, or returned to origin.</p> <p>To be destroyed on the spot by the Administration which discovers them.</p>

2. If packets wrongly admitted to the post are neither returned to origin nor delivered to the addressee, the Administration of origin must be advised exactly how the packets have been treated.

3. The right it, moreover, reserved to every country to refuse to convey *à découvert* over its territory articles other than letters and postcards, in regard to which the legal requirements which regulate the conditions of their publication or circulation in that country have not been complied with. These articles must be returned to the Administration of the country of origin.

ARTICLE 50.

Methods of prepayment.

1. Prepayment of postage is effected either by means of postage stamps valid in the country of origin for the correspondence of private individuals, or by means of impressions of stamping machines, officially adopted and working under the

immediate control of the Administration, or, in the case of printed papers, by means of printed impressions or by any other process when such a system is authorised by the internal regulations of the Administration of origin.

2. The following are considered as duly prepaid: reply postcards bearing postage stamps, impressed or affixed, of the country of issue, article properly prepaid for their first transmission and on which complementary postage has been paid before their redirection, as well as newspapers or packets of newspapers and periodicals of which the address bears the words "*Abonnements-poste*" and which are sent in virtue of the Agreement for subscriptions to newspapers and periodicals.

ARTICLE 51.

Prepayment of postage on board ship.

Correspondence posted on the high seas in the letter box on board a ship or handed to postal officials on board or to the commanders of ships may, in the absence of different arrangements between the Administrations concerned, be prepaid by means of the postage stamps and according to the tariff of the country to which the said ship belongs or by which it is maintained. If the posting on board takes place during the stay at one of the two terminal points of the voyage or at any intermediate port of call, prepayment is valid only if it is effected by means of the postage stamps and according to the tariff of the country in the waters of which the ship happens to be.

ARTICLE 52.

Exemptions from Postal Charges.

1. The following are exempt from all postal charges:

Correspondence on Postal Service exchanged between Postal Administrations, between these Administrations and the International Bureau, between post offices of Union countries, and between these offices and Administrations, as well as correspondence of which the free transmission is expressly provided for in the Convention, the Agreements, and their Detailed Regulations.

2. With the exception of articles marked with a trade charge, correspondence intended for prisoners of war or despatched by them is also exempt from all postal charges, not only in the countries of origin and destination, but in intermediate countries.

3. The same privilege is accorded to correspondence concerning prisoners of war, despatched or received, either directly by, or through the agency of, the Central Agency of information regarding prisoners of war prescribed by Article 79 of the International Convention of Geneva of the 27th of July, 1929, or the Information Bureaux established on behalf of such persons in belligerent countries or in neutral countries which have received belligerents on their territories.

4. Belligerents received and interned in a neutral country, as well as civilians of enemy nationality detained in camps or in civil prisons, are treated like prisoners of war, properly so-called, in so far as the application of the above-mentioned rules is concerned.

ARTICLE 53. (See Protocol VI.)

International Reply Coupons.

1. International reply coupons are on sale in the countries of the Union.

2. The selling price of a reply coupon is fixed by the Administrations concerned, but may not be less than 28 centimes, or the equivalent in the money of the country of issue.

3. Each coupon is exchangeable in any country for a stamp or stamps representing the postage on a single-rate letter for abroad originating in that country.

4. Moreover, any country has the right to demand that the coupons and the correspondence to be prepaid by means of the stamps received in exchange for these coupons shall be presented at the same time.

ARTICLE 54. (See Protocol I.)

Withdrawal of Correspondence. Alteration of Address.

1. The sender of a postal packet can have it withdrawn from the post or have its address altered, so long as the article has not been delivered to the addressee, or it does not happen to fall within the provisions of Article 49, or Customs treatment does not bring to light any irregularity.

2. The request to this effect is sent by post or by telegraph at the expense of the sender, who must pay, for each request, a fee not exceeding 40 centimes. If the request is to be sent by air mail or by telegraph, the sender must pay in addition the air mail surcharge or the charge for the telegram.

3. Only one of the fees or charges prescribed by § 2 is charged in respect of a request for withdrawal of correspondence or alteration of address concerning several packets posted at the same time by the same sender to the same addressee.

4. A request for simple correction of address (without alteration of the name or description of the addressee) may be addressed directly to the office of destination by the sender, that is to say, without compliance with the formalities and without payment of the charges prescribed by §§ 2 and 3.

ARTICLE 55.

Redirection. Undelivered Correspondence.

1. If the addressee changes his address, the correspondence is redirected to him, unless the sender has forbidden redirection, by means of a note to that effect on the address side of the correspondence, in a language known in the country of destination.

2. Correspondence which is not delivered must be returned immediately to the country of origin.

3. The period of retention for correspondence held at the disposal of the addressees or addressed "*poste restante*" is fixed by the rules of the country of destination. This period may not, however, exceed one month as a general rule, except in particular cases when the Administration of destination considers it necessary to prolong the period up to a maximum of two months. The return to the country of origin must take place 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. Printed papers of no value are not returned to origin, unless the sender, by means of a note on the outside of the article, in a language known in the country of destination, has asked for their return. Registered printed papers must always be returned.

5. No supplementary postage is charged for the redirection of correspondence from country to country or its return to the country of origin, apart from the exceptions provided for in the Detailed Regulations.

6. Correspondence which is redirected or which is undeliverable is delivered to the addressees or senders, against payment of the charges raised on departure or arrival or in course of transmission in consequence of redirection after the first transmission, without prejudice to the repayment of customs duty or other special charges which the country of destination does not cancel.

7. In case of redirection to another country or of non-delivery, the "poste restante" fee, the customs clearance fee, the commission fee, the complementary express fee, and the special fee for delivery of small packets to the addressees are cancelled.

ARTICLE 56.

Applications and Enquiries.

1. For an application or an enquiry in respect of any postal packet a fee not exceeding 40 centimes may be charged. When an application or an enquiry is to be sent by air mail at the request of the interested party, the same fee is charged, and, in addition, the appropriate air mail surcharge, or if the reply is to be returned by air mail, double this surcharge. If request is made for transmission by telegraph, the charge for the telegram is collected in addition to the prescribed fee.

2. Only one of the fees or surcharges prescribed by § 1 is charged in respect of an application or an enquiry concerning several packets posted at the same time at the same office by the same sender to the same addressee.

3. As regards registered articles, no fee is charged if the sender has already paid the special fee for an advice of delivery.

4. An application is only entertained if made within a year, counting from the day following the posting of the article. Every Administration is bound, however, to furnish information, if requested by another Administration, after this lapse of time, concerning packets despatched within two years.

5. Every Administration is obliged to accept applications and enquiries concerning articles posted on the territory of other Administrations.

6. When an application or an enquiry has arisen through a service error, the fee charged in this connection is repaid.

CHAPTER II.

REGISTERED ARTICLES.

ARTICLE 57. (See Protocol VII.)

Charges.

1. The articles specified in Article 35 may be registered.

2. The charge on every registered article must be paid in advance. It is made up of:

(a) the postage ordinarily prepayable on the packet according to its class;

(b) a fixed registration fee of 40 centimes at most.

3. The registration fee on the reply half of a reply-paid postcard can only be validly prepaid by the sender of this half.

4. A receipt must be issued free of charge to the sender of a registered article at the time of posting.

5. Countries prepared to undertake risks arising from causes beyond control are authorized to collect a special charge not exceeding 40 centimes for each registered article.

6. Unpaid or insufficiently prepaid registered articles which have been incorrectly forwarded to the country of destination are liable to a charge, to be paid by the addressee, equal in amount to the deficient postage.

ARTICLE 58.

Advice of Delivery.

1. The sender of a registered article may request an advice of delivery by paying, at the time of posting, a fixed fee not exceeding 30 centimes.

2. An advice of delivery may be applied for after the posting of the article within the period of one year and on payment of the fee prescribed for applications by Article 56.

ARTICLE 59.

Responsibility.

1. Except in the cases provided for in Article 60, hereafter, Administrations are responsible for the loss of registered articles.

2. The sender is entitled, in respect of the loss, to compensation, of which the amount is fixed at 25 francs per article.

3. Administrations assume no responsibility for articles seized by the Customs authorities.

ARTICLE 60.

Exceptions to the principle of Responsibility.

Administrations are relieved from all responsibility for the loss of registered articles:

(a) in circumstances beyond control; the responsibility, however, still attaches to the Administration of origin which has undertaken to cover risks arising from causes beyond control (Article 57, § 5). The country responsible for the loss must decide, according to its internal legislation, whether the loss is due to circumstances constituting a cause beyond control; these circumstances are communicated to the country of origin, for information;

(b) which they cannot account for in consequence of the destruction of official documents through a cause beyond control, provided that their responsibility has not been proved otherwise;

(c) of which the contents fall within the prohibitions specified in Articles 36, §§ 6 and 8 (c), and 49, § 1;

(d) when the sender has not made any application within the period of one year prescribed by Article 56.

ARTICLE 61.

Cessation of Responsibility.

Administrations cease to be responsible for registered articles which have been delivered under the conditions prescribed by their internal regulations for packets of the same class.

ARTICLE 62.

Fixing of Responsibility.

1. Until the contrary is proved, responsibility for the loss of a registered article rests with the Administration which, having received the article without

making any observation, and being furnished with all the materials for inquiry prescribed by the regulations, cannot establish delivery to the addressee, or regular transfer to the following Administration, as the case may be.

2. Until the contrary is proved, an Administration, whether intermediate or of destination, is relieved of all responsibility:

(a) when it has carried out the provisions of Article 150, § 4, of the Detailed Regulations;

(b) when it can prove that it has not been notified of the application until after the destruction of its service documents relating to the article under enquiry, the period of retention prescribed by Article 169 of the Detailed Regulations having expired. This reservation does not affect the rights of the applicant.

3. Nevertheless, if the loss has occurred in course of conveyance without its being possible to ascertain on the territory or in the service of which country the loss took place, the Administrations, concerned bear the loss in equal shares.

4. When a registered article has been lost in circumstances beyond control the Administration on the territory or in the service of which the loss has occurred is only responsible to the Administration of origin if both countries undertake to cover risks arising from causes beyond control.

5. The Customs duty and other charges of which it has not been possible to secure cancellation are borne by the Administrations responsible for the loss.

6. The Administration which has made payment of compensation takes over the rights of the person who has received it, up to the amount of this compensation, in any action which may be taken against the addressee, the sender, or third parties.

7. If a registered article considered as lost, or a part thereof, is subsequently found, the sender and the addressee are informed of this fact.

8. The sender is, in addition, informed that he may take possession of the article within a period of three months, against repayment of the amount of the compensation received. If the sender does not claim the article within that period, the addressee is notified that he may take delivery of it within a period of three months, against payment of the amount paid to the sender.

9. If the sender or the addressee takes delivery of the packet against repayment of the amount of the compensation, that amount is refunded to the Administration, or Administrations, by which the loss has been borne.

10. If the sender and the addressee decline to take delivery, the article is considered as undeliverable.

ARTICLE 63.

Payment of Compensation.

The payment of the compensation must be undertaken by the Administration to which the office of posting is subordinate, subject to its right to make a claim on the Administration responsible.

ARTICLE 64.

Period for Payment of Compensation.

1. The payment of compensation must take place as soon as possible, and at the latest within six months from the day following the date of the application. This period is extended to nine months in relations with distant countries.

2. If the Administration of the country of posting does not accept responsibility in cases of loss through a cause beyond control it may exceptionally postpone settlement of the compensation beyond the period mentioned in § 1, when the question whether the loss of the article is due to a case of this nature has not been decided.

3. The Administration of origin is authorized to settle with the sender on account of the Administration, whether intermediate or of destination, which, duly informed of the claim, has allowed three months to pass, or six months in relations with distant countries, without settling the matter. A longer period is permitted if the loss appears to be due to circumstances beyond control; these circumstances must, in all cases, be communicated to the Administration of origin.

ARTICLE 65.

Repayment of compensation to the Administration of origin.

1. The Administration responsible or on whose account payment is made in accordance with Article 64 is bound to repay to the Administration of origin within a period of six months, reckoning from the date of despatch of the notice of payment, the amount of the compensation actually paid to the sender. This period is extended to nine months in relations with distant countries.

2. If the compensation is to be borne by several Administrations in accordance with Article 62, the whole of the compensation due must be paid to the Administration of origin within the period mentioned in § 1, by the first Administration, which, having duly received the packet under enquiry, is unable to prove its regular transfer to the next service. It rests with this Administration to recover from the other Administrations responsible their share of the amount of compensation paid to the sender.

3. The repayment is made free of cost to the creditor Administration by means of either a money order, a cheque or a draft payable at sight in the capital or a commercial centre in the creditor country, or in coin current in that country.

4. When responsibility is admitted, as well as in the case provided for in Article 64, § 3, the amount of indemnity may be recovered from the country responsible by means of an Account, either directly, or through the intermediary of an Administration which exchanges Accounts regularly with the Administration responsible.

5. After the period of six months, the sum due to the Administration of origin bears interest, at the rate of 5 per cent per annum, counting from the day of expiry of the said period. This period is extended to nine months in relations with distant countries.

6. The Administration of origin may only claim repayment from the Administration responsible within a period of one year counting from the date of despatch of the notification of the loss, or, if the case arises, from the date of expiry of the period prescribed by Article 64, § 3.

7. The Administration whose responsibility is duly proved and which has at first declined to pay the compensation must bear all additional charges resulting from the unwarranted delay in payment.

8. Administrations may come to an agreement to liquidate periodically the compensation which they have paid to the senders and which they have agreed to be justified.

CHAPTER III.

ALLOCATION OF POSTAGE COLLECTIONS. TRANSIT RATES.

ARTICLE 66.

Allocation of Postage Collections.

Except in the cases expressly provided for by the Convention, each Administration keeps the whole of the charges which it has collected.

ARTICLE 67. (See Protocol X and XI.)

Transit Rates.

1. Correspondence exchanged in closed mails between two Administrations, by means of the services of one or more other Administrations (third services), is subject to transit charges to be paid to each of the countries traversed or whose services take part in the conveyance, as indicated in the following table:

	Per kilogramme	
	of letters and postcards.	of other articles.
<i>1. Land Transits:</i>		
Up to 1,000 kilometres.....	Fr. c. 0.60	Fr. c. 0.08
Above 1,000 up to 2,000 km.....	0.80	0.12
“ 2,000 “ 3,000 “.....	1.20	0.16
“ 3,000 “ 6,000 “.....	2.00	0.24
“ 6,000 “ 9,000 “.....	2.80	0.32
“ 9,000 kilometres.....	3.60	0.40
<i>2. Sea transits:</i>		
Up to 300 nautical miles.....	0.60	0.08
Above 300 up to 1,500 nautical miles.....	1.60	0.20
Between Europe and North America.....	2.40	0.32
Above 1,500 up to 6,000 nautical miles.....	3.20	0.40
Above 6,000 nautical miles.....	4.80	0.60

2. The transit rates for sea conveyance over a distance not exceeding 300 nautical miles are fixed at one-third of the amounts specified in § 1, if the Administration concerned already receives, on account of the mails conveyed, the payment applicable to land transit.

3. In the case of sea conveyance performed by two or more Administrations, the charges paid for the entire sea transit may not exceed 4 francs 80 per kilogramme of letters and postcards, and 60 centimes per kilogramme of other articles. Should occasion arise, these maximum amounts are shared between the Administrations participating in the service, in proportion to the distances traversed.

4. In the absence of any other arrangement, the direct sea conveyance between two countries by means of vessels maintained by one of them is considered as a third service, as well as conveyance between two offices of the same country, by means of services maintained by another country.

5. Small packets, newspapers or packets of newspapers and periodicals sent in virtue of the Agreement concerning subscriptions to newspapers and periodicals, as well as insured boxes despatched under the Agreement concerning insured letters and boxes, are considered as "other articles" as regards transit.

6. Mis-sent mails are regarded, in respect of the payment of transit charges, as if they had followed their normal route.

ARTICLE 68.

Exemption from Transit Charges.

The correspondence exempt from postage mentioned in Article 52, reply post-cards returned to the country of origin, redirected articles, undelivered articles, advices of delivery, postal money orders, and all other documents relative to the postal service, *e.g.*, communications concerning the postal cheque service, are exempt from all charges for land or sea transit.

ARTICLE 69.

Extraordinary Services.

The transit rates specified in Article 67 do not apply to conveyance by means of extraordinary services specially established or maintained by one Administration at the request of one or more other Administrations. The conditions of this class of conveyance are regulated by mutual consent between the Administrations concerned.

ARTICLE 70.

Payment and Accounting.

1. The transit charges are borne by the Administration of the country of origin.

2. The general accounting for these charges is based on data obtained from statistics taken once every three years, during a period of 14 days. This period is extended to 28 days for mails exchanged less than six times a week by the services maintained by any one country. The Detailed Regulations fix the period of the statistics and the duration of their application.

3. When the annual balance between two Administrations does not exceed 25 francs, the debtor Administration is exempt from all payment.

4. Every administration is authorised to submit for the consideration of a Commission of arbitrators the results of statistics which, in its opinion, differ too much from reality. The arrangements for arbitration are as laid down in Article 12.

5. The arbitrators are empowered to fix in a fair and reasonable manner the transit charges proper to be paid.

ARTICLE 71.

Exchange of Closed Mails with Ships of War.

1. Closed mails may be exchanged between the post offices of any one of the contracting countries and the commanding officers of naval divisions or ships of war of the same country stationed abroad, or between the commanding officer of one of those naval divisions or one of those ships of war and the commanding officer of another division or of another ship of the same country, through the medium of the land or sea services maintained by other countries.

2. Correspondence of every description enclosed in these mails must consist exclusively of such as is addressed to or sent by the officers and crews of the ships to or from which the mails are forwarded; the rates and conditions of despatch applicable to them are settled, according to its internal regulations, by the Postal Administration of the country to which the ships belong.

3. In the absence of any contrary arrangement, the Administration of the country to which the ships of war belong is accountable to the intermediate Administrations for the transit charges on the mails calculated in accordance with the provisions of Article 67.

MISCELLANEOUS PROVISIONS.

ARTICLE 72.

Non-observance of principle of Freedom of Transit.

When a country does not observe the provisions of Article 28, relating to freedom of transit, Administrations have the right to suppress the postal service with that country. They must give previous notice of this measure, by telegraph, to the Administrations concerned.

ARTICLE 73.

Undertakings regarding Penal measures.

The contracting countries undertake to adopt, or to propose to their respective legislatures, 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 the putting into circulation:
 1. of counterfeit postage stamps (even if withdrawn from circulation) or used postage stamps, as well as of counterfeit impressions of stamping or printing machines or of impressions already used;
 2. of counterfeit international reply coupons;
 3. of counterfeit postal identity cards;
- (c) for punishing the fraudulent use of genuine postal identity cards;
- (d) for prohibiting and suppressing the fraudulent manufacture and the putting into circulation of impressed and adhesive stamps in use in the postal service, forged or imitated in such a manner that they could be mistaken for the impressed and adhesive stamps issued by the Administration of any one of the contracting countries;
- (e) for preventing and, if necessary, for punishing the insertion in postal packets of opium, morphine, cocaine or other narcotics, as well as explosive or easily inflammable substances, unless their insertion is expressly authorized by the Convention and Agreements.

FINAL PROVISIONS.

ARTICLE 74.

Entry into Force and Duration of the Convention.

The present Convention shall come into force on the 1st of July, 1948, and shall remain in operation for an indefinite period.

In faith whereof, the plenipotentiaries of the Governments of the above-named countries have signed the present Convention in a single copy which shall remain in the Archives of the Government of the French Republic and of which a copy shall be delivered to each party.

Done at Paris, the 5th of July, 1947.

(Here follow the names of the Plenipotentiaries for Afghanistan, The Union of South Africa, The United States of America, The whole of the Possessions of the United States of America, The Kingdom of Saudi Arabia, The Argentine Republic, The Commonwealth of Australia, Austria, Belgium, The Colony of the Belgian Congo, The Byelorussian Soviet Socialist Republic, Bolivia, Brazil, The People's Republic of Bulgaria, Canada, Chile, China, The Republic of Colombia, The Republic of Cuba, Denmark, The Dominican Republic, Egypt, The Republic of El Salvador, Ecuador, Ethiopia, Finland, France, Algeria, Indo-China, The whole of the other Overseas Territories of the French Republic and Territories administered as such, The United Kingdom of Great Britain and Northern Ireland, The Whole of the British Overseas Territories, including the Colonies, Protectorates and Territories under Mandate or Trusteeship exercised by the Government of the United Kingdom of Great Britain and Northern Ireland, Greece, Guatemala, The Republic of Haiti, The Republic of Honduras, Hungary, India, Iraq, Eire, The Republic of Iceland, Italy, Lebanon, Luxembourg, Morocco (except the Spanish zone), Mexico, Norway, New Zealand, The Republic of Panama, Paraguay, The Netherlands, Curaçao and Surinam, The Dutch East Indies, Peru, The Republic of the Philippines, Poland, Portugal, The Portuguese Colonies in West Africa, The Portuguese Colonies in East Africa, Asia and Oceania, Roumania, The Republic of San Marino, Siam, Sweden, The Swiss Confederation, Syria, Czechoslovakia, Tunis, Turkey, The Ukrainian Soviet Socialist Republic, The Union of Soviet Socialist Republics, The Eastern Republic of Uruguay, The State of the City of the Vatican, The United States of Venezuela and The Federal People's Republic of Yugoslavia.)

FINAL PROTOCOL OF THE CONVENTION.
FINAL PROTOCOL OF THE CONVENTION

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FINAL PROTOCOL OF THE CONVENTION.

At the moment of proceeding to sign the Universal Postal Convention concluded this day, the under-signed plenipotentiaries have agreed as follows:

I.

Withdrawal of Correspondence. Alteration of Address.

The provisions of Article 54 do not apply to Great Britain or to those British Dominions, Colonies and Protectorates whose internal legislation does not permit the withdrawal or the alteration of the address of correspondence at the request of the sender.

II.

Equivalents: Maximum and Minimum Limits.

1. Each country has the right to increase up to 40 per cent. or to reduce by as much as 20 per cent. the postage rates prescribed by Article 36, § 1, as indicated in the following table:

	Lower limit (gold value).	Higher limit (gold value).
	centimes	centimes
Letters { first unit of weight.....	16	28
{ each succeeding unit.....	9.6	16.8
Postcards { single.....	9.6	16.8
{ reply-paid.....	19.2	33.6
Commercial papers { first unit of weight.....	6.4	11.2
{ each succeeding unit.....	3.2	5.6
{ minimum charge.....	16	28
Printed papers { first unit of weight.....	6.4	11.2
{ each succeeding unit.....	3.2	5.6
Blind literature, per 1000 grammes.....	1.6	2.8
Samples of merchandise { first of unit weight.....	6.4	11.4
{ each succeeding unit.....	3.2	5.6
Small packets { per 50 grammes.....	6.4	11.2
{ minimum charge.....	32	56
"Phonopost" { first unit of weight.....	12	21
packets { each succeeding unit.....	8	14

2. The rates adopted must, as far as possible, maintain the same proportions to one another as the basic rates, each Administration being empowered to round up or to round down its rates to suit its currency.

3. The rates adopted by a country apply to the charges to be collected on unpaid or insufficiently prepaid inward correspondence.

III.

Exception as regards the application of the tariff for Commercial Papers, Printed Papers and Samples of Merchandise.

Notwithstanding the provisions of Article 36, countries have the right not to apply to commercial papers, printed papers and samples the rate fixed for the first unit of weight, and to maintain for that weight unit, the rate of 4 centimes, with a minimum of 8 centimes for samples of merchandise.

IV.

Ounce avoirdupois.

As an exceptional measure, it is agreed that countries which, by reason of their internal regulations, are unable to adopt the metric-decimal system of weight, are empowered to substitute for it the ounce avoirdupois (28·3465 grammes) taking one ounce as equivalent to 20 grammes for letters and "Phonopost" packets, and two ounces as equivalent to 50 grammes for commercial papers, printed papers, blind literature, samples and small packets.

V.

Posting of Correspondence Abroad.

No country is bound to forward, nor to deliver to the addressees, correspondence which the senders domiciled in its territory post or cause to be posted in a foreign country with the object of profiting by the lower rates in force there. The rule is 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. The Administration concerned is empowered either to return to origin the articles in question, or to tax them at its inland rates. The method of collecting the charges is left to its discretion.

VI.

International Reply Coupons.

Administrations have the right not to undertake, or to limit, the sale of international reply coupons.

VII.

Registration Fee.

Countries which cannot fix at 40 centimes the registration fee prescribed by Article 57, § 2, are authorised to charge a fee which may amount to 50 centimes or to the charge fixed for their inland service.

VIII.

Air Services.

1. The provisions regarding the conveyance of letter mails by air are annexed to the Universal Postal Convention and are considered as forming an integral part of it and of its Detailed Regulations.

2. But, notwithstanding the general rules of the Convention, the modification of these provisions may be considered from time to time by a Conference composed of the representatives of the Administrations directly concerned.

3. This Conference may be summoned by the intermediary of the International Bureau at the request of at least three of these Administrations.

4. The whole of the provisions proposed by this Conference must be submitted, by the intermediary of the International Bureau, to the vote of the countries of the Union. The decision will be taken by a majority vote.

IX.

Exception as regards the Freedom of Transit of Small Packets.

In modification of the provisions of Article 28, the Postal Administration of the Union of Socialist Soviet Republics is authorised not to permit the transit of small packets through its territories on the understanding that this restriction is applied without distinction to all the countries of the Union.

X.

Special Transit Charges for conveyance by the Trans-Siberian and the Transandine Railways.

1. In modification of the provisions of Article 67, § 1 (Table), the Postal Administration of the Union of Socialist Soviet Republics is authorised to collect transit charges for the Trans-Siberian Railway for both routes (Manchuria or Vladivostok) at the rate of Fr. 4·50 per kilogramme for letters and postcards and Fr. 0·50 per kilogramme for other articles for distances exceeding 6,000 kilometres.

2. The Administration of the Argentine Republic is authorised to collect a fee of 30 centimes per kilogramme over and above the transit rates mentioned in Article 67, § 1 (1.), of the Convention, in respect of correspondence of all kinds forwarded in transit by the Argentine section of the Transandine Railway.

XI.

Special Transit conditions for Afghanistan.

Notwithstanding the provisions of Article 67, § 1, the Administration of Afghanistan is authorised provisionally, by reason of its special difficulties as regards means of transport and communication, to effect the transit of closed mails and *à découvert* correspondence across its territory on conditions specially agreed with the Administrations concerned.

XII.

Special Warehousing Charges at Aden.

As an exceptional measure, the Administration of Aden is authorised to collect a fee of 40 centimes per bag for all mails warehoused at Aden, provided that this Administration does not receive payment for a land or sea transit in respect of the mails in question.

XIII.

Special Transshipment Charges.

Exceptionally, the Portuguese Administration is authorised to collect 40 centimes per bag on all the mails transhipped at the Port of Lisbon.

XIV.

Protocol left open to Countries not represented.

The Protocol remains open to the countries of the Union not represented at the Congress, in order to permit them to accede to the Convention and to the Agreements there concluded, or only to one or other of them.

XV.

Protocol left open to Countries represented for signature and accession.

The Protocol remains open to those countries whose representatives have to-day signed only the Convention, or only a certain number of the Agreements drawn up by the Congress, in order to permit them to accede to the other Agreements signed this day, or to one or other of them.

XVI.

Period for the notification of accessions.

The accessions referred to in Articles XVI and XV must be notified diplomatically by the respective Governments to the Government of the French Republic, and by it to the other States of the Union. The period allowed to the said Governments for this notification will expire on the 1st of July, 1948.

XVII.

Protocol left open to Countries temporarily precluded from acceding to the Convention and the Agreements.

1. Spain, Morocco (Spanish Zone) and the whole of the Spanish Colonies, temporarily precluded from acceding to the Convention and the Agreements in consequence of a decision of the XIIth Universal Postal Congress taken in conformity with a resolution of the General Assembly of the United Nations of the 12th December 1946, may accede to these Acts, without submitting to the formalities prescribed by Article 3, as soon as that resolution is repealed or becomes objectless.

2. Germany, Japan and Korea, temporarily precluded from acceding to the Convention and the Agreements may accede to these Acts, without submitting to the formalities prescribed by Article 3, when the time is considered opportune by the responsible authority.

3. The accessions mentioned in §§ 1 and 2 must be notified diplomatically by the Governments concerned to the Government of the French Republic and by it to the other States of the Union.

In faith whereof, the undermentioned plenipotentiaries have drawn up the present Protocol which shall have the same force and validity as if its provisions were inserted in the text itself of the Convention, and they have signed it in a single copy which shall remain in the Archives of the Government of the French Republic and of which a copy shall be delivered to each party.

Done at Paris, the 5th of July, 1947.

(For the list of the signatory countries, see page 30)

XV

Protocol left open to Countries represented for signature and accession.

The Protocol remains open to those countries whose representatives have today signed only the Convention or only a certain number of the Agreements drawn up by the Congress in order to permit them to accede to the other Agreements signed this day or to one or other of them.

XVI

Period for the notification of accessions.

The accessions referred to in Articles XVI and XV must be notified diplomatically by the respective Governments to the Government of the French Republic and by it to the other States of the Union. The period allowed for this is six months from the date of signature of the Convention.

DECLARATION MADE AT THE TIME OF SIGNATURE, UNDER ARTICLE 9 OF THE CONVENTION, RELATING TO THE APPLICATION OF THE CONVENTION TO COLONIES, PROTECTORATES, ETC.

The delegation of the Union of South Africa declares that its acceptance of the present Convention includes the Mandated Territory of South West Africa.

Paris, the 5th of July 1947.

L. C. BURKE.

Done at Paris, the 5th of July, 1947.

XIV

Protocol left open to Countries not represented.

The Protocol remains open to the countries of the Union not represented at the Congress in order to permit them to accede to the Convention and the Agreements there concluded, or only to one or other of them.

ANNEX.

**AGREEMENT BETWEEN THE UNITED NATIONS
AND THE UNIVERSAL POSTAL UNION.***Preamble.*

In consideration of the obligations placed upon the United Nations by Article 57 of the Charter of the United Nations, the United Nations and the Universal Postal Union agree as follows:

ARTICLE I.

The United Nations recognizes the Universal Postal Union (hereinafter called "the Union") as the specialized agency responsible for taking such action as may be appropriate under its basic instrument for the accomplishment of the purposes set forth therein.

ARTICLE II.

Reciprocal representation.

1. Representatives of the United Nations shall be invited to attend all the Union's Congresses, administrative conferences and commissions, and to participate, without vote, in the deliberations of these meetings.
2. Representatives of the Union shall be invited to attend meetings of the Economic and Social Council of the United Nations (hereinafter called "the Council"), of its commissions and committees, and to participate, without vote, in the deliberations thereof with respect to items on the agenda in which the Union may be concerned.
3. Representatives of the Union shall be invited to attend the meetings of the General Assembly during which questions within the competence of the Union are under discussion, for purposes of consultation, and to participate, without vote, in the deliberations of the main committees of the General Assembly with respect to items concerning the Union.
4. Written statements presented by the Union shall be distributed by the Secretariat of the United Nations to the Members of the General Assembly, the Council and its commissions, and the Trusteeship Council, as appropriate. Similarly, written statements presented by the United Nations shall be distributed by the Union to its members.

ARTICLE III.

Proposal of agenda items.

Subject to such preliminary consultation as may be necessary, the Union shall include in the agenda of its Congresses, administrative conferences or commissions, or, as the case may be, shall submit to its members in accordance with the provisions of the Universal Postal Convention, items proposed to it by the United Nations. Similarly, the Council, its commissions and committees, and the Trusteeship Council shall include in their agenda items proposed by the Union.

ARTICLE IV.

Recommendations of the United Nations.

1. The Union agrees to arrange for the submission as soon as possible, for appropriate action, to its Congresses or its administrative conferences or commissions, or to its members in conformity with the provisions of the Universal Postal Convention, of all formal recommendations which the United Nations may make to it. Such recommendations will be addressed to the Union and not directly to its members.

2. The Union agrees to enter into consultation with the United Nations, upon request with respect to such recommendations, and in due course to report to the United Nations on the action taken by the Union or by its members to give effect to such recommendations, or on the other results of their consideration.

3. The Union will co-operate in whatever further measures may be necessary to make co-ordination of the activities of specialized agencies and those of the United Nations fully effective. In particular, it will co-operate with any body which the Council may establish for the purpose of facilitating such co-ordination and will furnish such information as may be required for the carrying out of this purpose.

ARTICLE V.

Exchange of information and documents.

1. Subject to such arrangements as may be necessary for the safeguarding of confidential material, the fullest and promptest exchange of information and documents shall be made between the United Nations and the Union.

2. Without prejudice to the generality of the provisions of the preceding paragraph:

(a) The Union shall submit to the United Nations an annual report on its activities;

(b) The Union shall comply to the fullest extent practicable with any request which the United Nations may make for the furnishing of special reports, studies or information, subject to the conditions set forth in Article XI;

(c) The Union shall furnish written advice on questions within its competence as may be requested by the Trusteeship Council;

(d) The Secretary-General of the United Nations shall, upon request, consult with the Director of the International Bureau of the Union regarding the provision to the Union of such information as may be of special interest to it.

ARTICLE VI.

Assistance to the United Nations.

1. The Union agrees to co-operate with and to give assistance to the United Nations, its principal and subsidiary organs, so far as is consistent with the provisions of the Universal Postal Convention.

2. As regards the Members of the United Nations, the Union agrees that in accordance with Article 103 of the Charter no provision in the Universal Postal Convention or related Agreements shall be construed as preventing or limiting any State in complying with its obligations to the United Nations.

ARTICLE VII.

Personnel arrangements.

The United Nations and the Union agree to co-operate as necessary to ensure as much uniformity as possible in the conditions of employment of personnel and to avoid competition in the recruitment of personnel.

ARTICLE VIII.

Statistical services.

1. The United Nations and the Union agree to co-operate with a view to securing the greatest possible usefulness and utilization of statistical information and data.

2. The Union recognizes the United Nations as the central agency for the collection, analysis, publication, standardization and improvement of statistics serving the general purposes of international organizations.

3. The United Nations recognizes the Union as the appropriate agency for the collection, analysis, publication, standardization and improvement of statistics within its special sphere, without prejudice to the right of the United Nations to concern itself with such statistics so far as it may be essential for its own purposes or for the improvement of statistics throughout the world.

ARTICLE XI.

Administrative and technical services.

1. The United Nations and the Union recognize the desirability in the interests of the most efficient use of personnel and resources, of avoiding the establishment of competitive or overlapping services.

2. Arrangements shall be made between the United Nations and the Union with regard to the registration and deposit of official documents.

ARTICLE X.

Budgetary arrangements.

The annual budget of the Union shall be transmitted to the United Nations, and the General Assembly may make recommendations thereon to the Congress of the Union.

ARTICLE XI.

Financing of special services.

In the event of the Union being faced with the necessity of incurring substantial extra expense as a result of any request which the United Nations may make for special reports, studies or information in accordance with Article V or with any other provisions of this agreement, consultation shall take place with a view to determining the most equitable manner in which such expense shall be borne.

ARTICLE XII.

Inter-agency agreements.

The Union will inform the Council of the nature and scope of any agreement between the Union and any specialized agency or other inter-governmental organization, and further agrees to inform the Council of the preparation of any such agreements.

ARTICLE XIII.

Liaison.

1. The United Nations and the Union agree to the foregoing provisions in the belief that they will contribute to the maintenance of effective liaison between the two organizations. They affirm their intention of taking in agreement whatever measures may be necessary to this end.

2. The liaison arrangements provided for in this agreement shall apply, as far as is appropriate, to the relations between the Union and the United Nations, including its branch and regional offices.

ARTICLE XIV.

Implementation of the Agreement.

The Secretary-General of the United Nations and the Chairman of the Executive and Liaison Commission of the Union may enter into such supplementary arrangements for the implementation of this agreement as may be found desirable in the light of operating experience of the two organizations.

ARTICLE XV.

Entry into force.

This agreement is annexed to the Universal Postal Convention concluded in Paris in 1947. It will come into force after approval by the General Assembly of the United Nations, and, at the earliest, at the same time as this Convention.

ARTICLE XVI.

Revision.

On six months' notice given on either part, this agreement shall be subject to revision by agreement between the United Nations and the Union.

Paris, 4 July, 1947.

(Signed) J. J. LE MOUËL

Chairman of the XIIth Congress of
the Universal Postal Union.

(Signed) JAN PAPANEK

Acting Chairman of the Committee of
the Economic and Social Council
on Negotiations with Specialized
Agencies.

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*Not reproduced herein.

DETAILED REGULATIONS FOR THE EXECUTION OF THE UNIVERSAL POSTAL CONVENTION

The undersigned, having regard to Article 5 of the Universal Postal Convention concluded at Paris on the 5th of July, 1947, have, in the name of their respective Administrations, settled by mutual consent the following measures for ensuring the execution of the said Convention.

PART I.

GENERAL PROVISIONS.

CHAPTER I.

ARTICLE 101.

Transit in Closed Mails and à découvert.

1. Administrations may send reciprocally through the medium of one or more of them, both closed mails and correspondence *à découvert*, according to the needs of the traffic and the requirements of the service.
2. The transmission of correspondence *à découvert* to an intermediate Administration must be strictly limited to cases where the making up of closed mails, either for the country of destination itself or for a country nearer to it, is not justified.

ARTICLE 102.

Exchange in Closed Mails.

1. The exchange of correspondence in closed mails is regulated by mutual consent between the Administrations concerned.
2. The making up of closed mails is obligatory whenever a request to that effect is made by one of the intermediate Administrations on the ground that the amount of correspondence sent *à découvert* is such as to hinder its work.
3. The Administrations through whose services closed mails are to be forwarded must be given suitable notice.
4. In case of alteration in an exchange of closed mails established between two Administrations through the medium of one or more other countries, the Administration of origin of the mail notifies the alteration to the Administrations of these countries.
5. If it is a question of modifying the routing of mails, the new route to be followed must be notified to the Administrations which previously provided the transit service, while particulars of the old route are notified, for information, to the Administrations which will provide this service in future.

ARTICLE 103.

Routing of Mails.

1. Each Administration is bound to forward, by the most rapid routes that it uses for its own mails, closed mails and correspondence *à découvert* which are delivered to it by another Administration.
2. When a mail is composed of several bags, these bags must as far as possible be kept together and be forwarded by the same despatch.

3. Mis-sent correspondence of all kinds is re-forwarded to destination, without delay, by the quickest route.

4. The Administration of the country of origin is entitled to prescribe the route to be followed by the closed mails which it sends, provided that the use of that route does not entail special expense on an intermediate Administration. Subject to the same reservation, the transmitting Administrations must take account of the route indicated by the sender on articles forwarded to them *à découvert*.

5. Administration which avail themselves of the power to levy supplementary charges, as representing the extraordinary expenses pertaining to certain routes, are at liberty not to forward unpaid or insufficiently paid correspondence by those routes.

ARTICLE 104.

Distant Countries.

1. Countries between which the time taken in transmission by the most rapid land or sea route exceeds ten days, as well as those between which the average frequency of service is less than twice a month are considered as distant countries.

2. As regards the fixing of the periods prescribed by the Convention and Agreements, countries of vast extent or those with undeveloped inland lines of communication are treated as distant countries for questions in which these factors play a decisive part.

3. The International Bureau draws up the list of the countries referred to in §§ 1 and 2.

ARTICLE 105.

Fixing of Equivalents.

1. Administrations fix the equivalents of the postage rates and fees laid down by the Convention and Agreements in agreement with the Swiss Postal Administration whose duty it is to notify the equivalents through the International Bureau. The same procedure is followed in the case of alteration of equivalents.

2. The equivalents or any alteration of equivalents can enter into force only on the first day of a month and at the soonest fifteen days after their notification by the International Bureau.

3. The International Bureau draws up a table indicating, for each country, the equivalents of the postage rates and fees mentioned in § 1 and showing, if necessary, the percentage increase or decrease of the rate applied in virtue of Article II of the Final Protocol of the Convention.

4. Monetary fractions resulting from the surcharge on insufficiently paid correspondence may be rounded up by the Administrations who collect the charges. The sum to be added on this account may not exceed the value of 5 centimes.

5. Each Administration notifies directly to the International Bureau the equivalent which it has fixed of the compensation prescribed in Article 59 of the Convention.

ARTICLE 106.

Postage Stamps and "Postage Paid" Impressions

1. The postage stamps representing the basic rates of the Union or their equivalents in the currency of each country are printed in the following colours:
 - in blue, the stamp representing the postage on an unregistered single-rate letter;
 - in red, the stamp representing the postage on an unregistered postcard;
 - in green, the stamp representing the postage on an unregistered single-rate printed paper.
2. Impressions produced by postal franking machines must be bright red in colour, whatever the value represented by them.
3. Postage stamps and impressions of postal franking machines must include, as far as possible in Roman characters, an indication of the country of origin, and mention their postage value according to the table of equivalents adopted. The number of monetary units or fractions of the unit used to express this value is indicated in Arabic figures.
4. As regards printed papers prepaid by means of impressions obtained from the printing press, or by any other process (Article 50 of the Convention), the indication of the country of origin and the amount prepaid may be replaced by the name of the office of origin and the indication "*Taxe Perçue*" (Charge collected), "*Port payé*" (Postage paid) or a similar expression. This expression may be in French or in the language of the country of origin; it may also be in abridged form, e.g., "T.P." or "P.P." In every case, the indication used must be encircled or heavily underlined.
5. Commemorative stamps or charity stamps, for which a supplementary charge is to be paid independently of their postage value, must be produced in such a way as to leave no doubt about the latter.
6. Postage stamps may be distinctively perforated by means of a punch, subject to the conditions prescribed by the Administration issuing them.

PART II.

CONDITIONS OF ACCEPTANCE OF CORRESPONDENCE.

CHAPTER I.

REGULATIONS APPLICABLE TO ALL CLASSES OF ARTICLES

ARTICLE 107.

Make-up and address.

1. Administrations must recommend the public:
 - (a) to address postal packets in Roman characters, parallel to the length of the article in such a manner as to leave the necessary space for the service indications and labels;
 - (b) to indicate in capital letters the names of the place and country of destination;
 - (c) to indicate the address precisely and completely so that transmission and delivery to the addressee can be effected without enquiry;
 - (d) to affix postage stamps or the impression of postal franking machines in the top right-hand corner of the address side;

(e) to indicate the name and address of the sender either on the front and on the left hand side in such a manner as neither to obscure the address nor to prevent the application of the service indications or labels, or on the back;

(f) to use for packets of all classes, covers of which the size is not less than 10 cm. in length and 7 cm. in width;

(g) to make up packets in a secure manner, particularly if they are intended for distant countries;

(h) to add the word "Letter" to the address side of letter packets which, by reason of their size or make-up might be taken for other classes of packets;

(i) as regards articles sent at the reduced rate, to indicate by descriptions, such as "Commercial papers," "Printed papers", "Sample", "Small Packet", etc., the class to which they belong.

2. Articles of all classes, of which the whole or part of the address side has been marked off into several divisions intended to contain successive addresses, are not admitted.

3. Stamps other than postage stamps, stamps in aid of charitable objects, and others which might be mistaken for postage stamps must not be affixed to the address side. The same rule applies to impressions of stamps which might be mistaken for impressions of postal franking machines.

ARTICLE 108.

Articles sent free of postage.

1. Correspondence on postal service sent free of postage must bear on the front in the upper left corner the indication "*Service des postes*" (Postal Service) or a similar indication.

2. Correspondence exempt from postal charges under the provisions of Article 52, §§ 2 to 4, must bear on the front in the upper left corner, the indication "*Service des prisonniers de guerre*" (Prisoners of War Service) or "*Service des prisonniers civils*" (Civilian Internees' Service), as the case may be.

3. The indications prescribed by §§ 1 and 2 may be followed by a translation in another language.

ARTICLE 109.

Poste Restante.

The address of articles addressed "*poste restante*" must give the name of the addressee. The use of initials, figures, christian names without surnames, fictitious names or conventional marks of any kind is not admitted for these articles.

ARTICLE 110.

Panel Envelopes.

1. Articles in envelopes with a transparent panel are admitted under the following conditions:

(a) the transparent panel must be parallel to the length of the envelope, so that the address of the addressee appears in the same direction and the application of the date-stamp is not interfered with;

(b) the panel must be sufficiently transparent for the address to be perfectly legible, even in artificial light, and must take writing; panel envelopes of which the transparent portion reflects artificial light are excluded;

(c) only the name and address of the addressee must show through the panel; the contents of the envelope must be folded so that the address cannot be obscured, wholly or partly, through slipping;

(d) the address must be legibly indicated in ink, by typewriting, or by a printing process, in a deep colour; articles addressed in lead pencil or copying-ink pencil are not admitted.

2. Articles in envelopes entirely transparent or in envelopes with an open panel are not admitted.

ARTICLE 111.

Articles subject to Customs control.

1. Articles to be submitted to Customs control must bear on the front a green label identical with Form C1 annexed*. In the case of small packets this label must be affixed without exception.

2. The articles referred to in § 1 are also accompanied, if the country of destination requires or if the sender prefers, by separate customs declarations to the prescribed number identical with Form C2 annexed*; these declarations are securely fastened to the outside of the article by a string tied crosswise or are inserted in the article. In the latter case, only the upper part of the label C1 is affixed to the article.

3. As regards printed papers and packets containing serums and vaccines, the absence of the label C1 cannot entail their return to the office of origin.

4. The Administrations accept no responsibility for the customs declarations, in whatever form they are prepared.

ARTICLE 112.

Articles free of charges.

1. Articles to be delivered to the addressees free of all charges must bear clearly on the front the heading "*Franc de droits*" (Free of charges) or a similar indication in the language of the country of origin. These articles are provided, on the address side, with a yellow label also bearing in large characters the indication "*Franc de droits*."

2. Every article sent free of charges is accompanied by a franking note identical with Form C3 annexed*, printed on yellow cardboard and of which the front is filled up by the despatching office. The franking note is securely attached to the article.

CHAPTER II.

SPECIAL REGULATIONS APPLICABLE TO EACH CLASS OF ARTICLES.

ARTICLE 113.

Letters.

No conditions as to form or make-up are prescribed for letters, except that the regulations specified in Article 110 must be observed. The space on the front necessary for the prepayment, the address and the service indications or labels must be left entirely free.

ARTICLE 114.

Single Postcards.

1. Postcards must be made of cardboard or of paper stout enough to be easily handled.

* Not reproduced herein.

2. Folded sheets of paper, of which the two inside faces have been completely gummed together so that they cannot entrap other articles, are treated as postcards.

3. Postcards must bear on the address side the heading "*Carte postale*" in French, or the equivalent of this heading in another language. This heading is not obligatory for cards of private manufacture.

4. Postcards must be sent unenclosed, that is to say, without wrapper or envelope.

5. The right-hand half at least of the address side is reserved for the address, for indications relating to the postal service, and for official labels; postage stamps or postal franking machine impressions must be placed on the address side and, as far as possible, on the right-hand half of the card. The sender may make use of the back and of the left-hand half of the address side, subject to the provisions of § 6 below.

6. It is forbidden to join or attach to postcards samples of merchandise or similar articles. Nevertheless, illustrations, photographs, stamps of any kind, labels and cuttings of any kind, in paper or other very thin substance, as well as address labels or slips to fold back for address purposes, may be affixed to them, provided that these articles are not of such nature as to alter the character of the postcards, and that they adhere completely to the card. These articles may be affixed only to the back or to the left-hand half of the address side of postcards, with the exception of address labels, or slips, which may occupy the whole of the address side. Stamps of all kinds liable to be mistaken for postage stamps may be affixed only to the back.

7. Postcards which do not comply with the conditions laid down for this class of correspondence are treated as letters, except when the irregularity consists solely of the placing of the postage stamps on the back, in which case the cards are considered as unpaid and are therefore treated according to the category to which they belong by reason of the text which they bear or their dimensions.

ARTICLE 115.

Reply-Paid Postcards.

1. Reply-paid postcards must bear on the face in French, as heading on the first half, the words "*Carte postale avec réponse payée*," on the second half "*Carte postale-réponse*." Each of the two halves must, moreover, comply with the other conditions laid down for single postcards; one half is doubled over the other so that the fold forms the upper edge and they may not be closed in any way.

2. The address of the reply half must be on the inside.

3. The sender of a reply-paid postcard may indicate his name and address on the face of the reply half.

4. The sender is also allowed to print on the back of the reply half a questionnaire to be filled up by the addressee; the addressee may in addition send back the "Request" half attached to the reply half. In this case, the address on the "Request" half must be struck through and must be on the inside.

5. The prepayment of the reply half by means of the postage stamps of the country which has issued the card is valid only if the two halves of the reply-paid postcard were attached to each other when received from the country of origin, and if the reply half is despatched from the country where it has been received by post to the said country of origin. If these conditions are not complied with, it is treated as an unpaid postcard.

ARTICLE 116.

Commercial Papers.

1. The following are considered as commercial papers, provided that they have not the character of current and personal correspondence: all papers and all documents wholly or partly written or drawn, such as correspondence—open letters and postcards—which is out-of-date and has already fulfilled its original purpose and copies thereof, papers of legal procedure, documents of all kinds drawn up by public functionaries, way bills or bills of lading, invoices, certain documents of insurance companies, copies of or extracts from deeds under private seal written on stamped or unstamped paper, musical scores or sheets of music in manuscript, the manuscripts of works or of newspapers forwarded separately, pupils' exercises in original or with corrections, but without any note which does not relate directly to the execution of the work.

2. These documents may be accompanied by reference slips or statements showing the following or similar particulars: list of the papers included in the packet, references to correspondence exchanged between the sender and the addressee, such as:

“Annex to our letter of.....to Mr.....
Our reference.....Your reference.....”

3. Out-of-date correspondence may bear the obliterated postage stamps or the impressions of postal franking machines which served for the original postage.

4. Packets containing correspondence exchanged between school pupils, even when it has the character of current and personal correspondence, are also considered as commercial papers, provided that the packets are forwarded through the intermediary of the authorities of the schools concerned.

5. Commercial papers are subject, as regards form and make-up, to the regulations laid down in Article 120 below for printed papers.

ARTICLE 117.

Printed Papers.

1. The following are considered as printed papers:—Newspapers and periodicals, books, pamphlets, sheets of music, visiting cards, address cards, proofs of printing, engravings, photographs and albums containing photographs, pictures, drawings, plans, maps, paper patterns intended to be cut out, catalogues, prospectuses, advertisements, and notices of various kinds, printed, engraved, lithographed or mimeographed, and, in general, all impressions or copies obtained upon paper or similar material, parchment, or cardboard by means of printing, engraving, lithography, mimeography, or any other mechanical process easy to recognize except the copying-press, hand-stamps, with or without moveable type, and the typewriter.

2. The printed paper rate is not applicable to printed papers which bear any marks whatever capable of constituting a conventional language, nor, save the exceptions specifically authorized by Articles 118 and 119, to those of which the text has been modified after printing.

3. Cinematograph films, gramophone records, as well as perforated sheets intended to be used with automatic musical instruments cannot be sent at the printed paper rate. The same applies to articles of stationery, properly so-called, when it is clearly evident that the printed portion is not the essential part of the article.

4. Cards bearing the heading "*Carte postale*" or the equivalent of this heading in any language are admitted at the rate for printed papers, provided that they conform to the general conditions applicable to printed papers. Those which do not fulfil these conditions are treated as postcards or letters, as the case may be, under the provisions of Article 114, § 7.

ARTICLE 118.

Articles specially admitted at Printed Paper Rate.

The following are treated as printed papers if they are posted in accordance with the inland regulations of the Administration of origin: reproductions by a mechanical manifolding process, such as hectography, etc., of a manuscript or typewritten original. The manuscript additions authorized for printed papers may also be made to these reproductions.

ARTICLE 119.

Printed Papers. Authorised Annotations and Annexes.

1. It is permissible, outside or inside a packet of printed papers:

(a) to indicate the name, position, profession, style, and address of the sender and of the addressee, as well as the date of despatch, the signature, telephone number and exchange, telegraphic address and code, the postal cheque or banking account of the sender, as well as a serial or identity number referring solely to the article;

(b) to correct errors in printing;

(c) to strike out, to underline, or to enclose by marks, certain words or certain parts of a printed text, unless this is done with the object of constituting correspondence.

2. It is also allowed to indicate or to add:

(a) in advices of the departures and arrivals of ships: the dates and times of departures and arrivals, as well as the names of the ships and the ports of departure, call and arrival;

(b) in travellers' advices: the name of the traveller, the date, time and place of his intended visit, and the address at which he is staying;

(c) in forms of order, subscription or offer for publications, books, newspapers, engravings, pieces of music;
the works and the number of copies required or offered, the price of these works, also notes representing essential elements of price, the method of payment, the edition and the names of the authors and publishers, as well as the number of the catalogue and the words "*broché*" (paper covers), "*cartonné*" (stiff covers) or "*relié*" (bound);

(d) in the forms used by lending libraries:

the titles of the works, the number of copies asked for or sent, the names of the authors and publishers, the numbers of the catalogue, the number of days allowed for reading, the name of the person desiring to consult the work, as well as other short notes referring to the works concerned;

(e) on pictorial cards and printed visiting cards and also on Christmas and New Year cards: good wishes, congratulations, thanks, condolences, or other formulas of courtesy, expressed in five words or by means of five conventional initials at most;

(f) in proofs of printing:

alterations and additions concerned with corrections, form and printing, and also notes such as "*Bon à tirer*" (Passed for press), "*Vu—Bon à tirer*" (Read—Passed for press) or any similar note concerned with the execution of the work. In case of want of space these additions may be made on separate sheets;

(g) in fashion plates, maps, &c.:
colours;

(h) in price-lists, tenders for advertisements, stock and share lists, market quotations, trade circulars and prospectuses:
figures;

any other notes representing essential elements of the price;

(i) on books, pamphlets, newspapers, photographs, engravings, sheets of music, and in general on all literary or artistic productions, printed, engraved, lithographed or mimeographed:

a dedication consisting simply of an expression of regard and, on photographs or engravings, a very concise description, as well as other short notes referring to the photograph or to the engraving;

(j) on cuttings from newspapers and periodicals:

the title, date, number, and address of the publication from which the article is extracted;

(k) in advices of change of address:

the new address of the sender and the date on which the change will take place, or the old address and the date on which the change came into force.

3. The additions and corrections permitted under §§ 1 and 2 may be made by hand or by any mechanical process.

4. It is, moreover, allowed to enclose:

(a) with proofs of printing, whether corrected or not: the relative "copy";

(b) with articles of the categories mentioned under § 2 (i): the relative open invoice, reduced to its essential elements;

(c) with the articles mentioned in Article 36, §§ 3 and 4, of the Convention: a transfer form bearing the printed indication of a postal cheque account;

(d) in all printed paper packets: a card, envelope or a wrapper bearing the address of the sender of the packet, stamped for the purpose of its return by means of postage stamps of the country of destination of the packet.

ARTICLE 120.

Printed Papers. Make-up.

1. Printed papers must be either placed in wrappers, upon rollers, between boards, in open cases, or in unclosed envelopes, furnished, if necessary, with clips, easy to raise and replace and not dangerous, or secured with a string easy to untie.

Printed papers of the form and substance of a card may be sent unenclosed without wrapper, envelope or fastening. The same method of despatch is allowed for printed papers folded in such a way that they cannot become unfolded during transmission.

3. The right-hand half at least of the address side of cards, including picture postcards, sent as printed papers at the reduced rate, is reserved for the address, for indications relating to the postal service and for official labels. Postage stamps and postal franking machine impressions must be placed on the address side, and, as far as possible, on the right-hand half of the card.

4. In all cases, articles must be made up in such a manner that there is no risk of their entrapping other articles.

ARTICLE 121.

Articles specially admitted at the Blind Literature Rate.

Plates for embossing blind literature are treated as Blind Literature. The same applies to sound records intended solely for the use of the blind, provided that they are sent by or addressed to an officially recognized institute for the blind.

ARTICLE 122.

Samples. Authorised Annotations.

It is permissible to indicate by hand or by a mechanical process, outside or inside packets containing samples, and, in the latter case, on the sample itself or on a special sheet relating to the sample, the name, position, profession, style and address of the sender and of the addressee, as well as the date of despatch, the signature, telephone number and exchange, telegraphic address and code, postal cheque or banking account of the sender, a manufacturer's or trade mark, a short note referring to the manufacturer and to the person supplying the goods or concerning the person for whom the sample is destined, serial or identity numbers, prices and notes representing the essential elements of price, particulars relating to weight, measurement and size, or to the quantity to be disposed of, and such as are necessary to determine the origin and the character of the goods.

ARTICLE 123.

Samples. Make-up.

1. Samples of merchandise must be placed in bags, boxes or removable covers.

2. Articles of glass or other fragile materials, packets containing liquids, oils, fatty substances, dry powders, whether dyes or not, as well as packets containing live bees, leeches, silk-worm eggs or the parasites referred to in Article 49, § 1, of the Convention are transmissible as samples of merchandise, provided that they are packed in the following manner:

(a) articles of glass or other fragile materials must be securely packed (boxes of metal, wood, or strong corrugated cardboard) so as to prevent all danger to postal officers and to correspondence;

(b) liquids, oils, and substances which easily liquefy must be enclosed in receptacles hermetically sealed. Each receptacle must be placed in a special box of metal, strong wood or strong corrugated cardboard containing sawdust, cotton, or spongy material in sufficient quantity to absorb the liquid in the event of the breakage of the receptacle. The lid of the box must be fixed in such a manner that it cannot easily become detached;

(c) fatty substances which do not easily liquefy, such as ointments, soft-soap, resin, etc., as well as silk-worm eggs, the transmission of which presents fewer difficulties, must be enclosed in an inner cover (box, bag of linen, or parchment, etc.), which must itself be placed in a second box of wood, metal, or stout thick leather;

(d) dry colouring powders, such as aniline blue, etc., are not admitted unless enclosed in stout tin boxes, placed inside wooden boxes with sawdust between the two covers. Dry non-colouring powders must be placed in boxes of metal, wood, or cardboard; these boxes must be themselves enclosed in a bag of linen or parchment;

(e) live bees, leeches and parasites must be enclosed in boxes so constructed as to avoid all danger.

3. Articles which would be spoilt if packed according to the general rules, as well as samples placed in a transparent cover which permits inspection of their contents, may exceptionally be admitted in a cover hermetically sealed. This also applies in the case of industrial and vegetable products posted in a cover closed by the manufacturer or sealed by an examining authority in the country of origin. In these cases, the Administrations concerned may require the sender or the addressee to assist in the check of the contents, either by opening certain packets indicated by them, or in some other satisfactory manner.

4. Packing is not obligatory for articles consisting of one piece, such as pieces of wood, metal, etc., which it is not the custom of the trade to pack.

5. The address of the addressee must be indicated, as far as possible, on the packing or on the article itself. If the packing or the article is not suitable for the inscription of the address and service indications or for affixing the postage stamps, a tie-on label, preferably of parchment, must be securely attached. The same applies when the date-stamping is likely to injure the article.

ARTICLE 124.

Articles specially admitted at the Sample rate.

Transmission at the sample rate is accorded to printers' blocks, cut-out patterns sent singly, keys sent singly, cut fresh flowers, articles of natural history (dried or preserved animals and plants, geological specimens, etc.), tubes of serum or of vaccine and pathological objects rendered harmless by their mode of preparation and packing. These articles, except tubes of serum and vaccine sent in the general interest by laboratories or institutions officially recognised, may not be sent for a commercial purpose. Their packing must be in accordance with the general regulations concerning samples of merchandise.

ARTICLE 125.

Articles grouped together.

1. The inclusion of different classes of correspondence in one and the same packet is limited to commercial papers, printed papers, except articles printed in relief for the use of the blind, and to samples of merchandise, subject to the following conditions:

(a) that each article taken singly does not exceed the limits which are applicable to it as regards weight and size;

(b) that the total weight does not exceed 2 kilogrammes per packet;

(c) that the charge paid is at least the minimum charge for commercial papers if the packet contains commercial papers and the minimum charge for samples if it consists of printed matter and samples.

2. These regulations are applicable solely to articles subject to the same basic rate of postage. When an Administration observes the enclosure in the same packet of articles subject to different postage rates, the packet is charged on its total weight at the rate applicable to the class subject to the highest tariff.

ARTICLE 126.

Small Packets.

1. Small Packets are subject to the regulations laid down for samples of merchandise as regards their make-up and packing.

2. It is permissible to enclose an open invoice reduced to its essential elements, as well as a copy of the address borne by the article and particulars of the address of the sender.

3. The name and address of the sender must be shown on the outside of the packet.

ARTICLE 127.

"Phonopost" Packets.

1. Subject to the regulations expressly prescribed for "Phonopost" packets, the provisions applicable to letters apply to these packets.

2. Phonograph discs sent as "Phonopost" packets must be protected by a strong unclosed cover.

3. In addition to the usual particulars, the sender must mention the word "Phonopost" in bold characters on the address side of the cover. Instructions for playing the disc may be printed on the address side of the cover, in one or more languages.

4. Needles, suitably protected, to be used for playing the record may be enclosed in the packet.

PART III.

REGISTERED ARTICLES. ADVICE OF DELIVERY.

CHAPTER I.

ARTICLE 128.

Registered Articles.

1. Registered articles must be conspicuously marked "*Recommandé*" at the head of the address side, or bear a similar indication in the language of the country of origin.

2. Apart from the exceptions hereafter, no special condition as to form, make-up or address is prescribed for these articles.

3. Correspondence bearing an address in pencil or composed of initials, is not admitted to registration. However, the address of articles other than those sent in an envelope with a transparent panel may be written in copying-ink pencil.

4. Registered articles must bear in a left-hand corner of the address side a label identical with Form C4 annexed*, showing in Roman characters the letter "R," the name of the office of origin and the serial number of the article. Nevertheless, Administrations whose inland regulations do not at present permit of the use of labels may postpone the introduction of this arrangement, and distinguish registered articles by using stamps "*Recommandé*" or "R", by the side of which must appear the name of the office of origin and the serial number. These stamps also must be impressed in a left-hand corner of the address side.

5. No serial number may be placed on the address side of a registered article by an intermediate Administration.

ARTICLE 129.

Advice of Delivery.

1. Articles for which the sender requires an advice of delivery must be conspicuously marked on the address side with the words "*Avis de réception*," or be stamped with the letters "A.R." The sender must indicate his name and address in Roman characters on the outside of the article.

* Not reproduced herein.

2. They are accompanied by a form of the thickness of a postcard, light red in colour, identical with Form C5 annexed*; this form is made out by the office of origin or by any other office which the despatching Administration may appoint, and is securely attached to the outside of the article. If it does not reach the office of destination, the latter makes out a new advice of delivery.

3. The weight of the form of advice of delivery is not taken into account in calculating the postage.

4. The office of destination returns the form C5 duly filled up, in the ordinary mail, unenclosed and free of postage, to the address of the sender of the article.

5. When the sender enquires for an advice of delivery which has not been returned to him after a proper interval, enquiry is instituted in accordance with the rules laid down in Article 130, below. In this case a second fee is not charged, and the office of origin inserts on the form C5 the heading "*Duplicata de l'avis de réception, etc.*"

ARTICLE 130.

Advice of Delivery Applied For After Posting.

1. When the sender applies for an advice of delivery after the article has been posted, the office of origin fills up a form C5.

2. The form C5 is attached to an enquiry form C9 (*see* Article 141 hereafter); this form, to which is affixed a postage stamp representing the fee due, is treated as provided in Article 141 except that, in the case of the due delivery of the article, the office of destination withdraws the form C9 and returns the form C5 to origin in the manner prescribed by Article 129, § 4.

3. The special arrangements adopted by Administrations in virtue of Article 141 hereafter, for the transmission of claims respecting registered articles, are applicable to requests for advices of delivery made after the articles have been posted.

ARTICLE 131.

Articles for Delivery to the Addressee in Person.

1. Articles to be delivered to the addressee in person must be marked "*A remettre en main propre*" underlined in red, or bear a similar indication in a language known in the country of destination.

2. Administrations are obliged to make two attempts to deliver these articles.

PART IV.

DESPATCH AND RECEIPT.

CHAPTER I.

ARTICLE 132.

Date-stamp Impressions.

1. Correspondence is impressed on the front by the office of origin with a stamp indicating, as far as possible in Roman characters, the place of origin and the date of posting. In localities with several post offices, the obliterating stamp must indicate the office of posting.

* Not reproduced herein.

2. The application of the stamp prescribed in § 1 is not obligatory for correspondence prepaid by means of impressions made by franking machines if such impressions indicate the place of origin and the date of posting. Nor is the application of the stamp in question required for unregistered packets sent at a reduced rate, provided that the place of origin is indicated on these packets.

3. All valid postage stamps must be obliterated.

4. Unless Administrations have prescribed cancellation by means of a special stamp, postage stamps not cancelled through error or oversight in the office of origin must be struck through with a thick line by the office which detects the irregularity. These stamps are not in any case stamped with the date-stamp.

5. Mis-sent correspondence, with the exception of unregistered packets sent at a reduced rate, must be date-stamped by the office which it has reached by mistake. This obligation is imposed not only on stationary offices, but also on travelling post offices as far as possible. The stamp must be placed on the back in the case of letters and on the front in the case of postcards.

6. The stamping of correspondence posted on board ships rests with the postal official or the officer on board charged with this duty, or, in their absence, the post office at the port to which the correspondence is handed over *à découvert*. In the latter case, this office impresses the correspondence with its date-stamp, and adds the words "Navire", "Paquebot", or some similar note.

7. The office of destination of a reply-paid postcard may place its date-stamp impression on the left-hand side of the front of the reply half.

ARTICLE 133.

Express Articles.

Articles to be delivered by express are provided, alongside the name of the place of destination, with a printed label, dark red in colour, bearing the word "Express" in large letters, or with an inscription taking its place.

ARTICLE 134.

Articles Unpaid or Insufficiently Prepaid.

1. Correspondence on which any charge whatever has to be collected after posting, either from the addressee, or in the case of undelivered correspondence, from the sender, is impressed with the stamp T (tax to be paid) in the upper-right-hand corner of the address side; the indication in francs and centimes of the amount to be collected is entered in very legible figures beside this stamp.

2. The stamp T should be applied and the amount to be collected should be indicated by the Administration of origin, or, in the case of redirection or non-delivery, by the re-transmitting Administration. In the case, however, of correspondence originating in countries which apply reduced rates of postage in relations with the re-transmitting Administration, the amount to be collected is indicated by the Administration which effects delivery.

3. The delivering Administration marks the article with the amount to be collected.

4. Every article which does not bear the stamp T is considered as fully paid and treated accordingly, unless there is an obvious error.

5. Postage stamps and impressions made by franking machines not available for prepayment are ignored. In this case, the figure nought (0) is placed by the side of these postage stamps or impressions, which must be ringed round in pencil.

ARTICLE 135.

Return of Franking Notes. Recovery of Sums Advanced.

1. After delivery to the addressee of a packet free of charges, the office which has advanced the customs or other charges on account of the sender completes, as far as it is concerned, the indications which figure on the back of the franking note and transmits the latter, together with the vouchers, in a closed envelope, without indication of the contents, to the office of origin of the packet.

2. Nevertheless, each Administration has the right to have franking notes on which charges are to be collected sent back by offices specially appointed, and to request that the franking notes be sent to a specified office.

3. The name of the office to which the franking notes must be sent back is entered in all cases on the front of the franking note by the office of origin of the packet.

4. When a packet which bears the indication "*Franc de droits*" reaches the service of destination without a franking note, the office charged with the customs clearance prepares a duplicate note on which is entered the name of the country of origin and if possible the date of posting.

5. When the franking note is lost after the delivery of the packet, a duplicate is prepared in the same manner.

6. The franking notes relating to packets which, for any reason whatever, are returned to origin must be cancelled by the Administration of destination.

7. On the receipt of a franking note indicating the charges paid out by the service of destination, the Administration of origin converts the total of these charges into its own currency at a rate which must not be higher than the rate fixed for the issue of money orders on the corresponding country. The result of the conversion is indicated in the body of the form and on the coupon at the side. After having recovered the amount of the charges, the office of origin delivers to the sender the coupon of the franking note and, if necessary, the vouchers.

ARTICLE 136.

Redirected Articles.

1. Correspondence addressed to persons who have changed their residence is considered as addressed directly from the place of origin to the place of the new destination.

2. Articles unpaid or insufficiently paid for their first transmission are charged the rate which would have been applicable had they been addressed directly from the place of origin to that of the new destination.

3. Articles properly prepaid for their first transmission, but on which the complementary postage appropriate to the further transmission has not been paid before their redirection, are charged with a rate equal to the difference between the amount of postage already prepaid and that which would have been charged if the articles had been despatched in the first instance to the new destination.

4. Articles originally addressed in the inland service of a country and fully prepaid at the inland rate are considered as articles properly prepaid for their first transmission.

5. Articles which have originally circulated free of postage in the inland service of a country are charged with the rate which would have been due had they been addressed directly from the place of origin to that of the new destination.

6. Upon redirection, the retransmitting office impresses its date-stamp on the address side of articles in the form of cards and on the back of all other classes of correspondence.

7. Correspondence, ordinary or registered, which is returned to the senders in order that they may correct or complete the address is, when re-posted, not considered as redirected correspondence; it is treated as freshly posted correspondence and is consequently liable to fresh postage.

8. The Customs duty and other non-postal charges of which it has not been possible to secure cancellation on redirection or on return to origin (Article 138 below) are recovered as trade charges from the Administration of the new destination. In that case, the original Administration of destination attaches to the article an explanatory note and a trade charge money order (Form R 3 the Agreement relating to the Cash on Delivery service). If there is no cash on delivery service between the Administrations concerned, the charges in question are recovered by correspondence.

9. If the attempt to deliver an express article at the place of address by special messenger has failed, the redirecting office must strike through the label or the word "Express" with two thick transverse lines.

ARTICLE 137.

Redirection envelopes and Collective envelopes.

1. Unregistered correspondence to be redirected to the same person at a different address may be enclosed in special envelopes, identical with Form C 6 annexed*, supplied by the Administrations and on which only the name and new address of the addressee must be entered.

2. Packets which are to be submitted for Customs examination or which from their shape, dimensions or weight might cause damage to the envelope must not be enclosed in these envelopes; the total weight of an envelope and its contents must in no case exceed 500 grammes.

3. The envelope must be presented open at the redirecting office to enable it to collect, if necessary, the complementary postage to which the articles it contains may be liable or to indicate on these articles the charge to be collected on arrival, when the complementary postage is not paid. After check, the redirecting office closes the envelope and applies, if necessary, the stamp T with an indication, in francs and centimes, of the total amount of charges to be collected.

4. On arrival at destination, the envelope may be opened and its contents verified by the delivering office, which collects, if necessary, the complementary charges not paid.

5. Ordinary correspondence addressed either to members of the crew and passengers on the same ship, or to any group of persons taking part in a voyage, may also be treated according to the provisions of §§ 1 to 4. In this case, the collective envelopes must bear the name of the ship, the shipping or tourist agents, etc., to whom they are to be delivered.

* Not reproduced herein.

ARTICLE 138.

Undelivered Correspondence.

1. Before returning to the Administration of origin correspondence which for any reason has not been delivered, the office of destination must indicate in a clear and concise manner, in the French language, as far as possible on the front of each article, the cause of the non-delivery in the following form:—
 “inconnu,” “refusé,” “en voyage,” “parti,” “non réclamé,” “décédé,” etc. (“not known,” “refused,” “travelling,” “gone away,” “not claimed,” “deceased,” etc.).
 As regards postcards and printed papers in the form of cards, the reason for non-delivery is indicated on the right-hand half of the address side.

2. This indication is made by the impression of a stamp or by affixing a label. Each Administration has the option of adding a translation, in its own language, of the cause of non-delivery and any other useful particulars.

3. The office of destination must then strike out the name of the place with which it is concerned and on the front of the article add the word “Retour” at the side of the indication of the office of origin. It must also impress its date-stamp on the back of letters and on the front of postcards.

4. Correspondence which is not delivered is returned, either singly, or in a special bundle labelled “Rebuts.”

5. Undelivered registered correspondence is returned to the office of exchange of the country of origin as if it were registered correspondence addressed to that country.

6. Undelivered inland correspondence which must be forwarded abroad in order to be returned to the sender, is treated in accordance with the provisions of Article 136.

7. Correspondence for seamen and others addressed to the care of a Consul, and returned by him to the post office as unclaimed, must be treated as undelivered correspondence. The amount of the charges collected on this correspondence must be repaid.

ARTICLE 139.

Withdrawal of Correspondence. Alteration of Address.

1. For requests to have correspondence withdrawn from the post, or to have addresses altered, the sender must use a form identical with Form C 7 annexed* ; a single form may be used for several articles posted simultaneously at the same office by the same sender to the same addressee. In handing this application to the post office, the sender must prove his identity and produce the certificate of posting, if any. After proof of identity, for which the Administration of the country of origin assumes responsibility, the procedure is as follows:

(a) if the request is meant to be sent by post, the form, together with an exact facsimile of the envelope or address of the packet, is despatched in a registered cover directly to the office of destination;

(b) if the request is to be made by telegraph, the form is handed over to the telegraph service entrusted with the transmission of its terms to the office of destination. The telegram is written in French.

2. On receipt of Form C 7 or of the telegram taking its place, the office of destination searches for the correspondence in question and takes such steps as may be necessary.

* Not reproduced herein.

3. If the search is fruitless, or if the packet has already been delivered to the addressee, or if the request by telegraph is not sufficiently explicit to admit of identification of the article with certainty, the fact is at once communicated to the office of origin, which informs the applicant accordingly. The same applies when Customs treatment has brought to light an irregularity.

4. Any Administration may request, by notification addressed to the International Bureau, that so far as it is concerned, requests shall be exchanged through the medium of its central Administration or of an office specially designated.

5. In cases where requests are exchanged through the medium of the central Administrations, requests sent directly by offices of origin to the offices of destination must be complied with to the extent that the correspondence concerned is withheld from delivery until the arrival of the request from the central Administration.

6. Administrations which avail themselves of the option accorded in § 4 bear the charges involved by the transmission, in their inland service, by post or telegraph, of the communications to be exchanged with the delivering office. The use of the telegraph service is obligatory when the sender has himself used it and the office of destination cannot be advised in time by post.

ARTICLE 140.

Applications in respect of Unregistered Articles.

1. Every application respecting an unregistered article must be made on a form identical with Form C 8 annexed*, which must be accompanied, if possible, by a facsimile of the envelope or of the address of the article.

2. The office which receives the application forwards this form, without a covering letter and in a closed envelope direct to the corresponding office. This office, after having obtained the necessary information from the addressee or from the sender, as the case may be, returns the form in the same manner to the office which prepared it.

3. If the complaint proves to be well founded, this last office forwards the form to its central Administration for further investigation.

4. A single form may be used for several articles posted at the same time at the same office by the same sender to the same addressee.

5. Any Administration may request, by notification addressed to the International Bureau, that applications which concern its service shall be transmitted to its central Administration or to an office specially designated.

6. Form C 8 must be returned to the Administration of origin of the article in question in accordance with the conditions prescribed by Article 141, § 8 hereafter.

ARTICLE 141.

Applications in respect of Registered Articles.

1. Every application relating to a registered article is prepared on a form identical with Form C 9 annexed* which must be accompanied, if possible, by a facsimile of the envelope or of the address of the article.

2. If the application concerns an article marked with a Trade Charge, it must be accompanied, in addition, by a duplicate money order form R 3 of the Agreement relating to the Cash on Delivery service or transfer note of the postal cheque account, as the case may be.

* Not reproduced herein.

3. A single form may be used for several articles posted at the same time at the same office by the same sender to the same addressee.

4. The application is, as a general rule, forwarded directly by the office of origin to the office of destination without any covering letter and in a closed envelope. If the office of destination is in a position to furnish information as to the final disposal of the article under enquiry, it completes the form and returns it to the office of origin.

5. When the disposal of the article cannot be established by the office of destination, this office records the fact on the form and returns it to the office of origin, adding to it, as far as possible, a declaration by the addressee stating that he has not received the article. In this case, the Administration of origin completes the form by entering thereon particulars of the despatch of the article to the first intermediate Administration. It then transmits the form to that Administration, which enters its observations and forwards it to the following Administration, if any. The application passes thus from one Administration to the other until the fate of the article enquired for is ascertained. The Administration which has effected delivery to the addressee, or which is unable to furnish proof either of delivery or of regular despatch to another Administration, records the fact on the form and returns it to the Administration of origin.

6. Nevertheless, if the Administration of origin or the Administration of the country of destination so requires, the application is transmitted at the outset from office to office, following the same circulation as the article under enquiry. In this case, the enquiries are pursued from the Administration of origin to the Administration of destination, following the procedure indicated in § 5.

7. Each Administration may request, by notification addressed to the International Bureau, that applications concerning its service shall be forwarded to its central Administration, or to an office specially designated.

8. The Form C 9 and the documents annexed thereto must, in every case, be returned to the Administration of origin of the article enquired for within the shortest possible time and not later than three months from the date of the claim. This period is extended to six months in relations with distant countries.

9. The foregoing provisions do not apply to cases of violation of mails, loss of mails, or other similar cases which require a more detailed correspondence between Administrations.

ARTICLE 142.

Enquiries.

Enquiries respecting ordinary or registered correspondence are treated in accordance with the rules laid down in Articles 140 and 141 respectively.

ARTICLE 143.

Applications and Enquiries concerning Articles posted in another Country.

1. In the cases provided for in Article 56, § 5, of the Convention, the Forms C 8 and C 9 concerning applications or enquiries are forwarded to the Administration of origin. The Form C 9 must be accompanied by the certificate of posting.

2. The Administration of origin must be placed in possession of the form within the periods prescribed by Article 56 of the Convention.

ARTICLE 144.

Use of postage stamps presumed to be fraudulent, or of counterfeit impressions of franking machines or of the printing press.

1. Subject to the rules laid down by the legislation of each country, the following procedure is carried out for reporting the use of fraudulent postage stamps or of counterfeit impressions of franking machines or of the printing press for the prepayment of postage:

(a) when the presence of a fraudulent postage stamp (counterfeit or already used) or of a counterfeit impression of a franking machine or of the printing press, on any article whatever, is detected at the time of despatch, the stamp is not defaced in any way, and the article, accompanied by a notice identical with Form C 10 annexed*, is forwarded in an envelope officially registered to the delivering office. A copy of this notice is forwarded, for information, to the Administrations of the countries of origin and of destination;

(b) the article is only delivered to the addressee, who is summoned that he may recognise the offence, if he pays the charge due, discloses the name and address of the sender and places at the disposal of the Post Office, after having acquainted himself with the contents, either the entire article if it is inseparable from the offending part, or else the portion of the article (envelope, wrapper, portion of letter, etc.), which contains the address and the impression or stamp stated to be fraudulent. The result of the representations to the addressee is set forth in a formal report identical with Form C 11 annexed*, signed by the postal official and by the addressee of the article. If the addressee refuses to sign, the refusal is recorded on the form.

2. The formal report is transmitted with the relative enclosures, officially registered, to the Administration of the country of origin, which acts according to its legislation.

3. The Administrations whose legislation does not allow the procedure provided for in § 1 (a) and (b) above, must acquaint the International Bureau to this effect for the information of the other Administrations.

PART V.

EXCHANGE OF MAILS.

CHAPTER I.

ARTICLE 145.

Letter Bills.

1. The letter bills which accompany mails are identical with Form C 12 annexed*. They are placed in blue envelopes bearing in large type the words "Feuille d'avis" (Letter Bill).

2. The despatching office fills in the letter bill with all the required particulars, taking note of the following provisions:

(a) Table I: The presence of ordinary correspondence intended for express delivery is indicated by underlining the relative entry;

(b) Table II: When the mails are not despatched daily, and in the absence of other arrangements, the despatching offices number the letter bills in an annual series for each office of destination. Each despatch takes, in this case, a separate

* Not reproduced herein.

number, even if it is a supplementary despatch forwarded by the same route or the same ship as the ordinary mail. In the case of the first despatch of each year, the bill must bear the number of the last despatch of the preceding year, in addition to the serial number of the mail. The name of the vessel which carries the mail is shown when the despatching office is in a position to know it;

(c) Table III: One or more special lists identical with Form C 13 annexed* may be used, either to take the place of Table V, or to serve as a supplementary letter bill. The exclusive use of special lists is obligatory if the Administration of destination asks for it. The lists in question must bear the same serial number as that shown on the letter bills of the corresponding mail. When two or more lists are used, they must be numbered. The number of registered articles which may be entered on one and the same special list is limited to 60;

(d) Table IV: If occasion arises, the number of empty bags belonging to an Administration other than that to which the mail is addressed must be shown separately and the name of that Administration indicated. Open letters on official business and the various communications or notes sent by the despatching office in connexion with the service are also entered in Table IV;

(e) Table V: This Table is intended for the entry of registered articles when special lists are not used exclusively. When the Administrations concerned have arranged for the bulk advice of registered articles on the letter bills, the total number of these articles must be indicated in figures and in words. When the mail does not contain any registered articles the word "Néant" is entered on Table V.

3. Administrations may arrange for other tables or headings in the letter bill when it is considered necessary. They may, in particular, modify Tables V and VI to meet their needs.

4. When an office of exchange has nothing to forward to a corresponding office and when the Administrations concerned have arranged that the letter bills are not to be numbered in accordance with § 2 (b), this office confines itself to sending a blank letter bill in the next mail.

5. When closed mails are to be conveyed by means of ships belonging to an intermediate Administration which does not use them regularly for its own mails, the weight of the letters and other articles must be shown on the address of the mails if the Administration responsible for the embarkation requires it.

ARTICLE 146.

Transmission of Registered Articles.

1. Registered articles, and, if necessary, the special lists mentioned in Article 145, § 2, are made up in one or more separate packets or bags, which must be suitably wrapped up or closed and sealed with wax or lead so as to preserve the contents. The registered articles are arranged in each packet in the order of their entry in the list. When several special lists are used, each of them is tied up with the registered articles to which it relates and is placed below the first article in the bundle.

2. By arrangement between the Administrations concerned and when the volume of the registered articles allows, these articles may be enclosed in the special envelope containing the letter bill. This envelope must be sealed.

3. In no case may the registered articles be mixed with ordinary correspondence.

* Not reproduced herein.

4. Subject to agreement between the Administrations, registered A.O. correspondence despatched in separate bags may be accompanied by special lists on which they are advised in bulk.

5. As far as possible, the number of registered articles contained in one and the same bag should not exceed 600.

6. The special envelope containing the letter bill is attached to the outside of the packet of registered articles by string tied cross-wise; when the registered articles are enclosed in a bag, the envelope is attached to the neck of the bag.

7. If there is more than one packet or bag of registered articles, each of the additional packets or bags bears a label indicating the nature of the contents.

ARTICLE 147.

Transmission of Express Articles.

1. Ordinary correspondence for express delivery is made up in a special bundle, furnished with a label bearing in large type the indication "*Exprès*" (Express) and placed, by the offices of exchange, in the envelope containing the letter bill which accompanies the mail.

2. Nevertheless, if this envelope has to be affixed to the neck of the bag of registered articles (Article 146, § 6), the bundle of express articles is placed in the outer bag. The presence of express correspondence in the mail is then indicated by a label placed in the envelope containing the letter bill. The same procedure is followed when the express articles cannot be attached to the letter bill on account of their number, shape or dimensions.

3. Registered correspondence for express delivery is arranged in order among the other registered correspondence and the note "*Exprès*" (Express) is made in the "Observations" column of Table V of the letter bill or special lists against the relative entries. In the case of bulk advice, the presence of registered express articles is indicated simply by the note "*Exprès*" (Express) in Table V of the letter bill.

ARTICLE 148.

Make-up of Mails.

1. As a general rule, articles must be sorted and tied up in bundles according to the nature of the correspondence, letters and postcards being included in the same bundle, and newspapers and periodicals being made up in bundles separate from ordinary printed papers. The bundles must bear labels indicating the office of destination or retransmitting office of the articles enclosed in the bundles. Correspondence which can be made up into bundles must be arranged with the addresses facing the same way. Prepaid articles are separated from the unpaid and insufficiently paid; and the labels of bundles of unpaid and insufficiently prepaid articles are impressed with the stamp T.

2. Letters bearing traces of opening, deterioration or damage must have the fact noted on them and be marked with the date-stamp of the office which discovers it.

3. Money orders sent *à découvert* are made up in a separate bundle, which must be enclosed in a packet or bag containing registered articles, or in the packet or bag containing insured articles, as the case may be. If the mail contains neither registered nor insured articles, the money orders are placed in the envelope containing the letter bill or are tied to it.

4. Mails are enclosed in bags properly closed, sealed with wax or lead and labelled. When string is used, it must be passed twice round the neck before being tied. The impressions on the wax or lead seals must reproduce, in very legible Roman characters, the name of the office of origin or an indication sufficient to identify this office.

5. The labels of the bags must be of linen, strong cardboard, parchment, or of paper gummed to a wooden block; in relations between neighbouring offices strong paper labels may be used. The labels are made in the following colours:

- (a) vermilion, for bags containing registered articles;
- (b) white, for bags containing only unregistered letters and postcards;
- (c) light blue, for bags containing exclusively unregistered other articles;
- (d) green, for bags containing only empty bags being returned to origin.

6. In the absence of notification to the contrary by the Administrations of the countries of transit or of destination, white labels bearing on both sides an oblique band two centimetres wide of the colour appropriate to the contents of the bag may also be used.

7. Bags containing mixed unregistered correspondence (letters, postcards and other articles) must be furnished with the white label.

8. The use of vermilion, white and light blue labels is obligatory; on the other hand, green labels are used only if the Administration of the country of destination requires it.

9. The labels bear the name of the despatching office printed in small Roman characters, and the name of the office of destination in large Roman characters, preceded respectively by the words "*de*" and "*pour*." In exchanges between distant countries, which are not made by direct sea services, these indications are completed by the mention of the date of despatch, the number of the mail, and, where appropriate, the port of disembarkation if the Administration concerned asks for it.

10. The bags must indicate legibly in Roman characters the office or country of origin, and bear the mention "*Postes*" or some similar expression showing them to be mails.

11. Intermediate offices must not enter any serial number on the labels of bags or packets of closed mails in transit.

12. In the absence of an arrangement to the contrary, mails of small size or "*Nil*" mails are simply wrapped in strong paper so as to prevent damage to the contents, then tied with string and sealed with wax or lead. If sealed with lead seals, these mails must be made up so that the string cannot be detached. When they contain only unregistered correspondence they may be secured by means of gummed seals bearing the printed indication of the despatching office or Administration. The addresses of the packets must comply, as regards the printed indications and the colours, with the rules laid down in §§ 4 to 11 for the labels of bags of correspondence.

13. When the number or bulk of the mails necessitates the use of more than one bag, separate bags must, as far as possible, be employed:

- (a) for letters and postcards;
- (b) for other articles; if necessary separate bags must further be used for small packets; the labels of these bags bear the words "*Petits paquets*."

14. The packet or bag of registered articles, attached to the letter bill in the manner prescribed by Article 146, §6, is placed in one of the bags of letters or in a special bag; the outer bag must in every case bear a red label. When there is more than one bag of registered articles, the supplementary bags may be forwarded unenclosed, bearing the red label.

15. The label of the bag or packet containing the letter bill, even if it is a "Nil" bill, must be plainly marked with the letter "F".

16. In conformity with the provisions of § 5, a red label must be used only if the bag contains registered articles.

17. No bag may exceed 30 kilogrammes in weight.

18. As far as possible, offices of exchange forward in their own mails for a particular office all mails of small size (packets or bags) received by them for the same office.

19. In the absence of notification to the contrary by the Administration of destination, all the packets of printed papers for the same addressee at the same address may be enclosed in one or more separate bags. In this case, particulars of the addressee of the packets should be entered on the label in addition to the prescribed indications. When registered articles are concerned, they are entered on a special list C 13 and separated from the other packets included in the mail.

ARTICLE 149.

Transfer of Mails.

1. The transfer of mails between two corresponding offices is effected in accordance with the conditions fixed by the Administrations concerned.

2. Only the bags and packets distinguished by red labels must be completely examined as to their sealing and make-up at the time of delivery. The examination of other bags and packets, which are always to be delivered in bulk, is optional.

3. The mails must be delivered in good condition. Nevertheless, a mail may not be refused because of damage. When a mail is received in bad condition by an intermediate office, it must be repacked as it is in fresh packing. The office which has repacked the mail must copy the indications of the original label on the new label and date-stamp this label, placing in front of the impression: "*Remballé à . . .*" (Repacked at . . .).

ARTICLE 150.

Check of Mails.

1. When an intermediate office is obliged to repack a mail, it verifies the contents, if it presumes that they are not intact. It prepares a verification note identical with Form C 14 annexed*, in conformity with the provisions of §§ 4 to 6 below. This note is sent to the office of exchange whence the mail has been received; a copy is forwarded to the office of origin and another is inserted in the repacked mail.

2. The office of destination ascertains whether the mail is complete and whether the entries on the letter bill and on the special lists of registered articles, if any, are in order. In case of loss of a mail, or of one or more bags, of registered articles, of a letter bill, of a special list of registered articles, or in case of any other irregularity, the fact is verified immediately by two officers.

* Not reproduced herein.

These officers make the necessary corrections on the bills or lists, taking care to cross out the incorrect entries in such a way as to leave the original entries legible. Except in the case of an obvious error, the corrections are accepted in preference to the original statement.

3. When an office receives letter bills or special lists which are not intended for it, it sends these documents to the office of destination, or, if its internal regulations so require, a certified true copy of them.

4. The facts verified are notified by verification note to the office of origin of the mail, and, in case of actual loss, to the last intermediate office, by the first available post after the complete check of the mail. This verification note must specify as exactly as possible which bag, packet or article is in question.

5. A duplicate of the verification note is sent, in the same conditions as the original, to the Administration to which the office of origin of the mail is subordinate, when that Administration so requires. In case of important irregularities giving reason for presuming loss or tampering, the envelope or bag, as well as the string and the wax or lead seal, of the packet or bag of registered articles, is attached to the verification note for the office of origin; where this is not possible, the reason for their non-attachment must be explained. The same applies to the outer envelope or bag, with its string, label and seals. In relations with Administrations which require the sending of a duplicate, the exhibits mentioned above are sent attached to the duplicate.

6. In the cases referred to in §§ 1 to 3, the office of origin and, if necessary, the last intermediate office of exchange may, in addition, be advised by telegram at the expense of the Administration which sends the telegram. An advice must be sent by telegram whenever the mail shows evident traces of having been tampered with, in order that the office of despatch or intermediate office may make enquiry in the matter without delay and, if necessary, advise the preceding Administration by telegram for the continuation of the enquiry.

7. When the absence of a mail is the result of a failure of connection or when it is duly explained on the way-bill, the preparation of a verification note is necessary only if the mail does not reach the office of destination by the next opportunity.

8. The sending of the duplicate prescribed by § 5 may be deferred if it may be presumed that the absence of the mail arises from delay or wrong circulation.

9. As soon as a mail which had been reported as missing to the office of origin, and, if occasion arises, to the last intermediate office, comes to hand, a second verification note must be addressed to these offices announcing the receipt of this mail.

10. The offices to which the verification notes are addressed return them as promptly as possible, after having examined them and made thereon any observations to which they may give rise. If these notes are not sent back to the Administration of origin within two months counting from the date of despatch, they are considered, in the absence of proof to the contrary, as duly accepted by the offices to which they have been addressed. This period is extended to four months in relations with distant countries.

11. When a receiving office by which a mail should be checked has not sent to the office of origin, and to the last intermediate office of exchange, if any, by the first available post after the checking of the mail, a verification note reporting irregularities of any kind, it is considered, until proof to the contrary, as having received the mail and its contents. The same assumption is made in respect of irregularities to which no reference has been made or which have

been incompletely reported in the verification note; it is the same when the provisions of the present Article regarding the formalities to be fulfilled have not been observed.

12. Verification notes and their duplicates are forwarded under registered cover.

ARTICLE 151.

Return of Empty Bags.

1. In the absence of other arrangements between the corresponding Administrations, bags must be returned empty, by the next mail, in a direct despatch to the country to which the bags belong. The number of bags returned in each mail must be entered under the heading "*Indications de service*" on the letter bill.

2. The return of empty bags is effected between offices of exchange appointed for this purpose.

3. The empty bags must be rolled in suitable bundles, the label blocks and linen, parchment or other durable labels if any, being placed inside the bags. The bundles must bear a label showing the name of the office of exchange whence the bags have been received, whenever they are returned through another office of exchange.

4. If the bags to be returned are not too numerous, they may be placed in the bags containing correspondence. Otherwise, they must be placed separately in sealed bags, labelled with the names of the offices of exchange. The labels must be marked "*Sacs vides*" (Empty bags).

5. When the check exercised by an Administration upon the return of the bags belonging to it shows that 10 per cent of the total number of the bags used in one year for the making up of mails have not been returned before the end of that year, the Administration which is unable to prove the return of the empty bags is required to reimburse to the Administration of despatch the value of the missing bags. Payment must also be made if the number of missing bags does not amount to 10 per cent but exceeds 50 bags.

6. Each Administration fixes, periodically and uniformly for all kinds of bags used by its offices of exchange, an average value in francs and notifies it to the Administrations concerned through the medium of the International Bureau.

PART VI.

PROVISIONS CONCERNING TRANSIT CHARGES.

CHAPTER I.

STATISTICAL OPERATIONS.

ARTICLE 152.

Transit Statistics.

1. The transit charges payable in execution of Articles 67 *et seq.* of the Convention are based on statistics prepared once in every three years and alternately during the first 14 or 28 days of the month of May or during the 14 or 28 days which follow the 14th of October.

2. The statistics are taken during the second year of each triennial period.

3. Mails made up on board ships are included in the statistics if they are landed during the statistical period.

4. The payments of transit charges applicable to the period from the month of September 1939 to the 31st of December 1948 will be effected on the basis of the actual weight of the mails conveyed under conditions settled by special agreements between the countries concerned. The statistics of May 1949 will apply to the years 1949 and 1950; those of October-November 1952 to the years 1951, 1952 and 1953.

5. The annual payments of transit charges to be made under each set of statistics must be continued provisionally, until the accounts prepared according to the next statistics are approved or regarded as fully accepted (Article 161 below). The adjustment of the provisional payments is then made.

6. When an important modification takes place in the circulation of correspondence from one country to another, and if this modification affects a period or periods amounting to a total of 12 months at least each, each Administration concerned may demand a revision of the transit accounts. In that case the sums to be paid by the despatching Administrations are determined according to the use, actually made of the intermediate services; but the total weights which are the basis for the new accounts must normally be the same as those of the mails despatched during the statistical period mentioned in §§ 1 to 3. When an agreement cannot be reached as to the method of division, special statistics must be taken to settle the distribution of these weights among the various services used. No modification in the circulation of correspondence for a particular country is considered important unless it affects by more than 5,000 francs per annum the accounts between the Administration of origin and the intermediate Administration concerned. If the modification exceeds this sum, it affects the payments made by the Administration of origin to the Administrations which effected the transit before and after the modification took place, even though in the case of certain Administrations, the reduction in the accounts does not attain the fixed minimum. The request for a revision of the accounts and, if necessary, for special statistics may be made when the modification in the circulation of the correspondence in question has lasted at least nine months. But the results of these statistics are only taken into consideration if the period of twelve months is actually completed.

7. If, after special statistics, it is shown that the total weights of the mails exchanged between two Administrations and carried by a third Administration have increased by 100 per cent. or decreased by 50 per cent. as compared with the results of the last statistical period and that the accounts of the third Administration would show on this head a modification of more than 5,000 francs a year, the new ascertained weights must form the basis of the transit charges due to that Administration.

8. In the same way, when an intermediate Administration ascertains, during the six months which follow the statistics, that between the despatches made by another Administration during the statistical period and the normal traffic there is a difference of at least 20 per cent. in the total weight conveyed, the Administration concerned may demand the taking of new statistics if the accounts between two Administrations are affected by a modification of more than 5,000 francs a year.

ARTICLE 153.

Make-up and Description of Closed Mails during a Statistical Period.

1. During each statistical period, separate bags for "letters and postcards" and for "other articles" are used for the exchange of correspondence in closed mails between two Administrations across the territory or by means of the services of one or more other Administrations.

2. The number of bags used for the making up of a mail must be kept to the strict minimum.

3. The obligation to use separate bags for "letters and postcards" and for "other articles" does not apply in the case of mails of which the total gross weight does not exceed 3 kilogrammes, *i.e.*, the mean weight for light bags laid down by Article 161 below. Each Administration has accordingly the right, in such a case, to place all the articles of correspondence together in one bag, which is then reckoned as a bag of "L.C." correspondence. It is to be understood that such a mail may not comprise any other bag giving rise to transit payments.

4. When the volume of the mail permits, the separate "L.C." and "A.O." bags for the same destination must be enclosed in a single "*sac collecteur*".

5. By way of exception to the provisions of Articles 146 and 147, each Administration has the option, during the statistical period, of enclosing registered or express articles, other than letters and postcards, in one of the bags intended for other articles, mentioning this fact on the letter bill; but if, in conformity with Articles 146 and 147, these articles are enclosed in a bag of letters, they are considered as letters so far as the statistics are concerned.

6. During the statistical period, all mails sent in transit must be furnished, in addition to the ordinary labels, with a special label bearing in large type the word "*Statistique*", followed by the indication "5 kilogrammes", "15 kilogrammes" or "30 kilogrammes" according to the category of weight (Article 154, § 1, below.) The label "*Statistique*" must bear in addition the mention "L.C." or "A.O." as the case may be.

7. As regards the bags which contain only empty bags or correspondence exempt from all transit charges (Article 68 of the Convention), the word "*Statistique*" is followed by the word "*Exempt*".

8. When bags comprising the mail are made up into a "*sac collecteur*", the latter must be provided with a special "*Statistique*" label marked "S.C." The information concerning the statistics which is shown on the enclosed bags is not repeated on the "*sac collecteur*" label.

ARTICLE 154.

Establishment of Number of Bags and Weight of Closed Mails.

1. As regards mails which involve the payment of transit charges, the despatching office of exchange makes use of a special letter bill identical with Form C 15 annexed*. It enters on this letter bill the number of bags, dividing them, as the case may be, into the following categories:

Description of bags 1	Number of bags of which the gross weight		
	does not exceed 5 kg. (light bags) 2	exceeds 5 kg. but not 15 kg. (medium bags) 3	exceeds 15 kg. but not 30 kg. (heavy bags) 4
L.C.			
A.O.			
Number of bags exempt from transit charges.....			

* Not reproduced herein.

2. The number of bags exempt from transit charges must be the total of those bearing the inscription "*Statistique—Exempt*", as provided by Article 153, § 7.

3. The entries on the letter bills are checked by the office of exchange of destination. If that office finds an error in the numbers entered, it corrects the letter bill and immediately notifies the mistake to the despatching office of exchange by means of a verification note identical with Form C 16 annexed*. However, as regards the weight of a bag, the entry of the despatching office of exchange holds good, unless the actual weight exceeds by more than 250 grammes the maximum weight of the category in which this bag was entered.

ARTICLE 155.

Preparation of Statements for Closed Mails.

1. As soon as possible after the conclusion of the statistical operations, the offices of destination prepare as many copies of statements, identical in Form C 17 annexed*, as there are Administrations concerned, including the Administration of origin, and forward these statements to the offices of exchange of the despatching Administration for acceptance. These offices, after having accepted the statements, forward them to their central Administration which distributes them among the Administrations concerned.

2. If the statements C 17 have not reached the offices of exchange of the despatching Administration, or have not been received in sufficient number, within the period of three months (four months in exchanges with distant countries), from the date of despatch of the last mail to be included in the statistics, these offices themselves prepare the statements in sufficient number, in accordance with their own records, adding to each of them the note, "*Les relevés C 17 du bureau destinataire ne sont pas parvenus dans le délai réglementaire*". (The statements C 17 of the office of destination have not been received within the prescribed period). They then forward them to their central Administration which distributes them among the Administrations concerned.

ARTICLE 156.

List of Closed Transit Mails.

1. As soon as possible and, at latest, within a period of three months after each statistical period, unless it has not been possible within that period to determine the route followed, the Administrations which have despatched mails in transit send, on a form identical with Form C 18 annexed*, the list of these mails to the different Administrations whose services they have used.

2. If this list shows mails in transit which, under the provisions of Article 153, do not require the preparation of a statement C 17, it must bear an explanatory note, e.g., "*Sacs vides*", (Empty bags), "*Correspondances exemptes*", (Exempt correspondence).

ARTICLE 157.

Closed Mails exchanged with Ships of War.

1. It is the duty of the Administrations of countries to which ships of war belong to prepare statements C 17 relative to the mails sent or received by these ships. The mails sent to ships of war during the statistical period must bear, on the labels, the date of despatch.

2. In the event of these mails being re-forwarded, the redirecting Administration notifies the fact to the Administration of the country to which the ship belongs.

* Not reproduced herein.

ARTICLE 158.

Bulletin de Transit.

1. When the route to be followed and the transport services to be used for the mails despatched during the statistical period are unknown or uncertain, the Administration of origin must, at the request of the Administration of destination, prepare for each mail a statement, green in colour, in conformity with Form C 19 annexed*. The Administration of origin may also forward this statement without formal request on the part of the Administration of destination, if circumstances seem to require this to be done.

2. The letter bills of the mails which involve the preparation of the statement in question must be clearly noted at the head "*Bulletin de transit*". The same note underlined in red pencil is made on the special labels "*Statistique*" referred to in Article 153.

3. The *bulletin de transit* must be forwarded unenclosed, with the mails to which it belongs, to the different services which participate in their conveyance. In each country concerned, the inward and outward offices of exchange, to the exclusion of every other intermediate office, enter on the statement particulars concerning the transit which they effect. The last intermediate office of exchange forwards the form C 19 to the office of destination. The form is then returned by this office to the office of origin as a voucher for statement C 17. When a *bulletin de transit* of which the despatch has been requested or is announced at the head of the letter bill is missing, the office of destination must ask for it without delay.

ARTICLE 159.

Exceptions to Articles 154, 155 and 158.

1. Each country has the option of notifying other countries, through the intermediary of the International Bureau, that the Verification Notes Form C 16, the statements Form C 17, and the *bulletins de transit* Form C 19 must be sent to its central Administration.

2. The latter, in this case, undertakes the preparation of the statements C 17, instead of the offices of exchange, as laid down in Article 155, § 2.

ARTICLE 160.

Extraordinary Services.

The only services considered as extraordinary services giving rise to special transit charges are those maintained for the accelerated conveyance by land of the Indian Mail and the special motor services Palestine or Syria-Iraq.

CHAPTER II.

ACCOUNTING. SETTLEMENT OF ACCOUNTS.

ARTICLE 161.

Accounting for Transit Charges.

1. For the preparation of the transit accounts, the light, medium or heavy bags, as defined in Article 154, are reckoned as being of the average weight of 3, 12 or 24 kilogrammes respectively.

* Not reproduced herein.

2. The total amounts of the credits for closed mails are multiplied by 26 or 13, as the case may be, and the product thus obtained serves as the basis of detailed accounts determining in francs the yearly payments due to each Administration.

3. In cases where the multiplier 26 or 13 does not correspond to the normal traffic, the Administrations concerned come to an agreement for the adoption of another multiplier, which holds good during the years to which the statistics apply.

4. The duty of preparing the accounts devolves on the creditor Administration, which forwards them to the debtor Administration.

5. In order to take into account the weight of the bags and packing and of the classes of correspondence exempt from all transit charges in accordance with the terms of Article 68 of the Convention, the total amount of the account for closed mails is reduced by 10 per cent.

6. The detailed accounts are prepared in duplicate, on a form identical with Form C 20 annexed*, from the statements C 17. They are forwarded, together with the relative statements C 17, to the despatching Administration as soon as possible, and, at the latest, within a period of ten months following the close of the statistical period.

7. If the Administration which has sent the detailed account has received no notice of amendments within an interval of four months, reckoning from the date of despatch, the account is regarded as fully accepted.

ARTICLE 162.

General Annual Liquidation Account. Functions of the International Bureau.

1. The general liquidation account of transit changes is prepared annually by the International Bureau; exceptionally, Administrations may agree to settle their accounts directly between themselves, if they consider that there would be advantage in so doing.

2. As soon as the individual accounts between two Administrations are approved or regarded as fully accepted (Article 161, § 7), each of these Administrations forwards without delay to the International Bureau a statement identical with Form C 21 annexed* and indicating the total amounts of these accounts. At the same time, a copy of the statement is sent to the Administration concerned.

3. Centimes are ignored in the balance.

4. In the case of difference between the corresponding items furnished by two Administrations, the International Bureau invites them to reach agreement, and to communicate to it the sums definitely agreed upon.

5. When only one Administration has furnished the statement C 21, the amounts indicated by this Administration hold good.

6. In the case provided for in Article 161, § 7, the statements must bear the indication "*Aucune observation de l'Administration débitrice n'est parvenue dans le délai réglementaire*". (No comment has been received from the debtor Administration within the prescribed period.)

7. If two Administrations agree between themselves to effect a special settlement, their statements C 21 bear the note "*Compte réglé à part—à titre d'information*" (Account settled separately—for purposes of information), and are not included in the general annual liquidation account.

* Not reproduced herein.

8. At the end of each year, the International Bureau prepares, on the basis of the statements which it has received up to that time and which are regarded as fully accepted, a general annual liquidation account of transit charges. If necessary, it conforms to the rule laid down by Article 152, § 5, for annual payments.

9. This account shows:

- (a) The Debit and Credit of each Administration;
- (b) the debit balance or the credit balance of each Administration;
- (c) the sums to be paid by the debtor Administrations;
- (d) the sums to be received by the creditor Administrations.

10. The International Bureau arranges by setting-off balances to limit as far as practicable the number of payments to be made.

11. The general annual liquidation accounts must be forwarded by the International Bureau to the Administrations as early as possible, and, at the latest, before the end of the first quarter of the year following the year of their preparation.

ARTICLE 163.

Settlement of Transit Charges.

1. The balance resulting from the general annual liquidation account of the International Bureau or from the special settlements, including if necessary the adjustment prescribed by Article 152, § 5, is paid by the debtor Administration to the creditor Administration by one of the following methods:

- (a) at the choice of the debtor Administration, in gold or by means of cheques or drafts fulfilling the conditions prescribed in § 2 below and payable at sight on the capital or on a commercial centre of the creditor country;
- (b) following agreement between the two Administrations, through the intermediary of a bank utilizing the service of transfers through the Bank of International Settlements at Bâle, or by any other means;
- (c) in conformity with the provisions of special monetary agreements which may exist between the countries of the Administrations concerned.

2. In the case of payment by means of cheques or drafts, in accordance with § 1 (a), these cheques or drafts are expressed in the money of a country where the central issuing bank or other official issuing office buys and sells gold or gold currency for the national money at fixed rates determined by law or in virtue of an agreement with the Government. If the currencies of several countries fulfil these conditions, the creditor country indicates the currency which is convenient to it. Any losses or gains due to an unexpected fall or rise in the gold parity of the currency in question, arising up to and including the date of the receipt of the cheque or draft, are shared equally between the two Administrations. However, in the case of delay in despatching the cheque or draft after issue, the debtor Administration is responsible for any loss caused by unjustifiable delay between issue by the bank and despatch; it is also allowed one-half of any actual gain. In all these cases, differences not exceeding 5 per cent. are ignored, the conditions of payment fixed by the present Article are observed in the settlement of differences and the periods for settlement run from the date of the receipt of the cheque or draft.

3. Following agreement between the two countries on the subject, cheques or drafts may also be drawn in the currency of the creditor country, even if this currency does not fulfil the conditions prescribed by § 2. In that case, the balance is converted at the gold par rate into the currency of a country fulfilling the conditions prescribed by § 2. The result arrived at is then converted into the currency of the debtor country and from this into the currency of the creditor country at the official rates for sale and purchase respectively in the debtor country, on the day of, or the day before, the purchase of the cheque or draft. The creditor country may also specify that the conversion of the balance expressed in gold shall be effected at the gold value of its currency as determined by the International Monetary Fund. When there is an appreciable variation from par or in the rates used as the bases of the conversion, the provisions laid down in § 2, third and following sentences, are applied, except in the case of a rise or fall resulting from a revaluation or devaluation of the currency of the creditor country.

4. When the amount of the balance exceeds 5,000 francs, the date of despatch of a cheque or of a draft, the date of its purchase and its amount must, if the creditor Administration so requires, be notified to it by telegram and at its expense.

5. The costs of the payment are borne by the debtor Administration, with the exception of unusual costs, such as clearing costs, imposed by the creditor country.

6. The above-mentioned payment must be made with as little delay as possible, and, at the latest, before the end of a period of four months from the date of despatch of the liquidation account by the International Bureau, or of the request for payment, addressed by the creditor Administration to the debtor Administration, in the case of an account settled separately. This period may be extended to five months in relations with distant countries. If these periods are exceeded, the sums due are chargeable with interest, at the rate of 5 per cent. per annum, from the date of their expiration.

7. If payment is not effected within one year after the expiration of the periods fixed in § 6, it is permissible for the creditor Administration, in the case of the sums included in the liquidation account prepared by the International Bureau, to inform the Bureau, which invites the debtor Administration to pay within a period not exceeding four months.

8. If the payment of the sums referred to in § 7 is not effected at the expiration of this fresh period, the International Bureau shows them in the next general annual liquidation account to the credit of the creditor Administration. In this case, compound interest is due, that is to say that the interest is added to the principal at the end of each year until payment is made.

9. In the event of the application of the provisions of § 8, the general liquidation account in question and those of the four following years must, as far as possible, not show, in the table of amounts to be paid under the clearing arrangement, sums due by the defaulting Administration to the creditor Administration concerned.

PART VII.

MISCELLANEOUS PROVISIONS.

CHAPTER I.

ARTICLE 164.

International Reply Coupons.

1. International reply coupons are identical with Form C 22 annexed*. They are printed on paper bearing in watermark the letters U P U in large characters, under the supervision of the International Bureau which supplies them to Administrations at cost price.

2. Each Administration has the option:

(a) of marking the coupons with a distinctive perforation which does not prevent the reading of the text and is not of such a character as to hinder the checking of the coupons;

(b) of modifying, by hand or by a printing process, the selling price indicated on the coupons.

3. The value of the coupons is calculated at 28 centimes each in the liquidation accounts between Administrations.

4. In the absence of other arrangements, the coupons exchanged are sent yearly and not later than three months after the end of the year to the Administrations which issued them, with a statement identical with Form C 23 annexed*, indicating their total number and value.

5. As soon as two Administrations have agreed on the number of coupons exchanged between them, each draws up and forwards to the International Bureau a statement identical with Form C 24 annexed*, indicating the debit or credit balance, if this balance exceeds 25 francs and if a special settlement has not been arranged between the two countries. At the same time, a copy of the statement C 24 is sent to the other Administration. If agreement cannot be reached within a period of six months, the creditor Administration prepares its liquidation account and forwards it to the International Bureau.

6. In the event of one only of the Administrations having furnished its statement, the entries on that statement hold good.

7. The balance, in which centimes are ignored, is included by the International Bureau in an annual liquidation account and payment is effected under the conditions prescribed in Article 163.

8. When the yearly balance between two Administrations does not exceed 25 francs, the debtor Administration is exempt from all payment.

ARTICLE 165.

Postal Identity Cards.

1. Each Administration appoints the offices or services which issue postal Identity Cards.

2. These cards are made out on forms identical with Form C 25 annexed*. These forms are furnished, at cost price, by the International Bureau.

3. At the time of application, the applicant must hand in his photograph and prove his identity. Administrations take the necessary measures to ensure that cards shall be issued only after careful inquiry into the identity of the applicant.

* Not reproduced herein.

4. The official enters the application in a register, fills up in ink and in Roman characters by hand or by typewriter, without erasure or alteration, all the particulars required by the Identity Card, affixes to it the photograph in the space indicated, affixes the postage stamp representing the charge, half on this photograph and half on the card, and cancels it by a clear impression of the date-stamp. He then makes a fresh impression of this stamp or of his official seal in such a way that it appears partly on the upper portion of the photograph and partly on the card, then repeats this impression on the third page of the card, signs the card and delivers it to the applicant after having obtained his signature.

5. When the appearance of the holder is so altered that the photograph or the description are no longer accurate, the card must be renewed.

6. Each country retains the right to issue Identity Cards relative to the international service in accordance with the rules applied to the cards in use in its inland service.

7. Administrations may add a fly-leaf to Form C 25 for the purpose of any special notes which may be required by their inland service.

ARTICLE 166.

Mails exchanged with Ships of War.

1. The establishment of an exchange of closed mails between a Postal Administration and naval divisions or ships of war of the same nationality, or between one naval division or one ship of war and another naval division or another ship of war of the same nationality, must be notified, as far as possible in advance, to the intermediate Administrations.

2. Such mails are addressed in the following form:

From the post office of
 {the (nationality) naval division of (name of the division)}
 For { at } (Country).
 {the (nationality) (ship (name of the ship) at }

or

From the (nationality) naval division of (name of the
 division) at } (Country).
 From the (nationality) ship (name of the ship) at
 For the post office of }

or

From the (nationality) naval division of (name of the
 division) at } (Country).
 From the (nationality) ship (name of the ship) at
 For {the (nationality) naval division of (name of the division)}
 { at } (Country).
 {the (nationality) (ship (name of the ship) at }

3. Mails addressed to or sent from naval divisions or ships of war are forwarded, unless specially addressed as to route, by the most rapid routes, and in the same conditions as mails exchanged between post offices.

4. The captain of a mail-packet conveying mails for a naval division or a ship of war holds them at the disposal of the commanding officer of the naval division or ship addressed, in anticipation of the latter requiring delivery *en route*.

5. If the ships are not at the place of destination when mails addressed to them arrive there, the mails are kept at the post office until fetched away by the addressee or redirected to another place. Redirection may be demanded,

either by the Postal Administration of origin, by the commanding officer of the naval division or the ship addressed, or by a Consul of the same nationality.

6. Such of the mails in question as are addressed "*Aux soins du Consul d.....*" (Care of the Consul of.....) are delivered at the Consulate indicated. At the request of the Consul they may afterwards be received back into the postal service and redirected to the place of origin or to another address.

7. Mails addressed to a ship of war are regarded as being in transit up to the time of their delivery to the commanding officer of that ship, even when they have been originally addressed to the care of a post office or to a Consul entrusted with the duty of acting as forwarding agent; they are not, therefore, regarded as having arrived at their address so long as they have not been delivered to the ship of war addressed.

ARTICLE 167.

Franking Notes. Settlement of Customs Charges, etc.

1. The settlement concerning customs charges, etc., paid out by each Administration on behalf of another is effected by means of special monthly accounts identical with Form C 26 annexed*, which are drawn up by the debtor Administration in the money of the creditor country. The franking notes are entered in alphabetical order of the offices which have advanced the amounts and in numerical order.

2. If the two Administrations concerned also participate in the parcel post service in their mutual relations, they may, in the absence of other arrangements, include in the settlements relating to parcel post franking notes those relating to the letter post.

3. The special account, accompanied by the franking notes, is forwarded to the creditor Administration not later than the end of the month following that to which it relates. A blank account is not drawn up.

4. The checking of the accounts takes place in accordance with the rules fixed by the Detailed Regulations of the Money Order Agreement.

5. The accounts are settled specially. Each Administration may, however, request that these accounts be annexed to the Money Order accounts or to the accounts C P 16 relating to postal parcels or R 5 relating to the Cash on Delivery service.

ARTICLE 168.

Forms for the use of the Public.

For the purpose of applying the provisions of Article 33, § 2, of the Convention, the following are considered as forms for the use of the public:

- C 1 (Customs label),
- C 2 (Customs Declaration),
- C 3 (Franking Note),
- C 5 (Advice of delivery),
- C 6 (Redirection Envelope),
- C 7 (Request for { withdrawal from the post
alteration of address
modification of the amount of the Trade Charge),
- C 8 (Application for a missing unregistered packet),
- C 9 (Enquiry in respect of a registered packet, etc.),
- C 22 (International Reply Coupon),
- C 25 (Postal Identity Card).

* Not reproduced herein.

ARTICLE 169.

Period of retention of Documents.

Documents relating to the international service must be preserved for a minimum period of two years, commencing from the day following that to which the documents refer.

ARTICLE 170.

Telegraphic Address.

1. For telegraphic communications exchanged between them, Administrations use the telegraphic address "Postgen" followed by the name of the city in which the central Administration is situated.

2. For communications sent to offices other than the central Administration of the country of destination, the telegraphic address must be "Postbur" followed by the name of the town to which the telegram is addressed.

PART VIII.**INTERNATIONAL BUREAU.**

CHAPTER I.

ARTICLE 171.

Congresses and Conferences.

1. The International Bureau prepares the business to be submitted to Congresses and Conferences. It undertakes the printing and distribution of the necessary documents.

2. The Director of the International Bureau attends the sittings of Congresses and Conferences and takes part in the discussions, but without the right of vote.

ARTICLE 172.

Information. Requests for modification of the Acts.

1. The International Bureau must at all times hold itself at the disposal of the Executive and Liaison Commission and of the members of the Union for the purpose of furnishing them with any information they may require upon questions relating to the service.

2. It prepares a statement of the case in connexion with requests for modification or interpretation of the regulations which govern the Union, and notifies the results of consultations.

ARTICLE 173.

Publications.

1. The International Bureau publishes, with the assistance of the documents which are put at its disposal, a special journal in the English, Arabic, Chinese, Spanish, French and Russian languages.

2. It publishes, in accordance with information furnished under the provisions of Article 181 below, an official summary of all information of general interest concerning the carrying out of the Convention and its Detailed Regulations in each country.

3. Similar summaries concerning the execution of the Agreements are published at the request of the Administrations participating in those Agreements.

4. The International Bureau also publishes from details furnished by Administrations:

- (a) a summary of information concerning the organization of the Administrations of the Union and of their internal services;
- (b) a summary of information concerning the fees charged by Administrations in their internal services;
- (c) a list of prohibited articles;
- (d) a list of mail steamship lines;
- (e) a list of kilometric distances relating to land routes;
- (f) a list of distant countries and countries treated as such;
- (g) a table of equivalents.

5. Any subsequent modifications of the various documents enumerated in §§ 2 to 4 are notified by circular, bulletin or any other suitable means.

6. The documents published by the International Bureau are distributed to the Administrations in proportion to the number of units of contribution assigned to each under Article 27 of the Convention. Any additional copies of these documents which may be applied for by Administrations are paid for separately at cost price.

7. The International Bureau is responsible for the publication of an alphabetical dictionary of all the post offices in the world, supplemented by general information, drawn up in the languages specified in § 1, and including, *inter alia*, particulars of the services in which each country participates. This dictionary is kept up-to-date by means of supplements or in any other manner which the International Bureau considers suitable. The dictionary is distributed to the Administrations in the proportion of 10 copies to each unit of contribution assigned to each under Article 27 of the Convention. Any additional copies required by Administrations are paid for separately at cost price.

8. The dictionary may be sold to the public by the International Bureau, at a commercial price to be fixed by the Bureau.

ARTICLE 174.

Annual Report.

The International Bureau makes an annual Report on its work which it transmits to the Executive and Liaison Commission for communication by the Commission to all the Administrations.

ARTICLE 175.

Official Language of the International Bureau.

The official language of the International Bureau is French.

ARTICLE 176.

International Reply Coupons. Postal Identity Cards.

The International Bureau is responsible for the manufacture of international reply coupons and postal identity cards, and supplies them to Administrations on demand.

ARTICLE 177.

Balancing and Settlement of Accounts.

1. The International Bureau is responsible for the balancing and settlement of accounts of every description relative to the international postal service between the Administrations which express their desire to avail themselves of its services. They arrange accordingly with each other and with the Bureau.
2. At the request of the Administrations concerned, telegraph accounts may also be notified to the International Bureau to be included in arriving at the balances due.
3. Each Administration retains the right to prepare at its discretion special accounts for different branches of the service, and to settle them as it thinks fit with the corresponding Administrations, without employing the medium of the International Bureau, to which it simply indicates for what branches of the service and in respect of what countries it desires the services of the Bureau.
4. Administrations which avail themselves of the services of the International Bureau for the balancing and settlement of accounts may cease to use those services three months after giving notice to that effect.

ARTICLE 178.

Preparation of Accounts.

1. When the individual accounts have been checked and agreed upon, the debtor Administrations forward to the creditor Administrations, for each class of operations, an acknowledgment, made out in francs and centimes, of the amount of the balance of the two individual accounts, indicating the subject of the credit and the period to which it relates.
2. In the absence of any understanding to the contrary, an Administration which desires, for its own accounting purposes, to have general accounts, must prepare them itself and submit them to the corresponding Administration for acceptance.
3. Administrations may agree to apply another system in their relations with one another.
4. Each Administration forwards to the International Bureau, monthly or quarterly, if special circumstances render it desirable, a statement showing the total Credit due to it on the individual accounts as well as the total of the sums which are due to it from each of the contracting Administrations; each credit appearing in this table must be supported by an acknowledgement from the debtor Administration.
5. This statement must reach the International Bureau not later than the 19th of each month or of the first month of each quarter. Failing this, it is included in the settlement of the month or the quarter following.
6. The International Bureau checks the correctness of the statements by comparing the acknowledgments. Any correction that may be necessary is notified to the Administrations concerned.
7. The Debit of each Administration to another is carried forward into a summary; the total of the amounts shown in the different columns of this summary form the total amount due from each Administration.

ARTICLE 179.

General Balance Sheet.

1. The International Bureau combines the tables and the summaries in one general balance sheet showing:

- (a) the total of the Debit and of the Credit of each Administration;
- (b) the debit or credit balance of each Administration;
- (c) the sums to be paid by the debtor Administrations and the division of the sums among the creditor Administrations.

2. As far as possible, it takes care that each Administration, in order to settle its debts, shall have to make only one or two distinct payments.

3. Nevertheless, an Administration which habitually finds a sum exceeding 50,000 francs owing to it from another has the right to claim remittances on account.

4. These remittances on account are entered, both by the creditor Administration and by the debtor Administration, at the foot of the statements to be forwarded to the International Bureau.

5. The acknowledgments forwarded to the International Bureau with the tables are classified by Administrations. They serve as the basis for preparing and settling the accounts of each of the Administrations concerned. In this settlement there must appear:

- (a) the sums relating to the special accounts concerning the different services;
- (b) the total of the sums resulting from all the special accounts relating to each of the Administrations concerned;
- (c) the totals of the sums due to all the creditor Administrations on account of each branch of the service, as well as their general total. This total must be equal to the total of the Debit which appears in the summary.

6. At the foot of the settlement account, a balance is struck between the Debit and the Credit resulting from the statements forwarded by the Administrations to the International Bureau. The net amount of the Debit or of the Credit must be equal to the debit balance or to the credit balance carried into the general balance sheet. Moreover, the settlement account indicates the Administrations to which payment must be made by the debtor Administration.

7. The settlement accounts must be forwarded by the International Bureau to the Administrations concerned not later than the 22nd of each month.

ARTICLE 180.

Payment.

1. Payment of the sums due, under a settlement account, from one Administration to another must be made as soon as possible and at the latest a fortnight after receipt of the settlement account by the debtor Administration. The provisions of Article 163, § 1, are applicable as regards other conditions of payment. The provisions of § 6 of that Article are applicable to cases on non-payment of the balance within the fixed period.

2. Debit or credit balances not exceeding 500 francs may be carried forward to the settlement of the following month, provided, however, that the Administrations concerned are in monthly communication with the International Bureau.

The amount brought forward is entered in the summaries and in the settlement accounts for the creditor and debtor Administrations. In such a case, the debtor Administration forwards to the creditor Administration an acknowledgment of the sum due, to be carried into the next statement.

ARTICLE 181.

Communications to be addressed to the International Bureau.

1. Administrations forward to each other, through the medium of the International Bureau, three complete sets of their postage stamps and of impressions of their franking machines, with an indication of the date on which postage stamps of previous issues cease to be valid.
2. They must also communicate to the International Bureau:
 - (a) the phrase that they have adopted, under the provisions of Article 106, § 4, as the equivalent of the expression "*Taxe percue*" or "*Port payé*";
 - (b) the reduced rates which they have adopted by virtue of Article 6 of the Convention, and a statement of the services to which these rates are applicable;
 - (c) particulars of the surtaxes which, by virtue of Articles 39 and 69 of the Convention, they collect to cover the cost of extraordinary services, as well as a list of the countries in respect of which these surtaxes are collected, and, if necessary, particulars of the services on which surtaxes are due;
 - (d) all relevant information concerning Customs or other regulations, as well as the prohibitions or restrictions governing the entry and transit of postal articles in their services;
 - (e) the number of Customs declarations required for packets addressed to their countries which are subject to Customs control and the language in which these declarations may be drawn up;
 - (f) information whether or not they admit articles liable to Customs duty in correspondence prepaid at the letter or sample rate;
 - (g) a list of kilometric distances concerning land routes followed in their country by transit mails;
 - (h) a list of the lines of Packets leaving their ports which are used for the conveyance of mails, indicating the routes, the distance and the duration of the voyage between the port of departure and each of the successive ports of call, the frequency of the service, and the countries to which the rates for sea transit must be paid if the Packets are used;
 - (i) their list of distant countries and countries treated as such;
 - (j) their decision as regards the option to apply or not certain general provisions of the Convention and of the Detailed Regulations;
 - (k) relevant information concerning their organisation and inland services;
 - (l) their inland postage rates.
3. Every modification of the information indicated in § 2 must be notified without delay.
4. Administrations must furnish the International Bureau with two copies of all the documents which they publish, whether relating to the inland service or to the international service.

ARTICLE 182.

Postal Statistics.

1. On the basis of information obtained by means of questionnaires which are sent to the Administrations at least four months before the beginning of the year to which they relate, the International Bureau publishes:

(a) every three years:

- 1 complete statistics of postal services, comprising five parts: I. General; II. Organisation; III. Traffic; IV. Undelivered correspondence and V. Financial result;
- 2 statistics of outward traffic in the international postal service;

(b) each intermediate year, when the publications mentioned under (a) do not appear, restricted statistics of postal services comprising only parts III. Traffic and V. Financial result.

2. Transactions which are the subject of specific record are embodied in periodical statements based upon these records.

3. With regard to all other transactions, correspondence of all kinds is counted annually without distinction between letters, postcards, commercial papers, printed papers, samples and Small Packets, and every three years, at least, the different classes of correspondence are counted. Each Administration fixes the time and duration of its counts.

4. In the interval which elapses between the special statistics, the numbers of the different classes are estimated according to the proportions given by the last special statistics.

5. The International Bureau draws up and distributes the statistical questionnaires to be filled up by each Administration. It furnishes to Administrations on application all necessary information as to the rules to be followed, in order to ensure uniformity of practice in taking the statistics.

ARTICLE 183.

Expenses of the International Bureau.

1. The ordinary expenses of the International Bureau must not exceed the sum of 500,000 francs annually.

2. The Swiss Postal Administration supervises the expenditure of the International Bureau, makes the necessary advances, and prepares the annual account, which is communicated to other Administrations.

3. The sums advanced by the Swiss Postal Administration, in accordance with § 2, must be repaid by the debtor Administrations with as little delay as possible, and at latest before the 31st of December of the year of despatch of the account. If this period is exceeded, the sums due are chargeable with interest in favour of that Administration at the rate of 5 per cent per annum from the date of the expiration of the period mentioned.

4. The countries of the Union are classified as follows, for the division of expenses:

1st class: Union of South Africa, Germany, United States of America, Argentine Republic, Commonwealth of Australia, Brazil, Canada, China, Spain, France, United Kingdom of Great Britain and Northern Ireland, India, Italy, Japan, New Zealand, Union of Soviet Socialist Republics;

2nd class: —;

3rd class: the whole of the possessions of the United States of America, Belgium, Egypt, Algeria, Indo-China, the whole of the other Overseas Territories of the French Republic and Territories administered as such, the whole of the British Overseas Territories, including the Colonies, Protectorates and Territories under Mandate or under trusteeship exercised by the Government of the United Kingdom of Great Britain and Northern Ireland, Mexico, Netherlands, Dutch East Indies, Poland, Roumania, Sweden, Swiss Confederation, Czechoslovakia, Turkey, Ukrainian Soviet Socialist Republic, Federal People's Republic of Yugoslavia;

4th class: Korea, Denmark, Finland, Hungary, Eire, Norway, Portugal. Portuguese Colonies in West Africa, Portuguese Colonies in East Africa, Asia and Oceania;

5th class: Austria, Byelorussian Soviet Socialist Republic, People's Republic of Bulgaria, Chile, Republic of Colombia, Greece, Iran, Morocco (except Spanish Zone), Morocco (Spanish Zone), Peru, Tunis;

6th class: Afghanistan, People's Republic of Albania, Bolivia, Republic of Costa Rica, Republic of Cuba, Dominican Republic, Republic of El Salvador, Ecuador, Ethiopia, Guatemala, Republic of Haiti, Republic of Honduras, Luxembourg, Nicaragua, Republic of Panama, Paraguay, Curaçao and Surinam, Siam, Eastern Republic of Uruguay, United States of Venezuela;

7th class: Kingdom of Saudi Arabia, Colony of the Belgian Congo, the whole of the Spanish Colonies, Iraq, Republic of Iceland, Lebanon, Republic of Liberia, Republic of the Philippines, Republic of San Marino, Syria, Hachemite Kingdom of Transjordan, State of the City of the Vatican, Yemen.

Final Provisions.

ARTICLE 184.

Entry into Force and Duration of the Detailed Regulations.

1. The present Detailed Regulations shall come into force on the day on which the Universal Postal Convention comes into operation.

2. They shall have the same duration as that Convention unless they are renewed by common consent between the parties concerned.

Done at Paris, the 5th of July, 1947.

(For the list of the signatory countries, see page 30)

PROVISIONS REGARDING THE CONVEYANCE OF LETTER MAILED BY AIR.

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PROVISIONS REGARDING THE CONVEYANCE OF LETTER MAI LS BY AIR.

CHAPTER I.

GENERAL PROVISIONS.

ARTICLE 1.

Classes of Correspondence eligible for Air Conveyance.

1. All the classes of correspondence indicated in Article 35 of the Convention, as well as postal money orders, accounts for collection (*valeurs à recouvrer*) and subscribers' newspapers (*abonnements-poste*), are eligible for air conveyance, for the whole or part of the journey. When so sent, the articles are called "*Correspondances-avion*" (Air Mail Correspondence) and comprise articles upon which a special air mail fee is collected (surcharged correspondence) and articles upon which such a fee is not due (unsurcharged correspondence).
2. The articles mentioned in Article 35 of the Convention may be registered and marked with trade charges to be collected on delivery.
3. Insured letters and boxes may also be conveyed by air in the relations between countries which agree to the exchange of such articles by air.
4. Surcharged Air Mail Correspondence must bear on the front, prominently indicated, the inscription "*Par Avion*" (By Air Mail) or a similar inscription in the language of the country of origin.

ARTICLE 2.

Freedom of Transit.

The freedom of transit prescribed by Article 28 of the Convention is guaranteed for Air Mail Correspondence throughout the entire territory of the Union, whether or not the intermediate Administrations take part in re-forwarding the correspondence.

ARTICLE 3.

Routing of Air Mail Correspondence.

1. The Administrations which use air communications for the conveyance of their own surcharged air mail correspondence are bound to forward, by the same means, the surcharged air mail correspondence which reaches them from other Administrations. The same applies to unsurcharged air mail correspondence on condition that the available aircraft capacity permits.
2. Administrations which have no air service forward Air Mail correspondence by the most rapid routes used for mails. The same regulation applies if, for any reason whatever, transmission by these other routes offers advantage over an existing air route.
3. Attention must be paid to any routing instructions placed on surcharged Air Mail correspondence by the senders, provided that the route is one normally used by the postal service for the journey concerned and that transmission by that route does not entail a considerable loss of time in the arrival of the article at destination.
4. Closed Air Mails must be forwarded by the route requested by the Administration of the country of origin, provided that this route is used by the Administration of the country of transit for the transmission of its own mails.

5. With a view to determine the most suitable route, the office of origin may send to the office of destination of a mail an enquiry form identical with Form AV 1 annexed; this form must be enclosed in the mail attached to the letter bill. The enquiry form, duly filled in, must be returned to the office of origin by the first air mail.

6. If, in consequence of an accident *en route*, an aircraft is unable to continue its journey and deliver the mails at the prescribed stopping places, the personnel of the aircraft must deliver the mails to the post office nearest to the place of the accident or to the office most suitable for re-forwarding the mails. In cases where they cannot do this, the office which has been informed of the accident must do what is possible to take over the mails without delay. The mails must be sent on to the offices of destination by the most rapid routes after their condition has been checked, and, if necessary, any damaged correspondence has been reconstituted.

7. The particulars of the accident and the measures taken are notified by Verification Note to the offices of destination of the mails concerned; a copy of the Verification Note is sent to the office of origin of the mails. In addition, the Administration of the country which maintains the air service must furnish by telegram to the other Administrations concerned all details relating to the fate of the mails.

ARTICLE 4.

Transmission by Air for only part of the journey.

1. In the absence of difficulties of a practical nature, the sender may request that his surcharged correspondence be forwarded by air for only part of the journey.

2. If he avails himself of this option, the sender must inscribe on his surcharged correspondence the indication, in the language of the country of origin and in the French language: "*Par avion de . . . à . . .*" (By Air Mail from . . . to . . .). At the conclusion of the transmission by air, the labels "*Par avion*" (By Air Mail) referred to in Article 24 hereafter, as well as the special indications, must be struck through officially by means of two thick transverse lines.

ARTICLE 5. (See Protocol II and III)

Rates of Postage and General Conditions for the acceptance of Air Mail Correspondence.

1. Surcharged Air Mail correspondence is prepaid, in addition to the ordinary postal charges, with a special Air Mail fee, the amount of which is fixed by the Administration of the country of origin. Subject to what is stated in § 7, the air mail fee is also payable for air mail correspondence which is exempt from postage in virtue of the provisions of Article 52, §§ 2 to 4, of the Convention.

2. In services considered as falling within Category A (Article 14, § 9, below), letters and postcards, registered or unregistered, and with, or without, Trade Charges to be collected, as well as money orders and accounts for collection (*recouvrements*) are conveyed by air without an air mail fee if the distance over which they are to be conveyed by air does not exceed 2,000 kilometres and if their delivery would be usefully accelerated thereby. Administrations inform each other of the countries for which the above-mentioned articles are conveyed by air.

3. In the services between European countries, the maximum air mail fee, if a fee is charged, is 7½ centimes per 20 grammes, irrespective of distance.

4. The maximum amounts of the air mail fee to be collected for each unit of weight of 20 grammes and for each 1,000 kilometres of air conveyance are indicated below:

DISTANCE	LETTERS, POSTCARDS MONEY ORDERS and Accounts for Collection	OTHER ARTICLES OF CORRESPONDENCE not mentioned in Col. 2
1	2	3

AIR SERVICE OF CATEGORY A

Up to 2,000 kilometres....	—	7½ centimes
Over 2,000 kilometres.....	7½ centimes	7½ centimes

AIR SERVICE OF CATEGORY B

All distances.....	15 centimes	15 centimes
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5. The air mail fees fixed in conformity with § 4 must be uniform for the whole of the territory of the country of destination, whatever route is used.

6. For articles other than letters, postcards, money orders, and accounts for collection, the air mail fees charged in accordance with the provisions of §§ 2 to 5 may be reduced to a minimum of ¼th.

7. Administrations have the option of charging no air mail fee for transmission by air, provided that information is given to the country of destination and previous agreement is reached with the transit countries.

8. The air mail fees must be paid before despatch.

9. The air mail fee for a reply-paid postcard is collected for each half separately, at the point of departure of each of these halves.

10. Air Mail correspondence is prepaid in the manner laid down in Articles 50 and 51 of the Convention. However, without regard to the class of correspondence, the prepayment may be represented by a manuscript note, in figures, of the amount collected, expressed in the currency of the country of origin in the form, for example: "*Taxe perçue:* Dollars cents" (Amount collected: Dollars cents). This indication may appear either in a special stamp impression or on an adhesive stamp or special label, or simply be inscribed on the address side of the article by any method whatever. In all cases, the indication must be supported by an impression of the date-stamp of the office of origin.

ARTICLE 6.

Unpaid or insufficiently prepaid Air Mail Correspondence.

1. In the case of entire absence of prepayment, Air Mail correspondence is treated in conformity with the provisions of Articles 37 and 38 of the Convention. Articles on which the prepayment of postage is not compulsory before despatch are transmitted by ordinary routes.

2. In the case of insufficient prepayment, surcharged Air Mail correspondence is transmitted by air if the charges prepaid represent at least the amount of the Air Mail fee. Administrations of origin have the option of forwarding this correspondence by air when the charges prepaid represent at least 25 per cent of the amount of the Air Mail fee.

3. The provisions of Article 38 of the Convention apply as regards the collection of postal charges not prepaid at the time of despatch.

4. When the articles mentioned in § 2 are forwarded by ordinary route, the office of posting or the office of exchange must strike through with two thick transverse lines the Air Mail label and all notes relating to transmission by Air Mail and indicate briefly the reasons for the transmission by the ordinary route.

ARTICLE 7.

Delivery of Air Mail Correspondence.

1. Air Mail correspondence is delivered with the utmost rapidity possible and must at least be included in the first delivery which follows its arrival at the office of delivery.

2. The senders have the right to request delivery by special messenger, immediately after arrival, on prepayment of the special express fee prescribed by Article 47 of the Convention. This applies only in the case of services between countries which have organized the express delivery service in their reciprocal relations.

3. When the regulations of the country of destination permit, the addressees may request the delivering office to deliver Air Mail correspondence to their address immediately on its arrival. In this case, the Administrations of destination are authorized to collect, on delivery, a special fee which may not exceed the express fee prescribed by Article 47 of the Convention.

4. On payment of a supplementary charge, Administrations may, after agreement, effect delivery by special means, in particular by the use of pneumatic tubes.

ARTICLE 8.

Redirection and Return of Air Mail Correspondence.

1. Air Mail correspondence addressed to persons who have changed their address is forwarded to the new address by the means of conveyance normally used, unless the addressee has expressly asked for redirection by Air Mail and has paid in advance to the redirecting office the Air Mail fee for the new transmission. Undeliverable correspondence is returned to origin by the route normally used.

2. If the redirection or return of surcharged Air Mail correspondence takes place through ordinary postal channels, the Air Mail label "*Par Avion*" and all indications relative to transmission by air must be struck through officially by means of two thick transverse lines.

CHAPTER II.

REGISTERED ARTICLES AND INSURED ARTICLES.

ARTICLE 9.

Registered Articles.

Registered articles upon which a special Air Mail fee has been collected are subject to the postage charges and general conditions of acceptance prescribed by the Convention. They must be prepaid, in addition, with the same Air Mail fees as ordinary articles.

ARTICLE 10.

Advice of Delivery.

Each Administration is entitled to take into account the weight of the advice of delivery form in calculating the Air Mail fee.

ARTICLE 11.

Responsibility.

Postal Administrations accept, for registered articles sent by Air Mail, the same responsibility as for other registered articles.

ARTICLE 12.

Insured Articles.

1. Administrations which admit insured articles to conveyance by Air Mail are authorized to collect on account of those articles a special insurance fee of which they fix the amount. The total of the ordinary insurance fee and of the special fee must not exceed double the limit fixed by Article 3, (c), of the Agreement concerning insured letters and boxes.

2. So far as concerns insured articles sent in closed mails through the territory of countries which are not parties to the Agreement concerning insured articles, or transmitted by air services for which the countries in question do not accept responsibility for insured articles, the responsibility of these countries is limited to that prescribed for registered articles.

CHAPTER III.

ALLOCATION OF AIR MAIL FEES. RATES FOR CONVEYANCE.

ARTICLE 13.

Allocation of Air Mail Fees.

Each Administration keeps the whole of the Air Mail fees which it has collected.

ARTICLE 14. (See Protocol I)

Rates for Air Conveyance of Closed Mails.

1. The provisions of Article 67 of the Convention, concerning transit rates, apply only to the land or sea transport, if any, of Air Mail correspondence.

2. The charges for air conveyance of Air Mail correspondence despatched in closed mails are borne by the Administration of the country of origin.

3. Each Administration which undertakes the conveyance of Air Mail correspondence by air as an intermediary is entitled, on this account, to be credited with conveyance charges. These charges are calculated according to the actual length of the lines over which the mail or the articles have been conveyed. If the aircraft makes a call at several airports, the credit is due as far as the airport at which the unloading takes place.

4. Conveyance charges must also be credited for conveyance within the country of destination. These credits must be uniform for all the services performed in the internal system; they are calculated according to the mean distance of all the internal routes used and their importance for international traffic.

5. The rates for conveyance applicable to the same air service are uniform for all Administrations which use this service without sharing in the working expenses.

6. Apart from the exceptions allowed in §§ 7 and 8 below, the air conveyance charges are payable to the postal Administration of the country in which is situated the airport at which the mails are taken over by the air service.

7. The Administration which hands to an air transport undertaking mails intended for conveyance successively by several distinct air services may, if it has agreed with the intermediate Administrations, pay directly to that undertaking the conveyance charges for the whole route. The intermediate Administrations have, for their part, the right to demand the application pure and simple of the provisions of § 6.

8. As an exception to the provisions of §§ 6 and 7, each Administration which maintains an air service has the right to collect direct from each Administration which uses that service the conveyance charges applicable to the whole of the route.

9. The basic tariffs to be applied to the settlement of accounts between Administrations in respect of air transport are fixed, per kilogramme of gross weight and per kilometre, as follows:

(a) European air service and other services of which the expenses of operation are similar (Category A): 3 millièmes of a franc as a maximum;

(b) Services of which the maintenance entails higher costs (Category B): 6 millièmes of a franc as a maximum.

10. The tariffs specified in § 9 are applied proportionately to fractions of a kilogramme. Mails or correspondence conveyed in the internal service of countries of destination are subject to the tariff applicable to services in Category A, unless the countries concerned have mutually agreed not to claim any credit in respect of this conveyance.

11. The rates for conveyance mentioned above are due also for correspondence exempt from transit charges. Mails or correspondence mis-sent or diverted are considered, as regards the payment of charges for conveyance, as if they had followed their normal route. However, for the conveyance of mails to be reforwarded by services in Category B, the intermediate Administration may demand the reimbursement of the conveyance charges. The accounting for air transport charges is then effected in accordance with Article 21, §§ 1 and 3, of the Provisions.

12. The Administrations of the countries flown over have no right to payment for mails conveyed by air over their territory.

ARTICLE 15.

Rates for Conveyance à découvert of Air Mail Correspondence.

1. The charges for conveyance of Air Mail correspondence which is exchanged *à découvert* between two Administrations must be calculated in accordance with the provisions of Article 14, §§ 1 to 5 and 9 to 11. Nevertheless, when the territory of the country of destination of such correspondence is served by a line with several places of call in the territory, the charges for conveyance are calculated on the basis of a mean tariff taking into account the weight of the mail discharged at each place of call.

2. In order to determine the charges for conveyance, the net weight of these articles is increased by 10 per cent.

3. The Administration which despatches Air Mail correspondence in transit *à découvert* to another Administration must pay to that Administration all the charges due in respect of subsequent air conveyance.

CHAPTER IV.

INTERNATIONAL BUREAU.

ARTICLE 16.

Communications to be Addressed to the International Bureau and to Administrations.

1. Administrations must communicate to the International Bureau, on forms which are sent to them by the Bureau, full information concerning the operation of the air mail service. This information includes especially:

(a) Particulars of internal and international air lines which are at the disposal of the other Administrations for the conveyance of air mail correspondence in closed mails and *à découvert* (number and route, length in kilometres, average distances for internal air lines calculated in accordance with Article 14, § 4, services in category A or B, company, etc.);

(b) The rate per kilogramme for conveyance due from the Administrations making use of these lines;

(c) The air mail fees charged by each Administration for the different categories of air mail correspondence and for the several countries;

(d) The decisions of each Administration regarding the option of applying, or not, certain provisions concerning the conveyance of letter mails by air.

2. The International Bureau publishes once a year, in the month of June, from the particulars thus obtained, a general list of information concerning Air Mail services, which is distributed to Administrations. Any modification to be made in the information furnished or in the general list must be communicated without delay to the International Bureau by Air Mail.

3. The International Bureau is also responsible for the preparation and distribution of maps indicating the internal and international Air Mail lines of all countries, as well as a list showing the time-tables of the internal and international air lines of each country and the latest time at which aircraft should reach the airports in order that the mails may be included in the deliveries of the same day.

4. Modifications of the publications mentioned in §§ 2 and 3 are communicated to Administrations by means of supplements.

5. Independently of the foregoing, Administrations may agree between themselves to communicate directly to each other, before the period to which each time-table relates, and on a provisional basis, particulars and time-tables of the air lines in which they are specially interested.

6. Administrations which utilize air communications for the conveyance of their own ordinary mails must inform the other Administrations of the Union accordingly through the intermediary of the International Bureau, informing them at the same time of the date from which the services are utilized, the connexions opened up, as well as any changes which take place.

CHAPTER V.

ACCOUNTING. SETTLEMENT OF ACCOUNTS.

ARTICLE 17.

Statistics.

1. Except when circumstances justify arrangements to the contrary, the general accounting for the charges for air conveyance is based on statistical returns taken in the seven days which follow the 14th of May and the 14th of

November in each year. The data obtained from the May statistics form the basis for the payments due for the months of May to October; those obtained from the November statistics form the basis for the months of November to April.

2. The statistics relating to services which are not in operation during the regular statistical periods are taken after agreement between the Administrations concerned.

3. As regards services in Category B, the Administration responsible for the conveyance by air has the right to demand that the settlement of accounts shall take place, monthly or quarterly, on the basis of the gross weight of the mails or of the net weight increased by 10 per cent. of articles sent *à découvert* actually conveyed during the period in question. In this case, the provisions of Articles 19, 21 and 22 hereafter, are applied to the verification of the weights and to the preparation of the accounts, it being understood that the statements AV 3 and AV 4, based upon the date of despatch indicated by the office of origin, must be drawn up monthly for all the air services performed.

ARTICLE 18.

Make-up of Ordinary or Air Mails during Air Mail Statistical Periods.

The provisions of Article 153 of the Detailed Regulations of the Convention are not applicable to the half-yearly statistics for calculating the charges for conveyance by air. However, during these statistical periods, the labels or addresses of mails containing Air Mail correspondence must be conspicuously marked "*Statistique-avion.*"

ARTICLE 19.

Establishment of the Weight of Air Mails and Air Mail Correspondence.

1. During the statistical periods, the date of despatch, the gross weight and the number of the mail are entered on the label or outer address of the mail. The enclosure of one Air Mail in another mail of the same kind is forbidden.

2. If letters and postcards, as well as "other articles" are included in a mail conveyed on routes for which reduced charges for conveyance apply to "A.O.", the weight of each of the two categories must be shown, in addition to the total weight, on the label or on the outer address of the mail. In this case, the weight of the exterior packing (bag or packet) is added to the weight of the "other articles." Where a collective bag (*sac-collecteur*) is used, the weight of this bag is ignored.

3. If correspondence *à découvert*, intended for onward transmission by air, is included in an ordinary or Air Mail, it must be made up into a special bundle labelled "*Par Avion*" accompanied by statements identical with Form AV 2 annexed*, one for unregistered correspondence and another for registered correspondence. The weight of transit correspondence forwarded *à découvert* is shown separately for each country of destination or group of countries for which the conveyance charges are uniform. In the relations between countries which have agreed not to claim any credit on account of reforwarding by air in their internal service, the weight of *à découvert* correspondence for the country of destination itself is not shown. The letter bill is headed "*Bordereau AV2.*" Transit countries are entitled to request that special statements AV 2 shall be used which show, in a fixed order, the most important countries and air lines. When the accounting for the charges for air conveyance is not based on statistical returns (services in Category B, exceptional circumstances) the statements AV 2 must be numbered specially in a continuous annual series.

* Not reproduced herein.

4. These entries are checked by the office of exchange of destination. If that office finds that the actual weight of the mail differs by more than 100 grammes and the weight of the *à découvert* correspondence by more than 20 grammes from the weight advised, it corrects the label or the statement AV 2 and notifies the error immediately to the despatching office of exchange by means of a verification note. In the case of closed mails, a copy of this verification note is sent to each intermediate Administration. If the differences in weight ascertained are within the above-mentioned limits, the entries of the office of despatch are accepted as valid.

5. The absence of a statement AV 2 does not justify a transit country in re-forwarding Air Mail correspondence by surface route. Onward transmission by air must be ensured. If necessary, a statement AV 2 is prepared officially and the irregularity forms the subject of a note C 14 to the office of origin.

ARTICLE 20.

List of Closed Air Mails.

As soon as possible, and, in every case, within a period of one month after each statistical period, the Administrations which have despatched closed Air Mails send, on an adapted form C 18, a list of these mails to the different Administrations whose air services they have used, including, if necessary, the Administration of destination.

ARTICLE 21.

Accounting for Air Conveyance Charges on the Basis of Statistics.

During the statistical periods, the intermediate Administrations take note, in a statement in accordance with Form AV 3 annexed*, of the weights shown on the labels or outer addresses of the Air Mails that they have re-forwarded by air, either in their internal services, or beyond the frontier of their countries. As regards *à découvert* Air Mail correspondence which reaches them from other Administrations and which they re-forward by air, a statement, in accordance with Form AV 4 annexed*, is drawn up from the particulars given on the statements AV 2. Air Mail correspondence contained in ordinary mails is subject to the same procedure. Separate statements are drawn up for each office of exchange despatching Air Mails or *à découvert* Air Mail correspondence.

2. The Administrations of destination which undertake the re-transmission of Air Mails or of Air Mail correspondence by air in their internal service proceed in the same manner.

3. As soon as possible, and, at the latest, three weeks after the close of the statistical operations, the statements AV 3 and AV 4 are forwarded in duplicate to the despatching offices of exchange for acceptance. These offices, after having accepted the statements, forward them, in their turn, to their central Administration, which returns one copy to the central creditor Administration.

4. If the creditor Administration has received no notice of amendments within an interval of two months reckoning from the date of despatch, the statements are regarded as fully accepted. In the case of distant countries, this period is extended to three months.

* Not reproduced herein.

ARTICLE 22.

Accounting for Air Conveyance Charges.

1. The gross weight of mails and the net weight increased by 10 per cent. of *à découvert* correspondence shown in statement AV 3 or AV 4 are multiplied by a figure corresponding to the frequency of the summer and winter services, and the products thus obtained serve as the basis of special accounts prepared on a form identical with Form AV 5 annexed*, and determining in francs the conveyance payments accruing to each Administration for the current half-year.

2. The duty of preparing these accounts devolves on the creditor Administration which forwards them to the debtor Administration.

3. The special accounts are prepared in duplicate and forwarded to the debtor Administration as soon as possible. If the creditor Administration has received no notice of amendments within an interval of two months reckoning from the date of despatch, this account is regarded as fully accepted. In the case of distant countries, this period is extended to three months.

ARTICLE 23.

General Account.

In the absence of any understanding to the contrary between the Administrations concerned, the general account of air conveyance charges is prepared twice a year by the International Bureau in accordance with the regulations fixed for the account relating to transit charges.

CHAPTER VI.

MISCELLANEOUS PROVISIONS.

ARTICLE 24.

Special marking of Air Mail correspondence.

Surcharged Air Mail correspondence has affixed on despatch a special label or stamp impression in blue, bearing the words "*Par avion*" (By Air Mail) and optionally with a translation in the language of the country of origin.

ARTICLE 25.

Special Marking of Air Mails.

1. When Air Mail correspondence necessitates the making-up of separate mails, the latter must be enclosed in blue covers, or in bags either entirely blue or bearing wide blue bands.

2. The Administrations concerned agree as to the special indication to be placed on the labels of the closed mails containing unsurcharged Air Mail correspondence.

ARTICLE 26.

Method of despatching Air Mail correspondence.

1. The provisions of Articles 145, § 2(a) and 147 of the Detailed Regulations of the Convention apply, by analogy, to Air Mail correspondence included in ordinary mails. The labels of the bundles must bear the annotation "*Par Avion*."

* Not reproduced herein.

2. In the case of the inclusion of registered Air Mail correspondence in the ordinary mails, the note "*Par Avion*" (By Air Mail) must be made in the space prescribed in § 3 of Article 147 for the note "*Exprès*" (Express).

3. In the case of insured Air Mail correspondence included in the ordinary mails, the note "*Par Avion*" (By Air Mail) is made in the "Observations" column or the despatch lists against the respective entries.

4. Transit Air Mail correspondence forwarded *à découvert* in an air mail or in an ordinary mail, and which is to be re-forwarded by air by the country of destination of the mail, is made up into a special bundle labelled "*Par avion*."

5. The country of transit may request the formation of special bundles according to the country of destination. In this case, each bundle is provided with a label bearing the note "*Par avion pour . . .*".

ARTICLE 27

Air Mail Way Bill and Delivery Bill.

1. The mails to be handed over at an airport are accompanied by a yellow way bill (*bordereau de chargement*) and by a white delivery bill (*bordereau de livraison*) identical with Forms AV 6 and AV 7 annexed*.

2. A copy of the way bill signed by the representative of the air company is retained by the office of despatch; a second copy, handed to the pilot, accompanies the mails.

3. A delivery bill, prepared for each call on the air route, is inserted in a cover with compartments, of which the first is reserved for the postal way bills, and the others, one for each call, for the delivery bills for each call.

ARTICLE 28.

Transfer of Air Mails.

In the absence of agreement to the contrary between the administrations concerned, the transfer at the same airport, in course of transmission, of mails conveyed successively by several distinct air services is performed by the Administration of the country in which the transfer takes place. This rule does not apply when the transfer takes place between aircraft performing successive stages of the same service.

ARTICLE 29.

Notes to be made on the Letter Bills, Despatch Lists and Labels of Air Mails.

The letter bills and the despatch lists which accompany Air Mails must bear an Air Mail label "*Par avion*", or the stamp impression mentioned in Article 24, at the head. The same label or stamp impression is affixed to the labels or addresses of these mails. The serial number of the despatch must be shown on the labels or addresses of these mails.

ARTICLE 30.

Customs Clearance of Correspondence liable to Customs Duty.

The Administrations take steps to accelerate as much as possible the clearance through the Customs of Air Mail correspondence liable to Customs duty.

* Not reproduced herein.

ARTICLE 31.

Return of empty Air Mail bags.

1. Air Mail bags must be returned empty to the Administration of origin by surface route. When they number at least ten, a special mail is formed between Air Mail offices of exchange designated for this purpose; these mails are labelled "Sacs vides" (Empty bags) and numbered in an annual series. The letter bill shows the number of bags returned to the country of origin.

2. The provisions of §§ 5 and 6 of Article 151 of the Detailed Regulations of the Convention are applicable to empty Air Mail bags.

ARTICLE 32.

Application of the provisions of the Convention and Agreements.

The provisions of the Convention and Agreements, and their Detailed Regulations, except the Parcel Post Agreement and its Detailed Regulations, are applicable as regards everything which is not expressly provided for in the preceding Articles.

ARTICLE 33.

Entry into Force and Duration.

1. The present provisions shall come into force on the day on which the Convention comes into operation.

2. They shall have the same duration as that Convention, unless they are renewed by common consent between the parties concerned.

Done at Paris, the 5th of July, 1947.

(For the list of the signatory countries, see page 30)

FINAL PROTOCOL OF THE
PROVISIONS REGARDING THE CONVEYANCE
OF LETTER MAILS BY AIR.

**FINAL PROTOCOL OF THE
PROVISIONS REGARDING THE CONVEYANCE
OF LETTER MAILS BY AIR**

CONVENTION

TABLE OF CONTENTS

- L. Rates for air conveyance of closed mails.
- II. Right of reducing the unit of weight for air mail correspondence.
- III. Exceptional air mail fees.

THE AMERICAN AND SPAIN
AND RESTRICTIONS

1. Exceptionally, Administrations have the right to apply to the Air Mail correspondence mentioned in Article 5, § 2, a special Air Mail fee which must not exceed 75 centimes per 200 grammes or 4,000 Kilogrammes.

2. European Administrations exercising the right prescribed in § 1 which, owing to the geographic situation of their country, experience difficulty in adopting a uniform Air Mail fee for the whole of Europe are authorized to collect fees proportionate to the distances, in accordance with the provisions of Article 5, § 1.

3. This right is also reserved to the other European countries for their traffic with the countries referred to in § 2.

4. Owing to the special geographical situation of the U.S.S.R., the Administration of that country reserves the right to apply a uniform Air Mail fee throughout the whole territory of the U.S.S.R. for all the countries of the world. This fee shall not exceed the actual expenditure for the conveyance of the correspondence by air.



Done at Paris, the 5th of July, 1925

(For the list of the signatory countries, see page 30)

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FINAL PROTOCOL OF THE PROVISIONS REGARDING THE CONVEYANCE OF LETTER MAI LS BY AIR.

I.

Rates for Air Conveyance of Closed Mails.

Exceptionally, Administrations have the right, subject to notification accordingly being given to the Administrations concerned, to apply the tariffs applicable to Category B to each section of their inland air service.

II.

Right of reducing the unit of weight for Air Mail correspondence.

Where the system of weights permits, Administrations have the right to adopt a unit of weight less than that of 20 grammes prescribed by Article 5. In this case, the fee is fixed according to the unit of weight adopted.

III.

Exceptional Air Mail Fees.

1. Exceptionally, Administrations have the right to apply to the Air Mail correspondence mentioned in Article 5, § 2, a special Air Mail fee which must not exceed $7\frac{1}{2}$ centimes per 20 grammes per 1,000 kilometres.

2. European Administrations exercising the right prescribed in § 1 which, owing to the geographic situation of their country, experience difficulty in adopting a uniform Air Mail fee for the whole of Europe are authorised to collect fees proportionate to the distances, in accordance with the provisions of Article 5, § 4.

3. This right is also accorded to the other European countries for their traffic with the countries referred to in § 2.

4. Owing to the special geographical situation of the U.S.S.R., the Administration of that country reserves the right to apply a uniform Air Mail fee throughout the whole territory of the U.S.S.R. for all the countries of the world. This fee shall not exceed the actual expenditure for the conveyance of the correspondence by air.

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