



OPERATIONS AND TECHNOLOGY COMMITTEE
PAPU/OTC/SCG/01/2022 - Doc No.02

SUPPLY CHAIN WORKING GROUP
9th JUNE 2022 (VIRTUAL)

SUPPLY CHAIN WORKING GROUP TERMS OF REFERENCE (ToRS)

Subject Terms of Reference for the Supply Chain Working Group 2022-2025	References/Paragraphs Operations and Technology Committee (OTC) Report, February 2022
Decision expected Note the ToRs of the Working Group	

1.0 INTRODUCTION

The Supply Chain Working Group was created to deliberate on matters relating to the mail supply chain including collaboration with various stakeholders. The matters include among others: Customs, Security, Mail Transportation, Quality of Service and compliance with UPU standards in mail exchange.

At its inaugural meeting held from 15th to 17th February 2022, the Operations and Technology Committee (OTC) adopted the terms of reference for the Supply Chain Working Group (SCG).

2.0 TERMS OF REFERENCE (TORS)

The terms of reference are as below:

- i. Champion quality of service improvement in international mail circulation in line with customer expectations and international standards;
- ii. Conscientize Member States to comply with customs, security, transport and aviation rules and regulations in the postal business;
- iii. Facilitate compliance with standards in the mail value chain including the following:
 - a. Inbound Quality of service standards;
 - b. E2E international mail standards;

- c. Security (S58, S59) standards;
 - d. Quality of service certification.
- iv. Share information and experience on developments at UPU/IATA, UPU/ICAO, UPU/WCO, AFRAA and other stakeholders, to keep Member States abreast of the international best practices in the postal industry;
- v. Encourage the signing of Service Level Agreements (SLAs) with national airlines, customs and other partners in the mail supply chain;
- vi. Encourage the exchange of Electronic Advance Data (EAD) with supply chain stakeholders like airlines, customs authorities, security agents, etc., in line with UPU regulations;
- vii. Facilitate capacity building of postal staff on various aspects of the mail conveyance value chain to include:
 - a. International mail handling;
 - b. Quality of service;
 - c. Mail security and compliance with security standards;
 - d. Customs requirements and regulations;
 - e. Exchange of electronic data.

3.0 DECISION

The Working Group is called upon to take note and familiarize with the terms of reference to guide its work.