



PAPU/AC/PRC/02/2022 – Doc No 3

**POLICY AND REGULATION COMMITTEE (PRC)**  
**4th-6th July 2022 Democratic Republic of Congo (DRC)**

<b>1. Subject</b> Policy and Legal Harmonization Working Group Report	<b>References/Paragraphs</b> Report of the Policy and Regulation Committee (PRC) meeting held from 22 <sup>nd</sup> to 24 <sup>th</sup> February 2022
<b>2. Decision Expected</b> <ul style="list-style-type: none"><li>• Adopt the Working Group Report;</li><li>• Approve the Action Plan for the Working Group;</li><li>• Consider Recommendations of the Working Group.</li></ul>	

## **1.0 INTRODUCTION**

Following the establishment of the Regulation Development Working Group by the Policy and Regulation Committee during its meeting which was held from 22<sup>nd</sup> to 24<sup>th</sup> February 2022, the Working Group held its inaugural meeting virtually on 22<sup>nd</sup> June 2022. During the meeting, issues on the agenda were discussed and deliberated on as indicated below.

## **2.0 THE MAIN ISSUES TABLED AND DISCUSSED**

The following salient issues were deliberated on during the meeting:

- Terms of Reference of the Working Group;
- Administrative Council Membership
- Consideration and adoption of the Working Group Action Plan;

## **3.0 REPORT SUBMISSION**

The detailed report for the meeting of the Working Group is annexed herewith.

## **4.0 DECISIONS EXPECTED**

The Committee is expected to:

- Adopt the Report;
- Approve the Action Plan of the Working Group;
- Consider Recommendations of the Working Group.



## **POLICY AND LEGAL HARMONIZATION WORKING GROUP VITRTUAL MEETING REPORT**

**20<sup>TH</sup> JUNE 2022**

### **1.0 INTRODUCTION**

The Policy and Legal Harmonization Working Group virtual meeting was held on 20<sup>th</sup> June 2022 from 08:00 GMT.

### **2.0 REMARKS**

#### **2.1 Welcome Remarks by the Chairman**

The Chairperson, Mr. Kennedy Dewera, Director Postal, Courier Services and Universal Services Fund at POTRAZ, Zimbabwe welcomed all participants to the meeting and expressed gratitude for the honour bestowed on his Country, Zimbabwe, and to himself, for the opportunity to Chair this important meeting. He stressed that it being the first meeting for the Working Group it sets the tone for all its future work as it lays the foundation for brainstorming and making clear cut recommendations for the Principals to make sound decisions for the Union. Furthermore, he intimated that the Working Group looks forward to the General Secretariat for proper guidance on the way forward in its quest to helping Member States to review the various statutes of the Union as well as UPU Acts. He called upon participants to actively and freely participate in the meeting while contributing positively to the deliberations.

#### **2.2 Opening Remarks by the PAPU Secretary General**

The Secretary General, Mr. Sifundo Chief Moyo thanked the Chairman for his elaborate opening remarks. He also thanked the Delegates for their massive registration and indicated that this Working Group was a key organ in the Governance Structures of the Union. Furthermore, he gave a brief background to PAPU's creation whose origins were through a legal process and, so, it was right and proper for the Union to have an organ within the Union Structures which will be guiding it on legal matters; hence the creation of this working Group in February 2022 in Nairobi, Kenya.

### **3.0 CONFIRMATION OF BUREAU**

The Working Group's Bureau was established as follows:

- Chairperson: Zimbabwe;
- 1<sup>st</sup> Vice Chair: Eswatini;
- 2<sup>nd</sup> Vice Chair: Benin ;
- Rapporteurs : Tanzania and Burkina Faso;

- Secretariat: PAPU General Secretariat.

## 4.0 Participation

### 4.1 Member States

24 Member States participated during the meeting as follows: Algeria; Benin; Burundi; Cameroon; Chad; Congo; Congo Dem Rep; Côte d'Ivoire; Egypt; Eswatini; Malawi; Mali; Morocco; Mozambique; Nigeria; Senegal; Sierra Leone; South Africa; Sudan; Tanzania; Togo; Tunisia; Uganda and Zimbabwe.

### 4.2 PAPU General Secretariat

The PAPU Secretary General, Mr. Sifundo Chief Moyo and the Assistant Secretary General, Mrs. Jessica Hope Ssengooba were also in attendance.

The detailed list of participants is attached to the report as **Annex 1**.

## 5.0 ADOPTION OF THE AGENDA

The General Secretariat presented the draft agenda vide document number **PAPU/PRC/PLG/01/2022 - Doc No.01** which was adopted as presented after Eswatini moved the motion and was seconded by Benin.

The agenda is attached to this report as **Annex 2**.

## 6.0 RECAP OF THE TERMS OF REFERENCE (ToRS) FOR THE TASK FORCE

6.1 **The** General Secretariat tabled the Terms of Reference (ToRs) for the Working Group which were approved by the Policy and Regulation Committee at its inaugural meeting held in hybrid format from 22<sup>th</sup> to 24<sup>th</sup> February 2022 in Nairobi, Kenya via document number **PAPU/PRC/PLG/01/2022 - Doc No.02**.

6.2 **The** ToRs, were presented for noting, consideration and guidance to the work of the Working Group and were adopted with the following amendments stemming from matters referred from the Committee and discussed under Agenda item

- Rules of Procedure of Administrative and Technical Committees to cover harmonization of rules across the PAPU bodies and other legal questions;
- Handover/Takeover Framework for Elected Officials.

The ToRs are attached to this report as **Annex 3**.

## 7.0 CONSIDERATION AND ADOPTION OF WORKING GROUP ACTION PLAN

The Action Plan for the Working Group for the period 2022-2025 was presented by the General Secretariat vide document **PAPU/PRC/PLG/01/2022 - Doc No.03**. The working Group advised the General Secretariat that deliverables for the Policy and Legal Working Group should be separated from those that are for the Regulation Working Group to ensure efficiency. The Working Group adopted the Action Plan with some amendments which are

contained in the revised Action Plan which is attached to this report as **Annex 4** for approval by the Policy and Regulation Committee.

## 8.0 CONSTITUTION OF THE PAPU ADMINISTRATIVE COUNCIL MEMBERSHIP

The General Secretariat presented document number **PAPU/PRC/PLG/01/2022 - Doc No.04 (whose notes are attached to this document as Annex 5)** highlighting the background, the processes and the outstanding matters on the Membership to PAPU Administrative Council as follows:

### 8.1 Background

- 8.1.1 During each Ordinary Session of the Plenipotentiary Conference, the Administrative Council's Membership composition is constituted based on an equitable geographical distribution.
- 8.1.2 Pursuant to Article 2(10) of the Detailed Regulations of the Convention, the Plenipotentiary Conference shall elect members of the Administrative Council composed of 25 Member States, distributed on a pro-rata basis according to the African Union's geographical regions.
- 8.1.3 By a circular dated 20th March 2020, the Secretary General reminded Member States of the new statutory requirements on membership of the Council and urged them to conduct consultations within their respective sub regional organizations with a view to coming up with lists of representatives adopted by consensus. A reminder was sent on 22 April 2021.
- 8.1.4 By Decision No. 05/PAPU/PC/X/2021 of the Plenipotentiary Conference, meeting during its 10th Ordinary Session from 24 to 25 June 2021 in Victoria Falls, Zimbabwe, the new geographical distribution of seats on the Administrative Council was adopted as follows: 05 for East, 07 for West, 04 for Central, 06 for Southern and 03 for North.
- 8.1.5 The process of constituting the Administrative Council was conducted in several phases i.e by passing through the following PAPU organs:
  - a) The Policy, Strategy and Governance Committee Report;
  - b) The Credentials Committee Report;
  - c) The Plenipotentiary Conference;
  - d) Extraordinary Session of the Administrative Council, 1<sup>st</sup> July 2021.
- 8.1.6 The Plenipotentiary Conference elected the following members to the Administrative Council:
  - **Central:** Cameroon and Burundi (**Vacancies X 2**)
  - **East:** Ethiopia, Kenya, Madagascar, Sudan and Tanzania. (**No vacancies**)
  - **North:** Algeria and Tunisia, (**Vacancies X 1**)
  - **West:** Burkina Faso, Côte d'Ivoire, Niger, Nigeria and Senegal (**Vacancies X 2**)
  - **Southern:** Botswana, Eswatini, Malawi, Namibia, Zambia and Zimbabwe. (**No vacancy**)
- 8.1.7 The meeting was advised that some Members were excluded from consideration for Administrative Council positions for the following reasons:
  - Mali because of suspension from the AU pursuant to press release **No. PSC/PR/COMM. (1001(2021))** of 01/06/2021 by the Peace and Security Council of the African Union

- Morocco due to outstanding mandatory contributions.
- Ghana to be considered subject to regularizing its financial status and paying its mandatory contributions.

#### 8.1.8 The meeting was also advised of other cases as follows

- Benin- By letter of 30/06/2021 to the PAPU General Secretariat, Benin expressed interest in vying for the vacant Council slot allocated to West Africa for the 2021/22 to 2024/25 financial year. However, its letter only arrived after Council Members had already been elected on 25/06/2021 in Victoria Falls, Zimbabwe. Its case was to be tabled at the 10<sup>th</sup> Extraordinary Session of the Administrative Council, 1<sup>st</sup> July 2021 which was aborted due to power failure in Arusha and was never reconvened
- The Democratic Republic of Congo (DRC)- DRC expressed interest to become a member of the Administrative Council during the signing Ceremony of the MoU to host the 40<sup>th</sup> Ordinary Session of the Administrative Council in May, 2022. They promised to send official communication and indicated that they will have regularized their financial status through payments by the time they host the 40<sup>th</sup> Administrative Council Meetings

## 8.2 THE WORKING GROUP'S ASSESSMENT ON EACH CASE

The Working Group discussed the matter of the vacant positions on a case-by-case basis as indicated below:

- 8.2.1 **Mali-** as per the Credentials Committee Recommendation, Mali remains excluded from being a Member of the Administrative Council in line with the African Union's decision. The Mali delegate insinuated that PAPU as a postal body has to respect the State and not meddle in political decisions made elsewhere. He however could not give a status update on the Mali case. The delegate however accepted to provide a paper clarifying Mali's views on the matter for consideration by the Working Group. The General Secretariat was requested to solicit for an update from Mali which would form the basis for a recommendation to the Policy and Regulation Committee meeting which will be held in July, 2022 in DRC;
- 8.2.2 **Morocco-** in line with the approved Credentials Committee Recommendation, Morocco is still sanctioned due to the outstanding debts with the Union. Morocco advised that they were in liaison with the General Secretariat on the matter and that processes were in motion in their country to resolve the matter. General Secretariat was requested to furnish the chronology of events and current status so that the Working Group should consider and recommend on the way forward;
- 8.2.3 **Ghana-** The Member is still not up-to-date in its financial contributions. The Working Group's recommendation was that the provisions of the PAPU Acts should apply. Thus, Ghana could not take up any elective position including the Membership of the Administrative Council unless they are paid up in line with the provisions of the PAPU Acts;
- 8.2.4 **Benin-** Benin is financially qualified, as it is up-to-date in its mandatory contributions, her request to be a Member of the Administrative Council is permissible. To this end, the Working Group will recommend to the Policy and Regulation Committee to admit Benin as a member of the Administrative Council representing West Africa region for the Cycle;

- 8.2.5 **The Democratic Republic of Congo- DRC** is not up-to-date in its financial contributions. The Working Group's stance was that the provisions of the PAPU Acts should apply. Thus, DRC could not take up any elective position including the Membership of the Administrative Council unless they are paid up in line with the provisions of the PAPU Acts.
- 8.2.6 The General Secretariat was mandated to request for a formal expression of interest from DRC to form the basis for the Working Group's recommendation to the Policy and Regulation Committee which will meet in July 2022.
- 8.2.7 An Adhoc Task Force was set up to consider the Administrative Council composition, review the Mali, Morocco issues and submit its report to the Group before the next Committee Meeting in Kinshasa.
- 8.2.8 The Working Group recommended that Benin be admitted as a member of the Administrative Council representing West Africa region for the Cycle;
- 8.2.9 **The Democratic Republic of Congo-** to be considered for representation of the Central Region if they submit their formal expression and are paid up in line with the provisions of the PAPU Acts by the time the 40<sup>th</sup> Administrative Council convenes in Kinshasa.

## 9.0 PAPU AFRICAN POSTAL GUIDELINES

- 9.1 Following the adoption by the Plenipotentiary Conference, the Guidelines are supposed to be forwarded to the African Union Commission for approval by the competent body after the necessary amendments are done.
- 9.2 The General Secretariat has aligned the African Postal Guidelines that were approved with the UPU quality of service standards and targets, among other considerations, before they can be dispatched to the African Union Commission. The updated version of the Guidelines which was adopted as presented are attached as **Annex 6**.

## 10.0 FUTURE WORK FOR THE WORKING GROUP

- 10.1.1 The future work of the Working Group was presented vide document number PAPU/PRC/PLG/01/2022 – Doc No.06 and was adopted as presented
- 10.1.2 The following items were integrated into the Working Groups ToRs as part of its future work:
- Rules of Procedure of Administrative and Technical Committees including Harmonization of Rules across the PAPU bodies and other legal questions;
  - Handover/Takeover Framework for Elected Officials

## 11.0 DATE AND VENUE OF THE NEXT MEETING

The date and venue of the next meeting will be communicated by the General Secretariat once consultations with the Chairman are finalized. The Chairperson of the Working Group is expected to table the Report of the Group to the Policy and Regulation Committee meeting to be held from 4th to 6th July 2022 in Kinshasa, Democratic Republic of Congo (DRC).

## **12.0 ANY OTHER BUSINESS**

Under this Agenda item the meeting agreed that an Adhoc Task Force be created to consider and formulate a recommendation on the constitution of the Administrative Council Membership as follows:

- **The membership of the Adhoc Task Force-** Eswatini, Benin, Tanzania, Burkina Faso and Algeria;
- That the Adhoc Task force should choose its own leadership;
- That the Adhoc Task force should meet before the Policy and Regulatory Committee meeting with the General Secretariat's coordination.
- The Adhoc Task Force will submit its recommendations to the Working Group

## **13.0 RECOMMENDATIONS**

The Recommendation stemming from the Working Group deliberations are as follows

- i. The Terms of References (ToRs) were adopted as mended;
- ii. The Action Plan for the Working Group was adopted;
- iii. An Adhoc Task Force was set up to consider the Administrative composition and submit its report to the Group before the next Policy and Regulation Committee meeting
- iv. The Postal Guidelines are supposed to be forwarded to the African Union Commission for approval by the competent body after the necessary amendments

## **14.0 ADOPTION OF THE REPORT OF WORKING GROUP**

The Secretariat informed the meeting that the report of the meeting will be prepared and sent to the Chairperson for her approval before circulation. However, the Secretary presented a meeting summary highlighting what was deliberated during the meeting.

## **15.0 CLOSING**

- 15.1 In closing, the PAPU Secretary General thanked Members for their valuable contributions throughout the meeting. He also thanked the Chairman, 1st Vice Chairman, 2nd Vice Chairman and the other Bureau Members for the manner in which they navigated though the meeting agenda, including the guidance provided during the meeting. He reaffirmed the General Secretariat's support to the Working Group and its Bureau during the entire Cycle.
- 15.2 The 1st Vice Chairman, Eswatini, thanked everyone for the honour of being the 1st Vice Chair of the Working Group. He thanked the PAPU Secretary General for playing a big role in establishing this Working Group which will perform its duties through the entire cycle by looking at policy and legal matters as opposed to what used to happen in the past.
- 15.3 The 2nd Vice Chair, Benin, congratulated the Chairman for his able leadership which managed to effectively exhaust the agenda items for the Working Group's meeting. The 2nd Vice Chair also thanked the PAPU Secretary General and his team for preparing quality documents in readiness for the meeting.
- 15.4 Finally, the Chairman thanked the General Secretariat for putting up documents which were easy to follow and ultimately resulted into a successful meeting. In addition, he thanked delegates for overwhelmingly attending the meeting. To this end, he was humbled by the fact that 55 participants were attending this Working Group



meeting. Furthermore, he thanked the 1st and 2nd Vice Chairs for standing in when he faced connectivity challenges and commended the team spirit displayed by all during this first ever meeting and hoped that this will continue during the entire cycle.

15.5 The Chairperson thanked everyone once more and closed the meeting at 14:46 hours (GMT).

## LIST OF PARTICIPANTS

POLICY AND LEGAL HARMONIZATION WORKING GROUP VIRTUAL MEETING

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63.	TANZANIA	HARUNI LEMANYA	TANZANIA COMMUNICATIONS REGULATORY AUTHORITY	<a href="mailto:haruni.lemanya@tcra.go.tz">haruni.lemanya@tcra.go.tz</a>
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65.	TOGO	GÉRALDINE KEYEWA	SOCIETE DES POSTES DU TOGO	<a href="mailto:gkeyewa@laposte.tg">gkeyewa@laposte.tg</a>
66.	TOGO	SOMIYEBALO ADOUSSI	SOCIETE DES POSTES DU TOGO	<a href="mailto:somadou@laposte.tg">somadou@laposte.tg</a>
67.	TUNISIA	MOUNA BALTI	MINISTERE DES TECHNOLOGIES DE LA COMMUNICATION	<a href="mailto:mouna.balti@tunisia.gov.tn">mouna.balti@tunisia.gov.tn</a>
68.	TUNISIA	SAHTOUT FAOUZIA	LA POSTE TUNISIENNE	<a href="mailto:Fsahtoutjerfel@gmail.com">Fsahtoutjerfel@gmail.com</a>
69.	UGANDA	JULIUS SABIITI UG	UGANDA COMMUNICATIONS COMMISSION	<a href="mailto:sabiitijuliuss@gmail.com">sabiitijuliuss@gmail.com</a>
70.	UGANDA	AGATHA KYAKUNZIRE	UCC	<a href="mailto:akyakunzire@ucc.co.ug">akyakunzire@ucc.co.ug</a>
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75.	ZIMBABWE	NDANATSEI CHINODYA	ZIMPOST	<a href="mailto:ndahchinodya@gmail.com">ndahchinodya@gmail.com</a>
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## POLICY AND LEGAL HARMONIZATION WORKING GROUP

### AGENDA

#### BUREAU

CHAIR:	ZIMBABWE
1 <sup>ST</sup> VICE CHAIR:	ESWATINI
2 <sup>ND</sup> VICE CHAIR	BENIN
RAPORTEURS	TANZANIA AND BURKINA FASO
SECRETARIAT:	PAPU SECRETARIAT

S/N	Agenda Item	Responsible
1.	Opening Remarks <ul style="list-style-type: none"> <li>Chairperson</li> <li>Secretary General</li> </ul>	Chairperson Secretary General
2.	Confirmation of Bureau	General Secretariat
3.	Adoption of Agenda <b>PAPU/PRC/PLG/01/2022 - Doc No.01</b>	Chairperson/ Working Group
4.	Terms of Reference of the Working Group Recap PAPU/PRC/PLG/01/2022 - Doc No.02	Working Group/General Secretariat
5.	Action Plan for the Working Group Recap <b>PAPU/PRC/PLG/01/2022 - Doc No.03</b>	Working Group/ General Secretariat
6.	PAPU Administrative Council Membership <b>PAPU/PRC/PLG/01/2022 - Doc No.04</b>	Working Group/ General Secretariat
7.	Postal Guidelines <b>PAPU/PRC/PLG/01/2022 - Doc No.05</b>	Working Group/ General Secretariat
8.	Future Work of the Working Group <b>PAPU/PRC/PLG/01/2022 - Doc No.06</b>	Working Group/ General Secretariat
9.	Date and Venue of the next meeting	Working Group/ General Secretariat
10.	Any Other Business (AOB)	Working Group/ General Secretariat

11.	Adoption of the report of the Working Group <ul style="list-style-type: none"> <li>• Summary of deliberations</li> </ul>	Working Group/ General Secretariat
12.	Closing	Working Group





## POLICY AND LEGAL HARMONISATION WORKING GROUP TERMS OF REFERENCE (ToRS)

### 5.0 TERMS OF REFERENCE (ToRS)

The purpose of the Legal and Policy Working Group is to ensure that the Pan African Postal Union complies with the law in all aspects of its work by providing oversight and review of the significant legal and policy affairs of the Union. The working group will oversee the review, development and formulation of national policies and legal frameworks of Member States.

The terms of reference are listed below:

- i. Maintain Instruments and Regulations of the Union updated in line with current industry practices and trends;
- ii. Review and propose amendments and alignments of the Rules of Procedure of PAPU organs with foundational documents;
- iii. Review and propose amendments to the Acts of the Union and other legal Guidelines;
- iv. Develop procedures and detailed regulations for the implementation of the African Postal Guidelines;
- v. Consider all amendments related to the UPU Acts and Regulations, and make appropriate recommendations;
- vi. Receive and review reports and provide legal advice to the Union on any material governance investigation, litigation, contractual dispute or legal matter.
- vii. Develop policy and legal framework for regulating the postal sector, including but not limited to the following:
  - a. Delivery Logistics – IPP, Letters, parcels, small packets and ECOMPRO items;
  - b. Digital Postal Financial Services;
  - c. E-Services;
  - d. E-Commerce;
  - e. E-Government services.
- viii. Consider the Handover/Takeover Framework for Elected Officials

#### **Annex 4**

ACTION PLAN OF THE PAN AFRICAN POSTAL UNION  
POLICY AND REGULATION COMMITTEE FOR THE  
QUADRENNIAL PERIOD 2021/2022-2024/2025

<b>No.</b>	<b>Key deliverables</b>	<b>Activity</b>	<b>Deadline</b>	<b>Working Group Level Responsibility</b>
1.	The Committee's Terms of Reference (TORs)	<ul style="list-style-type: none"> <li>• Take ownership of the Committee's ToRs</li> <li>• Implement the ToRs</li> </ul>	2021/2022 to 2024/2025	<ul style="list-style-type: none"> <li>• POLICY AND LEGAL HARMONISATION WORKING GROUP</li> <li>• REGULATION DEVELOPMENT WORKING GROUP</li> </ul>
2.	Equip the Committee with Rules of Procedure	<ul style="list-style-type: none"> <li>• Consider the Draft Rules of Procedure</li> <li>• Adopt the Rules of Procedure internally</li> <li>• Present the Rules of Procedure to the Administrative Council for adoption</li> <li>• Implement the Rules of Procedure</li> </ul>	February to June 2022	<ul style="list-style-type: none"> <li>• POLICY AND LEGAL HARMONISATION WORKING GROUP</li> <li>• REGULATION DEVELOPMENT WORKING GROUP.</li> </ul>
3.	Draft amendments to the Acts of the Union	<ul style="list-style-type: none"> <li>• Consider draft amendments to the Acts of the Union</li> <li>• Consider draft amendments to the Financial Regulations, the Staff Rules and Regulations, as well as the Rules of Procedure of the Conference and the Council</li> <li>• Present the recommendations to the Administrative Council and/or Plenipotentiary Conference for consideration.</li> </ul>	2021/2022 to 2024/2025	<ul style="list-style-type: none"> <li>• POLICY AND LEGAL HARMONISATION WORKING GROUP</li> </ul>

4.	Oversee the implementation of decisions, resolutions and recommendations of the Plenipotentiary Conference and Administrative Council.	<ul style="list-style-type: none"> <li>General Secretariat to develop a framework for monitoring/evaluation of implementation of decisions, resolutions and recommendations of the Plenipotentiary Conference and Administrative Council.</li> <li>Consider the proposed framework for monitoring/evaluation of implementation of decisions, resolutions and recommendations of the Plenipotentiary Conference and Administrative Council.</li> <li>Submit the monitoring/evaluation framework to Council for approval.</li> <li>Draw up statuses of implementation of decisions, resolutions and recommendations of the Plenipotentiary Conference and Administrative Council.</li> <li>Receive and consider statuses of implementation of decisions, resolutions and recommendations of the Plenipotentiary Conference and Administrative Council at the agreed frequency.</li> </ul>	2021/2022 to 2024/2025	<ul style="list-style-type: none"> <li>POLICY AND LEGAL HARMONISATION WORKING GROUP</li> <li>REGULATION DEVELOPMENT WORKING GROUP</li> </ul>
5.	Develop an operational and governance policy framework for the Union	<ul style="list-style-type: none"> <li>Present for review and consideration new trends in postal policy regulation</li> <li>Consider and make recommendations on the most appropriate directives to be developed</li> </ul>	February to June 2022	<ul style="list-style-type: none"> <li>POLICY AND LEGAL HARMONISATION WORKING GROUP</li> </ul>
6.	Monitor and implement the African Postal Guidelines	<ul style="list-style-type: none"> <li>In partnership with the General Secretariat, monitor the process for approval of the Guidelines by the competent body of the African Union</li> <li>Identify in order of priority, the areas to be harmonized as highlighted in the Guidelines</li> <li>Monitor implementation of the Guidelines</li> <li>Identify bottlenecks and propose appropriate actions to Council Propose detailed regulations to ensure implementation of the Guidelines</li> <li>Consider the report on analysis of Africa's postal market as proposed in the Guidelines</li> </ul>	2021/2022 to 2024/2025	<ul style="list-style-type: none"> <li>POLICY AND LEGAL HARMONISATION WORKING GROUP</li> </ul>
7.	Participate in organizing the African Postal Regulators Forum	<ul style="list-style-type: none"> <li>Approve the theme of the Postal Regulators Forum proposed by the Secretariat</li> <li>Participate in selecting panelists</li> </ul>	2021/2022 to 2024/2025	<ul style="list-style-type: none"> <li>POLICY AND LEGAL HARMONISATION WORKING GROUP</li> <li>REGULATION DEVELOPMENT</li> </ul>

				WORKING GROUP
8.	Develop a consumer protection policy	<ul style="list-style-type: none"> <li>• Ensure that the consumer is the main focus of products/services offered by the operator</li> <li>• Ensure the development of proper communication and claims management mechanisms by the regulator (hot lines, claims management...)</li> </ul>	2021/2022 to 2024/2025	• REGULATION DEVELOPMENT WORKING GROUP
9.	Harmonized Rules of Procedure in place	Rules of Procedure of Administrative and Technical Committees (Harmonization)	December 2022	• POLICY AND LEGAL HARMONISATION WORKING GROUP
10.	Develop a Cooperation Framework for regulatory bodies	<ul style="list-style-type: none"> <li>• Identify areas of cooperation</li> <li>• Submit them to Council for adoption</li> </ul>	May 2023	• POLICY AND LEGAL HARMONISATION WORKING GROUP
11.	Consider amendments related to the UPU Acts and Regulations	<ul style="list-style-type: none"> <li>• Make appropriate recommendations to the amendments proposed by Member States</li> <li>• Ensure that the interests of Member States are safeguarded</li> </ul>	2021/2022 to 2024/2025	• POLICY AND LEGAL HARMONISATION WORKING GROUP
12.	Propose a regulatory framework for postal financial activities	<ul style="list-style-type: none"> <li>• Develop a framework to promote financial inclusion</li> <li>• Determine how to deal with new entrants (banks, telecommunications operators, savings and loans scheme, etc...)</li> </ul>	May 2023	• REGULATION DEVELOPMENT WORKING GROUP
13.	Develop policy and legal framework for regulating the postal sector, including but not limited to Delivery Logistics, Digital Postal Financial Services; E-services, E-Commerce and E-Government Services	<ul style="list-style-type: none"> <li>• Prepare scope</li> <li>• Seek proposals from Member States</li> <li>• Prepare draft policy and legal frameworks</li> <li>• Consideration and adoption of draft policy and legal frameworks</li> </ul>	May 2023	• POLICY AND LEGAL HARMONISATION WORKING GROUP
14.	Set standards and goals for quality of service expected by operators;	<ul style="list-style-type: none"> <li>• Prepare scope</li> <li>• Seek proposals on QOS standards and goals from Member States</li> <li>• Prepare draft standards and goals</li> <li>• Consideration and adoption of standards and</li> </ul>	December 2023	• REGULATION DEVELOPMENT WORKING GROUP

		<ul style="list-style-type: none"> <li>goals for QOS</li> </ul>		
15.	Introduce systems for assessment of performance and measurement of service quality <sup>[1]</sup> <sub>SEP</sub>	<ul style="list-style-type: none"> <li>Prepare scope</li> <li>Seek proposals on systems for assessment of QOS from Member States</li> <li>Prepare draft framework on assessment of QOS systems</li> <li>Consideration and adoption of standards and goals for QOS</li> </ul>	December 2023	<ul style="list-style-type: none"> <li><b>REGULATION DEVELOPMENT WORKING GROUP</b></li> </ul>
16.	Handover/Takeover Framework in place.	Handover/Takeover Framework.	March 2024	<ul style="list-style-type: none"> <li><b>POLICY AND LEGAL HARMONISATION WORKING GROUP</b></li> </ul>



### **Note on PAPU Administrative Council Representation for 2021/22-2024/25 Cycle**

#### **I. Background**

During each Ordinary Session of the Plenipotentiary Conference, the Administrative Council's membership composition is changed based on an equitable geographical distribution.

Pursuant to Article 2(10) of the Detailed Regulations of the Convention, the Plenipotentiary Conference shall elect members of the Administrative Council composed of 25 Member States, distributed on a pro-rata basis according to the African Union's geographical regions.

By a circular dated 20th March 2020, the Secretary General reminded Member States of the new statutory requirements on membership of the Council and urged them to conduct consultations within their respective subregional organizations with a view to coming up with lists of representatives adopted by consensus. A reminder was sent on 22 April 2021

By Decision No. 05/PAPU/PC/X/2021 of the Plenipotentiary Conference, meeting during its 10th Ordinary Session from 24 to 25 June 2021 in Victoria Falls, Zimbabwe, the new geographical distribution of seats on the Administrative Council was adopted as follows: 05 for East, 07 for West, 04 for Central, 06 for Southern and 03 for North.

The process of constituting the Administrative Council was conducted in several phases.

#### **II. The Policy, Strategy and Governance Committee Report**

As at the date the Committee held its meeting online from 7th to 8th June 2021, only 11 Member States had expressed interest, namely:

- Central: Cameroon;
- East: Kenya;
- North: Algeria, Morocco;

- West Africa: Mali;
- Southern: Botswana, Eswatini, Malawi, Namibia, Zambia, Zimbabwe.

This tentative list of candidates was contained in the Policy, Strategy and Governance Committee's report presented to **the Administrative Council who took note thereof accordingly**. However, candidates vying for seats on the Council must be vetted by the Credentials Committee, which shall proceed to present its list of eligible countries.

### III. The Credentials Committee Report

Two special cases were highlighted in the Credential Committee Report.

The case of Morocco that had accumulated outstanding contributions for about four years amounting to US\$206,943.63, after formally suspending its PAPU membership in 1987.

- a) The Credentials Committee Recommendation was *“to add Morocco to the list of countries with at least two years outstanding financial contributions, thus depriving them of their eligibility to vote or vie for elective positions”*.

The case of Mali where the Committee discussed its suspension pursuant to press release **No. PSC/PR/COMM. (1001(2021))** of 01/06/2021 by the Peace and Security Council of the African Union.

- b) The Credentials Committee Recommendation was *“to suspend Mali from PAPU in line with the African Union’s decision to suspend her from its organs and institutions, pursuant to the abovementioned press release”*.

The Conference of Plenipotentiaries approved the Credentials Committee’s report.

### IV. The Plenipotentiary Conference

The Plenipotentiary Conference elected the following members to the Administrative Council:

- **Central:** Cameroon and Burundi (**Vacancies X 2**)
- **East:** Ethiopia, Kenya, Madagascar, Sudan and Tanzania. (**No vacancies**)
- **North:** Algeria and Tunisia, (**Vacancies X 1**)
- **West:** Burkina Faso, Côte d’Ivoire, Niger, Nigeria and Senegal (**Vacancies X 2**)
- **Southern:** Botswana, Eswatini, Malawi, Namibia, Zambia and Zimbabwe. (**No vacancy**)

This left **5** vacant positions as indicated above

### V. Extraordinary Session of the Administrative Council, 1<sup>st</sup> July 2021



The Meeting was held virtually on 1<sup>st</sup> July, 2021 and Council took note of the membership issues. With respect to Mali and Morocco, the various speakers argued in support of their membership, subject to Morocco regularizing its financial status. Furthermore, a case was made for Ghana to be admitted, subject to regularizing its financial status. However, Ghana is still not up-to-date in its financial contributions.

The meeting ended prematurely and did not conclude the matter as it was disrupted by network failure in Arusha. The meeting was never reconvened to date.

## **VI. The Case of Benin**

By letter of 30/06/2021 to the PAPU General Secretariat, Benin expressed interest in vying for the vacant Council slot allocated to West Africa for the 2021/22 to 2024/25 financial year. However, its letter only arrived after Council members had already been elected on 25/06/2021 in Victoria Falls, Zimbabwe.

It must be noted that Benin is financially qualified, as it is up-to-date in its mandatory contributions.

## **VII. Conclusion**

**The number of Administrative Committee Members falls short by 5 and requires to be resolved i.e. Central 2, North 1 and West 2.**

### **I. Recommendation**

General Secretariat is presenting this paper to the Committee for

- i. consideration and guidance
- ii. Drafting of a recommendation to the Administrative Council for its approval.

Therefore, the recommendation will be forwarded to the Bureau of the Conference for a decision.



## **AFRICAN POSTAL GUIDELINES**

### **PREAMBLE**

The Pan African Postal Union (PAPU) is a Specialized Agency of the African Union (AU) responsible for coordinating postal sector development in Africa. It was this mission that informed the decision taken in 1977 by the Heads of State and Government of the Organization of African Unity (currently the African Union), which led to the founding of PAPU on 18<sup>th</sup> January 1980. PAPU had developed the African Postal Guidelines which are designed to serve as an instrument for African countries to strengthen the role of the postal sector as an essential infrastructure for their economic development

In the face of swift and sweeping changes the business environment is currently experiencing, it is absolutely necessary for the Post to come up with effective strategies, policies, as well as smart and harmonized solutions.

Postal services have always been a key economic driver and enabler from time immemorial. The Post is actually a vast communications network. Moreover, the Post has always represented the State in the country's most far-flung locations delivering Government and other essential agency services.

The postal network is, thus, considered as a key infrastructure for delivering basic services to both rural and urban settlements. The Post has equally been recognized as a key contributor to the achievement of the African Union's Agenda 2063 and the UN Sustainable Development Goals (SDGs). The Post may indeed be a key contributor to the achievement of the UN's SDGs Goal 8 by fostering financial inclusions, Goal 9 through postal interconnectivity (accessibility), Goal 11 through its enhanced resilience to natural disasters and finally, Goal 17 by easing access to the Internet, leveraging on key underlying factors (reliability, accessibility, relevance and resilience).

The role of Government in meeting the Universal Service Obligation (USO) can no longer be overlooked. Indeed, Governments have defined Universal Postal Service (UPS) and are ensuring that the necessary adjustments are made in line with customer needs, market trends and technological breakthroughs.

In the meantime, Information and Communication Technologies (ICTs) have revolutionized social and business communications, bringing about a steep decline in traditional letter post volumes. The rapid pace of digitization of postal services and products raises the issue of choosing appropriate models for regulation and organization of the market. Furthermore, technological advancements have led to massive changes in the industry like e-commerce not only exploding in growth, but is also equally evolving into mobile trade (m-commerce) powered by mobile technologies.

# CHAPTER I

## 1.0 DEFINITIONS

The definitions adopted in these Guidelines are drawn from the Acts of the Universal Postal Union adopted by its Member States during the UPU's respective Congresses.

The terms below shall have the following meanings:

- a. **Universal Postal Service (UPS):** The permanent provision of quality basic services at all points in the country's territory for all customers, at affordable prices;
- b. **Basic postal services:** These are;
  - Priority and non-priority letters, postcards and printed papers up to 2 kilograms;
  - Priority and non-priority small packets (letter post items with goods) up to 2 kilograms;
  - Items for the blind containing goods or documents up to 7 kilograms;
  - M Bags containing goods or documents up to 30 kilograms being special bags containing newspapers, periodicals, books and similar printed documentation for the same recipient and the same address.
- c. **Value-added Services/Supplementary services: These include;**
  - Registration service for letter post items (mandatory);
  - Tracked delivery service for letter post; an optional service that can be applied to both goods and documents up to 2 kilograms;
  - Insurance for letter post items (optional);
  - Insurance for parcel post items (optional).
- d. **Optional Services: These are;**
  - ECOMPRO Parcel (E-Commerce Product): A priority but optional service under the parcel post category;
  - EMS- Expedited Mail Service;
- e. **Other Services, these are additional services like;**
  - Postal Financial services;
  - Domestic logistics;
  - Partnership with supermarkets/ restaurants in delivery services of online purchases;
  - Payment of pensions through mobile money;
  - Passenger transportation services / Hiring out buses (Post Buses);
  - Pick- up and delivery services;
  - Payment of pension at beneficiaries' home;
  - Transportation of humanitarian supplies to needy areas;
  - Transportation of test samples from various places to national laboratory;
  - Use of cargo planes;

- Working from home for non- essential staff,
  - Production of face masks for staff and for sale etc.
- f. **Access point:** Physical facilities (mailboxes, premises of the universal service) where postal items may be deposited and collected by users;
  - g. **Operator/universal service provider:** Any governmental or non-governmental entity officially designated by the Member State to operate postal services and fulfill the related obligations arising from the Acts of the UPU on its territory;
  - h. **Collection:** Operation involving the lifting and gathering of items deposited at access points;
  - i. **Distribution:** Treatment process at the mail distribution center and delivery of the items to the recipients;
  - j. **Reserved services:** Services which may be reserved for the universal service provider only by a Member State, under the terms and conditions defined in these Guidelines, for the maintenance and development of universal postal service within the Community;
  - k. **Authorizations and licenses:** Instrument issued by the Regulatory Authority laying down specific rights and obligations of the postal sector and allowing business entities to provide non-reserved postal services;
  - l. **National Regulatory Authority:** Body to which the Member State entrusts the regulatory functions in line with the terms and conditions of these Guidelines and National postal laws;
  - m. **Sender:** Private individual or legal entity who is the source or originator of a postal item;
  - n. **Recipient:** Private individual or legal entity to whom a postal item is addressed;
  - o. **User:** Any private individual or legal entity enjoying postal services as a sender or a recipient;

## CHAPTER II

### 2.0 AIM AND SCOPE OF THE GUIDELINES

The aim of the African Postal Guidelines is to firmly enshrine the principle of the Single African Postal Territory by guaranteeing a harmonized, sustainable and high quality universal service within the continent. It equally seeks to ensure a seamless blend between a participatory, gradual and properly-controlled liberalization of the postal market, and the sustainability of universal postal service providers.

**The Guidelines lay down common guidelines for the Continent's Postal Sector, including:**

- A definition of the building blocks of universal postal service at African level;
- The definition of potential universal postal service financing facilities;
- Requirements for non-reserved postal services delivery;
- A blueprint on how to organize postal regulation;
- Principles on how non-designated postal operators can access the designated operators' network and infrastructure;
- Information Management.

## CHAPTER III

### 3.0 UNIVERSAL POSTAL SERVICE

## **A. Characteristics of Universal Postal Service**

### **3.1 Scope of Intra-African Universal Service**

Over and above the single postal territory principle enshrined in the Universal Postal Union Convention, and in line with PAPU's vision, Member States shall adopt the necessary measures to secure access to at least the basic postal services listed in Chapter I above for African citizens.

#### **3.1.1 Universal Service Access Policy**

The overarching aim of the universal postal service access policy is to ensure the delivery of accessible, affordable, equitable, high quality and efficient postal infrastructure and services, with a view to reducing postal exclusion.

**i) The objectives of the universal access policy are as follows:**

- a. Ensure affordable and equitable access to postal infrastructure and services at the level of each community in the country;
- b. Promote social inclusion and economic growth;
- c. Mobilize available resources in policy, regulation and financing to provide effective and widespread access to postal services at community level;
- d. Expand opportunities for information sharing and knowledge acquisition;
- e. Boost international and intra-African cooperation.

The postal network must therefore be sufficiently extensive to meet demand. However, its geographical outreach must be built on forms of presence that are flexible enough to allow the universal service provider to continue to viably operate.

**ii) Access to Universal Postal Service is thus determined by the following criteria:**

- a. The average area served or the number of inhabitants by point of access, while considering the geographical situation and demographics of each country.
- b. Postal service access levels. The percentage of the population with access to postal services should not be less than 50%.
- c. Access to receiving mail by the majority of potential users: Ensure the collection and delivery of letters and parcels at least five working days a week in urban areas and three times a week in rural areas.
- d. Access to equal service for consumers in similar situations.
- e. Access to service without discrimination in any form whatsoever, including racial, political, religious or ideological.

**iii) Quality of Postal Service**

Quality of Service (QoS) requirements must be clearly defined, alongside quality of service standards. These standards do change over time and they must be aligned with the global standards in line with the Universal Postal Union Methodology for measuring global end-to-end quality of service performance. The minimum global E2E standard between regions is six working days and the maximum is 11 working days.

#### **End-to-End transmission Standards Within the Africa Region**

	1	2	3	4	5
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<i>Geographical Regions</i>	AFRICA-CENTRAL	AFRICA-EAST	AFRICA-NORTH	AFRICA-SOUTH	AFRICA-WEST
AFRICA-CENTRAL	8	9	9	9	9
AFRICA-EAST	9	8	9	9	9
AFRICA-NORTH	9	9	8	9	9
AFRICA-SOUTH	9	9	9	8	9
AFRICA-WEST	9	9	9	9	8

#### End-to-End transmission Standards between the Africa Region and Other Regions of the World

Geographical Regions	6 AMERICAS-CARIBBEN	7 AMERICA S-CENTRAL	8 AMERICAS-NORTH	9 AMERICAS-SOUTH	10 ASIA – ARAB	11 ASIA – CENTRAL	12 ASIA – NORTH	13 ASIA – SOUTH	14 ASIA-OCEANIA	15 ASIA – PACIFIC	16 EUROPE – EAST	17 EUROPE – NORTH	18 EUROPE – SOUTH
AFRICA-CENTRAL	11	11	10	11	11	11	11	11	10	11	11	10	10
AFRICA-EAST	11	11	10	11	11	11	11	11	10	11	11	10	10
AFRICA-NORTH	11	11	10	11	11	11	11	11	10	11	11	10	10
AFRICA-SOUTH	11	11	10	11	11	11	11	11	10	11	11	10	10
AFRICA-WEST	11	11	10	11	11	11	11	11	10	11	11	10	10

PAPU should conduct periodic assessments of the quality of universal service delivered to consumers and report accordingly to Member States.

#### iv) Pricing

Member States should ensure that prices for each of the services contained in the universal service package are affordable and allow all consumers to have access to the services offered. In this respect, Member States should set-up a price monitoring mechanism to ensure basic postal services at an affordable price.

Prices for basic postal services may be based on the cost accounting of the Designated Operators providing the universal service, particularly costs inherent is the delivery of such services.

Where there is no updated cost accounting system, prices may still be set by indexing and benchmarking them against acceptable proxies.

#### B. Financing Universal Postal Service

The Member State's Postal Law should establish financial mechanisms to support access to universal service. These may include grants, public-private partnerships (PPPs), public financing and the creation of a Universal Service Fund.

More especially, the law requires that state funding or grants should be targeted, determined and provided in a transparent, non-discriminatory, low-cost and competitively neutral manner.

Indirect funding for access and universal service operations through inter-operator compensation charges, access shortage charges and other indirect sources may equally be considered.

Another potential source of financing would be preferential or reduced tariffs for good quality access in schools, clinics, telecentres or other community access points or access points for disabled users.

Funding could be provided to operators or projects in order to expand postal infrastructure, encourage market entry and facilitate the launching of infrastructure and services. However, this should not create long-term dependency on such funding.

As far as possible, Member States may reserve certain services. Reserved services shall include collection, sorting, transportation and delivery of domestic postal items, be they accelerated mail or not. This has to be aligned with the prevailing global conditions as contained in the Universal Postal Union decisions as revised from time to time.

## **CHAPTER IV**

### **4.0 REQUIREMENTS FOR NON-RESERVED POSTAL SERVICES DELIVERY**

Member States may grant individual permits or licenses to operate non-reserved postal services that are not universal postal services.

Member States agree that such permits or licenses shall be issued subject to a contribution to the universal postal service fund, where the Member State has opted to establish one at national level. This shall also be subject to an obligation to avoid undermining the exclusive rights granted to the Designated Operator or universal postal service provider.

Through the PAPU General Secretariat, Member States shall lay down harmonized policies for issuing permits and licenses to operate non-reserved services that are not universal postal services.

National regulatory authorities shall be responsible for issuing licenses and permits on their national territory in line with the relevant harmonized continental policies.

## **CHAPTER V**

### **5.0 DESIGNATING THE UNIVERSAL SERVICE PROVIDER**

Each Member State shall take steps to ensure that universal service is effectively delivered, including universal service obligations and identifying, designating the service provider to shoulder this obligation.

By means of a concession agreement or technical specifications, each Member State shall determine the obligations to be assigned to the universal service provider.

#### **5.1 The universal service provider must fulfill the following requirements:**

- a. Tamper-protection for all postal items entrusted to it;
- b. Security of items and facilities open to postal service consumers;
- c. Services that meet the key requirements in terms of accessibility on the national territory, quality and pricing;
- d. Equal service for consumers in similar situations;
- e. Barring a force majeure, continuous and non-discriminatory services regardless of racial, political, religious or ideological considerations;
- f. A service allowing for adjustments in line with economic, social and technological developments, as well as changing customer needs.

#### **5.2 The concession agreement or technical specifications should include the following requirements:**

- a. The nature, characteristics and coverage areas of the postal network;
- b. Conditions to guarantee service continuity, availability, service quality, neutrality, security and accessibility;
- c. The nature and characteristics of services offered;
- d. Technical requirements for accessing the network;
- e. Setting prices applicable to services belonging to the universal service package;
- f. Operating requirements that guarantee fair competition;
- g. Relations with consumers and other postal operators;
- h. Periods and requirements for suspension, termination and renewal of concession agreements;
- i. A cost accounting system that effectively identifies costs inherent in universal service delivery.

The designated service provider shall be remunerated by operating the universal service, which entitles it to collect fees from its consumers.

## CHAPTER VI

### 6.0 POSTAL REGULATION

The primary goal of regulation is to create an enabling environment for the growth of a thriving postal market through fair competition and a regulatory framework that caters for the activities of all Stakeholders, including postal operators, service providers, consumers and the Regulatory Authority, mindful of the vital need to safeguard and advance universal postal service goals.

Member States shall take the necessary steps to foster the development of an integrated continental postal market. In this respect, they will set out common rules and regulations to regulate the African postal market. Member States therefore agree to establish an independent national authority to regulate their domestic postal market.

They equally agree to create an enabling environment for the authority to perform its duties in a fully independent manner.

Member States shall assign the following key responsibilities to their national regulatory authorities:

#### **6.1 Ensure that high quality universal postal services are delivered.**

- a. Set service quality standards and prices for basic services.
- b. Laying down criteria for the development and extension/reduction of universal postal services according to economic, social and technological developments in the country, as well as the changing needs of postal service consumers.
- c. Monitor the operation of universal postal service financing mechanisms (use of compensation funds and allocation of State grants);
- d. Establish a mechanism for oversight and monitoring of universal postal service delivery by the operator responsible for universal service obligations.

#### **6.2 Create a healthy competitive environment that guarantees the relevance and viability of the postal sector**

- a. Foster fair competition by laying down rules that guarantee transparency and fairness;
- b. Administer customer satisfaction surveys to sound out the opinion of postal service consumers and urge postal operators to better respond to customer needs;
- c. Ensure that universal postal service providers are remunerated fairly, considering that they will increasingly pay more attention to their operating costs.



- d. Make recommendations on the pricing universal postal services and encourage the universal postal service provider to a cost accounting system to determine its operating costs.
- e. Encourage partnerships among operators, particular in accessing the postal network.

### **6.3 Protecting the interests of consumers**

- a. Establish a postal operator performance tracking system for Government and postal service consumers;
- b. Handle claims/complaints not adequately addressed by operators, including in cases of theft, loss, damage or non-compliance with service quality standards;
- c. Settle disputes in a fair manner by providing for mechanisms for reimbursement and/or compensation by Operators where justified.

In line with the provisions of these Guidelines, each Member State may assign other duties to the Regulatory Authority based on its specific needs.

Member States equally recognize the need for ongoing interaction and sharing of best practices between PAPU Member State Regulatory Authority.

### **6.4 Providing security**

- a. Ensure public security and foster moral rectitude;
- b. Prevent or minimise risks arising from decadence of values.

## **CHAPTER VII**

### **7.0 HOW NON-DESIGNATED POSTAL OPERATORS CAN ACCESS DESIGNATED OPERATORS' NETWORK INFRASTRUCTURE**

The competition in the letter post market mainly involves end-to-end delivery services provided by operators who have created their own distribution network, thus enabling them to deliver directly to recipients.

In order to prevent any form of abuse of a dominant position by universal service operators, MEMBER STATES have agreed to introduce rules on how to access the network of these providers, on commercial terms whereby other operators convey letter post items, after prior sorting, to the universal service provider for final delivery.

In the same spirit, Member States have agreed to ~~ban~~ address cases of:

- i) ~~Unlawful discounts granted to business customers;~~
- ii) Margin squeeze and predatory pricing;
- iii) Drastic licensing conditions for new entrants to the postal market.

## **CHAPTER VIII**

### **8.0 FINAL PROVISIONS**

#### **8.1 Information management**

Following a time frame determined by the Council, the PAPU General Secretariat will present the Administrative Council and the Plenipotentiary Conference with an analytical report on the African postal market and, where necessary,

propose provisions aimed at improving these Guidelines and aligning them with the evolving demands of the postal market.

Each Member State may analyze its own domestic market based on a schedule it shall set out. The Member State may take the necessary steps to present the PAPU General Secretariat with the findings from its domestic market survey for onward circulation to Member States for purposes of knowledge sharing.

Member States shall reserve the right to set restrictions on circulation of the analytical report findings to entities other than the competent PAPU organs.

## **8.2 Maintenance or introduction of more liberal provisions**

Member States agree to domesticate these Guidelines into their legislative, regulatory and administrative instruments.

Each Member State may maintain or introduce more liberal provisions than those set out in these Guidelines. However, such provisions must not be less enabling than those contained in the UPU Acts and the PAPU Convention.

## **8.3 Adoption procedure and entry into force**

Firstly, these Continental Guidelines shall be submitted to the PAPU Conference of Plenipotentiaries for adoption before being forwarded to the African Union for approval by the competent body.

It shall enter into force on the thirtieth day following its publication by the PAPU General Secretariat.

Thereafter, it shall be binding on all African countries that are members of the African Union and not just PAPU.

## **8.4 Amendments**

Any Member State may present a written proposal for amendment of these Guidelines to the General Secretariat, which shall circulate same to all Member States within six (6) months prior to the Plenipotentiary Conference.

Amendments shall be adopted by a two-thirds majority of Member States present and voting during a session of the Conference, whereupon they shall be forwarded to the African Union Commission for final approval by the competent body.

