

REPORT OF THE REGIONAL TECHNICAL CENTRE  
FOR THE ASIA PACIFIC

1	Subject	References / Paragraphs
	Report of the Regional Technical Centre for the Asia Pacific	§§ 1-4
2	Decision	
	Note the report Agree on the 2019-2020 budget	§§ 1-4 Annex 2

## 1 Achievements of RTCAP

RTCAP has assisted most of the postal administrations in our region implementing IPS / IPS.POST or IPS Light System for mail services and connected to EDI network to exchange EDI messages with their partners. To date, out of 37 DPOs, there are

- 15 DPOs are using International Postal System (IPS)
- 17 DPO's using IPS.POST or IPS Light System  
(14 IPS Light users had already migrated to IPS.POST system)
- 32 DPOs are connected to POST\*Net and exchanging EDI messages with their partners

Please refer to Annex 1 for the summary of the EDI status and the system used by the DPOs in our region up to May 2018.

## 2 Activities of RTCAP (2017)

In year 2017, RTCAP continued to assist the DPOs in the region to improve their delivery and EDI transmission performance and to assist them to use latest version of IPS, IPS.POST or IPS Light system to process for all international mail services.

## 2.1 Conduct IPS / IPS.POST Training at APPC

### 2.1.1 IPS / IPS.POST Demonstration

RTCAP was invited to conduct the IPS / IPS.POST system demonstration for International Mail Accounting course at Asian Pacific Postal College (APPC) on 28<sup>th</sup> February to 2<sup>nd</sup> March 2017.

There were 10 participants from 9 postal operators attended the course, namely, Bhutan, Bangladesh, India, Indonesia, Macao, Nepal, Pakistan, Sri Lanka, and Thailand.

### 2.1.2 IPS.POST Training

RTCAP was invited to conduct IPS / IPS.POST training workshop together with the expert from PTC during the International Postal Service Course at Asian Pacific Postal College (APPC) on 14<sup>th</sup> August to 18<sup>th</sup> August 2017.

There were 3 participants from 3 postal operators attended the IPS.POST training, namely, Cook Islands, Maldives and Tonga.

## 2.2 Participate in UPU Workshop

### 2.2.1 IPS.POST Training workshop for Asia region within the framework of Operational Readiness for E-commerce (ORE) project

RTCAP conducted IPS.POST training workshop together with the expert from PTC targeted for postal operators participated in ORE project at Asian Pacific Postal College (APPC) on 2<sup>nd</sup> to 6<sup>th</sup> October 2017.

There were 5 participants from 5 postal operators, namely, Afghanistan, Bhutan, Laos, Myanmar and Timor Leste.

## 2.3 Quality Control System (QCS) Visit to Thailand

### 2.3.1 RTCAP conducted QCS workshop visit to Thailand Post on 25<sup>th</sup> July to 27<sup>th</sup> July 2017.

There were 35 staff from EMS and Parcel operation, Quality Management and IT sections attended the workshop.

Topics covered were introduction to mail process flow, how to use statistical reports from QCS to improve mail services, specifically focus on QCS reports for EMS and Parcels.

## 2.4 IPS Follow up Visit to Brunei

### 2.4.1 RTCAP conducted IPS Follow up visit to Brunei on 27<sup>th</sup> March to 1<sup>st</sup> April 2017.

There were 17 participants, 13 participants from Post and 4 participants from their supplier attended the training and meeting during the visit, specifically focus on how to interface IPS with domestic application using Import-Export XML description files.

## 2.5 Technical and General Enquiry

### 2.5.1 RTCAP continued to provide support and advice to the technical and general enquiry related to the mails applications and the EDI transmission for the users in the region.

### **3 RTCAP Planned activities for year 2018**

RTCAP will continue to provide assistance to DPOs to improve their delivery performance and EDI transmission performance; and to provide technical assistance with regards to deployment, training and support mission of PTC mails applications as directed or initiated by PTC.

The plan activities for the year 2018 would be focusing on the following 3 areas:

- Provide technical assistance to PTC mails applications
- Conduct IPS / IPS.POST training in APPC courses
- Participate in UPU Projects for the Asia Pacific region

#### **3.1 Provide technical assistance to PTC mails applications**

To assist DPOs who are using IPS system to migrate to the latest IPS version.

To assist DPOs who are using IPS Light system to migrate to IPS.POST system through training workshop.

#### **3.2 Conduct IPS / IPS.POST training in APPC courses**

To conduct IPS / IPS.POST training, presentation and demonstration in APPC courses organised by APPC, namely International Mail Accounting course and International Postal Services course.

#### **3.3 Participate in UPU Projects for the Asia Pacific (AP) region**

- To participate in Security and Customs Related Electronic Data Exchange (Securex) project for AP countries
- To participate in Operational Readiness for E-commerce (ORE) project for AP countries

#### **4. Budget**

- 4.1 The Expenditure for RTCAP in 2017 was USD 63,901.02. The amount spent was within the budget of USD 84,000 for 2017.
- 4.2 The budget expense for year 2019 to 2020 is expected to be USD 84,000 annually.
- 4.3 The budget contribution is expected to be USD 62,000 annually.
- 4.4 The amount of the balance of RTCAP Special Activity Fund as at 31 December 2017 was USD 241,746.29.
- 4.5 The excess between the budget expense and budget contribution for 2019 to 2020 will be drawn from the balance of RTCAP Special Activity Fund.

Please refer to Annex 2 RTCAP Expenses for details.

## Annex 1 Summary of EDI Status and System used

The status of EDI Exchange for DPOs in Asia Pacific region up to May 2018

	Postal Admin	APPU Member	Net P/G *	EDI Exchange		System	Remark
				Item	Despatch		
1	Afghanistan	X	P	X	X	IPS.POST	
2	Australia	X	P	X	X	IPS	
3	Bangladesh	X	P	X	X	IPS.POST	
4	Bhutan	X	P	X	X	IPS.POST	
5	Brunei	X	P	X	X	IPS	
6	Cambodia	X	P	X	X	IPS	
7	China	X	P	X	X	Own	
8	Fiji	X	P	X	X	IPS.POST	
9	Hong Kong, China	X	G	X	X	Own	
10	India	X	P	X	X	IPS	
11	Indonesia	X	P	X	X	IPS	
12	Iran	X	P	X	X	IPS	
13	Japan	X	P	X	X	Own	
14	South Korea	X	G	X	X	Own	
15	Laos	X	P	X	X	IPS Light	
16	Macau, China	X	P	X	X	IPS	
17	Malaysia	X	P	X	X	IPS	
18	Maldives	X	P	X	X	IPS.POST	
19	Mongolia	X	P	X	X	IPS	
20	Myanmar	X	P	X	X	IPS.POST	
21	Nauru	X	P			-	
22	Nepal	X	P	X	X	IPS Light	
23	New Zealand	X	G	X	X	IPS	
24	Pakistan	X	P	X	X	IPS	
25	Papua New Guinea	X	P	X	X	IPS.POST	
26	Philippines	X	P	X	X	IPS	
27	Singapore	X	G	X	X	IPS	
28	Solomon Island	X	P	X	X	IPS.POST	
29	Sri Lanka	X	P	X	X	IPS.POST	
30	Thailand	X	P	X	X	IPS	
31	Tonga	X	P	X	X	IPS.POST	
32	Vanuatu	X	P	X	X	IPS.POST	
33	Vietnam	X	P	X	X	IPS	
34	Western Samoa	X	P	X	X	IPS.POST	
35	Cook Islands		P	X	X	IPS Light	
36	Kiribati		P	X	X	IPS.POST	
37	Tuvalu		P	X	X	IPS.POST	

\* P – POST \*Net      G – GXS

## Annex 2 RTCAP Expenses

The actual Expenditure for 2017 is as follows:

	SGD	USD *1
Staff Salary	79,963.22	57,116.59
Telecommunication / Postage	344.39	245.99
Airfare / Travel Allowance	8,966.72	6,404.80
Computer Equipment / Maintenance / Stationery	187.10	133.64
Total	89,461.43	63,901.02

\*1 Estimate exchange rate is 1 USD = 1.40 SGD

The list of voluntary contributions for 2017 is as follows:

	USD
Bhutan	476.41
China Post	4,951.59
Fiji Post	486.99
India Post	4,977.20
Japan Post	40,000.00
Lao Post	481.40
Nepal Post	490.09
Philippines Post	963.54
Singapore Post	4,977.52
Sri Lanka Post	1,981.46
Thailand Post	1,500.00
Vietnam	991.41
Total	62,277.61

The estimated budget for 2019 is as follows:

	USD
Staff Salary	64,000.00
Telecommunication / Postage	1,000.00
Airfare / Travel Allowance	13,000.00
Computer Equipment / Maintenance / Stationery	4,000.00
Miscellaneous	2,000.00
Total	84,000.00

The estimated budget for 2020 is as follows:

	USD
Staff Salary	64,000.00
Telecommunication / Postage	1,000.00
Airfare / Travel Allowance	13,000.00
Computer Equipment / Maintenance / Stationery	4,000.00
Miscellaneous	2,000.00
Total	84,000.00