

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 2020-2021 budget	§§ 1-4 Annex 2

1 **Achievements of RTCAP**

RTCAP has assisted most of the postal administrations in our region implementing international mail applications from UPU and connected to POST*Net to exchange EDI messages with their partners.

To date, out of 37 DPOs in our region, there are

- 15 DPOs using International Postal System (IPS)
- 17 DPOs using IPS.POST or IPS Light System
(2 IPS Light users are yet to migrate to IPS.POST system)
- 33 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 2019.

2 **Activities of RTCAP (2018)**

In year 2018, 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 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 3rd July to 5th July 2018.

There were 10 participants from 9 postal operators attended the course, namely, India, Macao, Maldives, Mongolia, Pakistan, Philippines, Sri Lanka, Thailand and Vanuatu.

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 13th August to 17th August 2018.

There were 11 participants from 8 postal operators attended the IPS.POST training, namely, Afghanistan, Bhutan, Laos, Myanmar, Nepal, Nauru, Samoa and Timor Leste.

2.2 Participate in UPU Workshop

2.2.1 Operational Readiness for E-commerce (ORE) project

RTCAP conducted the following topics during the ORE 2nd workshop at APPC Bangkok on 26th March to 30th March 2018.

Topics covered were EDI messaging, using QCS as a monitoring tool to monitor and improve mail services and associating new events in EMSEVT V3 to IPS / IPS.POST operational screens.

There were over 52 participants from 19 postal operators attended the workshop, namely, Afghanistan, Bangladesh, Bhutan, Cambodia, China, India, Indonesia, Iran, Lao, Malaysia, Maldives, Mongolia, Myanmar, Nepal, Philippines, Sri Lanka, Thailand, Timor Leste and Thailand.

2.2.2 Securex project

RTCAP conducted technical visit together with Mr. Kazuo to assist Malaysia to upgrade CDS to latest version 2017 SP1 on 26th November to 30th November 2018.

2.3 IPS.POST Training Visit to Laos

- 2.3.1 RTCAP conducted IPS.POST training visit together with Ms. Fukui Yukari, associate expert from PTC to Laos on 5th – 9th February 2018 for 26 participants.

Topics covered were, management functions, inbound / outbound operation functions and interface with other system via Import-Export XML description files.

2.4 IPS Training Visit to New Zealand

- 2.4.1 RTCAP conducted IPS training visit to New Zealand at International Mail Centre, Auckland on 27th August to 31st August 2018.

There were 15 staff from various department from Wellington and Auckland attended the training.

Topics covered were IPS configuration, IPS outbound and inbound operations, accounting and sampling, create monitoring report and create new function by cloning.

2.5 Technical and General Enquiry

- 2.5.1 RTCAP continued to provide 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 2019

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 2019 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 2018 was USD 60,614.16. The amount spent was less than USD 62,286.74 of the voluntary contribution received for 2018.
- 4.2 The budget expense for year 2020 to 2021 is expected to be about USD 86,000 annually if relocate to Thailand.
- 4.3 The budget voluntary contribution for year 2020 to 2021 is expected to be USD 62,000 annually.
- 4.4 The amount of the balance of RTCAP Special Activity Fund as at 31 December 2018 was USD 237,996.08.
- 4.5 The excess between the budget expense and budget contribution for 2020 to 2021 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 2019

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

* P – POST*Net G – GXS

Annex 2 RTCAP Expenses

The actual Expenditure for 2018 is as follows:

	SGD	USD *1
Staff Salary	79,017.82	58,531.71
Telecommunication / Postage	370.68	274.58
Airfare / Travel Allowance	2,292.62	1,698.24
Computer Equipment / Maintenance / Stationery	148.00	109.63
Total	81,829.12	60,614.16

*1 Estimate exchange rate is 1 USD = 1.35 SGD

The list of voluntary contributions for 2018 is as follows:

	USD
Bhutan	480.74
China Post	4,967.55
Fiji Post	456.50
India Post	4977.53
Japan Post	40,000.00
Lao Post	475.79
Nepal Post	494.84
Philippines Post	962.44
Singapore Post	5,000.00
Sri Lanka Post	1,980.81
Thailand Post	1,500.00
Vietnam	990.54
Total	62,286.74

The estimated budget for 2020-2021 is as follows (if relocate to Thailand):

	USD
Staff Salary	64,000.00
Medical Insurance	3,000.00
Accommodation (residential)	4,200.00
Telecommunication / Postage	1,371.00
Airfare / Travel Allowance	12,000.00
Computer Equipment / Maintenance / Stationery	686.00
Miscellaneous	1,371.00
Total	86,628.00

The estimated budget for 2020–2021 is as follows (if continues in Singapore):

	USD
Staff Salary	64,000.00
Telecommunication / Postage	2,000.00
Airfare / Travel Allowance	12,000.00
Computer Equipment / Maintenance / Stationery	4,000.00
Miscellaneous	2,000.00
Total	84,000.00