



**Advisory Committee on
International Postal and Delivery Services**

Federal Advisory Committee on International Postal and Delivery Services

(10:00am-12:00pm on September 30, 2013, American Institute of Architects, 1735 New York Avenue, NW, Washington, DC, 20037)

Committee Members in Attendance

- James Campbell - Independent Consultant
- Jean-Philippe Ducasse - JP Ducasse Consulting
- Lea Emerson - United States Postal Service
- Ann Fisher - Postal Regulatory Commission
- Bruce Harsh - Department of Commerce
- Merry Law - WorldVu LLC
- Michael Mullen - Express Association of America
- Arthur Porwick - U.S. Chamber of Commerce
- Robert Reisner - Transformation Strategy, Inc.
- Don Soifer - Lexington Institute
- Nancy Sparks - Federal Express Corporation
- Shannon Chaney - Department of Homeland Security

Representatives of the U.S. Department of State

- Robert Downes - Executive Director and Designated Federal Officer
- Robert Faucher - Director, Bureau of International Organization Affairs, Office of Global Systems
- Yvette Wong - Deputy Director, Bureau of International Organization Affairs, Office of Global Systems
- Helen Grove - Management Analyst, Bureau of International Organization Affairs, Office of Global Systems
- Rebecca Nolan - Bureau of Economic and Business Affairs
- Shivali Haribhakti - Intern, Bureau of International Organization Affairs, Office of Global Systems
- Erika Mayer - Intern, Bureau of International Organization Affairs, Office of Global Systems

Introductions

1. Robert Downes opened the meeting in his capacity as Executive Director and Designated Federal Officer. Mr. Downes stated that the U.S. Department of State takes its responsibility to provide oversight on issues of international postal policy very seriously. He extended personal greetings from Acting Assistant Secretary Pittman of the Department of State's Bureau of International Organization Affairs. He also introduced Robert Faucher, Director of the Office of Global Systems, Bureau of International Organization Affairs, Department of State.
2. Robert Faucher said that though his first day had only been a few weeks prior, he had already been struck by the Department's interest in issues relating to international postal policy. Mr. Faucher stated that he looks forward to working on such issues during his tenure as Director.
3. Mr. Downes welcomed Committee members and the public to the meeting, noted that the meeting was being recorded, and provided an overview of the agenda.

Minutes of the March 15, 2013 Advisory Committee Meeting

4. Mr. Downes informed the members that the Minutes of the March 15, 2013 Advisory Committee Meeting had been posted online.

Renewal of the Charter

5. Mr. Downes explained that the Charter of the Advisory Committee is renewed on a biennial basis. He further explained that the current Charter for the Committee would expire on December 1, 2013, and must be renewed by the Department of State's Under Secretary for Management. The Under Secretary's decision by law reflects a judgment that it was in the public's best interest to continue the Advisory Committee.
6. Jim Campbell, independent consultant, suggested a number of changes to the Charter that he provided to the Committee in writing. He suggested that the Department of Justice be added as one of the government agencies invited to participate in the Committee, and that the U.S. Postal Service be listed as a stakeholder rather than a government agency. He further requested that, in the interest of transparency, unclassified working documents from the Committee be made available on the website. Mr. Downes thanked him for the comments, noted that the interagency would study them closely and welcomed comments on the Charter by others.
7. Robert Reisner, Transformation Strategy Inc., clarified that Mr. Campbell did not wish to remove the U.S. Postal Service from being a member of the Committee, but rather that he

wanted to list the agency as a stakeholder. Mr. Reisner supported Mr. Campbell's suggestion to post unclassified documents on the website in the interest of transparency, and for the purpose of providing members with the opportunity to provide comment at an early stage in the Congress cycle.

8. Mr. Downes stated that the interagency is at times hindered by the late posting of documents on the Universal Postal Union (UPU) website, but pledged to continue efforts to continue to share documents as early as possible and seriously consider adding more information to the website.

Membership renewals

9. Mr. Downes reminded the Committee members that membership is limited to a two-year appointment determined by the Assistant Secretary of the Bureau of International Organization Affairs, and that all current memberships would expire in December 2013. He informed the Committee that the applications, due September 30, 2013, would be compiled into a memorandum and submitted to the Assistant Secretary in a process parallel but separate from that of the Charter renewal.
10. Mr. Campbell suggested that the Assistant Secretary should be able to add members after the deadline, especially in situations where the ideal number of members had not been reached. Mr. Downes clarified that the Assistant Secretary can add or remove members at any time.
11. Mr. Downes informed the Committee that he was in possession of nine renewal requests and one new member application at the time of the meeting.

Upcoming sessions of the Council of Administration

12. Mr. Downes introduced the discussion of the upcoming meetings of the UPU Council of Administration (CA) and Postal Operations Council (POC). He highlighted that the documents provided at the Committee meeting were not exhaustive, but that they were issues that may be of interest to the Committee members and the U.S. Government interagency.
13. Helen Grove, U.S. Department of State, noted that the Bureau of International Organization Affairs focuses on a broad range of crosscutting issues, including those pertaining to budget and resource management. She informed the Committee that working to prevent any budget increases within United Nations technical agencies is a priority of the Bureau. She further informed the Committee that at the Doha UPU Congress, the United States proposed and obtained majority support for zero nominal growth for the budget for the coming cycle. She noted that due to a decrease in

contribution units from other members, the dues for all member countries were increased to accommodate the total budget of the Union. A proposal, drafted by Japan, was passed at the April 2013 CA meeting to have member countries continue to pay the same value per contribution unit for the coming cycle, thus decreasing the total budget of the Union.

14. Ms. Grove stated the United States is acutely aware of the fact that the UPU International Bureau (IB) is now faced with the challenge of trying to complete its work under tight budgetary constraints, and that the United States is closely tracking this issue. She pledged to keep the Committee informed on changes with the budget and to continue to distribute documents as they become available.
15. Ms. Grove also noted that the Bureau is tracking management reform within the IB. She stated that the IB had been under a hiring freeze that appeared to have been lifted for some or all positions the previous week. Ms. Grove explained that one objective for the coming CA session was to gain a better sense of the timeline for hiring. She also noted that it is the U.S. policy to try to help American citizens (AMCITS) to obtain positions in international organizations. She stated that she would keep the Committee apprised of any updates.
16. Jean Philippe Ducasse, J.P. Ducasse Consulting, asked Ms. Grove how many AMCITS were employed by the UPU, and whether there was a plan to reduce the number of positions in the IB given the budget decrease.
17. Ms. Grove answered that there were only a handful of AMCITS employed by the IB, with one on detail who would soon return to the United States. She stated that she would follow up with the IB regarding the precise number of AMCITS employed by the UPU and keep the Committee apprised of any updates or significant staffing changes.
18. Mr. Downes reiterated that it is U.S. policy to have additional qualified AMCITS in positions in international organizations.

Upcoming sessions of the Postal Operations Council

19. Gregory Crabb, U.S. Postal Inspection Service, provided a briefing on the meeting of the Postal Security Group from the April POC session. He stated that the Postal Security Group is a reporting body to the Supply Chain Integration Committee of the POC. The activities and direction of the Postal Security Group are defined by the Supply Chain Integration Committee. He stated that security standards for the postal sector were enacted at the Doha UPU Congress and that a standards working group has been formed. Mr. Crabb also provided an update on dangerous goods trainings and other activities led by the United Kingdom through the Dangerous Goods Working Group. He informed the

Committee that he is the postal administration chair of the newly forming International Civil Aviation Organization (ICAO) - UPU Contact Committee. The purpose of the committee will be to establish improved security practices between postal administrations and civil aviation authorities. He stated that a memorandum of understanding and terms of reference for the ICAO-UPU contact committee were still in draft.

20. Shannon Chaney, U.S. Department of Homeland Security, advised the Committee on advanced data efforts with the U.S. Postal Service. She explained that at present, the United States collects information from certain countries on a voluntary basis. She also provided information about a pilot program in place with France. Ms. Chaney noted that problems with the test program have included incomplete and delayed information. She noted the great deal of work being conducted between the Department of Homeland Security and the U.S. Postal Service, and continued improvements in partnerships with other countries to conduct pilot programs. Ms. Chaney stated that the program began with outgoing mail, but as a result of the success of the program, that inbound data is being accepted on a voluntary basis. She stated that privacy concerns have been the main difficulty.
21. Nancy Sparks, Federal Express Corporation, asked how the data collected compared with information provided from private companies, such as FedEx. Ms. Chaney responded that six of the seven elements were being gathered from the U.S. Postal Service.
22. Mr. Campbell asked if the CN23 requirements of harmonized system code for commercial items were being similarly followed and whether the requirements for the entry process of commercial goods were being met. Ms. Chaney responded that the code is only collected if provided, but that the information is not required. She stated that the entry requirements, in that regard, were not the same as commercial requirements.
23. Mr. Faucher asked for clarification on the data privacy concerns. Ms. Chaney responded that the concerns relate to how the United States stores the data, what is done with the data, and how long it is held.
24. Mr. Campbell inquired as to how private companies would operate within European Union privacy regulations. Michael Mullen, Express Association of America, stated that if the information is required, then privacy restrictions would be irrelevant. Ms. Chaney answered that she would have to look into the issue.
25. Mr. Mullen reiterated that there would be a mandate next year for data required in air transport, including cargo airlines. This mandate will adopt a minimum data set of seven elements in order to conduct targeting to see if a shipment is a threat to the method of

conveyance and to the United States. He stated that there was a pilot project undertaken by four major express companies exploring the idea behind the mandate. The pilot project was successful and found that the seven elements would be sufficient and mandatory globally, regardless of point of origin. He argued that the issue was not of fairness in competition but simply good security standards. He stated that all organizations should go through this process, including the U.S. Postal Service.

26. Ms. Chaney stated that the plan was to move there once the pre-arrival, six-element concept is proven. She explained that the goal is to move to pre-departure in the future.
27. Merry Law, WorldVu LLC, addressed the issue of problems with foreign addresses on forms carried by hand to the U.S. post office. She noted that the foreign address forms do not provide enough space to fit all of the necessary information. Mr. Downes stated that this was an area that the Advisory Committee would continue to monitor and discuss in the future.
28. Ms. Law provided an update on the UPU Addressing Group. She stated that a number of countries had applied for S42 template approval, and that recent approvals included Belarus, Belgium, the Czech Republic, and Tanzania. She noted that China, Austria, and Kenya were developing a S42 template and awaiting approval, but that there was a good deal of progress in the area. She explained that at the last meeting there was a presentation on the provision of additional data and concerns about quality maintenance and that the non-standard data was not compatible with the S42 form. She also stated that there are no global criteria for managing countries without addressing standards, and that the lack of criteria is problematic, but that the UPU has made a push for global criteria for that reason. Overall, she said there is positive movement forward though equality and funding issues continue to be problematic.

Any Other Business

29. Ms. Sparks suggested that the U.S. State Department should consider continuing to include private sector advisors on delegations to the UPU, including for CA and POC meetings. She stated that she believed there was significant interest in customs requirements of UPU, the Acts of Union Project Group, the Reform of the Union Project Group, terminal dues, remunerations and governance. She explained that these issues raise public policy concerns under the 2006 Postal Accountability and Enhancement Act and reflect the foreign policy of the United States.
30. Keith Kellison, United Parcel Service, concurred with Ms. Sparks' suggestion, having attended UPU meetings before.

31. Mr. Downes said that the interagency would have a look at the suggestion, but given the short amount of time before the upcoming UPU meetings in October, the issue would not likely be reviewed until later this year.
32. Mr. Campbell requested discussion of some legal clarification issues that he had previously raised but that had not been addressed. He requested clarification on the relationship between the UPU Acts and Title 29 of the U.S. Code. He stated that he believed the interplay between the two is a standard issue that arises in regard to other multilateral organizations. Mr. Downes asked whether Mr. Campbell had any specific conflicts that he would like to raise. Mr. Campbell explained that he was interested in general implications but he had sent a list of specific conflicts prior to the Doha UPU Congress. He acknowledged that this is not an easy question, but a fundamental one.
33. Mr. Downes acknowledged the question and stated that he had reviewed the communication from Mr. Campbell. The interagency and State Department's lawyers would continue to consider his request.
34. Mr. Campbell discussed what he said was a seeming incompatibility with price negotiations and U.S. antitrust law. He stated that he believed that the State Department had pledged to consult the Department of Justice in November of 2011 on the issue and that in May 2012 it had received advice from the Department of Justice. He requested that a copy of that advice be provided to the members.
35. Mr. Downes stated that he believed the issue was discussed with the Department of Justice and clarified, but he would have to check the records to verify his memory of the discussions. He acknowledged the members' interest in the area and pledged to continue to look at the issue.
36. Mr. Campbell requested that the Advisory Committee revisit the United States' Strategic Plan for the UPU 2013-2016 and consider proposals. He recalled that before the Doha Congress the Committee had raised proposals but there was not enough time to incorporate these ideas before the Congress.
37. Mr. Downes responded that the State Department would welcome suggestions on the U.S. Strategic Plan.
38. Ms. Grove informed Mr. Campbell that his timing was good because the Department of State was in the process of revising the plan and would accept any comments from the Committee.

39. Mr. Downes formally closed the meeting and expressed his appreciation to all present. He reminded the Committee that membership renewals were due on September 30, 2013, by close of business. Mr. Downes requested that, in order to expedite the processing of the Charter, members send any comments as soon as possible. As no other issues were raised, the chair closed the meeting at 11:45am.

Meeting minutes certified by Robert Richard Downes, Designated Federal Officer, on this the 5th of October, 2013 