

Government Gazette Staatskoerant

REPUBLIC OF SOUTH AFRICA
REPUBLIEK VAN SUID-AFRIKA

Vol. 500

Pretoria, 1 February 2007
Februarie

No. 29585

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GENERAL NOTICE

Independent Communications Authority of South Africa

General Notice

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GENERAL NOTICE

NOTICE 90 OF 2007

INDEPENDENT COMMUNICATIONS AUTHORITY OF SOUTH AFRICA (ICASA)

FEES AND CHARGES FOR POSTAL SERVICES

The Independent Communications Authority of South Africa (ICASA) hereby amends notice in terms of Section 30 of the Postal Services Act No.124 of 1998 that the postage rates and service fees for the reserved postal services contained in this schedule will apply as from 01 April 007.

Schedule

1.1 Limits of mass and size of postal articles in the domestic service

Letter products (domestic only)	Class of letter product	Maximum thickness	Maximum mass	Size limitations	
				Maximum	Minimum
Small (DL) maxi Medium (B5) Large (B4) Postcards	Small (DL) maxi	5 mm	50 g	120 mm x 235 mm	90 mm x 140 mm
	Medium (B5)	10 mm	1 kg	250 mm x 176 mm	
	Large (B4)	30 mm	1 kg	353 mm x 250 mm	
	Postcards	0,295 mm	50 g	353 mm x 250 mm	90 mm x 140 mm
Cylinders/rolled items	70 mm	1 kg	Length 520 mm		
	70 mm	1 kg	Length 620 mm		
Rolled addressed newspapers	70 mm	1 kg	353 mm		

Out of standard

When articles do not conform to either the maximum mass, size or thickness, the next rate category must be applied.

Articles smaller than 90 mm x 140 mm

The rate applicable must be charged according to the criteria for B5 or B4.

Domestic bulk mail**Unsorted (ordinary) bulk mail**

- The service is suitable for individuals and businesses that post 100 and more domestic letters.
- Mail will only be accepted if an official payment method is used, i.e. stamps, remote meter-setting franking machine mail, postage-paid and postage-included envelopes.
- Remote meter-setting mail may only be posted at designated offices.
- Mail paid for by all other payment methods may be posted at any post office/mail centre.
- Letters must be faced and tied in bundles when handed in over the counter.

Presorted bulk mail

- The service is suitable for businesses that post large numbers of domestic letters. The minimum volume is 1 000 and more presorted articles per consignment.
- The items must meet the relevant criteria as described in the National Bulk Mail Service Guide.
- All articles in a consignment must -
 - originate from the same sender,
 - be identical in shape, size and mass; and
 - have the same contents.
- The articles must contain return addresses.
- Mail will only be accepted if the official payment methods are used, ie stamps, Permit Mail (only presorted bulk mail), remote meter-setting franking machine mail, postage-paid and postage-included envelopes.
- No rebates apply to letters with stamps as a payment method.
- The client must have his database checked by an official PAMSS and provide the official grading certificate with each posting together with the Bulk Mail Delivery Note.
- Mail must be posted at designated mail centres and mail accepting offices only.

Items larger than 353 x 250 mm, thicker than 30 mm and weighing more than 1 kg will be considered parcels.

1.2 List of postage rates and service fees payable on postal articles posted in South Africa for delivery in South Africa

New rates for domestic letters (VAT inclusive)

Stamp booklets

Stamp booklet (domestic standard)	New rate
Booklet of 10 stamps	R19.26
Boxes of 50 (500 stamps)	R962.59
Boxes of 100 (1 000 stamps)	R1 925.85
Roll of 100 (100 stamps)	R192.59
Rolls of 100 (5) (500 stamps)	R962.93
Rolls of 100 (10) (1 000 stamps)	R1925.85

Volume variance discount on domestic stamp products

Product	Discount	Net Price
Boxes of 50 (500 stamps)	2%	R 943.67
Boxes of 100 (1 000 stamps)	5%	R 1829.56
Rolls of 100 (5) (500 stamps)	2%	R 943.67
Rolls of 100 (10) (1 000 stamps)	5%	R 1 829.56

Ordinary mail

Product	New rate
Client's own envelope (unsorted/nonbulk)	
Small (DL) maxi (R1.90 if rounded for individuals)	R1.93
Medium (B5)	R3.90
Large (B4)	R4.90
Cylinder/rolled items	
Cylinder/rolled items (520 mm x 70 mm)*	R4.90
Cylinder/rolled items (620 mm x 70 mm)*	R8.54
Rolled addressed newspapers	
Rolled addressed newspapers (324 mm x 70 mm)	R2.60
Postage included (prepaid) envelope (postage and cost of envelope)	
Small (C6) with and without window and self-seal envelope	R2.13
Small (DL) maxi with and without window and self-seal envelope	R2.13
Medium (B5)	R4.53
Large (C4)	R6.04
Lettergram (prefabricated)	R2.03
Postcard	
Change of address (postage paid)	R2.13
Ordinary postcard (Post Office card, postage paid)	R2.13
Client's own postcard	
Small (DL) maxi	R1.93
Medium (B5)	R3.90
Large (B4)	R4.89
Advertising mail/Magmail (ordinary mail)	
[minimum 1 000 items per category, per consignment]	
Small (DL) maxi	R1.63
Medium (B5)	R2.76
Large (B4)	R4.11
Addressed Promotional mail	
[minimum 1 000 items per category, per consignment]	
Small (DL) maxi	R1.70
Medium (B5)	R2.81
Large (B4)	R4.17

Postage included envelopes discount

Postage included envelopes bought in bulk	Discount on postage
250 – 499	1%
500 – 9 999	2%
10 000 – 19 999	3%
20 000 – 49 999	4%
50 000 upward	Special discounts must be fully motivated by Sales. To be determined by Head Office (motivation needed)

Fastmail

Product	New rate
Client's own envelope	
Small (DL) maxi	R3.18
Medium (B5)	R7.50
Large (B4)	R9.06
Cylinder/rolled items	
Cylinder/rolled items (520 mm x 70 mm)*	R7.70
Cylinder/rolled items (620 mm x 70 mm)*	R9.26
Addressed rolled newspapers	
Addressed rolled newspapers	R7.50
Postage included (prepaid) envelope (postage and cost of envelope)	
Small (DL) maxi with or without window	R3.38
Medium (B5)	R8.07
Large (C4)	R10.05
Large (B4)	R9.53
Client's own postcard	
Small (DL) maxi	R3.18
Medium (B5)	R7.50
Large (B4)	R9.06
Advertising mail and Magmail (Fastmail) - bulk mail only (minimum 1 000 items per category)	
Client's own envelope	
Small (DL) maxi	R3.18
Medium (B5)	R7.50
Large (B4)	R9.06

Infomail**(unaddressed mail)**

Product	New rate
Pamphlets	
Local (within Post Office region)	
Box	R0.08
Street delivery	R0.10
National	
Box	R0.12
Street delivery	R0.15
Brochures	
Local (within Post Office region)	
Box	R0.14
Street delivery	R0.16
National	
Box	R0.25
Street delivery	R0.27

Trade samples	
Local (within Post Office region)	
Box	R0.18
Street delivery	R0.20
National	
Box	R0.30
Street delivery	R0.34
Household circulars	
Local (within Post Office region)	
Box	R0.24
Street delivery	R0.26
National	
Box	R0.32
Street delivery	R0.34
Area newspapers (unaddressed)	
Local (within Post Office region)	
Box	R0.18
Street delivery	R0.20
National	
Box	R0.30
Street delivery	R0.34

Business Reply Service

Product	Rate
New licence	R138.35
Renewal of licence (annually)	R138.35
Ordinary mail (service fee)	
Small (DL) maxi	R2.08
Medium (B5)	R4.06
Large (B4)	R5.10
Parcel (excludes postage)	R4.06
Cylinder (postage and handling fee)	
520 mm x 70 mm	R5.10
620 mm x 70 mm	R8.85
Fastmail (handling fee)	
Small (DL) maxi	R3.38
Medium (B5)	R7.70
Large (B4)	R9.26
Cylinder (postage and handling fee)	
520 mm x 70 mm	R7.81
620 mm x 70 mm	R9.53

Number of BRS articles returned	Discount per response item
50 000 up to 10 000	R0.04
10 001 up to 20 000	R0.05
20 001 up to 30 000	R0.07
30 001 up to 40 000	R0.08
40 001 up to 200 000	R0.104
200 001 up to 400 000	R0.13
400 001 up to 600 000	R0.16
600 001 up to 800 000	R0.18
800 001 up to 1 000 000	R0.22
1 000 001 and up	R0.24

Registered letter (with insurance option) including postage

Product	Service fee
Small (DL) maxi	R13.59
Medium (B5)	R15.62
Large (B4)	R16.60
Postage-included registered envelope	R15.15
Compulsory registration	R24.52

Insurance fee (for registered letters)

Product	Service fee
Up to R100,00	Free
Up to R250,00	R9.63
Up to R500,00	R19.52
Up to R1 000,00	R39.19
Up to R1 500,00	R58.35
Up to R2 000,00	R77.87

Advice

Product	Service fee
Proof of delivery	R20.77
Advice of delivery (AR card)	R4.27
Acceptance slip	Free

Franking machine licences

Product	Service fee
New licences	R151.21
Transfer of licence	R151.21
Renewal of licence (annual)	R110.45
Spoiled impression fee (per 100/portion of these)	
Small (DL) maxi	R17.33
Medium (B5)	R21.81
Large (B4)	R27.01

Other service fees

Type	Rate
Exchange of one denomination of postage stamp or postal stationery article for another	Five per cent of the value of the stamps or stationery item with a minimum charge of R1.93
Enquiry about letters and parcels (all services)	Free of charge
Acceptance of a domestic postal article after closing of mail (all postal articles)	R10.41

Faxmail

	Rate
Per page (local – no dialling code)	R4.89
Per page (national - dialling code)	R6.19
Per page (international)	R18.17
Counter delivery (post office to post office)	Free
Delivery by ordinary mail (optional)	R2.13
Delivery by Fastmail (optional)	R3.44
Counter delivery (private fax to post office)	R3.28

New service

Product	Category	Rate
Registered with insurance option	Interception of registered article	R9.06

Postage included postcards

Postcards bought in bulk	Discount Given
5000 to 9999	1%
10 000 to 14 999	1.5%
15 000 to 19 999	2%
20 000 and more	2.5%

1.3. Parcelplus

This service is available at all post offices.

Counter to counter	R27.48 for the first kilogram
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What is considered as a parcel?

Any postal item larger than 250 x 353 mm and/or thicker than 30 mm and/or weighing more than 1 kg will be considered a parcel. However, the EconoParcel specifications (the old C3) differ:

Maximum thickness:	100 mm
Maximum mass:	1 kg
Size:	458 mm x 324 mm

Insurance is an optional extra. The client has the option of insuring through Parcelplus at a rate of two per cent of the declared value up to a maximum of R5 000 with a minimum rate of R2, 00 per parcel.

Product	Rate
Econoparcel (C3)	R14.63 per parcel

1.4 International mail

International letter and parcel services are available worldwide, either by airmail or surface mail. These services may be accessed by posting either at post offices or by posting in street posting boxes. The available range of services includes:

Product	Description
Aerogrammes	Special prepaid air-mail letters consisting of one lightweight folded sheet of paper that can be sealed. No enclosures are permitted
Postcards	Convenient conveyance of unenclosed messages and greetings
Small letters	Consists of private and business letters up to 50 g and no bigger than 120 x 235 x 5 mm
Medium letters	Consists of private and business letters up to 250 g and no bigger than 250 x 176 x 10 mm
Large letters	Consists of private and business letters up to 300 g and no bigger than 353 x 250 x 30 mm
Small parcels	For small quantities of low-mass goods under 2 kg at a lower rate and with simpler customs declarations than for large parcels
Large parcels	For the conveyance of goods and material up to 30 kg. The maximum mass differs from country to country.
Registered mail	A separately streamed service with added security for letter post items
Direct publishers bags (M Bags)	The economical conveyance by air mail or surface mail of printed matter to the same addressee at the same address. A minimum price for 5 kg applies to each bag. The mass of each item in the bag must not be more than 2 kg.

Special value-added services

Value can be added to basic international mail services by buying additional value-added services. These include express delivery, registered, insured and advice-of-delivery (AR) options. As these add-on services are not available to some countries or for some categories of mail, enquiries should be made at post offices to find out if they are available for your purposes. Insured and registered items must be posted at post office counters and not in street post-boxes.

International reply coupons

The international reply coupon service enables customers to repay the postage on a reply from a correspondent abroad. Coupons sent abroad may be exchanged for one or more postage stamps representing the minimum postage pre-payable on an air-mail letter. The coupons cost R15.40 and are available at post offices.

Exchange control regulations

Registration fee	18.57	18.57	18.57	18.57				
Registration fee – M bags	18.57	18.57	18.57	18.57				
Express delivery fee	21.05	21.05	21.05	21.05				

Note: International letter post products have no insurance option and may only be registered.

* Enquire at your local post office for details of any service suspensions.

Angola, Botswana, Burundi, Comoros, Congo (Dem Rep), Congo (Peoples Rep), Gabon, Kenya, Lesotho, Madagascar, Malawi, Mauritius, Mozambique, Namibia, Réunion, Rwanda, Seychelles, Swaziland, Tanzania, Uganda, Zambia and Zimbabwe.

** If in roll form, length plus twice the diameter not to exceed 1 040 mm, nor the greatest dimension to exceed 900 mm

*** A minimum price for 5 kg applies.

Large parcel rates* (all prices shown in Rand)

PARCEL CHARGING ZONE		AIR MAIL		SURFACE MAIL	
	Zone coverage #	Rate per parcel	Plus rate per 100 g or part thereof	Rate per parcel	Plus rate per 100 g or part thereof
Zone A	Botswana, Comoros, Kenya, Namibia, Seychelles and Swaziland	72.69	2.22	69.00	0.84
Zone B	Angola, Lesotho, Madagascar, Mozambique, Réunion, Rwanda, Uganda, Zambia and Zimbabwe	107.19	2.80	107.24	1.74
Zone C	Northern Africa and the Middle East. Major destinations in this zone include Israel, Nigeria, Ascension, St Helena and Ghana.	107.19	10.02	99.86	2.80
Zone D	Europe, Russian Federation and former USSR states. Major destinations in this zone include Austria, Germany, Great Britain, France, Italy, Netherlands and Switzerland.	104.76	9.18	110.93	2.00
Zone E	Americas and the Caribbean (except Canada). Major destinations in this zone include the United States of America.	82.55	14.30	82.55	3.17
Zone F	Asia Pacific and Canada. Major destinations in this zone include Australia, Canada, China, Japan and New Zealand.	77.07	12.82	78.86	1.95

An expanded list of the countries and their charging zones is provided overleaf together with information concerning customs documentation required for those countries. Information concerning countries not listed can be obtained from your local post office.

Charging zones for letters and parcels and customs documentation requirements for parcels

COUNTRY	ZONES		CUSTOMS DOCS FOR PARCELS	COUNTRY	ZONES		CUSTOMS DOCS FOR PARCELS	COUNTRY	ZONES		CUSTOMS DOCS FOR PARCELS
	Letter post	Parcel post			Letter post	Parcel post			Letter post	Parcel post	
Afghanistan	ROW	F	CN23 CP71	Georgia	ROW	D	CN23 CP71	Nigeria	ROW	C	PP4
Algeria	ROW	C	CN23 CP71	Germany	ROW	D	CN23 CP71	Norway	ROW	D	CN23 CP71
Albania	ROW	D	CN23 CP71	Ghana	ROW	C	PP4	Oman	ROW	C	PP4
Angola	SA	B	CN23 CP71	Great Britain	ROW	D	PP4	Pakistan	ROW	F	CN23 CP71
Andorra	ROW	D	CN23 CP71	Greece	ROW	D	CN23 CP71	Panama	ROW	E	CN23 CP71
Antigua/Bar	ROW	E	PP4	Grenada	ROW	E	PP4	Papua N G	ROW	F	PP4
Armenia	ROW	D	CN23 CP71	Guatemala	ROW	E	CN23 CP71	Paraguay	ROW	E	CN23 CP71
Argentina	ROW	E	CN23 CP71	Guinea Bissau	ROW	C	CN23 CP71	Peru	ROW	E	CN23 CP71
Ascension	ROW	C	PP4	Guinea Rep	ROW	C	CN23 CP71	Philippines	ROW	F	PP4
Austria	ROW	D	CN23 CP71	Guyana	ROW	E	PP4	Poland	ROW	D	CN23 CP71
Australia	ROW	F	PP4	Haiti	ROW	E	CN23 CP71	Portugal	ROW	D	CN23 CP71
Azerbaijan	ROW	D	CN23 CP71	Hawaii	ROW	E	PP4	Qatar	ROW	C	PP4
Azores	ROW	D	CN23 CP71	Honduras	ROW	E	CN23 CP71	Reunion	SA	B	CN23 CP71
Bahamas	ROW	E	PP4	Hong Kong	ROW	F	PP4	Romania	ROW	D	CN23 CP71
Bahrain	ROW	C	PP4	Hungary	ROW	D	CN23 CP71	Russia	ROW	D	CN23 CP71
Bangladesh	ROW	F	CN23 CP71	Iceland	ROW	D	CN23 CP71	Rwanda	SA	B	CN23 CP71
Barbados	ROW	E	CN23 CP71	India	ROW	F	CN23 CP71	Samoa West	ROW	F	PP4
Belize	ROW	E	PP4	Indonesia	ROW	F	CN23 CP71	Sao Tome	ROW	C	CN23 CP71
Belgium	ROW	D	CN23 CP71	Iran	ROW	F	CN23 CP71	Saudi Arabia	ROW	C	CN23 CP71
Belorussia	ROW	D	CN23 CP71	Iraq	ROW	F	CN23 CP71	Senegal	ROW	C	CN23 CP71
Benin	ROW	C	CN23 CP71	Ireland	ROW	D	PP4	Seychelles	SA	A	PP4
Bermuda	ROW	E	PP4	Israel	ROW	C	CN23 CP71	Sierra Leone	ROW	C	PP4
Bhutan	ROW	F	CN23 CP71	Italy	ROW	D	CN23 CP71	Singapore	ROW	F	PP4
Bolivia	ROW	E	CN23 CP71	Ivory Coast	ROW	C	CN23 CP71	Slovakia	ROW	D	CN23 CP71
Bosnia	ROW	D	CN23 CP71	Jamaica	ROW	E	PP4	Slovenia	ROW	D	CN23 CP71
Botswana	SA	A	PP4	Japan	ROW	F	CN23 CP71	Solomon Is.	ROW	F	PP4
Brazil	ROW	E	CN23 CP71	Jordan	ROW	C	CN23 CP71	Somalia	ROW	C	Suspended
Bulgaria	ROW	D	CN23 CP71	Kazakhstan	ROW	D	CN23 CP71	Spain	ROW	D	CN23 CP71
Burundi	SA	C	CN23 CP71	Kenya	SA	A	PP4	Sri Lanka	ROW	F	PP4
Burkina Faso	ROW	C	CN23 CP71	Kiribati	ROW	F	PP4	St. Christopher	ROW	E	PP4
Brunei/Dar.	ROW	F	PP4	Korea North	ROW	F	CN23 CP71	St Helena	ROW	C	PP4
Cameroon	ROW	C	CN23 CP71	Korea South	ROW	F	CN23 CP71	St. Vincent	ROW	E	PP4
Cambodia	ROW	F	CN23 CP71	Kuwait	ROW	C	CN23 CP71	Sudan	ROW	C	CN23 CP71
Canada	ROW	F	PP4	Kyrgyzstan	ROW	D	CN23 CP71	Suriname	ROW	E	CN23 CP71
Cape Verde	ROW	C	CN23 CP71	Laos	ROW	F	CN23 CP71	Swaziland	SA	A	PP4
Central Africa	ROW	C	CN23 CP71	Latvia	ROW	D	CN23 CP71	Sweden	ROW	D	CN23 CP71
Chad	ROW	C	CN23 CP71	Lesotho	SA	B	PP4	Switzerland	ROW	D	CN23 CP71
Chile	ROW	E	CN23 CP71	Lebanon	ROW	C	CN23 CP71	Syria	ROW	C	CN23 CP71
China Peo. Re	ROW	F	PP4	Liberia	ROW	C	CN23 CP71	Taiwan	ROW	F	CN23 CP71
Colombia	ROW	E	CN23 CP71	Libya	ROW	C	CN23 CP71	Tajikistan	ROW	D	CN23 CP71
Comoros	SA	A	CN23 CP71	Liechtenstein	ROW	D	CN23 CP71	Tanzania	SA	A	CN23 CP71
Congo (DRC)	SA	C	CN23 CP71	Lithuania	ROW	D	CN23 CP71	Thailand	ROW	F	PP4
Congo (PR)	SA	C	CN23 CP71	Luxembourg	ROW	D	CN23 CP71	Togo	ROW	C	CN23 CP71
Costa Rica	ROW	E	CN23 CP71	Macao	ROW	F	PP4	Tonga	ROW	F	PP4
Croatia	ROW	D	CN23 CP71	Macedonia	ROW	D	CN23 CP71	Trinidad	ROW	E	PP4
Cuba	ROW	E	CN23 CP71	Madagascar	SA	B	CN23 CP71	Tunisia	ROW	C	CN23 CP71
Cyprus	ROW	D	PP4	Malawi	SA	A	PP4	Turkey	ROW	C	CN23 CP71
Czech Rep.	ROW	D	CN23 CP71	Mali	ROW	C	CN23 CP71	Turkmenistan	ROW	D	CN23 CP71
Denmark	ROW	D	CN23 CP71	Malta	ROW	D	PP4	Tuvalu	ROW	F	PP4
Djibouti	ROW	C	CN23 CP71	Malaysia	ROW	F	CN23 CP71	Tuvalu	SA	B	CN23 CP71
Dodecanese Is	ROW	D	CN23 CP71	Maldives	ROW	F	CN23 CP71	United Arab	ROW	C	PP4
Dominica	ROW	E	PP4	Mauritius	SA	A	PP4	Ukraine	ROW	D	CN23 CP71
Dominican R.	ROW	E	CN23 CP71	Mauritania	ROW	C	CN23 CP71	UK	ROW	D	PP4
Dubai	ROW	C	PP4	Mexico	ROW	E	PP4	Uruguay	ROW	E	CN23 CP71
Ecuador	ROW	E	CN23 CP71	Moldova	ROW	D	CN23 CP71	USA	ROW	E	PP4
Egypt	ROW	C	CN23 CP71	Monaco	ROW	D	CN23 CP71	Uzbekistan	ROW	D	CN23 CP71
El Salvador	ROW	E	CN23 CP71	Mongolia	ROW	F	CN23 CP71	Vanuatu	ROW	F	PP4
Equatorial Gui.	ROW	C	CN23 CP71	Morocco	ROW	C	CN23 CP71	Vatican City	ROW	D	CN23 CP71
Eritrea	ROW	C	CN23 CP71	Mozambique	SA	B	PP4 + CP71	Venezuela	ROW	E	CN23 CP71
Estonia	ROW	D	CN23 CP71	Myanmar	ROW	F	PP4	Vietnam	ROW	F	CN23 CP71
Ethiopia	ROW	C	CN23 CP71	Namibia	SA	A	PP4	Virgin Is USA	ROW	E	PP4
Fiji	ROW	F	PP4	Nauru	ROW	F	PP4	Yemen	ROW	C	CN23 CP71
Finland	ROW	D	CN23 CP71	Nepal	ROW	F	CN23 CP71	Yugoslavia	ROW	D	CN23 CP71
France	ROW	D	CN23 CP71	Netherlands	ROW	D	CN23 CP71	Zambia	SA	B	PP4
French Guiana	ROW	E	CN23 CP71	New Zealand	ROW	F	PP4	Zimbabwe	SA	B	PP4
Gabon	SA	C	CN23 CP71	Nicaragua	ROW	E	CN23 CP71				
Gambia	ROW	C	PP4	Niger	ROW	C	CN23 CP71				

These documentation requirements apply to ordinary air and surface parcels. Check at your local post office for documentation required for insured and COD parcels and for any country not shown.