

# ELECTRONIC ACCOUNTING WITH IPEP



## For the paperless accounting of Terminal Dues

### Why?

Terminal Dues accounting is often time-consuming and complicated. To allow for more transparent accounting efficiency while also improving the quality of the data exchanged between posts, IPC has developed, and is providing, an electronic accounting tool called iPep.

### How does it work?

IPC's electronic accounting tool, iPep, allows postal operators to proceed with all their Terminal Dues (TD) accounting electronically from the despatch and sampling information until the production of the final invoice.

Through iPep, all forms are exchanged, amended and approved electronically, in a confidential and secured environment, with e-mail notifications when actions are undertaken, including: upload, download, comments, request for removal and/or acceptance of documents. The tool covers the following:

- The preparation, exchange and approval of letter data from dispatches (e55 - CN56) as well as for IBRS (e09 - CN10);
- The preparation, exchange and approval of sampling information (eNO1/e53 – NO3/CN54bis);
- Sampling accuracy report;
- Sampling planning module;
- Comparison reports between eNO1/e53 and e55 to validate the item estimation.

The tool also supports both **UPU Terminal D Accounting** and **REIMS/INTERCONNECT Terminal Dues Accounting**.

One of the key elements of iPep is that operators can upload their monthly sampling data and total weight into iPep and exchange the data with the other operators for approval.

Based on that information, quarterly and yearly reports can be generated. In addition, IBRS, postcards, and bi-lateral values can be keyed in to generate a yearly report highlighting the mail volume (in kilo and in number of items) per format and per mail category (air, surface).

Finally, the remuneration group table allows the operator to indicate the Terminal Dues rates (both the kilo and item components) per International Mail Processing Centres' (IMPC) codes in order to produce the final invoice.

iPep is available to all postal operators. A trial period of the service is possible.

## Main advantages



iPep allows the postal operators to electronically exchange files and data while **improving the quality of the data** thanks to a large set of validity checks.



Furthermore, the accounting process and communication between operators is **sped up with a higher transparency** of the accounting and document status: upload, download, comments, and approval – **fully historicised**.



iPep is **compliant with UPU rules and regulations** and is regularly updated following the decisions taken at UPU level. The electronic statements eNO1/e53 and e55 are already **supported by International Postal System (IPS)**.



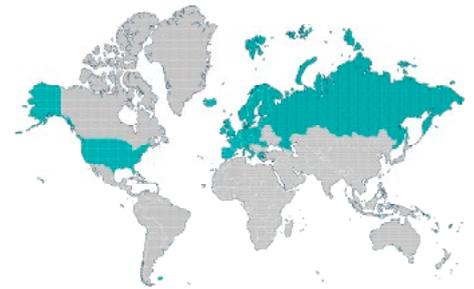
The electronic accounting tool is available **online 24/7, is not limited to a specific workstation, does not have a limit of licences and includes maintenance service**. This increases the transparency within the operators' organisation. For instance, in case of a decentralised accounting department, potential points of discussions are available anytime and anywhere in the world.



Lastly, different remunerations can be applied to sub-flows on the basis of the IMPC code or the mail category. This makes iPep **very flexible** for the accounting of modern Terminal Dues agreements

## Who are the users?

In 2019, **30 postal operators** are using iPep: Österreichische Post (AT), bpost (BE), Swiss Post (CH), Ceska Posta (CZ), Deutsche Post DHL Group (DE), PostNord Danmark (DK), Omniva (EE), Correos (ES), Posti (FI), La Poste (FR), Royal Mail Group (GB), Hellenic Post ELTA (GR), Magyar Posta (HU), Hrvatska Posta (HR), An Post (IE), Iceland Post (IS), Poste Italiane (IT), Lietuvos Pastas (LT), POST Luxembourg (LU), Latvijas Past (LV), PostNL (NL), Posten Norge (NO), Poczta Polska (PL), CTT Portugal Post (PT), Posta Romana (RO), FSUE Russian Post (RU), PostNord Sverige AB (SE), Slovenska Posta (SK), Posta Slovenije (SI), and USPS (US).



## User testimonials

“Thanks to iPep we do not need to juggle with paper anymore and have **more resources available** for tasks that really count!”  
– Swiss Post

“iPep makes the accounting **transparent** in all steps for both parties and allow a **more efficient** work enabling an **earlier settlement** of the terminal dues.” – PostNord Danmark

“The use of iPep has changed the exchange of the accounting data with a beneficial balance. The process is now **easier and more reliable**. Moreover, the fact that all accounting data are available in .xls/.pdf/.html make easier and faster the checking of weight and sampling data. That is a great advantage compared to the previous process with the exchange of paper forms.”  
– Le Groupe La Poste

“Since we are using iPep we are able to handle even very complex accounting processes easily, quickly and without mistakes.”  
– Swiss Post

## More information

For more information about iPep, contact [ipep@ipc.be](mailto:ipep@ipc.be).



More info