

Post Office

Cap. 27A.

POST OFFICE (FRANKING POSTAGE METER MACHINE) REGULATIONS, 1980

1980/211.
1998/24.
2005/24.

Authority: These Regulations were made on 17th June, 1980 by the Minister under section 59 of the *Post Office Act*.

Commencement: 1st January, 1981.

1. These Regulations may be cited as the *Post Office (Franking Postage Meter Machines) Regulations, 1980*.

2. Any person who, by reason of the quantity of postal articles transmitted by him through the Post Office, may apply in writing to the Postmaster-General for a licence to use a franking postage meter machine.

3. (1) The Postmaster-General may, upon receipt by him of an application under regulation 2, issue to the applicant a licence in such form and subject to such conditions as the Postmaster-General approves and upon payment by the applicant of the fee specified in paragraph 1 of the *Schedule*.

Schedule.

(2) A licence issued under paragraph (1) is valid for one year from the date of its issue and is renewable at the discretion of the Postmaster-General for a further period of one year.

4. No meter shall be used until it has been presented with the licence to the Postmaster-General or a person acting under his authority, and postage has been prepaid by the user of that machine.

5. (1) The seals of a machine must not be broken except by or in the presence of the Postmaster-General or a person acting under his authority.

(2) No duplicate seals in respect of any machine and the sealed mechanism thereof shall be interfered with except by the Postmaster-General or a person acting under his authority.

6. (1) An impression made by a franking postage meter machine must be clear, distinct and complete and made only on

- (a) the material actually comprising the cover of the postal article;
- (b) the envelope of the postal article; or
- (c) an adhesive label of a type approved by the Postmaster-General and affixed to the postal article.

(2) Postage is not payable by means of incomplete franking impressions, or by means of impressions on pieces of paper affixed to postal articles in the manner in which postage stamps are affixed.

7. The name and address of the user of a postage meter franking machine must be printed or embossed on all address labels, envelopes or wrappers of postal articles bearing an impression of that machine, unless

- (a) the user identifies himself as being the user of that machine; or
- (b) a messenger tending such postal articles produces evidence in writing that he is the authorised representative of the user.

8. The date appearing in the date-stamping dye of an impression of a postal article must be the actual date of the posting of that article.

9. Except in the case of parcels,

- (a) all postal articles bearing the impression of a franking postage meter machine must, for purposes of posting, be arranged with all the addresses facing one direction; but where the number of such postal articles is less than 20 they must be tied in bundles;

- (b) printed paper packets prepaid at the rate specified in the *Post Office (Inland Letter Post) Regulations, 1980* or, as the case may be, the *Post Office (Overseas Letter Post) Regulations, 1980* as being the postage rate for printed papers, imitation typewritten circulars and postal packets bearing adhesive as well as franking impressions must be tendered in separate bundles. 1980/181.
1980/198.

10. All postal articles stamped by a franking postage meter machine must be handed to an officer of the Post Office at the counter of the General Post Office or at such District Post Office as the Postmaster-General approves; and any postal article stamped by such machine in any manner other than directed in these Regulations must be treated as if the postage is unpaid and must be surcharged accordingly.

11. (1) The Postmaster-General may inspect or authorise any person to inspect without notice any franking postage meter machine at any time during normal business hours, and may demand of the user of any such machine that he brings it to the Post Office at a specified time for inspection.

(2) No person shall do any thing to prevent the inspection of a franking postage meter machine, or fail to comply with a demand of the Postmaster-General under this regulation.

12. Notwithstanding regulation 11, every franking postage meter machine must be properly maintained by the user thereof, and must be inspected by the manufacturers thereof or by their agents not less than twice during each period of 6 months or as often as the Postmaster-General directs.

13. Where a franking postage meter machine is over-used by reason of improper use thereof, the user of such machine is liable at the discretion of the Postmaster-General to pay a surcharge of the amount specified in paragraph 2 of the *Schedule* in respect of such over-use or to have his licence revoked, or both. Schedule.

SCHEDULE

2005/24.

(Regulations 3, 13 and 15)

FRANKING POSTAGE METER MACHINES

Service	Fee
	\$
1. Licence to use franking postage meter machine	300.00 per annum
2. Improper use of franking postage meter machine	50.00 per annum
3. Franking impression made in error	5 per cent of face value of impression

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