SUPPLY CHAIN WORKING GROUP
PAPU/OTC/SCG/PSAG/01/2025 - Doc No. 4

PAPU SECURITY ACTION GROUP (PSAG)
25th MARCH 2025 (VIRTUAL)   TIME: 09:00 GMT

PAPU SECURITY ACTION GROUP (PASG) ACTION PLAN

1. Subject: PASG Action Plan	References/Paragraphs
	POC C 1 PSG 2024.1–Doc 8
2. **Decisions Expected** • Take note of the activities undertaken; • Adopt the Report; • Submit to the Report to the Supply Chain Working Group.	

1. INTRODUCTION

Following the successful establishment of the PAPU Security Action Group under the Supply Chain Working Group, in line with the provisions of POC C 1 PSG 2024.1–Doc 8 Annex 2, and approval by the 42nd Ordinary Session of the PAPU Administrative Council held in Arusha, Tanzania in June 2024, this document provides the Action Plan for the Group.

2. PSAG TERMS OF REFERENCE

The Terms of Reference for Action Group are as follows:

2.1 Develop a strategy to assist Designated Operators (DOs) in Africa in the implementation of UPU security standards S58 and S59 to achieve certification, setting out clear timelines and targets in line with the prescribed UPU security certification process guidelines;

2.2 Create awareness regarding postal security and safety by developing a regional training workshop schedule with target audiences, including mail handlers, security personnel, and drivers. This platform may also be used to disseminate DOs' experience of security challenges and best practices in the region;

2.3 Arrange and/or facilitate security reviews or compliance audits in line with UPU security standards for DOs within the region wishing to achieve certification, with guidance from the PSG.

2.4 Produce regular and timely reports on the progress made by DOs in improving the security status of their critical facilities in line with the provisions of the security standards.

2.5 Conduct monitoring with a focus on the following:

   i.   Security awareness and compliance with UPU security standards S58/S59.
   ii.   Security reviews and certification relative to UPU security standards S58/S59.
   iii.   Elimination of dangerous goods and prohibited items in the postal network.
   iv.   Collaboration with regional security and regulatory entities.
   v.   Assist in curbing international mail violations or theft in line with existing applicable laws.
   vi.   Evaluation and analysis of regional quarterly security reports.

2.6 Complete, with advice from the PAPU Secretariat, a self-assessment of the work done at the end of each term to evaluate the effectiveness and impact of the PAPU-SAG.

3. PSAG ACTION PLAN

The table below contains the detailed deliverables for the Action Plan 2025

S/N	Objective	Activities	KPI/ Measure	Target	Frequency
1.	Coordination of PAPU Supply Chain Working Group activities	Assist in facilitating responsiveness of DOs in addressing security matters brought up by the Supply Chain Working Group	Level of responsiveness to SCG	100%	Quarterly
2.	Cooperation and collaboration with African DOs	Reconcile postal security units' focal points within the sub-region	Number of DOs focal points	100%	Bi-annual
3.	Establishment of sub-regional Security Teams	Establish a security Team made up of focal points within the sub-regions to tackle postal supply chain security concerns	Number of security concerns identified and resolved	5	Quarterly
4.	Build a continuous peer engagement platform	Initiate a continuous engagement with sub-regional postal security focal points in information sharing and best practices	Number of meetings held	2	Bi-annual
5.	Postal security standards awareness campaign	Develop an awareness programme on postal security standards S58 and S59 for the sub-regional security focal points	% awareness roll-out	100%	Bi-annual
6.	Compliance with UPU postal security standards S58 & S59	Coordinate and facilitate implementation of and continuous monitoring of adherence to security standards,	Number of DOs assisted	2	Bi-annual

7.		Assist the UPU Postal Security Group (PSG) in conducting security process reviews in the sub-regional DOs towards achieving certification	Number of DOs committing to get certified	2	Bi-annual
8.	Risk assessment technical or expertise assistance	Assist DOs with expertise to conduct risk assessments of their facilities	Number of DOs assisted	3	Annual
9.	Enhance postal supply chain resilience	Coordinate training on Dangerous Goods, Cyber-security threats, Postal Transport, and Fraud prevention in line with the UPU Trainpost	Number of trained personnel per DO	20	Quarterly
10.	Stakeholder Engagement	Establish collaborative platforms with regional bodies, including customs, civil aviation, law enforcement, etc.	Number of meetings held	2	Bi-annual
11.	Progress Reports	Initiate and ensure continuous reporting of DOs on matters concerning the security of the postal supply chain,	Number of reports per DO	1	Quarterly
12.		Evaluate and report progress made on the implementation of the PSAG Action Plan.	Number of reports by PSAG	1	Quarterly

4. DECISION EXPECTED

The PAPU Security Action Group is invited to:

a) Provide comments and or inputs to the work-plan and deliverables,

b) Adopt the document

c) Submit the Action Plan for approval by the Supply Chain Working Group.