



F.No. 17-24/2019-PD
Government of India
Ministry of Communication
Department of Posts
Parcel Directorate

Dated : 11.03.2020

To,
All HOCs

Subject:- Security measures for Parcels in India Post

Parcel security is the most commonly used security mechanism being adopted in the Courier, Express and Parcel industry primarily owing to the low cost of implementation and being a customer facing feature.

2. In order to curb the vulnerabilities being faced in supply chain of India Post during sorting, transit, transportation and delivery, following types of tamper evident envelopes and tapes are prescribed for small, medium and large sized Parcels:

a) **Plastic Flyer for small parcels**- To enable end-to-end consignment security against tampering and other handling risks during its movement from origin to destination. (suggested minimum specifications placed at A-I)

b) **BOPP Tapes for large parcels**- Bi-axially Oriented Polypropylene (BOPP) tapes are the packaging tape commonly used for securing & fastening secondary packaging material (i.e. carton boxes, corrugated boxes etc.) for medium and heavy-duty parcel box. (suggested minimum specifications placed at A-II)

3. Circles can consider offering these packaging as priced services to customers through parcel packaging centres and e-commerce centres or through any other identified offices. These may also be used in case of damaged packaging by the transit points (Hubs, POs). Circles may also educate customers especially bulk customers to use the above measure while handing over parcels for booking

4. The specifications shared are indicative. Circle may consider improving some specification based on operational requirements.

Copy to:

1. RAKANPA & All PTCs.
2. GM (CEPT)- with the request to upload the document.

-SD-
(V.K. Gupta)
CGM (Parcel Dte.)

(V.K. Gupta)
CGM (Parcel Dte.)

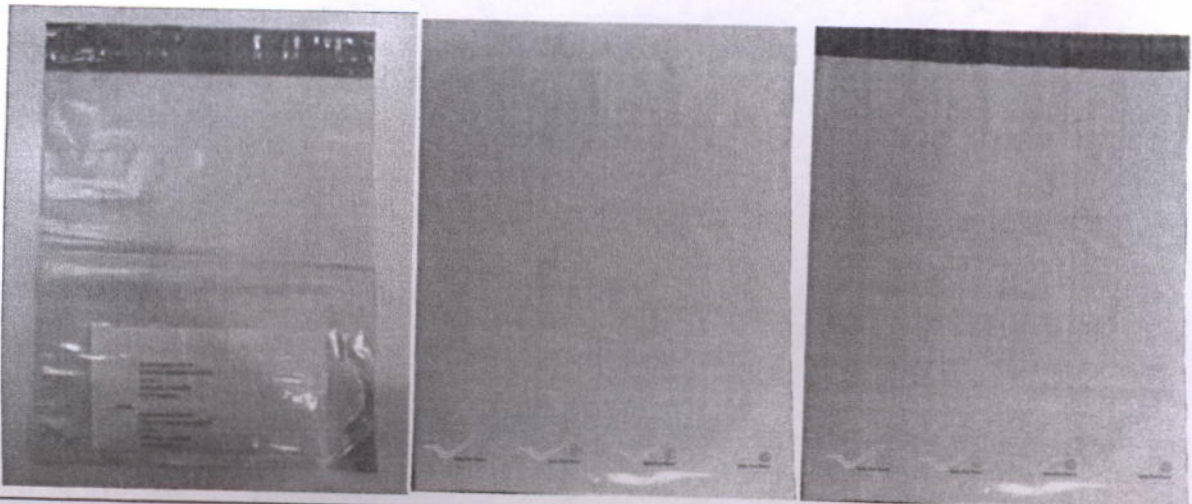
Specifications of Plastic Flier

Features	Specification
Usages	Courier/E-commerce
Property	Recycle and Tamper proof
Thickness	55-60 Microns
Material	LDPE/HDPE (Low/High Density Polyethylene) with water/moisture resistant feature
Pattern	Transparent Jacket/Pouch with (POD/Invoice)
Branding	Array of "India Post Parcel" logo (2" inch width preferably) across the bottom of envelope as shown in photograph below
Carrying Capacity	Less than 2 Kgs
Dimensions of the courier Flier/Bags	12" x 10" Inches pouch 16" x 12" Inches pouch (6" x 6") Inches Bubble Padded Flier
Adhesive Strip glue & tamper evident feature	<ul style="list-style-type: none"> ▪ Peel & Seal permanent adhesive flap closure (Glue strength is of highest quality)
Additional Features	<ul style="list-style-type: none"> ▪ Hole punch for air removal 1mm ▪ Easy to write on with a permanent marker/ pen

Photographs



India Post logo



Specifications of BOPP TAPES

Feature	Specification
Width (inch)	Min:2"
Length	>= 40 metres
Colour options	<ul style="list-style-type: none">• Brown/Transparent• Array of "India Post Parcel" logo printed on entire roll
Thickness	<ul style="list-style-type: none">• 40 microns
Additional desired features (List not exhaustive)	<ul style="list-style-type: none">• Medium and heavy sealing• Withstand multiple environments

Photographs

