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version 22.6

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**TECHNICAL SPECIFICATION  
LETTER-SERVICES (EDI)**

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## Version and Changes

<b>Date</b>	<b>Version</b>	<b>Change</b>
2019-10-25	22.6	Document created (ENG varson)

## Introduction

This document contains a description of all available services and additional-service codes for the letter-services. It also contains the technical demands for EDI-connection towards PostNord and what layout of the label to be used.

Note that this document is an appendix/add-on to PostNords EDI-specification for the EDI-file. Contact [kundintegration.se@postnord.com](mailto:kundintegration.se@postnord.com) for more specifications.

For more information regarding the services such as responsibility, weight and volume -limits, see the pricing and fact-sheets for the service which is available at [www.postnord.se](http://www.postnord.se)

## Table of Letter-services and Additional-services

Below is a short description of the available services and additional-services.  
For more detailed information for each service, see [www.postnord.se](http://www.postnord.se).

				Additional Service Name/Code																		
				Föravisering (Pre Notification) {48}	Leverans vid Dörr (Delivery To The Door) {60}	Kundunik Avgift (Customer Unique Fee) {35}	Söndagsinlämning (Sunday-Pickup) {16}	Postförskott (Cash On Delivery) {01}	Personlig Utlämnning (PU)	Utökad ID-kontroll (ID Check Extended) {U1} <sup>4</sup>	Mottagningsbevis (Proof Of Received) {MB}	Rek 10000 {UA}	Mottagarkvittens (Proof Of Delivery, POD) {KB}	Mottagningskvittens med utökad Index (POD With Extended Index) {K1}	Maxi {61}	Brevavisering (Notification by Letter) {66}	E-postavisering (Notification by E-mail) {67}	Sms-avisering (Notification by SMS) {68}	Kredit med Fakturaunderlag {FS}	Kredit utan Fakturaunderlag {FE}	Frankostämpling {FR}	
Regular service, Code, Prefix	Varubrev Ekonomi	11	UE	✓	✓	✓ <sup>1</sup>										✓	✓	✓				
	Varubrev 1:a Klass	86	UA	✓	✓	✓ <sup>1</sup>	✓ <sup>1</sup>									✓	✓	✓				
	Varubrev Retur	87	BM																			
	Varubrev 1:a Klass (Utrikes)	86	UA	✓ <sup>1</sup>		✓ <sup>1</sup>										✓						
	Varubrev Ekonomi (Utrikes)	11	UE	✓ <sup>1</sup>		✓ <sup>1</sup>	✓ <sup>1</sup>									✓						
	Spårbart Brev Utrikes	34	LA												✓			✓		✓ <sup>3</sup>	✓ <sup>3</sup>	
	Brev Utrikes, Varor	UX	UX												✓				✓ <sup>3</sup>		✓ <sup>3</sup>	
	Expressbrev	LX	LX																	✓ <sup>3</sup>	✓ <sup>3</sup>	
	Rekommenderat Brev	RR	RR					✓	✓	✓			✓ <sup>1</sup>	✓ <sup>1</sup>	✓	✓	✓	✓		✓ <sup>3</sup>	✓ <sup>3</sup>	
	Rekommenderat brev med utökad Identifiering <sup>2</sup>	RR	RR						✓ <sup>1</sup>	✓			✓ <sup>1</sup>	✓ <sup>1</sup>	✓	✓	✓	✓		✓ <sup>3</sup>	✓ <sup>3</sup>	
	REK 2000 (Utrikes)	RR	RR						✓	✓ <sup>1</sup>	✓ <sup>1</sup>	✓ <sup>1</sup>	✓ <sup>1</sup>	✓ <sup>1</sup>						✓ <sup>3</sup>	✓ <sup>3</sup>	
	REK 10000 (Utrikes)	RR	RR						✓	✓ <sup>1</sup>	✓ <sup>1</sup>	✓ <sup>1</sup>	✓ <sup>1</sup>	✓ <sup>1</sup>						✓ <sup>3</sup>	✓ <sup>3</sup>	
	REK EXTRA	RL	RL						✓	✓			✓ <sup>1</sup>	✓ <sup>1</sup>	✓	✓	✓	✓		✓ <sup>3</sup>	✓ <sup>3</sup>	
	REK Retur	RK	RK													✓	✓	✓		✓ <sup>3</sup>		
	Värde	VV	VV						✓				✓ <sup>1</sup>	✓ <sup>1</sup>	✓	✓	✓	✓		✓ <sup>3</sup>	✓ <sup>3</sup>	
	Varubrev Norge <sup>2</sup>	79	LA		✓																	
	Brevpostförskott <sup>5</sup>	AF	AF					✓								✓	✓	✓		✓ <sup>3</sup>	✓ <sup>3</sup>	

1. Only pre-notification by e-mail
2. This service or additional service requires a special agreement
3. Mandatory to have additional service FE or FR
4. Mandatory to have additional service PU
5. Mandatory to have additional service 01

## Service-descriptions

### Service and name

11	Varubrev Ekonomi	For service Varubrev Utrikes (1:a klass and Ekonomi) pre-notification is only available by e-mail, not by SMS. Delivery to the Door is no locked additional service anymore.
34	Spårbart Brev Utrikes	Can be sent to below countries: BE, DK, EE, FI(not AX), FR, GI, HK, IE, IS, IL, IT, CA, Korea, HR, LV, LB, LT, LU, MY, MT, NL, NZ, PL, PT, CH, RS, SG, SK, SI, ES, GB, TR, DE, HU, US, TH, ID
79	Varubrev Norway	See more detailed information in Varubrev Norway-section.
86	Varubrev 1:a Klass	For service Varubrev Utrikes (1:a klass and Ekonomi) pre-notification is only available by e-mail, not by SMS. Delivery to the Door is no locked additional service anymore.
87	Varubrev Retur	Return-service for Varubrev.
AF	Brevpostförskott	When using Brevpostförskott the additional-service Postförskott (Cash On Delivery) (01) is mandatory.
LX	Expressbrev	Express-letter service.
RR	Rekommenderat Brev	For Utökad Identifiering the additional-service UI and PU must be used.
RK	Rek Retur	Return-service for Rek.
RL	Rek Extra	
UX	Brev Utrikes	For letters outside the EU-region it is mandatory to provide Postnord with a customs-EDI and necessary documents.
VV	Värde	

## Consignment Varubrev Norge

The service "Consignment Varubrev Norge" is a single parcel domestic service in Norway performed by Postnord Norway together with Bring for totally coverage of all households in Norway.

The layout of this label differs from our Swedish Varubrev layout. No variations or exceptions is allowed for this service and label.

### Consignor Party

Should contain Company Name= actual sender company name and the address for Postnord-terminal in Oslo, Norway. Except for the company name the Consignor-address will always be the same as below. "10032861923" shall be used as a default customer number on the label. In the EDI-file it should be the customer number from PostNord.

10032861923  
 "Company Name"  
 c/o Postnord  
 Returavdelningen  
 0068 OSLO  
 NO

### Delivery Party

The EDI-file must have an address for the delivery party. Below address should be set as default:

Servicepoint-ID: 3787884  
 PAKKE I POSTKASSE  
 LØRENSKOGV 50  
 1470 LØRENSKOG  
 NO

SSCC barcode cannot be used for this service. Contact kundintegration.se@postnord.com for number ranges or use your existing number range given by Norwegian Bring for the "Pakke i Postkasse" service.

**A thorough label specification with fonts and sizes are available and must be used for label development. See document for Bring-label.**

Maximum Weight	2 kg
Maximum dimensions	L 60 cm, L+W+H: 90 cm (tube:90cm, L+Dx2:104)
Minimum dimensions	9 x 14 cm (tube: L 10cm, L+Dx2:17 cm)
Traceability	Partial
Proof of delivery (POD)	No

## **EDI-Communication to PostNord**

The EDI-file shall be received by PostNord at least one hour before the physical letters has been collected or turned in at the PostNord terminal.

The EDI can be sent at the earliest 14 days before ship-date. If it's more than 14 days, the information of the EDI will be invalid and the letter will not be sorted.

To transfer the EDI-file to PostNord-systems the electronic-sender-ID must be valid and configured at PostNord side. If you have no sender-ID, contact [kundintegration.se@postnord.com](mailto:kundintegration.se@postnord.com)

## **Labels**

For label description, symbols and examples, see document for label-specifications.

### **Placing of the label**

- Place it on a plane and firm area of the letter.
- Remove all old labels and barcodes or replace it with the new label.
- If the label must be folded, do not fold it where the barcode is placed.
- Do not place any tape or wrappings over the label and barcode.



## **Additional Instructions**

- The correct customer number at PostNord shall be of 8-digits.
- Weight in the EDI should be stated in KG, with 3 decimals. Ex. 0,100 kg.
- The weight on the label should be in G. Ex. 100 g.

If the rules of this document are not being followed, the estimated time of arrival for the letters might be delayed or the letters will be returned to the sender. In the events of any special request regarding the label layout, contact [kundintegration.se@postnord.com](mailto:kundintegration.se@postnord.com)

## **Testing and Approval**

Before the system can go live with these services the EDI-files and labels must be approved by PostNord. To initiate the test-process for implementation and approval, contact [kundintegration.se@postnord.com](mailto:kundintegration.se@postnord.com)