

Currency : US DOLLAR

Basic services**Mail classification system (Conv., art. 17.4; Regs., art. 17-101)**

1	Based on speed of treatment of items (Regs., art. 17-101.2):	No
1.1	Priority and non-priority items may weigh up to 5 kilogrammes. Whether admitted or not:	No
2	Based on contents of items:	Yes
2.1	Letters and small packets weighing up to 5 kilogrammes (Regs., art. 17-103.2.1). Whether admitted or not (dispatch and receipt):	No
2.2	Printed papers weighing up to 5 kilogrammes (Regs., art. 17-103.2.2). Whether admitted or not for dispatch (obligatory for receipt):	Yes
3	Classification of post items to the letters according to their size (Conv., art. 17, art. 17-102.2)	No

Optional supplementary services**4 Insured items (Conv., art. 18.2.1; Regs., 18-001.1)**

4.1	Whether admitted or not (dispatch and receipt):	No
4.2	Whether admitted or not (receipt only):	No
4.3	Declaration of value. Maximum sum	
4.3.1	surface routes:	SDR
4.3.2	air routes:	SDR
4.3.3	Labels. CN 06 label or two labels (CN 04 and pink "Valeur déclarée" (insured) label) used:	-
4.4	Offices participating in the service:	-
4.5	Services used:	
4.5.1	air services (IATA airline code):	AV
4.5.2	sea services (names of shipping companies):	
4.6	Office of exchange to which a duplicate CN 24 formal report must be sent (Regs., art.17-138.11):	
	Office Name : Departamento de Tratamiento Postal	
	Office Code :	
	Address : Correos El Salvador 15 Calle poniente y Diagonal Universitaria Norte Centro de Gobierno, San Salvador, El Salvador. Centro America.	
	Phone : (+503) 2527 8839	
	Fax : (+503) 2527 8842	
	E-mail 1 : rosa.gallegos@correos.gob.sv	
	E-mail 2 : juan.deras@correos.gob.sv	

5 Cash-on-delivery (COD) items (Conv., art. 18.2.2 Regs. arts. 18-002.1, 18-002.2)

5.1	Whether admitted or not (dispatch and receipt):	No
5.2	Whether admitted or not (receipt only):	No
5.3	Amount of the rate applied in addition to the postage charges applicable to COD items	
5.3.1	ordinary items:	SDR

5.3.2	registered items:	SDR
5.3.3	insured items:	SDR
5.4	Charges on COD items	
5.4.1	Levied on the sender of the item:	No
5.4.2	Levied on the addressee of the item:	No
5.4.3	Do you apply a special charge for delivering cash-on-delivery items in the destination country	No
5.4.4	If you answer yes, how much is this charge	SDR
5.4.5	Do you require cash-on-delivery items to be sealed	-
6	Express items (Conv., art. 18.2.3, 18-102)	
6.1	Whether admitted or not (dispatch and receipt):	Yes
6.2	Limited to priority items:	Yes
6.3	Item itself or an advice of arrival delivered by express in the case of an insured item:	-
6.4	Other information	
7	Delivery to the addressee in person (Conv., art. 18.2.4, 18-103)	
7.1	Admitted for registered and insured items (If admitted according to question 4):	No
7.2	Admitted <u>only</u> if registered and insured items are received with an advice of delivery :	No
7.3	Indication to appear on items sent to your administration :	
8	Items for delivery free of charges and fees (Conv., art. 18.2.5; Regs., art. 18-004)	
8.1	Ordinary, registered and insured items. Whether admitted or not:	No
8.2	Registered and insured items only. Whether admitted or not:	No
8.3	Merchandise return service	No
9	International business reply service (IBRS)	
9.1	International business reply service (IBRS) (Conv., art.18.3.1; Regs., art. 18-104)	No
9.2	Operated on a reciprocal basis (Regs., Conv. 18.3.1, Regs., 18-104.2.3)	No
9.3	Items weighting from 50g to 2000g on a reciprocal basis (Regs., art. 18-104.3.3)	No
9.4	If more than 50g but less than 2000g, please specify the upper weight limit	g
9.5	Items excluded from IBRS with certain contents other than the ones specified in Conv., art. 18 (Conv., art. 18; Regs., art. 18-104.3.4)	-
9.5.1	If yes, please specify:	
9.6	Open to bilaterally agreement to any further extensions of the service (Regs., art. 18-104.3.5)?	-
10	International reply coupons (Conv., art. 18.3.2; Regs., art. 18-108 and 18-106.1). Whether sold or not (Regs., art. RL 146.1):	No
11	Radioactive materials (Conv., art. 19.3; Regs., arts. 19.3.3)	
11.1	Whether admitted or not (dispatch and receipt):	No
11.2	Whether admitted or not (receipt only):	No

12	Requests for withdrawal from the post, alteration or correction of address (Conv., art. 5; Regs., art. 19-210.5.4)	
12.1	Whether admitted or not:	Yes
12.2	Office to which requests must be sent: (Regs., art. RL 152.3.4):	
	Office Name : Unidad de Atención al Cliente y Reclamos	
	Office Code :	
	Address : Correos El Salvador 15 Calle Poniente y Diagonal Universitaria Norte, Centro de Gobierno, San Salvador, El Salvador. Centro América.	
	Phone : (+503) 2527 7600	
	Fax : (+503) 2221 4677	
	E-mail 1 : salvador.torres@correos.gob.sv	
	E-mail 2 : roberto.merlos@correos.gob.sv	
13	Exempt patient specimens (human or animal) (Conv., art.19-003.2.3;Regs., arts. 19-004)	
13.1	Whether admitted or not (dispatch and receipt):	No
13.2	Whether admitted or not (receipt only):	No
14	Category B Infectious Substances (UN 3373) (Conv., art.19-003.2.1; Regs., arts. 19-001.1.2, 19-003.2.2, 19-003.2.6)	
14.1	Whether admitted or not (dispatch and receipt):	No
14.2	Whether admitted or not (receipt only):	No
15	Literature for the blind (Regs., art. 17-107.5)	
15.1	Sound recordings sent by a blind person to any addressee. Whether admitted or not as literature for the blind:	Yes
15.2	Sound recordings sent to a blind person by any sender. Whether admitted or not as literature for the blind:	Yes
16	Combination in one item of articles on which different charges are payable (Regs., art. 15-101.4). Whether authorized or not:	No
Other information		
17	Small packets exceeding 500 g (Conv., art. 15; Regs., art. 15-102.1). Delivery charge on domestic items applicable to international items:	SDR
18	Registered items. Liability (Conv., art. 22.2)	
18.1	Whether accepted or non in cases of <i>force majeure</i> (Regs., art. 22-001.2):	Yes
18.2	Equivalent of the 30 SDR indemnity per item (Regs., art. 22-001.2.1.1):	43.30 USD
18.3	Equivalent of the indemnity for each M bag – maximum 150 SDR (Regs., art. 22-001.2.1.1):	216.70 USD
19	Insured items. Liability (Conv., art. 18.2)	
19.1	Whether accepted or not in cases of <i>force majeure</i> (Regs., art. 22-001.2):	No
19.2	Whether admitted or not on board ships and aircraft used by the administrations (Regs., art. 25-004.4):	No

20	Remuneration for returned undeliverable letter-post items	
20.1	Collection of the remuneration provided for in paragraphs 2 and 3 of article 30-122 of the Convention Regulations	Yes
20.2	Indicate year from which the remuneration in 20.1 will apply (please note questions 20.1 and 20.2 shall be completed by no later than 31 October prior to the year from which those rates should apply)	2022
21	Registered items in closed envelopes containing the articles mentioned in article (Conv., art.19.6). Whether admitted or not:	No
22	Methods of denoting prepayment (Regs., arts. 06-001)	
22.1	Prepayment of postage indicated by means of impressions made by a printing press or other printing or stamping process. Whether admitted or not:	Yes
22.2	Indication used to denote prepayment:	
22.3	Can prepayment be denoted by an indication that full postage has been prepaid, for example: "Taxe perçue" (Postage paid)? Whether admitted or not:	Yes
22.4	If so, indicate the indication(s) adopted:	
23	Suspected fraudulent use of postage stamps, etc. (Regs., art. 06-004)	
23.1	Is the prescribed procedure permitted by internal legislation:	Yes
23.2	Office to which advices on suspected fraudulent use must be sent: Office Name : Unidad de Inspectoría General Office Code : Address : Correos de El Salvador 15 Calle Poniente y Diagonal Universitaria Norte, Centro de Gobierno, San Salvador, El Salvador. Centro América. Phone : (+503) 2527 7671 Fax : E-mail 1 : roberto.barahona@correos.gob.sv E-mail 2:	
24	Registered items (Regs., arts. 17-121 and 18-101)	
24.1	Replacement of the prescribed CN 04 label by a framed label on which only the letter "R" has been printed:	No
24.2	Replacement by a stamp impression or strip:	No
24.3	CN 33 special lists. Whether always required or not:	Yes
24.4	Bulk entry. Whether accepted or not:	No
24.5	Bulk entry in all cases:	No
24.6	Bulk entry only within the framework of a bilateral agreement:	Yes
25	Procedures for delivering registered and insured items (Regs., arts. 18-001, 18-101)	
25.1	Handed over against the signature of the addressee or of a duly authorized agent	
25.1.1	Registered items:	Yes
25.1.2	« This section is no longer valid »	
25.1.3	Insured items:	No
25.2	Whether handed over against the signature of a <i>de facto</i> agent (member of the addressee's family, hotel porter, janitor, etc.)	

25.2.1	Registered items:	Yes
25.2.2	« This section is no longer valid »	
25.2.3	Insured items:	No
25.3	Number of attempted deliveries for registered and insured items	
25.3.1	Registered items	1
25.3.2	« This section is no longer valid »	
25.3.3	Insured items	
25.4	Retention period for registered and insured items once a card has been left after several failed delivery attempts	
25.4.1	Registered items	30 Day(s) - Month(s)
25.4.2	« This section is no longer valid »	
25.4.3	Insured items	- Day(s) - Month(s)
26	« This section is no longer valid »	
27	Advice of delivery (CN 07 form) (Regs., art. 18-003)	
27.1	Whether signed by the addressee (or his representative):	Yes
27.2	Whether signed by the official of the office of destination:	Yes
28	Letter-post items retained or addressed poste restante (Regs., art. 19-104.5.3). Period of retention:	30 Day(s) 0 Month(s)
29	Inquiries (Regs., art. 21-001 and art. 21-002.1.5). Offices to which inquiries must be sent regarding (CN 08 form) (Regs., art. RL 154.2.5):	
29.1	Ordinary items: Office Name : Unidad de Atención al Cliente y Reclamos Office Code : Address : Correos de El Salvador 15 Calle Poniente y Diagonal Universitaria Norte, Centro de Gobierno, San Salvador, El Salvador. Centro América. Phone : (+503) 2527 7600 Fax : (+503) 2221 4677 E-mail 1 : salvador.torres@correos.gob.sv E-mail 2 : roberto.merlos@correos.gob.sv	
29.2	Registered items or insured items:	See 29.1
29.3	Cash-on-delivery (COD) items:	

Office Name :

Office Code :

Address :

Phone :

Fax :

E-mail 1 :

E-mail 2:

29.4 Electronic CN 08 form (Regs., art. 21-002) Whether admitted or not: No

30 Items subject to customs control (Regs., art. 20-001)

30.1 Number of CN 23 customs declarations needed when the contents exceed 300 SDR in value: 2

30.2 Languages in which the CN 22 label and CN 23 customs declarations may be filled in: Spanish, French, English

30.3 M bags (Regs., art. 20-001.2.9)

30.3.1 Whether the address label of special bags of printed papers requires a CN 22 label:

30.3.1.1 in all cases (whether items have to be submitted to customs control or not): Yes

30.3.1.2 only when items have to be submitted to customs control: No

30.3.2 Any CN 23 customs declaration required, as well as any other accompanying papers, should be attached:

30.3.2.1 to the outside of the bag: Yes

30.3.2.2 to one of the items contained in the bag: No

31 Empty bags (Regs., art. 17-139)

31.1 Office of exchange appointed for reception of empty bags in long-distance services:

Office Name :

Office Code :

Address :

Phone :

Fax :

E-mail 1 :

E-mail 2:

31.2 Average value in SDR of bags used by offices of exchange (Regs., art. 17-139 and 17-144.9): SDR

32 A list of contact e-mail addresses for accounting and verification notes is temporarily being maintained and published outside the compendia; please refer to International Bureau circular 75/2020. The UPU contact person for any updates to this list is jean-marc.coeffic@upu.int.

CN 43,

Office Name : Sección Expedición Internacional LCAOCP (Outbound Mail)

Address : Correos de El Salvador
15 Calle Poniente y Diagonal Universitaria Norte,
Centro de Gobierno, San Salvador, El Salvador.
Centro América.

Phone : (+503) 2527 8839

Fax : (+503) 2527 8842

E-mail 1 : rosa.gallegos@correos.gob.sv

E-mail 2 : juan.deras@correos.gob.sv

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CN 43,

Office Name : Sección Expedición Nacional LCAO (Inbound Mail)

Address : Correos de El Salvador
15 Calle Poniente y Diagonal Universitaria Norte,
Centro de Gobierno, San Salvador, El Salvador.
Centro América.

Phone : (+503) 2527 8839

Fax : (+503) 2527 8842

E-mail 1 : rosa.gallegos@correos.gob.sv

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CN 54, CN 54bis, CN 54ter, CN 56, CN 56bis, CN 57, CN 58, CN 61, CN 62, CN 62bis, CN 63, CN 64

Office Name : Sección de Cuentas Internacionales

Address : Correos de El Salvador
15 Calle Poniente y Diagonal Universitaria Norte,
Centro de Gobierno, San Salvador, El Salvador.
Centro América.

Phone : (+503) 2527 7683

Fax : (+503) 2527 7683

E-mail 1 : cuentas.internacionales@correos.gob.sv

E-mail 2 :

33 Office(s) of exchange responsible for handling letter post (Regs., art. 17-114.4)

Office Name : San Salvador 5 Aereo

Office Code : SVSALA

Address : Oficina de Cambio Internacional
Aeropuerto Internacional de El Salvador
COMALAPA
Departamento de La Paz.
El Salvador. Centro América.

Phone : (+503) 2339 9174

Fax : (+503) 2339 9174

E-mail 1 : will.rivera@correos.gob.sv

E-mail 2 : rosa.gallegos@correos.gob.sv

33 Office(s) of exchange responsible for handling letter post (Regs., art. 17-114.4)

Office Name :	San Salvador 6 Superficie
Office Code :	SVSALB
Address :	Oficina de Cambio Internacional Aeropuerto Internacional de El Salvador COMALAPA Departamento de La Paz. El Salvador. Centro América.
Phone :	(+503) 2339 9174
Fax :	(+503) 2339 9174
E-mail 1 :	will.rivera@correos.gob.sv
E-mail 2 :	rosa.gallegos@correos.gob.sv

Mails conveyed by sea**34 Surface letter-post mails**

34.1 Name of port(s) of arrival:

34.2 Name and address of the exchange office of destination to which advance CN 37 delivery bills should be sent:

Office Name :

Office Code :

Address :

Phone :

Fax :

E-mail 1 :

E-mail 2:

35 Surface parcel mails (See Parcel Post Compendium)**Service to customers****36 On-line tracking provided**

Yes

36.1 Web site address to access information

<http://www.correos.gob.sv>

36.2 Languages in which track and trace information is available

Spanish

36.3 Contact point :

36.3.1 For partner designated operators

Phone :

Fax :

E-mail :

36.3.2 For customers

Phone :

Fax :

E-mail :

National Holidays

Definition of zones

Zone 1:

Postcodes	Cities

Zone 2:

Postcodes	Cities

Zone 3:

Postcodes	Cities

Arrival at office of exchange:

Customs clearance times:

Items subject to customs duty:

Items not subject to customs duty:

Comments:

Letter Post Compendium Online - Annexes

SV - El Salvador

Dirección General de Correos, El Salvador

SVA

Letter delivery standards - Surface letter

OE Name

IMPC Code

Tel (+)

Fax (+)

Hours of operation

From the airport/port/office of exchange of destination to the addressee

<i>Arrival at the airport</i>		<i>Days of delivery by zone</i>		
Day	Time	Zone 1	Zone 2	Zone 3
Monday	-	---	---	---
Tuesday	-	---	---	---
Wednesday	-	---	---	---
Thursday	-	---	---	---
Friday	-	---	---	---
Saturday	-	---	---	---
Sunday	-	---	---	---

Definition of zones

Zone 1:

Postcodes	Cities

Zone 2:

Postcodes	Cities

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Comments:

