



# GOVERNMENT GAZETTE

## OF THE

# REPUBLIC OF NAMIBIA

N\$4.00

WINDHOEK - 27 September 2013

No. 5301

### CONTENTS

*Page*

#### GENERAL NOTICE

No. 392 Namibia Post Limited: Alteration of postal fees, rates or charges ..... 1

## General Notice

### NAMIBIA POST LIMITED

No. 392

2013

#### ALTERATION OF POSTAL FEES, RATES OR CHARGES AND SERVICE FEES IN RESPECT OF SAVINGS BANK TRANSACTIONS

Notice is hereby given under the Post and Telecommunications Act, 1992 (Act No. 19 of 1992) that the Board of Directors of Namibia Post Limited by virtue of

- a) Section 3(3), has altered the domestic and international rates to be demanded or received in respect of postal services; and
- b) Sections 18A, has altered the service fees in respect of Savings Bank transactions with effect from 1 October 2013 as set out in the Schedule hereto.

**F. F. HANGULA**  
**CHIEF EXECUTIVE OFFICER**

Windhoek, 10 September 2013

**Domestic Postal Tariffs**

<b>Product Group and Description</b>	<b>Product</b>	
<b>Letter Mail</b>		
Letter mail refers to any form of written communication or other document, that is addressed to a specific address and is conveyed by other than electronic means.	<b>Standard - up to 50g</b>	3.30
	DL maxi 120 x 235mm	
	<b>Non-Standard</b>	10.10
	Min C5 - 229 x 162mm	
	Max B4 - 353 x 250mm	
<b>Fast Mail (Priority Mail)</b>		
Fastmail is a letter service in Namibia with a one-day delivery standard in the same city or town, a two-day delivery standard between major cities and towns and a three-day delivery standard for all other destinations.	<b>Standard - up to 50g</b>	4.00
	DL maxi 120 x 235mm	
	<b>Non-Standard</b>	12.40
	Min C5 - 229 x 162mm	
	Max B4 - 353 x 250mm	
<b>Printed Matters</b>		
Rolled or enveloped (open at a corner) and plastic wrapped addressed newspapers and booklets	Up to 250gr	10.10
	251gr up to 500g	14.50
	501gr up to 750g	17.10
	701gr to 1kg	21.20
<b>COD Parcels</b>	<b>Max. Compensation</b>	
The COD option provides for money to be collected for the parcel on the customer's behalf.	Max N\$5,000	32.00
	Cancelation or change in trade charges	17.60
<b>PO Box Rentals</b>		
<b>Postal Addresses</b>	<b>Small Boxes - up to 20dm</b> (Windhoek Post Office)	298.00
	<b>Small Boxes - up to 20dm</b> Rest of Namibia	270.00
	<b>Large Boxes - up to 30dm</b> (Windhoek Post Office)	489.00
	Large Boxes - up to 30dm (Rest of Namibia)	445.00
	Farmers Private Bag	298.00
	All other Private Bags	776.00
<b>Redirection of Mail</b>		
The redirection of mail items to an alternative address for the first 3 months of service	Domestic	111.80
	South Africa	171.50
<b>Information Mail</b>		
Unenveloped, unaddressed information/advertising item comprising one sheet of paper folded to A5 size	Pamphlets	0.30
Unenveloped, unaddressed, rolled or folded information/advertising item. Also unaddressed promotional DVD's.	Brochures	0.30
An unaddressed booklet. May not be bigger than 120mm x235mm, may not weigh more than 50g and may not be thicker than 5mm.	Household Circulars	0.30
<b>Photocopy Charges</b>		
	A4 Loose Paper	1.50
<b>Fax Rates</b>		
	Domestic Per A4 page (Sending)	8.50
	Domestic Per A4 page (Receiving)	4.20

<b>International Fax Rates</b>		
	Domestic Per A4 page (Sending)	18.00
	Domestic Per A4 page (Receiving)	4.50
<b>Value Added Services</b>		
The Registered Letter can be used for letters that require a signature on delivery, contain something of value, or important documents which require tracking and tracing from acceptance to delivery.	Registration	23.40
Registered item not handed in at counter (posted out of course)	Compulsory Registration	46.70
Proof of delivery for important documents	Certification	12.90
Proof of posting a certified item	Acknowledgement of posting a certified Articles	10.20
Confirmation that a postal article was delivered	Advice of Delivery of Postal Article	10.20
Safe keeping of valuables	Safe keeping	268.30
With the BRS, businesses can offer their customer or prospective customers the incentive to reply without having to pay postage.	Business Reply Services	2.00
	Enquiry Fees	10.60
Business Mail Delivery		540.00
	Custom Clearance Fee	40.30
<b>Acceptance of Postal Articles after Closing of Mail</b>		
	Ordinary postal articles	9.20
Customer may request to include mail article after official cut-off time	Entered articles	13.60
Customer may request a posted article to be returned before it is despatched	Interception of Postal Article	26.00
<b>Stationery</b>		
	Registered Envelopes	3.70
	Padded Envelope (Small)	7.30
	Padded Envelope (Medium)	11.00
	Padded Envelope (Large)	14.40
Postage-included envelopes are available at all Post Office outlets	Prepaid Envelopes	3.60
	Prepaid Window Envelope (Small)	3.60
	Prepaid Window Envelope (Medium)	3.60
	Prepaid Window Envelope (Large)	10.10
<b>Vault Items (Accessories)</b>		
	Private Bags	489.30
	Private Bags Lock	173.80
	Private Bag Name Plates	51.10
	PO Box Lock & Key	86.90

**PARCELS**

	(0 - 250Km)	(251 - 700Km)	(Above 700Km)
	<b>Zone A</b>	<b>Zone B</b>	<b>Zone C</b>
	32.00	43.20	58.40
0-5 kg	41.60	60.80	76.00
6 kg	44.80	64.00	80.00
7 kg	50.40	72.00	88.00
8 kg	52.80	80.00	92.80

9 kg	60.00	85.60	100.00
10 kg	61.60	92.00	108.00
11 kg	67.20	96.00	112.00
12 kg	69.60	100.00	116.00
13 kg	73.60	104.00	120.00
14 kg	78.40	108.00	124.00
15 kg	81.60	116.00	136.00
16 kg	84.00	120.00	140.00
17 kg	88.00	124.00	144.00
18 kg	92.00	132.00	148.00
19 kg	96.00	136.00	152.00
20 kg	104.00	140.00	160.00

**Note:**

1. Insurance to be 2% of value for items with value up to N\$ 5000
2. Four percent (4%) for items above N\$ 5000.00

**International Postal Tariff****Airmail Rates**

Product	Category	
Letters per 10g		
Africa	Zone A	5.40
Europe	Zone B	6.20
USA and the Rest of the World	Zone C	7.30
Printed Matter per 10g		
	Zone A	5.40
	Zone B	6.70
	Zone C	6.70
Aerogram and Postcard		
	Zone A	6.00
	Zone B	6.00
	Zone C	6.00
Small Packages per 100g		
	Zone A	33.80
	Zone B	38.10
	Zone C	47.60
Parcels		
	<b>Zone A</b>	
For the first	250g	199.40
each additional	250g	24.80
	<b>Zone B</b>	
For the first	250g	244.00
each additional	250g	47.30
	<b>Zone C</b>	
For the first	250g	311.00
each additional	250g	109.40

**International Postal Tariff****Sea Mail Rates**

<b>Product</b>	<b>Category</b>	
Letters		
	<b>Zone A</b>	
	50g	<b>9.10</b>
	100g	<b>11.40</b>
	250g	<b>16.70</b>
	500g	<b>34.60</b>
	1000g	<b>59.50</b>
	<b>Zone B</b>	
	50g	<b>9.90</b>
	100g	<b>15.50</b>
	250g	<b>21.70</b>
	500g	<b>40.90</b>
	1000g	<b>71.20</b>
	<b>Zone C</b>	
	50g	<b>10.70</b>
	100g	<b>17.40</b>
	250g	<b>24.20</b>
	500g	<b>43.50</b>
	1000g	<b>77.30</b>
Small Packages		
	<b>Zone A</b>	
	100g	<b>25.50</b>
	250g	<b>64.30</b>
	500g	<b>128.20</b>
	1000g	<b>252.70</b>
	<b>Zone B</b>	
	100g	<b>34.60</b>
	250g	<b>86.10</b>
	500g	<b>174.60</b>
	1000g	<b>343.90</b>
	<b>Zone C</b>	
	100g	<b>38.30</b>
	250g	<b>95.70</b>
	500g	<b>191.50</b>
	1000g	<b>383.00</b>
Printed Matter		
	<b>Zone A</b>	
	50g	<b>9.30</b>
	100g	<b>10.10</b>
	250g	<b>16.90</b>
	500g	<b>29.80</b>
	1000g	<b>50.10</b>

	<b>Zone B</b>	
	50g	<b>10.30</b>
	100g	<b>12.80</b>
	250g	<b>18.70</b>
	500g	<b>42.00</b>
	1000g	<b>68.50</b>
	<b>Zone C</b>	
	50g	<b>11.40</b>
	100g	<b>14.70</b>
	250g	<b>34.00</b>
	500g	<b>47.50</b>
	1000g	<b>75.40</b>
Parcels		
	<b>Zone A</b>	
	up to 1kg	<b>95.10</b>
	above 2kg up to 3kg	<b>107.20</b>
	above 4kg up to 5kg	<b>154.20</b>
	above 5kg up to 10kg	<b>241.50</b>
	<b>Zone B</b>	
	up to 1kg	<b>273.30</b>
	above 2kg up to 3kg	<b>355.10</b>
	above 4kg up to 5kg	<b>426.50</b>
	above 5kg up to 10kg	<b>568.30</b>
	<b>Zone B</b>	
	up to 1kg	<b>335.60</b>
	above 2kg up to 3kg	<b>441.00</b>
	above 4kg up to 5kg	<b>534.40</b>
	above 5kg up to 10kg	<b>658.80</b>

### EMS Tariffs

ZONES	A	B	C
	SADC (excl. Madagascar)	Rest of Africa (excl. Cameroon & Europe)	Rest of World
<b>Documents</b>			
0.5 Kg	173	204	213
<b>Merchandise (Parcels)</b>			
0.5 Kg	178	259	293
1 Kg	201	321	361
1.5 Kg	224	382	430
2 Kg	247	444	499
2.5 Kg	270	506	567
3 Kg	293	567	636
3.5 Kg	316	629	704
4 Kg	338	690	773
4.5 Kg	361	752	842
5 Kg	384	814	910
5.5 Kg	407	875	979

6 Kg	430	937	1,048
6.5 Kg	452	999	1,116
7 Kg	476	1,060	1,185
7.5 Kg	498	1,122	1,253
8 Kg	521	1,183	1,322
8.5 Kg	544	1,245	1,391
9 Kg	567	1,307	1,459
10 Kg	597	1,383	1,549
Add per 0.5kg thereafter Maximum acceptance 20kg	31	77	97

### NAMPOST SAVINGS BANK SERVICE FEES

TRANSACTION FEE DESCRIPTION	FEE
Statement fee other than normal monthly	12.20
<b>CALL/2 DAY CALL ACCOUNT</b>	
First N\$ 2000 cash deposit per month	Free
Cash Deposit fee (> N\$ 2000) N\$ 1.26/100 excl vat no max	
<b>CARD REGISTRATION AND ENROLLMENT FEES</b>	
Enrolment & Issuing Fee - Settlement of info to SmartSwitch	2.30
<b>LOST CARDS</b>	
Lost Card Admin Fee - Savings	63.25
<b>CLOSE ACCOUNTS - NAMPOST</b>	
All Card accounts	50.00
<b>TRANSACTIONAL ACCOUNT</b>	
Management Fee	5.99
First N\$ 2000 deposit per month	
cash deposit fee (N\$2001- N\$ 5000) N\$ 1.15/100 excl vat	
cash deposit fee (> N\$ 5001) N\$ 1.20/100 max N\$ 2500 excl vat	
Cash withdrawal fee	4.60
cash deposit fee exceeding N\$250 000 N\$0.70/100 excl vat no max	
<b>BUSSINES ACCOUNT</b>	
Management fee	9.99
First N\$ 10 000 deposit per month with max annual turn over of 1 mio thereafter as below	
cash deposit fee (N\$10 001-N\$ 50 000) N\$ 1.15/100	
cash deposit fee (> N\$ 50 001) N\$ 1.20/100 max N\$ 2500 excl vat	
cash deposit fee exceeding N\$250 000 N\$0.70/100 excl vat no max	
Cash withdrawal fee	5.18
<b>SMART SAVE</b>	
Management fee	0.00
First N\$ 2000 deposit per month	
cash deposit fee (N\$ 2001-N\$ 5000) N\$ 0.35/100	
cash deposit fee (> N\$ 5001) N\$ 0.50/100 max N\$ 2500	
cash deposit fee exceeding N\$250 000 N\$0.70/100 excl vat no max	
Cash withdrawal fee : first w/drawl free thereafter N\$15.00 excl vat	17.25
<b>SMART START</b>	
Management fee	3.45
First N\$ 2000 deposit per month	Free

cash deposit fee (N\$ 2001-N\$ 5000) N\$ 1.50/100	
cash deposit fee (> N\$ 5001) N\$ 1.80/100 max N\$ 2500 excl vat	
cash deposit fee exceeding N\$250 000 N\$0.70/100 excl vat no max	
Cash withdrawal fee	4.60
<b>SMART SENIOR</b>	
Management fee	
First N\$ 2000 deposit per month	
cash deposit fee (N\$ 3001-N\$ 5000) N\$ 1.20/100	
cash deposit fee (> N\$ 5001) N\$ 1.30/100 max N\$ 2500 excl vat	
cash deposit fee exceeding N\$250 000 N\$0.70/100 excl vat no max	
First two cash withdrawal/pm free- thereafter	
Fee after second withdrawal	4.72
<b>OTHER SERVICES</b>	
Stoporders	9.20
Debit orders	9.20
Old Mutual Funeral Policy	9.99
Normal cheque deposit	3.68
Special Clearance Cheque Deposit	109.25
Salary cheque deposit	2.88
Other cheque deposit	2.88
Deposit @ NamPost Branches - NamPost Cards	2.88
<b>ONLINE AUTO LOADS</b>	
Online Auto Loads at Merchant Stores - NamPost Cards	1.78
Cash Withdrawal Fee @ Merchant Stores-NamPost Cards	4.60
<b>CHEQUE WITHDRAWAL FEE</b>	
Counter Cheque issued instead of cash @ NamPost Branches - NamPost Cards	86.25
<b>CARD TO CARD MONEY TRANSFERS</b>	
Money Transfer Fee @ NamPost Branches-NamPost Cards (online)	3.22
Money Transfer Fee @ NamPost Branches-NamPost Cards (offline)	3.22
Money Transfer Fee @ Merchants-NamPost Cards (online)	3.22
Money Transfer Fee @ Merchants-NamPost Cards (offline)	3.22
<b>3RD PARTY ACCOUNT PAYMENTS</b>	
3rd Party Account Payments @ NamPost Branches - NamPost Cards	5.29
3rd Party Account Payments @ Merchants-NamPost Cards	5.29
Host Deductions Fee	4.37
<b>WALLET TRANSFERS</b>	
Wallet to Wallet transfers @ NamPost Branches - NamPost Cards	4.72
Wallet to Wallet transfers @ Merchant Stores - NamPost Cards	4.72
<b>SALE TRANSACTION FEE</b>	
Transaction Fee On Sales	
Spending From Savings Wallet	4.49
<b>HOST ENQUIRIES</b>	
Host Account Balance	0.92
Host Account Mini Statement	0.92
<b>WAGE FEE -EMPLOYERS</b>	
Wage Payment - Employer Wage Fee Per Employee per month - NamPost Cards	