

ICS 03.240
CCS M 83



**NATIONAL STANDARD OF THE
PEOPLE'S REPUBLIC OF CHINA**

GB/T 43805-2024

Guide for the use of mail and express circulating package

邮件快件循环包装使用指南

Issued on: March 15, 2024

Implemented on: July 1, 2024

**Issued by: State Administration for Market Regulation;
Standardization Administration of the PRC**

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1 Scope

The document provides guidance on the internal circulation within posting and delivery enterprises and on the social circulation of circulating packaging for mail and express items.

It applies to the use of circulating packaging for mail and express items.

2 Normative references

The contents of the following documents constitute indispensable provisions of the document through normative reference in its text. For dated references, only the edition corresponding to that date applies; for undated references, the latest edition, including all amendments, applies.

Three documents are listed: GB/T 43283 Express circulating packaging box; YZ/T 0155 Containers for express items-Part 1: Container cages; and YZ/T 0167 Containers for express items-Part 2: Container bags.

3 Terms and definitions

The terms and definitions given in GB/T 43283, YZ/T 0155 and YZ/T 0167, together with the following, apply to the document.

3.1 circulating package: a packaging article that carries mail and express items during posting and delivery and is reused many times.

3.2 internal circulation of posting and delivery enterprises: the mode in which the circulating packaging of mail and express items is used in circulation within the network of posting and delivery enterprises of the same brand, operated by the posting and delivery enterprise or by another enterprise it entrusts.

3.3 social circulation: the mode in which the circulating packaging of mail and express items is used in circulation between posting and delivery enterprises of two or more brands, operated by a third party. A note states that the third party means a packaging enterprise, a resource recovery enterprise, an institution designated by local government or the like.

4 General principles

4.1 The use of circulating packaging for mail and express items can be divided into two modes, internal circulation of posting and delivery enterprises and social circulation.

4.2 During the use of circulating packaging for mail and express items, the participating parties are advised to sign a cooperation agreement that defines the rights and obligations at each stage of the circulation.

4.3 Container cages, container bags and circulating packaging boxes are advised to comply with YZ/T 0155, YZ/T 0167 and GB/T 43283.

4.4 Before use, circulating packaging for mail and express items is advised to be given a unique identifier; the identifier can be realized by technologies such as radio frequency identification (RFID), two-dimensional code or electronic paper label, and its first-read rate is advised to be greater than 95 % and its recognition rate to reach 100 %.

4.5 A management information system for circulating packaging of mail and express items is advised to be set up, with functions such as tracing, allocation, stocktaking, statistics and settlement of the circulating packaging, and with an information interface reserved for the postal administration department.

4.6 Relevant staff are advised to be trained in knowledge of circulating packaging for mail and express items, and publicity on circulating packaging is advised to be directed at users of posting and delivery services.

5 Internal circulation of posting and delivery enterprises

5.1 Overview. When circulating packaging for mail and express items circulates within the network of posting and delivery enterprises of the same brand, the operation flow generally includes issuing, use, recovery, collection and sorting, and re-issuing.

5.2 Operation flow for containers. 5.2.1 Issuing: the issuing of containers, that is container bags and container cages, can be the responsibility of the posting and delivery enterprise or of another enterprise it entrusts; containers are advised to be issued according to the agreed material, category, specification and quantity, on the basis of the needs of the mail and express item handling sites and business premises. 5.2.2 Use: mail and express items are placed in the container, which counts as one use, and the number of uses, the time and the place are recorded; the container is used to complete the transit transport of the mail and express items. 5.2.3 Collection and sorting: containers are advised to be collected

uniformly by the mail and express item handling site, and surplus containers at business premises are advised to be collected to the handling site in good time; staff at the handling site record the quantity of containers recovered and carry out sorting and inspection of the appearance and of the functions in use. 5.2.4 Re-issuing: after sorting, those that meet the conditions for reuse are re-issued according to the allocation plan, the issuing flow being that of 5.2.1; those needing repair or not meeting the conditions for reuse are sent for repair in good time, and those that have reached the conditions for scrapping are scrapped in good time.

5.3 Operation flow for circulating packaging boxes and bags. 5.3.1 Issuing: the issuing of circulating packaging boxes and bags can be the responsibility of the posting and delivery enterprise or of another enterprise it entrusts; they are advised to be issued according to the agreed material, category, specification and quantity to the agreed premises of electronic commerce enterprises and manufacturing enterprises, or to business premises. 5.3.2 Use: mail and express items are placed in the circulating packaging box or bag, which counts as one use, and the number of uses, the time and the place are recorded; the box or bag is used to complete the posting and delivery of the items. 5.3.3 Recovery: when postmen and couriers deliver mail and express items to the door, they recover the circulating packaging box or bag and send it to the business premises for centralized temporary storage; when a user collects the item at a courier service station, the staff of the station recover the box or bag, keep it at the station, and postmen or couriers send it to the business premises for centralized temporary storage. 5.3.4 Sorting: staff at the business premises record the quantity of circulating packaging boxes and bags recovered and carry out sorting and inspection of the appearance and of the functions in use. 5.3.5 Re-issuing: after sorting, those that meet the conditions for reuse are re-issued according to the allocation plan, the issuing flow being that of 5.3.1; those needing repair or not meeting the conditions for reuse are sent for repair in good time, and those that have reached the conditions for scrapping are scrapped in good time.

6 Social circulation

6.1 Overview. When circulating packaging for mail and express items is used in circulation between posting and delivery enterprises of two or more brands, the operation flow generally includes issuing, use, recovery, collection and sorting, and re-issuing.

6.2 Operation flow. 6.2.1 Issuing: the operating enterprise is advised to issue the circulating packaging for mail and express items to the agreed premises of electronic commerce enterprises, manufacturing enterprises, posting and delivery enterprises and the like, according to the agreed requirements of material, category, specification and quantity. 6.2.2 Use: electronic commerce enterprises, manufacturing enterprises and posting and delivery enterprises are advised to guide users, that is merchants, in the use of circulating packaging; mail and express items are placed in the circulating packaging, which counts as

one use, and the number of uses, the time and the place are recorded. Electronic commerce enterprises, manufacturing enterprises, posting and delivery enterprises and operating enterprises are advised to push information on the use and recovery of circulating packaging to users through mobile internet applications, short messages and similar means.

6.2.3 Recovery. 6.2.3.1 Face-to-face recovery: entrusted by the operating enterprise, postmen, couriers and courier service station staff can use the face-to-face method to recover circulating packaging. 6.2.3.2 Appointment recovery: where the user chooses recovery by appointment, the operating enterprise is advised to collect at the door at the agreed time and to send the packaging to the recovery premises designated by the operating enterprise for temporary storage. 6.2.3.3 User return: the user actively returns the circulating packaging to the recovery premises designated by the operating enterprise, to business premises or to a courier service station for temporary storage.

6.2.4 Collection and sorting: the operating enterprise is advised to collect in good time the circulating packaging recovered and temporarily stored at business premises, courier service stations, recovery premises and the like, to transport it uniformly to the designated premises, to record the quantity of circulating packaging recovered and to carry out sorting and inspection of the appearance and of the functions in use.

6.2.5 Re-issuing: after sorting, those that meet the conditions for reuse are re-issued according to the needs of electronic commerce enterprises, manufacturing enterprises, posting and delivery enterprises and the like, the issuing flow being that of 6.2.1; those needing repair or not meeting the conditions for reuse are sent for repair in good time, and those that have reached the conditions for scrapping are scrapped in good time.

Bibliography Bibliography

Two items are listed: the Administrative Measures for the Packaging of Mail and Express Items (Order of the Ministry of Transport of the People's Republic of China No. 1 of 2021), and the Specification for Green Packaging of Mail and Express Items (Guo You Fa [2020] No. 47).