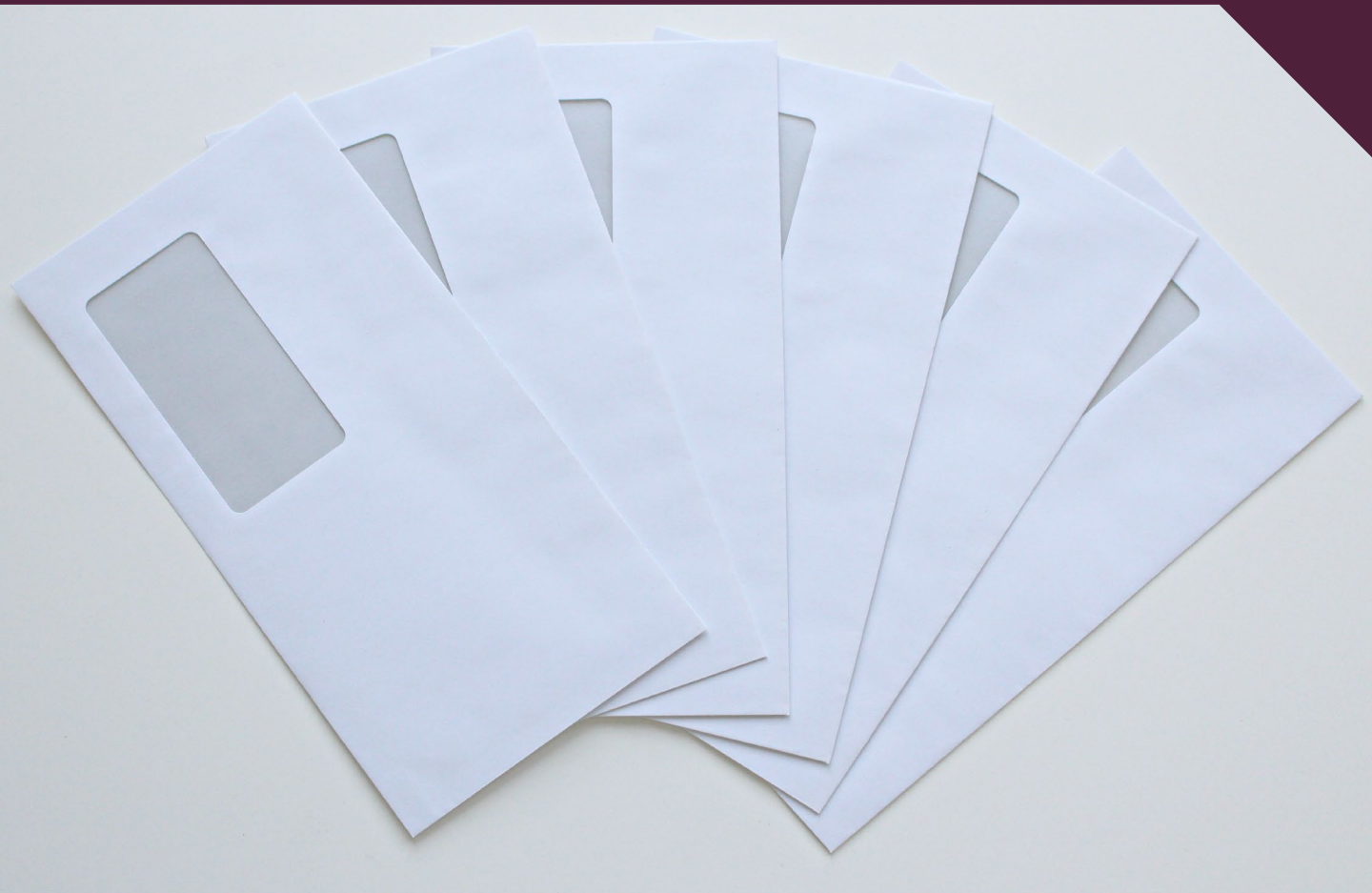




European  
Joint  
Support Unit

# Postal Services

Istanbul





## BFPO & British Consulate Mail Service

The BFPO service to us in Istanbul is through the British Consulate General. The guidelines are slightly different from those that you may have encountered elsewhere as the service is provided under FCO regulations, rather than Military regulations. However for routine mail the nuances will be invisible to you as a mail recipient.

We use the Diplomatic Bag Service which encompasses the BFPO mail. As has always been the case, it cannot be used for the transmission of any of the following items, either officially or privately:

- a. Dangerous or hazardous goods - including explosives, fireworks, firearms, ammunition, compressed gases, pressurised sprays, unwrapped dry cell batteries, matches, candles and all flammable liquids and solids
- b. Goods which could damage or spoil other contents of the bag, or other containers with which they might come into contact with - including chemicals, liquids, semi- liquids, creams, perishables and fragile items such as pottery, china or glass
- c. Tobacco, cigarettes or cigars
- d. Foodstuffs - including Christmas cakes, chocolate calendars and Easter eggs
- e. Narcotics.
- f. Obscene articles and other items which could cause embarrassment for HMG and Post if their carriage through FCO facilities became known
- g. Any articles of high value (e.g. over £100) - such as Service Uniforms, medals, furs, jewellery, precious metals, paintings, cash, expensive electronic equipment, etc.
- h. Bulk quantities of clothing. (Small quantities up to 5 kg are permitted)
- i. Animals - either alive or dead.
- j. Goods on approval.
- k. Personal effects of officers going on leave or transferring between Posts.
- l. Items which are prohibited under local phyto-sanitary restrictions, such as plants (including parts of), seeds, geological samples and soil of any kind (NB. Seeds sent directly by a recognisable supplier in a sealed pack and with appropriate certificates, where necessary, may be sent).
- m. Chain letters, unsolicited and advertising material - including Readers Digest, publicity material, charity circulars, catalogues, etc.
- n. Bulk orders on behalf of several members of staff.
- o. Particularly large or heavy articles – whilst there appears to be some flexibility in the application of this rule, a recent request to have a bicycle sent was not approved.



## Process for handling Prohibited Items

All incoming items are scanned on arrival at the FCO Bag Room. Any parcels containing, either wholly or partially, an item specified on the above list will be diverted to the Special Handling Area.

Parcels containing only Prohibited Items will be logged and held in the Special Handling Area, whilst a letter is sent to the officer advising receipt and what the options are. Parcels that only partially contain Prohibited Items will be opened in the presence of two members of senior staff, the items removed and logged, and a letter advising the recipient that the item has been removed inserted in to the parcel before it is resealed. A fee (currently £10 per parcel) is charged for any item that requires forwarding, to cover administration and delivery.

## Addresses.

- a. Personal mail should be addressed to:  
(Number & Rank if appropriate / necessary) Name  
UK NSE  
NRDC-T  
BFPO 5403
- b. The address for **official** mail is:  
Name, etc.  
c/o UK NSE  
HQ NRDC – T  
Box 017  
BFPO 747
- c. In accordance with standard BFPO practice, do not use “Turkey” or “Istanbul” in the address; because your mail might not go into the BFPO system, but rather into the normal overseas mail system, adding even longer to the delivery times.

## Post Code

The address at para 5a is complete. However, in circumstances (normally a computer!) where progress is impossible without a post code, you can add, after BFPO 5403, “BF1 9AD”. This is the unique post code for our BFPO number. However sometimes computer systems do not like the BFPO postcode either and will not recognise it. In these circumstances after the BFPO 5403 line you can add RUISLIP, HA4 6EP, which is the address of the BFPO / FCO sorting office.

At the time of writing there is some concern about whether this address is still valid. However the BFPO 5403 address is working fine.