

DataTransfer

Your reliable link to Swiss Post

DataTransfer is a platform that enables business customers and Swiss Post to exchange consignment data, invoicing data and consignment reports. It can be used for all letters with barcodes as well as postage-paid items sent using Dispatch list Online.

With DataTransfer, you no longer lose sight of your mail after it's been posted. You always have access to the latest information on the status of the mailing process.

Your aim

You would like to exchange invoice and logistics-related data with Swiss Post quickly and easily. You want to access mailing documentation in the correct format.

Our solution

DataTransfer is a multi-functional dialogue platform. It enables you to retrieve your mailing documentation whenever you want, and receive daily status reports on your consignments.

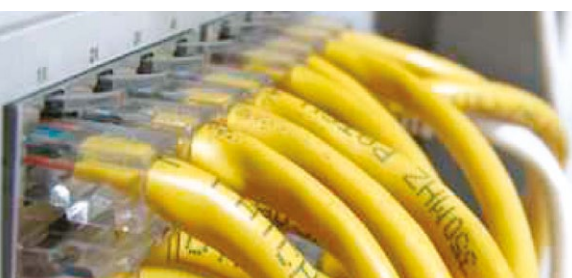
Advantages for you

DataTransfer makes the mailing process simpler and more transparent. You can also use the data to update your own databases. SFTP means that data transmission is protected against unauthorized access. Public authorities can also transfer their data via sedex (secure data exchange). Alternatively, data can be delivered by straightforward e-mail.

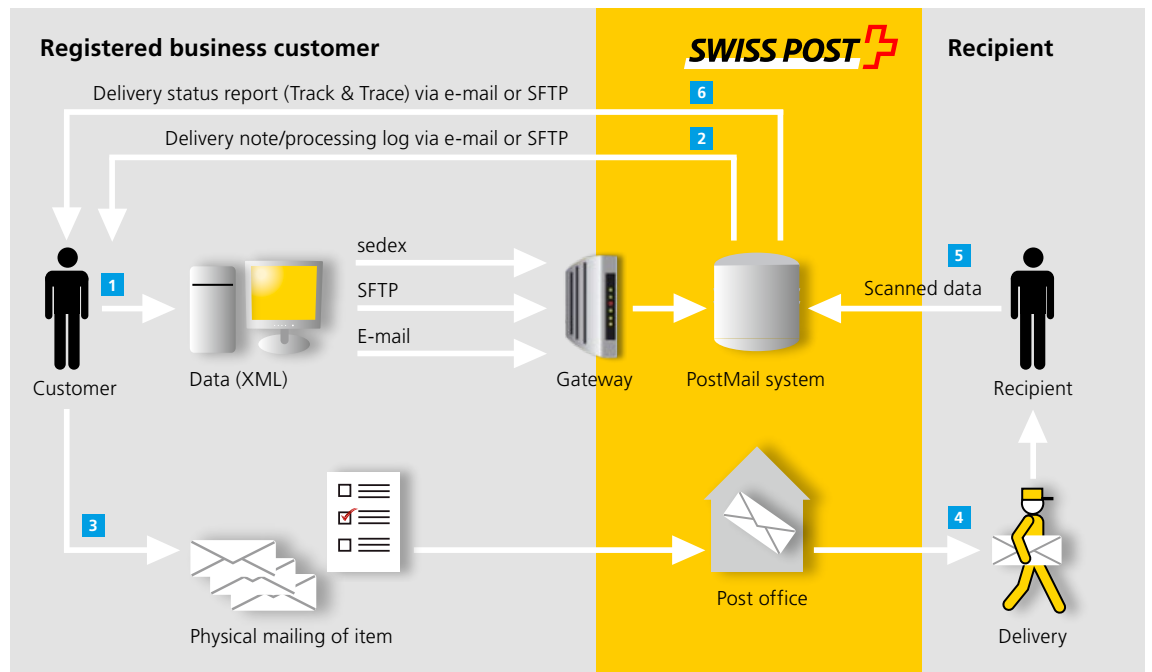
"Letters with barcodes (BmB)" via DataTransfer

DataTransfer simplifies the posting and declaration of your "letters with barcodes (BmB)". Once you have sent the data, you will receive a delivery note for the items and a processing log confirming that the data has been correctly sent.

You can obtain a daily report containing the processing data for the items you have sent in the last 24 hours. This contains all the information you require on the delivery of your items, and on reasons for any returns (such as "not collected", "refused to accept", etc.). You can update your databases with this data at any time, and provide your employees with the information they need.



The DataTransfer solution for "letters with barcodes (BmB)"



Key

- 1** The customer transmits data to Swiss Post in XML or CSV format using one of the two delivery options (SFTP or e-mail). Data transmitted via sedex must be in XML format only.
- 2** Swiss Post sends the processing log (containing the technical status of the mail items or error numbers), the data delivery receipt confirmation and the delivery note back to the customer via the same route.
- 3** The customer takes the mail and the delivery note to the post office and receives a stamped copy of the delivery note as proof of mailing.
- 4** Swiss Post delivers the "letters with barcodes (BmB)" to the recipient.
- 5** Swiss Post records the delivery of the items.
- 6** The "Delivery status report for letters with proof of delivery" is sent to the customer via SFTP, e-mail or sedex each day (by 9 a.m.).

Dispatch list via DataTransfer

DataTransfer provides the ideal platform for creating electronic dispatch lists for bulk postage-paid consignments. Once the data has been submitted, the form required for delivery of the consignment will be returned to you in electronic form (PDF).

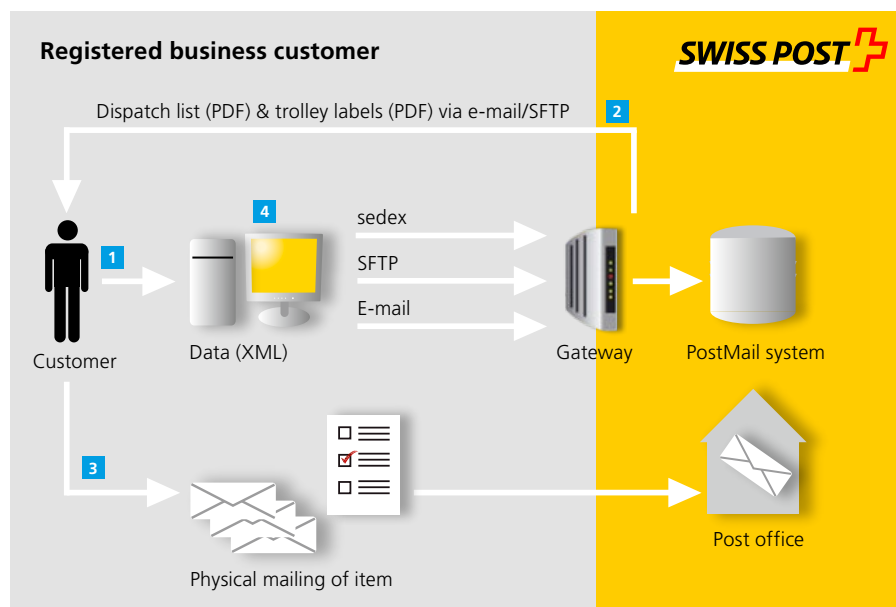
The advantages for you

- Simplified consignment declaration thanks to electronic data exchange
- Automatic electronic transmission of the dispatch list, which is required for accepting the consignments
- Improved quality thanks to automation and standard forms

How Dispatch list Online via DataTransfer works

First you generate the invoicing data for your addressed postage-paid items in a third-party system and create an XML file. You then send this file to DataTransfer. Within just a few minutes, you will receive your dispatch list, a status file and, if required, also trolley labels via the specified channel. You then take the printed dispatch list to the post office together with your mail.

The DataTransfer solution for dispatch lists



Registration for DataTransfer

Step-by-step registration

- Your customer advisor helps you to complete the registration form
- The DataTransfer Support Team then sets up a test account for you and activates it
- You send your test data to this test account
- The DataTransfer Support Team checks the data received and tests the process for transmitting status reports, dispatch lists, delivery notes and reports
- The DataTransfer Support Team informs you of the test results. Once all the conditions have been fulfilled, you will receive your ID and security details, which you will need to transmit your actual data in the live system
- A customer account is set up for you and activated in the live system. You can now transmit data and receive reports

Questions and technical support

Your customer advisor or Swiss Post Customer Service (Tel. 0848 888 888) will be happy to answer any questions you may have regarding DataTransfer.

Publications on DataTransfer

Manuals and XSD schemas

www.swisspost.ch/post-datatransfer-cug

DataTransfer home page for "letters with barcodes (BmB)"

www.swisspost.ch/post-briefe-datatransfer

Technical support is available via our hotline (Tel. 0848 789 789) or by e-mailing datatransfer@swisspost.ch.

DataTransfer for parcels too

DataTransfer can also be used for parcels, ensuring that items are sorted and delivered quickly and reliably.

Other services that can be used in conjunction with DataTransfer

The "Barcode" web service for creating and generating barcodes and address labels

www.swisspost.ch/post-barcode-cug

The "Track & Trace" web service for downloading consignment data, consignment images and proof of delivery in PDF format.

www.swisspost.ch/post-sendungenverfolgen-cug

My Post Business – Internet platform for business customers

www.swisspost.ch/mypostbusiness