

BRIEF FOR PPOD STAFF WORKING AT AMAZON FACILITATION CENTERS

Pakistan Post has established Amazon Facilitation Centers in the following major cities of the country for provision of facilitations to the Amazon enlisted sellers:

S.No.	Name of City	S.No.	Name of City
01	Islamabad	07	Peshawar
02	Rawalpindi	08	Multan
03	Lahore	09	Karachi
04	Faisalabad		
05	Sialkot		
06	Gujranwala		

2. The facilities provided on these Amazon Facilitation Centers are:

- 1) Provision of Pick-up of consignments from warehouse of seller.
- 2) Provision of information regarding rates and mode of transportation of consignments.
- 3) The service used for the consignments of Amazon is EMS-Plus which is available in the 46 locations of 34 cities of the country. The mail of these locations is consolidated and handed over for further transmission in the following six hub cities:

S.No.	Name of City
01	Islamabad
02	Sialkot
03	Lahore
04	Faisalabad
05	Multan
06	Karachi

4) The soft and hard copies of rate list have been made available.

5) Other basic information about the Amazon Cargo is as below:

- a. Shipments will be booked and transported on daily basis
- b. Maximum weight for usual items is 67 kg however heavy shipments may also be accommodated.
- c. Dimensions / measurement of boxes should be height 30 cm x width 45 cm x length 45 cm as below:
Calculation of volumetric weight = $45 \times 30 \times 45 / 5000 = 62,750 / 5,000 = 12.15$ kg
If physical weight of this box is 10 kg, for this box rate of 13 kg will be charged if the weight of this box is more than 13 kg, the actual weight will be charged.
- d. Delivery time will be from 03 to 07 working days depending upon the destination country
- e. Charges are excluding GST/ Custom duty
- f. Required documents are 1. CNIC, 2. Mobile number, 3. CN-23 Form, and 4. Declaration of the goods inside the shipment.
- g. The facility of Delivered Duty Paid (DDP) has also been offered to clients.