Postcode changes in Norway 2017/10/01

Layout description and user manual for the conversion table

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1. Generally about implementation of postcode changes
Norway Post follow the norwegian guidelines for postal code changes. Changes where mail recipients are affected is only effected once a year and the date is the 1st of October. Other corrections (t.ex errors) can be performed throughout the year. New postcodes can also be created throughout the year to be used on new addresses.

Implementation occurs in three steps:

- Approximately the 15th of sept the postcode table are updated with new postcodes and with new postal citynames on existing postcodes
- In week 39 we publish information on our websites about affected addresses and their changes
- Approximately the 1st of oct the postcode table are updated once more, now with changes you can implement after the addresses are updated

Bring sends information mails about this.

For more information, please contact Bring Customer service at www.bring.com

2. Description of the postcode changes 2017
«Postcode changes table 2017.xls» is located on the same web page as the conversion table and is to be used as a supplement to the conversion table. The Excel file contains a description of the changes for each postcode and they are separated in different types. You can find the descriptions in the bottom of the Ecxel-file «Postcode changes table 2017.xls».

3. Changes in the postcode table

You have to update your Postal code table before you can convert the addresses into the new postal codes. And after convertion it is some few more changes in the postal code table.

3.a Changes before the conversion of addresses can start

This is the changes in the postal code table of 2017/09/15 and you have to implement these in your postcode table before you changes the postcode on your addresses:

These postcodes are new and for use to P.O.Boxes (Category P)
- 1108 OSLO   (To new PO.Boxes: Postboks 3700-3799 Kastellet)
- 3129 TØNSBERG   (To new PO.Boxes: Postboks 2600-2699 Sentrum)

These postcodes are new and for use to Street addresses (Category G)
- 2413 ELVERUM
- 2414 ELVERUM

These postcodes changes postal cityname:
- 3666 TINN AUSTBYGD er endret til 3666 ATRÅ
- 8328 STOREMOLLA er endret til 8328 STORMOLLA

This postcode is no longer in use:
- 4303 SANDNES
- 4304 SANDNES
- 4305 SANDNES
- 4505 MANDAL
- 4506 MANDAL
- 4651 HAMRESANDEN
- 4861 ARENDAL

Changed category of use to G (Street-adresses):
- 2612 SJUSJØEN
- 5518 HAUGESUND
- 5567 SKJOLDASTRAUMEN
- 9771 SKJÅNES

Changed category of use to P (P.O. Box-adresses):
- 0244 OSLO
- 9815 VADSØ

Changed category of use to B (Street addresses and P.O. Box-adresses):
- 0037 OSLO
- 8842 BRASØY

In addition to the new postcode table is the log of all new postcode and the log of all changes and ceased postcode is updated. The logs are in order by date.

A new postcode registry and change files will be made available for download approximately 1st of October.

3.b Changes after the conversion of addresses

This is the changes in the Postal code table of 1.10.2017, after conversion of the addresses into the new postal codes:

This postcode is no longer in use after the conversion:

> None

These Postal codes can change category of use to G (Street-adresses):

> None

These Postal codes can change category of use to P (P.O.Boxesr):

 ➢ 0313 OSLO

These Postal codes can change category of use to B
(Street addresses and P.O. Box-adresses):

> None

4. Conversion table

The Norwegian Post's own address register is the basis for this table.
The conversion table contains addresses that are affected by postcode changes 1st of october and it contains also all addresses with changed postcode last year (due errors). If only a part of a street or P.O. Box system changes postcode, only that part will be listed in the conversion table.

The 2017-conversion table contain **6189 addresses**/records

4.a File formats

The conversion table exist in four text file formats; Ansi/Ascii and Tab-separated fields/fixed field lenghts(«FAST»):

- KONVTAB_ANSI-TAB.DEL
- KONVTAB_ANSI-FAST.SDF
- KONVTAB_ASCII-TAB.DEL
- KONVTAB_ASCII-FAST.SDF

4.b Field lenghts

The files with fixed field lenghts has these fields lengths:

1	Code category	2 characters
2	Municipality number	4 characters
3	Street code	5 characters
4	Street name	30 characters
5	House number	4 characters
6	Letter	4 characters
7	Entrance	3 characters
8	Old P.O. Box-office	32 characters
9	Old postcode	4 characters
10	Old postal cityname	32 characters
11	New P.O. Box office	32 characters
12	New Postcode	4 characters
13	New postal cityname	32 characters

14 Reason code1   4 characters
    15 Reason code2   4 characters

4.c Field Descriptions

1 Code categories (2 letters):
Code category tells what type of address that it is referred to.
Can contain the following categories:
'GV' = Street address
'ST' = Place addresses (Used on smaller places that dont have street addresses)
'PS' = Post place addresses (Used on smaller places that even don't have place adresses)
'PB' = P.O. Box address

2 Municipality number (4 digits incl possible leading zeros):
Official municipality code. (4 digits where the first two digits refer to the county).

3 Street code (5 digits incl possible leading zeros):
The official code for a street. The street code is unique in combination with the Municipality number. The field is blank for place addresses, post place addresses and P.O. Box addresses

4 Street name (max 30 letters/digits):
Name of a street. If it is place address (ST in the category code) it contains the place name and the field is blank if it is a postcode address. If it is a P.O. Box address (PB category code) it contains the word "POSTBOKS".

5 House number (4 numbers incl possible leading zeros):
Contains the house number of an street address and the P.O. Box number if PB in category code. The field is blank if it is a place address og a post place address.

6 Letter (4 letters):
Contains the letter of a street address, if the house number is: Ex: 2A, 2B. Only one letter is used i Norway now.

7 Entrance (3 letters/digits):
«Entrance» is no longer in use in addresses in Norway and the field is blank.

8 Old P.O. Box-office (max 32 letters):
Contains the old name of the P.O. Box office. The name of the P.O. Box office can for example be "MAJORSTUA". This is important where multiple P.O. Box office share the same postal cityname and is especially important where multiple P.O. Box office share the same postal code

9 Old postcode (4 digits incl possible leading zeros):
Contains the correct old postcode

10 Old postal cityname (max 32 letters):
Contains the correct old postal cityname.

11 New P.O. Box office (max 32 letters):
Containing the new name of the P.O. Box office, for example «MAJORSTUEN»

12 New Postcode (4 digits incl possible leading zeros):
Contains the correct new postcode

13 New postal cityname (max 32 letters):
Contains the corrct new postal cityname

14 Reason code1 (4 letters):
Tells about the POSTCODE - BEFORE the changes. May contain 4 different variants:
- **ALLE**: Here all addresses that have postcode "Postnummer gammelt" are changed to "Postnummer nytt". If you have addresses in your registry that has the old postcode "Gammelt postnummer", you can change all of these to the post number in the "Postnummer nytt". Also remember to change the postal cityname to "Poststed nytt"
- **PBOK**: Postcode changes for P.O. Box addresses. If a postcode has both street addresses and P.O. Box addresses but the P.O. Box addresses get a new own postcode, shall the street addresses keep the old postcode. If you have addresses in your registry that contains the postcodes in "Postnummer gammelt", therefore check if there is a P.O. Box address and the P.O. Box number is the same as that in the table, and change it to the "Postnummer nytt". Also remember to change the postal cityname to "Poststed nytt" and check the value that is in "Postbokskontor nytt". <u>Important</u>: Keep the old postcode on addresses wich not are P.O. Box addresses or P.O. Box addresses that not are listed in the conversion table
- **NAVN**: Only the postal cityname changes. If you have addresses in your registry with postcode like "Postnummer gammelt", the postcode retained, but the post cityname must be changed to "Poststed nytt"
- **BLOK**: This reason code tells that only some addresses with the postcode is changed. The new postcode can be an brand new postcode or an existing one. If you have addresses in your registry that contains the postcode equivalent to "Postnummer gammelt", you have to check the street address and house number (or place name) what new postcode the address should get.

15 Reason code2 (4 letters):
Tells about the STREET ADDRESSES - AFTER the changes
- **DELT**: <u>After</u> the change there will be a postcode split in this street. It may have been a split on the postcode for this street before the change.
  If a street continues into another municipality, it's an another street.
- **HELE**: <u>After</u> the change, the whole street have the same postal code. It may have been a split on the postcode for this street before the change.
  If a street continues into another municipality, it's an another street.