EUROPEAN COMMISSION
DIRECTORATE-GENERAL
INFORMATICS

e-Commission, Methodology and Programme Office

European Commission
OCS – Postal Codes
Detailed Analysis Document

Date:	17.07.2012
Version:	1.3.0

Contents

1   INTRODUCTION

This analysis document specifies the rules for the validation of the postal code entered by the signatory of a citizens' initiative, for each country in the EU.

The validation rules implemented are based on Regulation (EU) No 211/2011 on the citizens' initiative and on the formats provided by the Member States.

2   POSTAL CODES

The signatory can enter a postal code with or without whitespace and punctuation characters such as slash or hyphen. All such whitespace and punctuation characters entered by the signatory are regarded as insignificant for validation purposes, i.e. validation rules ignore any whitespace and punctuation characters entered, and validate based solely on alphanumeric content.

Acceptable whitespace and punctuation characters are defined in Appendix I - Appendix I: Whitespace and Punctuation Characters

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A rejection error is triggered if a field entry contains an invalid character, i.e. the entry of a character which is not alphanumeric and not an acceptable whitespace or punctuation character.

A postal code should be entered – and is validated – <u>without</u> any country prefix.

N.B. A postal code entry field is <u>only</u> shown when required by the country being signed for.

When a postal code entry field is shown, the signatory is normally[1] obliged to enter a valid postal code for their country of residence.

Key: L => Latin Alphabetic case-insensitive letter (A-Z, a-z)

N => Arabic Numeral (0-9)

- => no content needed

Length => significant length i.e. excluding punctuation and whitespace characters

2.1   Austria

Country Code: AT	Format	Length
Postal Code:	NNNN	4

2.2   Belgium

Country Code: BE	Format	Length
Postal Code:	NNNN	4

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[1] The only exception to this is for a signatory for Ireland. In this case the entry of a postal code is optional.

2.3 Bulgaria

Country Code: BG	- Not required on the statement of support form for Bulgaria
	- For residents of Bulgaria using the form of another Member State which requires a postal code:
	No information received on format.
	Any Latin alphanumeric value will be accepted

2.4 Cyprus

Country Code: CY	Format	Length
Postal Code:	- Not required on the statement of support form for Cyprus - For residents of Cyprus using the form of another Member State which requires a postal code: NNNN	4

2.5 Czech Republic

Country Code: CZ	Format	Length
Postal Code:	- Not required on the statement of support form for the Czech Republic - For residents of the Czech Republic using the form of another Member State which requires a postal code: NNNNN **Additional validation rule**: First N: 1, 2, 3, 4, 5, 6 or 7	5

2.6 Denmark

Country Code: DK	Format	Length
Postal Code:	NNNN	4

2.7 Estonia

Country Code: EE	Format	Length
Postal Code:	NNNNN	5

2.8 Finland

Country Code: FI	Format	Length
Postal Code:	- Not required on the statement of support form for Finland - For residents of Finland using the form of another Member State which requires a postal code: NNNNN	5

2.9 France

Country Code: FR	Format	Length
Postal Code:	NNNNN	5

2.10 Germany

Country Code: DE	Format	Length
Postal Code:	NNNNN	5

2.11 Greece

Country Code: EL	Format	Length
Postal Code:	- Not required on the statement of support form for Greece - For residents of Greece using the form of another Member State which requires a postal code: NNNNN	5

2.12 Hungary

Country Code: HU	Format	Length
Postal Code:	- Not required on the statement of support form for Hungary - For residents of Hungary using the form of another Member State which requires a postal code: NNNN	4

2.13 **Ireland**

Although a postal code is formally required for a signatory using the statement of support form for Ireland, Irish addresses do not always include a postal code . Therefore, the OCS system accepts an Irish address without a postal code.

When an Irish resident uses the form for Ireland:

- The postal code is an optional field.
- The OCS system accepts any alphanumeric[2] value as the Irish postal code.

When an Irish resident uses the form for any country other than Ireland requiring the entry of a postal code:

- The postal code is a required field.
- The OCS system accepts any alphanumeric[2] value as the Irish postal code.
  - N.B. Should the Irish resident have no postal code for their address, they may enter a dash character (-)[3] or any other characters indicating that there is no postal code.

2.14 **Italy**

Country Code: IT	Format	Length
Postal Code:	No information received on format. Any Latin alphanumeric value will be accepted.	

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[2] As always on the postal code field, the user may also enter insignificant characters. See Appendix I Appendix I: Whitespace and Punctuation Characters

[3]

Symbol	Name	UTF-8 Decimal Encoding
-	dash	45

2.15 **Latvia**

Country Code: LV	Format	Length
Postal Code:	- Not required on the statement of support form for Latvia - For residents of Latvia using the form of another Member State which requires a postal code: NNNN	4

2.16 **Lithuania**

Country Code: LT	Format	Length
Postal Code:	- Not required on the statement of support form for Lithuania - For residents of Lithuania using the form of another Member State which requires a postal code: NNNNN	5

2.17 **Luxembourg**

Country Code: LU	Format	Length
Postal Code:	- Not required on the statement of support form for Luxembourg - For residents of Luxembourg using the form of another Member State which requires a postal code: NNNN	4

2.18 **Malta**

Country Code: MT	Format	Length
Postal Code:	- Not required on the statement of support form for Malta - For residents of Malta using the form of another Member State which requires a postal code: No information received on format. Any Latin alphanumeric value will be accepted.	4

2.19 **Netherlands**

Country Code: NL	Format	Length
Postal Code:	NNNNLL **Additional validation rule**: NNNN: A number between 1000 and 9999.	6

2.20 **Poland**

Country Code: PL	Format	Length
Postal Code:	NNNNN	5

2.21 **Portugal**

Country Code: PT	Format	Length
Postal Code:	- Not required on the statement of support form for Portugal - For residents of Portugal using the form of another Member State which requires a postal code: NNNNNNN	7

2.22 **Romania**

Country Code: RO	Format	Length
Postal Code:	NNNNNN	6

2.23 **Slovakia**

Country Code: SK	Format	Length
Postal Code:	NNNNN **Additional validation rule**: N: 0, 8 or 9	5

2.24 **Slovenia**

Country Code: SI	Format	Length
Postal Code:	- Not required on the statement of support form for Slovenia - For residents of Slovenia using the form of another Member State which requires a postal code: NNNN	4

2.25 **Spain**

Country Code: ES	Format	Length
Postal Code:	NNNNN	5

2.26 **Sweden**

Country Code: SE	Format	Length
Postal Code:	- Not required on the statement of support form for Sweden - For residents of Sweden using the form of another Member State which requires a postal code: NNNNN	5

2.27 United Kingdom

Country Code: GB	Format	Length
Postal Code:	LNNLL **Additional validation rules**: L: Any Latin alphabetic letter <u>except</u> Q, V, X. N N L: Any Latin alphabetic letter <u>except</u> C, I, K, M, O, V. L: Any Latin alphabetic letter <u>except</u> C, I, K, M, O, V.	5
	LNNNLL **Additional validation rules**: L: Any Latin alphabetic letter <u>except</u> Q, V, X. N N N L: Any Latin alphabetic letter <u>except</u> C, I, K, M, O, V. L: Any Latin alphabetic letter <u>except</u> C, I, K, M, O, V.	6
	LLNNLL **Additional validation rules**: L: Any Latin alphabetic letter <u>except</u> Q, V, X. L: Any Latin alphabetic letter <u>except</u> I, J, Z. N N L: Any Latin alphabetic letter <u>except</u> C, I, K, M, O, V. L: Any Latin alphabetic letter <u>except</u> C, I, K, M, O, V.	6
	LLNNNLL **Additional validation rules**: L: Any Latin alphabetic letter <u>except</u> Q, V, X. L: Any Latin alphabetic letter <u>except</u> I, J, Z. N N N L: Any Latin alphabetic letter <u>except</u> C, I, K, M, O, V. L: Any Latin alphabetic letter <u>except</u> C, I, K, M, O, V.	7
	LNLNLL	6

Country Code: GB	Format	Length
	Additional validation rules:	
	L: Any Latin alphabetic letter <u>except</u> Q, V and X.	
	N	
	L: <u>Any</u> Latin alphabetic letter from A, B, C, D, E, F, G, H, J, K, S, T, U or W.	
	N	
	L: Any Latin alphabetic letter <u>except</u> C, I, K, M, O, V.	
	L: Any Latin alphabetic letter <u>except</u> C, I, K, M, O, V.	
	LLNLNLL	7
	Additional validation rules:	
	L: Any Latin alphabetic letter <u>except</u> Q, V, X.	
	L: Any Latin alphabetic letter <u>except</u> I, J, Z.	
	N	
	L: <u>Any</u> Latin alphabetic letter from A, B, E, H, M, N, P, R, V, W, X or Y.	
	N	
	L: Any Latin alphabetic letter <u>except</u> C, I, K, M, O, V.	
	L: Any Latin alphabetic letter <u>except</u> C, I, K, M, O, V.	
	LLLNLL	6
	Only used for one postal code: GIR 0AA	
	Additional validation rules:	
	L: Latin alphabetic letter G.	
	L: Latin alphabetic letter I.	
	L: Latin alphabetic letter R.	
	N: Arabic numeral 0.	
	L: Latin alphabetic letter A.	
	L: Latin alphabetic letter A.	

2.28 **Non-EU residence**

When a non-EU resident signatory uses the form for <u>any</u> country requiring the entry of a postal code:

- The postal code is a required field.

- However, the OCS system accepts any alphanumeric[2] value as the non-EU postal code. No validation rule applies.

N.B.   Should the non-EU resident have no postal code for their address, they may enter a dash character (-)[4] or any other characters indicating that there is no postal code.

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[4]

Symbol	Name	UTF-8 Decimal Encoding

Appendix I: Whitespace and Punctuation Characters

The following Whitespace and Punctuation Characters are accepted as insignificant characters in an entry field for a Postal Code:

Symbol	Name	UTF-8 Decimal Encoding
whitespace:	space	32
	horizontal tab	9
.	dot	46
,	comma	44
-	hyphen	45
_	underscore	95
/	slash	47
\	backslash	92
:	colon	58
;	semi-colon	59

N.B. As <u>insignificant</u> characters, <u>any</u> Whitespace or Punctuation Characters entered for a Postal Code is:
- displayed when entered
- excluded from the length and accepted value for the Postal Code
- excluded from any exported PDF or XML file

-	dash	45

Appendix II: Glossary

Term	Description (EN)
ECI	European Citizens' Initiative
EU	European Union
OCS	Online Collection Software (for ECI) N.B. The term *Online Collection System* is used in the context of the complete Online Collection environment, which includes not only the software but also all the other elements of the system such as hardware, hosting environment, etc. It is the *Online Collection System* which Citizens' Initiative organisers have to have certified by the competent Member State authority.
PDF	Portable Document Format
UTF-8	UCS Transformation Format 8-bit A variable-width encoding that can represent every character in the Unicode character set.
XML	Extensible Markup Language