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**Economic Commission for Europe****Administrative Committee for the TIR Convention, 1975****Seventy-second session**

Geneva, 6 February 2020

Item 1 of the provisional agenda

**Adoption of the agenda****Annotated provisional agenda for the seventy-second session<sup>\*,\*\*</sup>**to be held at the Palais des Nations, Geneva, starting at 10 a.m. on Thursday 6 February 2020,  
Room VII**I. Provisional agenda**

1. Adoption of the agenda.
2. Election of officers.
3. Status of the TIR Convention, 1975.
4. Activities and administration of the TIR Executive Board:
  - (a) Activities of the TIR Executive Board:
    - (i) Report by the Chair of the TIR Executive Board;
    - (ii) International databases and electronic tools managed by the TIR secretariat;
    - (iii) National and regional TIR workshops and seminars.

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\* For reasons of economy, delegates are requested to bring copies of the documents mentioned in this provisional agenda to the meeting. There will be no official documentation available in the meeting room. Before the meeting, missing documents may be obtained directly from the ECE Sustainable Transport Division (Fax: +41-22-917-0039; email: wp.30@un.org). Documents may also be downloaded from the ECE Border Crossing Facilitation website [www.unece.org/trans/bcf/welcome.html](http://www.unece.org/trans/bcf/welcome.html). During the meeting, official documents may be obtained from the UNOG Documents Distribution Section (Room C.337, third floor, Palais des Nations).

\*\* The full text of the TIR Convention, 1975, as well as a complete list of contracting parties to the TIR Convention, are available on the ECE website: [www.unece.org/trans/conventn/legalinst.html#customs](http://www.unece.org/trans/conventn/legalinst.html#customs). Delegates are requested to register online at: [uncdb.unece.org/app/ext/meeting-registration?id=sBsOdt](http://uncdb.unece.org/app/ext/meeting-registration?id=sBsOdt) at the latest one week prior to the session. Prior to the session, delegates who do not hold a long-term access badge should obtain an identification badge at the UNOG Security and Safety Section, located at the Pregny Gate (14, Avenue de la Paix). In case of difficulty, please contact by telephone the ECE secretariat (internal extension 75975). For a map of the Palais des Nations and other useful information, see website [www.unece.org/meetings/practical.html](http://www.unece.org/meetings/practical.html).



- (b) Administration of the TIR Executive Board and the TIR secretariat:
  - (i) Status report on the accounts for the year 2019;
  - (ii) Procedure for financing the operation of the TIR Executive Board and TIR secretariat.
- 5. Revision of the Convention:
  - (a) Amendment proposals to the Convention transmitted by the Working Party;
  - (b) Amendment proposals to the Convention transmitted by the TIR Executive Board;
    - (i) Submission of data to the International TIR Data Bank Holders Module
    - (ii) Publishing information on customs offices using the International TIR Data Bank
  - (c) Accepted amendment proposals to the Convention pending formal adoption;
  - (d) Recommendation to Annex 3 on a code system to report defect remarks in the certificate of approval.
- 6. Agreement between the United Nations Economic Commission for Europe and the International Road Transport Union.
- 7. Audit of the accounts of the TIR Executive Board and the TIR secretariat.
- 8. Phase III of the TIR revision process – Computerization of the TIR procedure
- 9. Best practices.
- 10. Other business:
  - (a) The International Road Transport Union external audit report and related matters;
  - (b) Date of next session;
  - (c) Restriction on the distribution of documents;
  - (d) List of decisions.
- 11. Adoption of the report.

## **II. Annotations**

### **1. Adoption of the agenda**

The Committee may wish to consider and adopt the agenda of the session (ECE/TRANS/WP.30/AC.2/146). The Committee will be informed that, according to Annex 8, Article 6 of the TIR Convention, 1975, "a quorum consisting of not less than one-third of the States which are contracting parties is required for the purpose of taking decisions". The number of States which are contracting parties to the convention is seventy-six.

#### **Documentation**

ECE/TRANS/WP.30/AC.2/146

### **2. Election of officers**

In accordance with the Committee's rules of procedure and established practice, the Committee should elect a Chair and possibly a Vice-Chair for its sessions in 2020.

### 3. Status of the TIR Convention, 1975

The Committee will be informed about changes in the status of the convention and in the number of contracting parties. In particular, the Committee may wish to be informed that the TIR Convention has seventy-six contracting parties. More detailed information on depositary notifications is available on the TIR website.<sup>1</sup>

### 4. Activities and administration of the TIR Executive Board

#### (a) Activities of the TIR Executive Board

##### (i) *Report by the Chair of the TIR Executive Board*

In accordance with Annex 8, Article 11, paragraph 4 of the Convention and in line with the decision of the Committee (TRANS/WP.30/AC.2/55, paras. 14 and 15), the secretariat has reproduced the report of the TIR Executive Board (TIRExB) at its eighty-second (June 2019) session, for information and endorsement by the Committee (ECE/TRANS/WP.30/AC.2/2020/1). More information about recent activities of TIRExB as well as about various considerations and decisions taken at its eighty-fourth session (February 2020) will be provided orally by the Chair of TIRExB.

Under this agenda item, the Committee may also wish to take note of the prices of TIR Carnets for the years 2012 to 2019, as communicated to TIRExB per the requirements of Annex 9, Part I, paragraph 3 (vi) of the TIR Convention, and the analysis of the 2019 prices, as contained in document ECE/TRANS/WP.30/AC.2/2020/2.

#### **Documentation**

ECE/TRANS/WP.30/AC.2/2020/1, ECE/TRANS/WP.30/AC.2/2020/2

##### (ii) *International databases and electronic tools managed by the TIR secretariat*

The Committee may wish to recall that, at its fifty-seventh session (February 2014), it considered the proposal by TIRExB to launch an electronic database on customs offices approved for TIR operations, as contained in document ECE/TRANS/WP.30/AC.2/2014/4. Further, the Committee, at its sixty-seventh session (February 2018), was informed about the progress of the new International TIR Data Bank (ITDB) module on customs offices (ECE/TRANS/WP.30/AC.2/137, para. 21). The Committee may wish to be informed that TIRExB considered and finalized the data requirements of the new module and requested the secretariat to submit the data requirements to AC.2 for consideration and approval. The Committee is invited to consider the data requirements, contained in document ECE/TRANS/WP.30/AC.2/2020/3.

Under this agenda item, the Committee will also be informed about developments related to the ITDB and other information technology projects managed by the TIR secretariat, if any.

#### **Documentation**

ECE/TRANS/WP.30/AC.2/2014/4, ECE/TRANS/WP.30/AC.2/2020/3

##### (iii) *National and regional TIR workshops and seminars*

The Committee will be informed about TIR workshops and seminars conducted and/or planned.

#### (b) Administration of the TIR Executive Board and the TIR secretariat

##### (i) *Status report on the accounts for the year 2019*

In accordance with Annex 8, Article 11, paragraph 4 of the Convention, TIRExB shall submit audited accounts to the Committee at least once a year or at the request of the Committee. As

<sup>1</sup> [www.unece.org/tir/tir-depositary\\_notification.html](http://www.unece.org/tir/tir-depositary_notification.html).

the competent Finance Services of the United Nations will not be able to formally finalize the accounts for 2019 by the time the Administrative Committee meets in February 2020, the report on the complete and final accounts will be transmitted, as in the past, to the next session of the Committee in 2020 for formal approval.

(ii) *Procedure for financing the operation of the TIR Executive Board and TIR secretariat*

The Committee may wish to recall that the budget and cost plan for the operation of TIRExB and the TIR secretariat for the year 2020 were approved by the Committee at its previous session (ECE/TRANS/WP.30/AC.2/145, para. 18). The Committee will be informed about the transfer of the required funds for the year 2020 by the International Road Transport Union (IRU) to the TIR Trust Fund. At its previous session, the Committee also approved the amount per TIR Carnet (\$ 1.39 (rounded), see ECE/TRANS/WP.30/AC.2/145, para. 19).

In addition, the Committee may wish to recall the procedure for the collection and transfer of the amount per TIR Carnet to finance the operation of the TIRExB and the TIR secretariat (ECE/TRANS/WP.30/AC.2/89, para. 38 and Annex II), according to which

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(8) IRU maintains a separate account detailing the number of TIR Carnets distributed and the related amounts received;

(9) IRU auditor produces an audit certificate providing an opinion of the above-mentioned account for the year in question showing the amount transferred and the total amount actually invoiced (15 January);

(10) The difference between the two amounts will need to be adjusted a posteriori;

(11) On the basis of the above-mentioned audit certificate, if there is an excess (i.e. more was received than initially transferred), the Administrative Committee, at its spring session, will be informed and IRU shall transfer the excess to the UNECE named bank account before 15 March. This amount will be reflected in the UNECE TIR accounts to be taken into account for the next budget year;

(12) On the basis of the above-mentioned audit certificate, if there is a deficit (i.e. less was received than initially transferred), the Administrative Committee, at its spring session, and on the proposal of IRU, shall approve the appropriate action, which shall be either:

(a) a recalculation of the amount per TIR Carnet referred to in Annex 8, Article 13.1, or

(b) the deficit will be recorded in the IRU account referred to above and shall, on the basis of a proposal from IRU as endorsed by the Administrative Committee, be subsequently adjusted."

In view of the above, the Administrative Committee will be informed of the audit certificate for the year 2019 and will be invited to approve the appropriate action according to items 11 or 12 of the above procedure.

Furthermore, the Administrative Committee at its previous session took note of the audit certificate for 2018, as contained in document ECE/TRANS/WP.30/AC.2/2019/18, issued further to a request from the Russian Federation at the sixty-ninth session (ECE/TRANS/WP.30/AC.2/141, para. 36). The Committee decided to continue consideration of the matter at its current session.

#### **Documentation**

ECE/TRANS/WP.30/AC.2/2019/18

## **5. Revision of the Convention**

### **(a) Amendment proposals to the Convention transmitted by the Working Party**

The Committee may wish to recall that, at its sixty-ninth (February 2019) and at its seventy-first (October 2019) sessions, it considered document ECE/TRANS/WP.30/AC.2/2019/5, containing proposals to amend Article 49 of the convention with a new Explanatory Note as

transmitted by the Working Party. Various delegations reiterated their support for the proposals, whereas the delegation of the Russian Federation maintained its opposition, arguing that transferring some customs tasks to operators, even if duly authorized and under strict conditions, would undermine the security of the TIR system.

The Committee is invited to revisit document ECE/TRANS/WP.30/AC.2/2019/5.

At its 151st session (February 2019), the Working Party adopted various amendment proposals (see ECE/TRANS/WP.30/2019/302, paras. 1112) as contained in Annex I of document ECE/TRANS/WP.30/AC.2/2020/4. In addition, the secretariat transmits, in Annex II of the document, proposals to amend two comments, to bring their text in line with already adopted proposals to amend Article 18 of the Convention as well as Explanatory Note 0.8.3. The Committee is invited to consider and, possibly, accept or adopt the amendment proposals contained in Annexes I and II of the said document.

#### **Documentation**

ECE/TRANS/WP.30/AC.2/2019/5, ECE/TRANS/WP.30/AC.2/2020/4

### **(b) Amendment proposals to the Convention transmitted by the TIR Executive Board**

#### *(i) Submission of data to the International TIR Data Bank Holders Module*

The Committee may wish to recall that, at its previous session, it considered proposals by TIRExB to advance the use of the ITDB by means of mandatory submission of data in electronic format as an appropriate way forward to confirming the status of ITDB as a reliable database. The Committee, by majority, accepted the proposals.

The Committee may wish to formally adopt the proposals as contained in official document ECE/TRANS/WP.30/AC.2/2020/5.

Furthermore, the Committee, at its previous session, decided to revert to the issue since the representatives of Uzbekistan and IRU raised problems encountered by some transport operators during TIR transports, due to the absence of data on their status in the ITDB. The Committee may wish to reconsider document ECE/TRANS/WP.30/AC.2/2019/22 by the Government of Uzbekistan and document ECE/TRANS/WP.30/AC.2/2019/23 by IRU on the ITDB.

#### **Documentation**

ECE/TRANS/WP.30/AC.2/2020/5, ECE/TRANS/WP.30/AC.2/2019/22 and ECE/TRANS/WP.30/AC.2/2019/23

#### *(ii) Publishing information on customs offices using the International TIR Data Bank*

The Committee may wish to be informed that TIRExB, at its eighty-third session (October 2019), finalized a set of amendment proposals on publishing information on customs offices using the ITDB. The Committee is invited to consider these proposals, contained in document ECE/TRANS/WP.30/AC.2/2020/6.

#### **Documentation**

ECE/TRANS/WP.30/AC.2/2020/6

### **(c) Accepted amendment proposals to the Convention pending formal adoption**

The Committee, at its previous session, accepted proposals amending certain provisions of the body of the TIR Convention and introducing new Annex 11, as contained in document ECE/TRANS/WP.30/AC.2/2019/9/Rev.2 as amended, pending formal adoption at its current session. In order to facilitate the decision-making process at the national level, the Committee decided that the jointly formulated and accepted wording at the session should be presented as final text. The Committee requested the secretariat to attach the final text as Annex to the final report of the session and issue it as official document to facilitate formal adoption at the current session.

The Committee may wish to formally adopt document ECE/TRANS/WP.30/AC.2/2020/7 which includes the finalized text on proposals amending certain provisions of the body of the TIR Convention and introducing new Annex 11.

#### **Documentation**

ECE/TRANS/WP.30/AC.2/2020/7

(e) **Recommendation to Annex 3 on a code system to report defect remarks in the certificate of approval**

The Committee may wish to recall that, at its sixty-ninth (February 2019) and seventy-first (October 2019) sessions, due to a lack of time, it decided to revert to the issue of reviewing the recommendation at its February 2020 session. The Committee invited delegations to conduct national consultations so as they could share their experiences with the Committee, in order for it to make a balanced decision on how to further pursue the issue. (ECE/TRANS/WP.30/AC.2/141, paragraph 47).

The Committee is invited to consider the issue at hand.

## **6. Agreement between the United Nations Economic Commission for Europe and the International Road Transport Union**

The Committee may wish to recall that, at its previous session, it adopted the new draft ECE/IRU agreement for the period 2020–2022 inclusive, as contained in document ECE/TRANS/WP.30/AC.2/2019/24 and mandated ECE and IRU to proceed with signing the new agreement at the earliest convenience, but, in any case, well before 15 November 2019. Further, the Committee, noting that some contracting parties needed time for further consideration, decided keeping the item in the agenda for its February 2020 session, taking into account Article 9 of the draft agreement.

#### **Documentation**

ECE/TRANS/WP.30/AC.2/2019/24

## **7. Audit of the accounts of the TIR Executive Board and the TIR secretariat**

The Committee may wish to recall that, at its previous session, it noted that the audit requested by AC.2 at its sixty-fourth session (October 2016) from the competent United Nations services of the accounts of TIRExB and the TIR secretariat (ECE/TRANS/WP.30/AC.2/131, para. 22) had been undertaken by OIOS and completed in March 2019, and that the audit report was presented in document ECE/TRANS/WP.30/AC.2/2019/25. The TIR Secretary briefly introduced the findings of the report and, underlining that he was responsible for the fulfilment of the recommendations within specific deadlines, asked for input and support from the Committee for this demanding and challenging responsibility.

Additional information will be provided by the secretariat for those recommendations where actions have been already undertaken.

OIOS recommended (recommendation no 1) that the Administrative Committee should consider possible options of mechanisms to monitor and evaluate the documentation submitted by the authorized international organization in order to strengthen governance in the TIR Convention, particularly with regard to accountability. The Committee may wish to consider and possibly adopt document ECE/TRANS/WP.30/AC.2/2020/8 which includes mechanisms to monitor and evaluate the documentation submitted by the authorized international organization including revision of the list of documents.

Furthermore, OIOS recommended (recommendation no 2) that the secretariat should prepare updated terms of reference for TIR focal points for consideration and approval by the Administrative Committee in order to ensure consistency and enhance the focal points'

effectiveness. The Committee may wish to consider and possibly adopt document ECE/TRANS/WP.30/AC.2/2020/9 which includes the updated terms of reference for TIR focal points. As requested by the Committee at its previous session, the document also contains terms of reference for association focal points (see ECE/TRANS/WP.30/AC.2/145, paragraph 67).

OIOS recommended (recommendation no 3) that ECE should bring to the attention of the Committee the need to develop appropriate procedures concerning: (a) evaluation of qualified organizations before selection of the authorized international organization for TIR operations; and (b) periodic assessment of the authorized international organization's compliance with the stipulated conditions and requirements. The Committee took note of the need to develop appropriate procedures concerning the selection of the international organization and the periodic assessment and it was of the view that the recommendation was important for the TIR system. The Committee requested the secretariat to prepare a document for its current session that would describe the appropriate procedures concerning the evaluation of qualified organizations before selection of the authorized international organization for TIR operations as well as a periodic assessment. The Committee may wish to consider and possibly adopt document ECE/TRANS/WP.30/AC.2/2020/10.

Concerning recommendation (recommendation no 7) of the OIOS report and the need to develop an appropriate alternative financing arrangement to ensure the sustainability of TIR operations the Committee may wish to consider and, possibly, adopt document ECE/TRANS/WP.30/AC.2/2020/11.

OIOS also recommended (recommendation no 10) that ECE should develop an action plan for providing the required training and support to countries that have acceded to the TIR Convention on operationalizing the TIR procedures in those countries. The secretariat informed the Committee that it had prepared an action plan that includes actions not only to provide the required training and support to countries that have acceded to the TIR Convention but also to promote TIR, eTIR as well as the intermodal aspects of TIR in the form of brochures, training materials, road maps and capacity building workshops, which had been submitted to TIRExB for consideration. The Committee may wish to consider and, possibly, adopt document ECE/TRANS/WP.30/AC.2/2020/12 which includes the above-mentioned action plan as amended, based on comments received from TIRExB.

#### **Documentation**

ECE/TRANS/WP.30/AC.2/2019/25, ECE/TRANS/WP.30/AC.2/2020/8,  
ECE/TRANS/WP.30/AC.2/2020/9, ECE/TRANS/WP.30/AC.2/2020/10,  
ECE/TRANS/WP.30/AC.2/2020/11, ECE/TRANS/WP.30/AC.2/2020/12

### **8. Phase III of the TIR revision process – Computerization of the TIR procedure**

The Committee will be informed about the latest developments in the field of computerization of the TIR procedure. In particular:

(a) the outcome of the thirtieth session of the Informal Ad hoc Expert Group on Conceptual and Technical Aspects of Computerization of the TIR Procedure (GE.1), convened in Budapest on 18–19 September 2019, at the kind invitation of the Hungarian customs administration;

(b) the latest developments in the eTIR pilot projects and other developments towards the full computerization of the TIR procedure.

#### **Documentation**

ECE/TRANS/WP.30/2020/2

## **9. Best practices**

Due to a lack of time at its sixty-ninth (February 2019) and seventy-first (October 2019) sessions, the Committee decided to revert to document ECE/TRANS/WP.30/AC.2/2018/13, containing an updated version of the example agreement, at its current session.

The Committee is invited to consider and endorse the document and request the secretariat to include the updated example agreement between competent national authorities and the authorized national association in the next version of the TIR Handbook.

### **Documentation**

ECE/TRANS/WP.30/AC.2/2018/13

## **10. Other business**

### **(a) The International Road Transport Union external audit report and related matters**

The Committee decided to keep the item in the agenda, while recalling its decision to consider the audit report as part of the list of documentation to be drafted in relation to Recommendation No. 1 of OIOS.

The Committee is invited to resume its considerations of the issue at hand.

### **(b) Date of next session**

The ECE secretariat has made tentative arrangements to hold the seventy-third session of the Committee on 15 October 2020. The Committee may wish to confirm this date.

### **(c) Restriction on the distribution of documents**

The Committee may wish to decide whether there should be any restriction on the distribution of documents issued in connection with its current session.

### **(d) List of decisions**

Following a decision by the Committee, a list of decisions will be attached to the final report.

## **11. Adoption of the report**

In accordance with Annex 8, Article 7 of the convention, the Committee will adopt the report of its seventy-second session on the basis of a draft prepared by the secretariat. Given the present resource restrictions with regard to translation facilities, parts of the final report may not be available at the end of the session for adoption in all working languages.

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