



Economic Commission for Europe**Inland Transport Committee****Working Party on Transport Statistics****Seventy-fourth session**

Geneva, 15–17 May 2023

Item 9 of the provisional agenda

Rules of Procedure and Terms of**Reference of the Working Party****Consolidated Response to the Questions of the Chair of the
Inland Transport Committee Concerning Rules of Procedure
of the Working Party on Transport Statistics and Other
Matters****Note by the secretariat****I. Background**

1. On 3 May 2022 the Chair of the Inland Transport Committee (ITC) wrote to the Chairs of Working Parties and Administrative Committees (UNECE/2022/TRANS/18) requesting support and contributions to key decisions of ITC of relevance to the Working Party on Transport Statistics (WP.6).
2. In accordance with this request, this document provides input into the various points set out in the letter including:
 - The adoption of Terms of Reference for WP.6 aligned with those of ITC;
 - The implementation of the ITC Strategy;
 - Inputs into the Road Safety Action Plan;
 - Aspects related to intelligent transport systems;
 - Accelerating climate change mitigation efforts.
3. Each of these aspects will be discussed in turn and the Working Party is requested to review these points and, if they agree with them, submit them to the ITC secretariat as responses from WP.6.

II. Rules of Procedure of the Inland Transport Committee

4. The Inland Transport Committee (ITC) has invited those of its Working Parties that had not adopted their own Rules of Procedure (RoP) to inform ITC about their plans to align

their RoP to those of ITC¹ or about the compelling reasons that might necessitate following Economic Commission for Europe (ECE) RoP² or developing their own (ECE/TRANS/294, paragraph 18).

5. The Working Party on Transport Statistics (WP.6) has not as yet developed its own RoP. It should thus consider whether it wishes to develop these for consideration and adoption by ITC, or whether it wishes to apply either the ITC or the Commission RoP. In the event that it wishes to adopt its own RoP it may wish to discuss, and consider adopting, the proposed Rules of Procedure for the Working Party contained in Annex I to this document.

6. If WP.6 decides to adopt these RoP, then this will require a minor change in its Terms of Reference to reference this. Thus, an updated proposed ToR are in Annex II.

III. Commentary on the Proposed Rules of Procedure of the Working Party on Transport Statistics

7. The proposed RoP provided in Annex I to this document have been prepared starting from the new ITC RoP and have been modified to account for the specific nature of the activities of the Working Party on Transport Statistics. Where significant deviations have been introduced, they are highlighted in this section.³

8. Rule 1 of the new ITC RoP introduces the role of full member also to non-ECE member States in segments of the session that deal with legal instruments to which they are contracting parties and remain in a consultative capacity in other parts. This rule is of little importance to the activities of WP.6, given the lack of legal instruments under its purview.

9. Rule 6 removes reference to legal instruments.

10. Rule 12 has been modified to remove reference to the maximum of two consecutive terms as experience in the Working Party has shown that continuity is valued by Working Party members and that this can facilitate the work of WP.6.

11. Rule 17 adds a new subparagraph clarifying the role of the Working Party in the establishment of subsidiary bodies.

12. Text amendments have been made in Rules 18 and 19 to simplify the text and align it better to the text in Rule 1.

13. Rule 23 has been modified with a lower quorum.

14. Rule 36 has been modified to remove reference to voting by mechanical means. In fact, as mechanical means for voting do not constitute a well-established practice at the United Nations Office in Geneva, nor have they ever been used in WP.6, reference to them is not relevant.

IV. Lack of Reasons for Following the Commission's Rules of Procedure

15. No compelling reasons are known to the secretariat as to why WP.6 should follow the Commission's RoP over those of the ITC.

¹ <https://unece.org/sites/default/files/2022-03/ITC%20Rules%20of%20Procedure%202022-03-14%20ENG.pdf>.

² https://unece.org/DAM/oes/mandate/Commission_Rev5_English.pdf.

³ Changes such as those related to substituting the reference to "ITC" with "Working Party", the "Commission" for "ITC" where relevant, removing references to the Bureau which is not relevant to the Working Party, and other minor editing changes are not included in this explanation and are made directly to the text.

V. Implementation of the Strategy of the Inland Transport Committee

16. The Working Party notes that implementation of the ITC Strategy continues following the requirements in the terms of reference of the Working Party and the implementation document ECE/TRANS/WP.6/2020/6. In addition, the Working Party would highlight the following in its implementation of the ITC Strategy:

- The seventy-fourth session of the Working Party will discuss the potential updating of its terms of reference and the adoption of its own rules of procedure (see paragraph 4 for more details);
- The Working Party continues to share best practices on mainstreaming the transport-related Sustainable Development Goal indicators into national policies.
- Modernization of transport data production and dissemination is ongoing.

VI. Inputs into the Road Safety Action Plan

17. The Working Party can support the Road Safety Action Plan by continuing to collect detailed road traffic accident statistics and working on harmonised international definitions for road traffic accident statistics, as well as for activity data that can benchmark road safety performance.

VII. Intelligent Transport Systems

18. The secretariat does not believe that there are many obvious synergies between Intelligent Transport Systems and the transport statistics activities currently undertaken.

VIII. Accelerating Climate Change Mitigation Efforts

19. The Working Party notes that its data collection and methodological activities have a strong impact on measuring climate change, and its data can best identify the most climate-friendly transport policies. In particular:

- The work of the Working Party on geospatial transport statistics together with the Working Party on Intermodal Transport and Logistics helps identify corridors where modal shift away from road would be most useful.
- Better global transport data, through the upcoming Transport Data Commons initiative 11, are a vital tool in understanding global drivers of climate change.

Annex I

Draft Rules of Procedure of the Working Party on Transport Statistics

Chapter I Participation

Rule 1

(a) ECE member States participate at the sessions of the Working Party on Transport Statistics (henceforth “Working Party”) as full members with voting rights.

(b) Non-ECE member States participate in a consultative capacity.

(c) States that do not fall under subparagraphs (a) and (b) participate in the sessions of the Working Party in a consultative capacity.

(d) Specialized agencies, intergovernmental organizations and non-governmental organizations in consultative status with the Economic and Social Council, may, in accordance with Rule 1(d) of the Rules of Procedure of the Inland Transport Committee (ITC), participate in a consultative capacity in discussions of the Working Party on Transport Statistics that the Working Party may hold on any matter of particular concern to those agencies or organizations.

(e) Non-governmental organizations not in consultative status with the Economic and Social Council, subject to the approval of the Working Party and respecting the principles set forth in Economic and Social Council resolution 1996/31, parts I and II, participate in a consultative capacity in discussions that the Working Party may hold on any matter of interest to these organizations.

(f) Consultations with specialized agencies and the International Atomic Energy Agency (IAEA) shall be conducted in accordance with Rule 51 of the Rules of Procedure of the Economic Commission for Europe (ECE).

(g) Consultations with non-governmental organizations shall be conducted in accordance with Rules 52 and 53 of the Rules of Procedure of ECE. Non-governmental organizations with consultative status under paragraph (d) shall be treated as non-governmental organizations included on the list.

Chapter II Sessions

Rule 2

Sessions of the Working Party shall be held:

(a) On dates fixed by the Working Party, after consultation with the secretariat, at previous meetings;

(b) On such other occasions as the Chairperson, in consultation with the Vice-Chairpersons and the secretariat, deems necessary.

Rule 3

Sessions shall ordinarily be held at the United Nations Office at Geneva (UNOG). The Working Party may, with the concurrence of ITC, decide to hold a particular session elsewhere. In that case, the relevant United Nations rules and regulations shall apply.

Rule 4

The secretariat shall, at least forty-two days before the commencement of a session of the Working Party, distribute a notice of the opening date of the session, together with a copy of the provisional agenda. The basic documents relating to each item appearing on the provisional agenda of a session shall be transmitted not less than 42 days before the opening of the session, provided that in exceptional cases the secretariat may, for reasons to be stated in writing, transmit such documents not less than 21 days before the opening of the session.

**Chapter III
Agenda****Rule 5**

The provisional agenda for each session shall be drawn up by the secretariat in consultation with the Chair.

Rule 6

The provisional agenda for any session shall include:

- (a) Items arising from previous sessions of the Working Party;
- (b) Items proposed by ECE or its Executive Committee (EXCOM);
- (c) Items proposed by ITC;
- (d) Items proposed by a specialized agency in accordance with the agreements of relationship concluded between the United Nations and such agencies; and
- (e) Any other items which the Chair or the secretariat see fit to include.

Rule 7

The first item upon the provisional agenda for each session shall be the adoption of the agenda.

Rule 8

The Working Party may amend the agenda at any time during the session.

**Chapter IV
Representation****Rule 9**

Each full member, as defined in rule 1, shall be represented on the Working Party by an accredited representative.

Rule 10

A representative may be accompanied to the sessions of the Working Party by alternate representatives, advisers and experts and, when absent, he or she may be replaced by an alternate representative.

Rule 11

(a) Each full member shall submit the names of a representative, alternate representatives and experts to the secretariat at the latest one week before the opening of the session.

(b) The secretariat shall prepare a provisional list of above-mentioned persons scheduled to attend the session and make it available to the permanent missions and permanent observer missions to the United Nations Office at Geneva two working days before the opening of the session.

(c) The secretariat shall prepare a list of the names of all persons attending the session and make it available to them at the end of the session.

Chapter V Officers

Rule 12

(a) The Working Party shall, every two years, elect a State from among the ECE member States, as the Chair. The representative of the elected State will be the Chair. The Working Party on Transport Statistics will also, at the same meeting, elect up to two ECE member States whose representatives will become Vice-Chairs for the same period.

(b) Nominations for the positions referred to in paragraph (a) above will be submitted to the secretariat, if possible, ten days before the start of the session during which elections will be conducted.

Rule 13

If the Chair is absent from a meeting, or any part thereof, one of the Vice-Chairs, designated by the Chair, shall preside.

Rule 14

If the Chair or Vice-Chair(s) ceases to represent his or her State, the new representative of that State will become the new Chair or Vice-Chair for the unexpired portion of the term. If the Chair or Vice-Chair(s) can no longer hold office, the alternate representative will become the new Chair or Vice-Chair for the unexpired portion of the term.

Rule 15

The Vice-Chair acting as Chair shall have the same powers and duties as the Chair.

Rule 16

The Chair or the Vice-Chair acting as Chair shall participate in the meetings of the Working Party in this capacity and not as the representative of their State. The Working Party shall admit an alternate representative to represent that member in the meetings of the Working Party and to exercise its right to vote.

Chapter VI Subsidiary Bodies

Rule 17

(a) With the endorsement of the Inland Transport Committee and the approval of EXCOM, the Working Party may establish subsidiary bodies, such as continually acting or other teams of specialists, as it deems necessary for the performance of its functions and shall define the powers and composition of each of them. Such autonomy as may be necessary for the discharge of the technical responsibilities laid upon them may be delegated to them.

(b) Subject to the endorsement of ITC and the approval of EXCOM, the Working Party may extend or discontinue such subsidiary bodies as it deems necessary to assist it in carrying out its tasks.

Rule 18

The Working Party shall prepare the terms of reference of its subsidiary bodies and recommend them to ITC for adoption. Unless the Working Party decides otherwise, the present rules of procedure shall apply to the procedure of its subsidiary body.

Rule 19

Subsidiary bodies should consult those entities identified in rule 1 according to the procedures set out in that rule.⁴

**Chapter VII
Secretariat****Rule 20**

The Executive Secretary shall act in that capacity at all meetings of the Working Party and of its subsidiary bodies. He or she may appoint another member of the staff to take his/her place at any meeting.

Rule 21

A representative of the secretariat may at any meeting make either oral or written statements concerning any question under consideration.

Rule 22

The secretariat shall be responsible for the necessary arrangements being made for the meetings of the Working Party and its subsidiary bodies.

**Chapter VIII
Conduct of Business****Rule 23**

Eight full members shall constitute a quorum for any decision to be taken.

Rule 24

In addition to exercising the powers conferred upon him/her elsewhere by these rules, the Chair shall declare the opening and closing of each meeting of the Working Party, shall direct the discussion, ensure the observance of these rules, and shall accord the right to speak, put questions to the vote, and announce decisions. The Chair may also call a speaker to order if his/her remarks are not relevant to the subject under discussion.

Rule 25

During the discussion of any matter a representative may raise a point of order. In this case the Chair shall immediately state his/her ruling. If it is challenged, the Chair shall forthwith submit his/her ruling to the Working Party for decision and it shall stand unless overruled.

Rule 26

During the discussion of any matter a representative may move the adjournment of the debate. Any such motion shall have priority. In addition to the proposer of the motion, one representative shall be allowed to speak in favour of, and one representative against, the motion, after which the motion shall be put to the vote immediately.

Rule 27

A representative may at any time move the closure of the debate whether or not any other representative has signified his wish to speak. Not more than two representatives may be

⁴ This rule cannot be considered as implying, between the non-governmental organizations with general consultative status with ECOSOC, any discrimination contrary to the decision and rules of the General Assembly or the Economic and Social Council.

granted permission to speak against the closure, after which the motion shall be put to the vote immediately.

Rule 28

The Working Party may limit the time allowed to each speaker if it is considered in the interest of ensuring an orderly session.

Rule 29

Principal motions and resolutions shall be put to the vote in the order of their submission unless the Working Party decides otherwise.

Rule 30

When an amendment revises, adds to or deletes from a proposal the amendment shall be put to the vote first, and if it is adopted, the amended proposal shall then be put to the vote.

Rule 31

If two or more amendments are moved to a proposal, the Working Party shall vote first on the amendment furthest removed in substance from the original proposal, then, if necessary, on the amendment next furthest removed and so on, until all the amendments have been put to the vote.

Rule 32

The Working Party may, at the request of a representative, decide to put a motion or proposal to the vote in parts. If this is done, the text resulting from the series of votes shall be put to the vote as a whole.

Chapter IX
Voting

Rule 33

Each full member of the Working Party shall have one vote.

Rule 34

Decisions of the Working Party shall normally be taken by consensus. In the absence of consensus, decisions of the Working Party shall be made by a majority of the full members present and voting.

For the purpose of these rules, the phrase “members present and voting” means members casting an affirmative or negative vote. Members which abstain from voting are considered as not voting.

Rule 35

The Working Party shall take no action in respect of any country without the agreement of the Government of that country.

Rule 36

The Working Party may vote by show of hands. If any representative requests a roll call, a roll call shall be taken in the English alphabetical order of the names of the full members.

Rule 37

All elections shall be decided by secret ballot, unless, in the absence of any objection, the Working Party decides to proceed without taking a ballot on an agreed candidate or slate.

Rule 38

If a vote is equally divided upon matters other than elections, a second vote shall be taken. If this vote also results in equality, the proposal shall be regarded as rejected.

**Chapter X
Languages****Rule 39**

English, French and Russian shall be the working languages of the Working Party.

Rule 40

All interventions made in any of the working languages shall be interpreted into the other working languages.

**Chapter XI
Records****Rule 41**

As soon as possible, the text of all reports, resolutions, recommendations and other formal decisions made by the Working Party and its subsidiary bodies shall be communicated to the participants listed in Rule 1.

**Chapter XII
Publicity of Meetings****Rule 42**

The meetings of the Working Party shall ordinarily be held in public. The Working Party may decide that a particular meeting or meetings shall be held in private.

**Chapter XIII
Reports****Rule 43**

The Working Party shall submit to the Inland Transport Committee a report on its activities and plans, including those of any subsidiary bodies, once a year.

**Chapter XIV
Amendments and Suspensions****Rule 44**

Any of these rules of procedure may be amended or suspended by the Working Party provided that the proposed amendments or suspensions are adopted by ITC and approved by EXCOM and do not attempt to set aside the Working Party's terms of reference.

Annex II

Draft Terms of Reference for the Working Party on Transport Statistics

1. The Working Party on Transport Statistics (hereafter referred to as WP.6) will operate in accordance with the Economic Commission for Europe (hereafter UNECE) Guidelines for the establishment and functioning of Working Parties within UNECE as approved by the UNECE Executive Committee at its fourth meeting on 14 July 2006 (ECE/EX/1). These guidelines refer to its status and characteristics, including the review of its mandate and extension every five years, its membership and officers, its methods of work and its secretariat provided by the UNECE Sustainable Transport Division.
2. WP.6 will act within the framework of the policies of the United Nations and the Economic Commission for Europe (hereafter UNECE) and under the general supervision of the Inland Transport Committee (hereafter ITC). WP.6 will operate in accordance with its own Rules of Procedure, as set out in ECE/TRANS/WP.6/2023/6 Annex I, which are based on those of the ITC (ECE/TRANS/294, annex III).
3. The activities identified below are in line with the objective of the UNECE sustainable transport subprogramme to facilitate the international movement of persons and goods by inland transport modes and improve safety, environmental protection, energy efficiency and security in the transport sector to levels that contribute effectively to sustainable transport. They are also in line with the ITC Strategy to 2030 which identified the following four pillars where it should enhance its role going forward:
 - **Pillar A: The UN Platform for regional and global inland transport conventions.** By strengthening its role as the UN platform of inland transport conventions to all UN Member States and by remaining at the forefront of global efforts to curb the road safety crisis, through its 360° approach to road safety, cut emissions by setting and promoting its vehicle standards, and reduce cross-border barriers with its large set of facilitation conventions.
 - **Pillar B: The UN Platform for supporting new technologies and innovations in inland transport.** By ensuring that (i) its regulatory functions are keeping pace with cutting-edge technologies driving transport innovation - especially in the areas of Intelligent Transport Systems, autonomous vehicles and digitalization – thus improving traffic safety, environmental performance, energy efficiency, inland transport security and efficient service provision in the transport sector, (ii) the different amendment processes for the different conventions do not cause fragmentation, and (iii) the dangers of stifling progress due to too early regulation are avoided.
 - **Pillar C: The UN Platform for regional, interregional and global inland transport policy dialogues.** By providing a platform for policy dialogue to review emerging challenges in inland transport, as well as proposals for improving infrastructure and operation at its annual session.
 - **Pillar D: The UN Platform for promoting sustainable regional and interregional inland transport connectivity and mobility.** By providing a comprehensive, harmonized regulatory framework, as appropriate, and institutional reference point supporting international connectivity, developing new or building on existing initiatives, agreements, or corridors, as needed.
4. In line with the above objectives as well as those of the UNECE transport subprogramme to provide a comprehensive regional and global platform for consideration of all aspects of inland transport development and cooperation, the main activities identified of WP.6 going forward are to:
 - (a) Develop appropriate and common methodologies and terminology for the harmonization of land transport statistics to improve international comparability, aiming also at the determination of indicators of sustainable transport (Pillar C);

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- (b) Collect, compile and disseminate land transport statistics that highlight the impact of existing ECE legal instruments, including data on motor traffic, road traffic accidents, rail traffic, inland waterways and transport through pipelines (Pillar A);
- (c) Develop, maintain and improve the online UNECE Transport Statistics Database in order to ensure good quality, relevant, user friendly and timely transport statistics (Pillar C);
- (d) Contribute to the coordination of statistical activities of international organizations in the field of transport in order to promote good statistical practices and consistency of disseminated data, minimize duplication of work and reduce the reporting and meetings burdens on UNECE member countries, in particular by maintaining and improving the common questionnaire system in partnership with Eurostat and the International Transport Forum (Pillar C);
- (e) Provide a forum for the exchange of experiences and best practices and provide guidance on how to address statistical challenges, including the availability, quality and interchange of data on land transport (Pillar C);
- (f) Promote and provide technical cooperation and capacity-building in transport statistics (Pillar D);
- (g) Contribute to the development of the transport-related Sustainable Development Goal indicators, through methodology sharing and dialogue between member States and relevant custodian agencies (Pillar C);
- (h) Explore interlinkages between the transport-related Sustainable Development Goal indicators and other areas of sustainable development, for example interactions between transport and environment, energy, health, gender etc (Pillar C);
- (i) Become a central hub for transport statistics by fostering cooperation and collaboration with the European Commission, intergovernmental and nongovernmental organizations and other United Nations regional commissions and organizations or bodies of the United Nations system (Pillar C);
- (j) Collaborate closely with other subsidiary bodies of ITC and other UNECE body on matters of common interest (Pillars A and B).
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