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Administrative Committee for the TIR Convention, 1975

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Item 4 (b) (ii) of the provisional agenda

Activities and administration of the TIR Executive Board:

**Administration of the TIR Executive Board
and the TIR secretariat**

Interim financial statement for the year 2020

Note by the secretariat

I. Introduction and background

1. The present document is submitted pursuant to Annex 8, Article 11, paragraph 4 of the Customs Convention on the International Transport of Goods under Cover of TIR Carnets (TIR Convention), 1975, which stipulates that the TIR Executive Board (TIRExB) “shall report on its activities to the Administrative Committee at least once a year or at the request of the Administrative Committee.”
2. The budget for the operation of TIRExB and the TIR secretariat for the year 2020 amounted to United States dollars 1,650,026 (i.e., cost plan US\$ 1,460,200 plus 13 per cent programme support costs US\$ 189,826).
3. The TIR Secretary presents below a detailed report on the financial situation of TIRExB and the TIR secretariat as at 30 June 2020.
4. A complete financial report for the year 2020 will be prepared for approval by the Administrative Committee at its forthcoming session in 2021. The budget and cost plan for the operation of the TIRExB and the TIR secretariat for the year 2020, as approved by the Administrative Committee on 17 October 2019 (ECE/TRANS/WP.30/AC.2/145, para. 18), are contained in document ECE/TRANS/WP.30/AC.2/2019/19.
5. The Administrative Committee may wish to take note of the present status report for 2020.



II. Interim financial statement (2020)

"Transports Internationaux Routiers – TIR" Trust Fund

(Status report as at 30 June 2020 (in US\$))

<i>Object of expenditure</i>	<i>2020</i>		<i>Balance</i>
	<i>released budget</i>	<i>Expenditures</i>	
Staff and personnel costs	1 206 000	574 437	631 563
Travel (official travel of staff, travel of meeting participants)	78 700	3 754	74 946
Operating and other direct costs (e.g. rental of premises, staff training, communication costs, hospitality etc.)	78 000	263	77 737
Contractual services	60 000	1 600	58 400
Equipment, vehicles and furniture	37 500	7 853 ¹	29 647
Sub-Total	1 460 200	587 907	872 293
Programme Support at 13%	189 826	76 423	113 398
Total	1 650 026	663 610²	986 416

Specification of expenditures (as at 30 June 2020)

Staff and personnel costs

The TIR secretariat consists of five experts on fixed-term appointments and two general service personnel for secretarial support. No costs occurred so far for consultants.

Travel (official travel of staff, travel of meeting participants)

Participation of the TIR secretariat staff in the Universal Postal Union Council Session (Bern, 21 February 2020).

Participation of TIRExB members in the eighty-fourth (February 2020) session held in Geneva.

Operating and other direct costs (e.g. rental of premises, staff training, communication costs, hospitality etc.)

Costs incurred for the staff training.

Contractual services

Costs incurred for the software subscription.

Equipment, vehicles and furniture

Costs incurred for the purchase of information technology equipment.

¹ An amount of US\$ 4,217 incurred for software subscription was attributed to Supplies, commodities and materials category as required by the UMOJA system.

² Slight variances appear due to ad hoc adjustments in the UMOJA system.