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

Geneva, 9–11 February 2021

**Report of the Administrative Committee for the TIR  
 Convention on its seventy-fourth session**
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## **I. Attendance**

1. The Administrative Committee for the TIR Convention, 1975 (AC.2) held its seventy-fourth session on 9–11 February 2021, virtually and in-person, in Geneva. The session was attended by representatives of the following countries: Afghanistan, Algeria, Austria, Azerbaijan, Belarus, Belgium, Bulgaria, Chile, China, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Georgia, Germany, Greece, Hungary, Iran (Islamic Republic of), Ireland, Israel, Italy, Kazakhstan, Kuwait, Kyrgyzstan, Latvia, Lebanon, Lithuania, Malta, Mongolia, Montenegro, Morocco, Netherlands, North Macedonia, Norway, Pakistan, Poland, Portugal, Republic of Moldova, Romania, Russian Federation, Saudi Arabia, Serbia, Slovakia, Slovenia, Spain, State of Palestine, Sweden, Switzerland, Syrian Arab Republic, Tajikistan, Tunisia, Turkey, Ukraine, United Kingdom of Great Britain and Northern Ireland and Uzbekistan. Representatives of the European Union were also present. The following intergovernmental organization was represented: Eurasian Economic Commission (EEC). The following non-governmental organization was represented: International Road Transport Union (IRU). The Committee noted that the required quorum for the purposes of taking decisions – of at least one-third of the States which are contracting parties (according to Annex 8, Article 6 of the Convention) – was attained.

2. At the start of the session, French and Russian speaking delegates deplored that no interpretation was available on 9 and 10 February 2021, which had made it complicated, if not impossible, for them to fully engage in the preliminary discussions, leading to the text of the draft report as submitted for adoption on 11 February 2021, with interpretation. These delegations requested the secretariat to undertake all efforts to ensure interpretation for the complete duration of future sessions. In reply, the secretariat explained that it merely followed the instructions imposed by the competent services of the United Nations Office Geneva (UNOG), the United Nations Economic Commission for Europe (ECE) hierarchy and, ultimately, the ECE Executive Committee (EXCOM), but remained committed to providing the maximum possible assistance to facilitate meetings, within the limitations set by the ongoing pandemic and liquidity crisis.

## **II. Adoption of the agenda (agenda item 1)**

3. The Committee adopted the agenda of the session (ECE/TRANS/WP.30/AC.2/150) and noted the availability of additional information.

## **III. Election of officers (agenda item 2)**

4. In accordance with the Committee's rules of procedure and established practice, the Committee elected Mr. O. Beyhan (Turkey) as Chair and Ms. F. Coulon (Belgium) as Vice-Chair for its sessions in 2021.

## **IV. Status of the TIR Convention, 1975 (agenda item 3)**

5. The Committee was informed about any changes in the status of the TIR Convention, 1975 and the number of contracting parties. In particular, the Committee was informed that, further to the accession by Egypt on 16 December 2020 (see C.N.570.2020.TREATIES-XI.A.16 of 22 December 2020), the Convention now has seventy-seven contracting parties, whereas TIR operations can be established with sixty-four countries. The TIR Convention will enter into force for Egypt on 16 June 2021.

6. The Committee was further informed that, on 4 November 2020, the Secretary-General of the United Nations, acting in his capacity as depositary, issued the following depositary notifications: (i) C.N.513.2020.TREATIES-XI.A.16, informing of the submission of various proposals to amend the body and annexes of the TIR Convention, 1975, including those that make the electronic submission of data to ITDB obligatory. In accordance with the provisions of Article 59 (3) of the Convention, the amendments shall enter into force on 4

February 2022, unless an objection has been communicated to the Secretary-General not later than by 4 November 2020; (ii) C.N.514.2020.TREATIES-XI.A.16, informing of the submission of a proposal to amend Annex 6 of the TIR Convention, 1975 with a new Explanatory Note 0.49, granting operators greater facilities. In accordance with the provisions of article 60 (1) of the Convention, the Administrative Committee decided, at its seventy-third session (11 October 2020) that the amendment shall enter into force on 1 June 2021, unless, by 1 March 2021, five or more objections were raised. More detailed information on depositary notifications is available on the TIR website.<sup>1</sup>

## **V. Activities and administration of the TIR Executive Board (agenda item 4)**

### **A. Activities of the TIR Executive Board**

#### **1. Report by the Chair of the TIR Executive Board**

7. The Committee endorsed the report of the TIR Executive Board (TIRExB) at its eighty-fourth (February 2020) session (ECE/TRANS/WP.30/AC.2/2021/1). The Chair of TIRExB orally briefed the Committee about the major considerations and decisions taken at the eighty-sixth (December 2020) and eighty-seventh (February 2021) sessions.

8. At its eighty-sixth session (December 2020), TIRExB took note of a letter by the Ethics Office with advice regarding the MoU between ECE and IRU on eTIR. Acknowledging that the matter needs to be further considered at the AC.2 level, TIRExB took note of the information that the MoU would be revised and underlined that, for all future TIR related projects, a mandate had to be given by AC.2. Further, the Board started an initial analysis of the certificate of approval module for ITDB. The Board finalized the study on the reasons resulting in the decreasing number of the TIR Carnets used and requested the secretariat to submit the study to AC.2 for its consideration. Further, the Board mandated the secretariat to send out the annual survey for the collection of the 2021 TIR Carnet prices.

9. At its eighty-seventh session (February 2021), the Board finalized a comprehensive study on the intermodal use of the TIR procedure and requested the secretariat to submit the document to AC.2. The Board further took note that the secretariat is preparing a new eTIR dedicated website along with many planned activities to promote eTIR and its interconnection projects. Further, TIRExB took note that the ITDB customs office module was published on the ITDB website, thus the data on the customs offices are shared with all stakeholders, especially with the transport industry. Taking this opportunity, the Board invited all contracting Parties to provide and update data on this module. The Board, finally, took note of a letter by IRU on the new TIR Carnet distribution prices and requested the secretariat to inform AC.2 thereof.

10. The Board submitted the review of its programme of work for the years 2019–2020 in Informal document No. 3 (2021). During its term of office, TIRExB had major achievements as preparing the studies on the intermodal use of the TIR procedure and the reasons resulting in the decreasing number of the TIR Carnets used, and supervising and promoting ITDB as building block for the future eTIR system. TIRExB had also extensive discussions on the computerization of the TIR procedure and on the audit report on the management of the TIR Trust Fund issued by United Nations Office of Internal Oversight Services (OIOS) and provided substantive support to AC.2 in the application of the recommendations by the auditors. Further, TIRExB drafted amendment proposals on the mandatory use of ITDB as a method to publish information on customs offices according to Article 45 and an early warning mechanism related to Explanatory Note 0.6.2 *bis*-1 to Article 6 of the TIR Convention. The Board supported the training of all relevant actors via seminars and online training tools, under the limitations by the COVID-19 pandemic.

11. Finally, the Board would like to point out the timely submission of documents by all stakeholders and further opportunities for online contact to compensate the lack of in-person

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

meetings due to the COVID-19 as areas for improvement, and would like to underline that full commitment of all members throughout the entire term of office is essential for having in depth discussions.

12. The Committee thanked the Board and, in particular, its Chair, Ms. D. Dirlik Songür (Turkey), for its continued efforts to improve the functioning of the TIR system.

13. Under this agenda item, the meeting also took note of Informal document WP.30/AC.2 (2021) No. 5, with the figures of TIR Carnets distributed by IRU between 2001 and 2020 as well as, for the year 2020, their break-down by type of TIR Carnet.

14. Under this agenda item, the Committee also took note of the prices of TIR Carnets for the years 2012 to 2020, as communicated to TIRExB per the requirements of Annex 9, Part I, paragraph 3 (vi) of the TIR Convention, and the analysis of the 2020 prices, as contained in document ECE/TRANS/WP.30/AC.2/2021/2. The meeting took also note of Informal document WP.30/AC.2 (2021) No. 7 by IRU with new TIR Carnet distribution prices per 2021.

## **2. Election of members of the TIR Executive Board**

15. The Committee recalled that, at its previous session, it had mandated the ECE secretariat to solicit candidates for TIRExB membership for the term 2021–2020 in November 2020, to close the list of candidates on 15 December 2020 at 0.00 hours, Geneva time, and, on 16 December 2020, to issue the official list of candidates for distribution to all contracting parties (see ECE/TRANS/WP.30/AC.2/149, para. 9). The procedures for the nomination and election were contained in Informal document WP.30/AC.2 (2021) No. 1. The Committee noted that the secretariat had proceeded accordingly and that the names of the candidates had been circulated by the secretariat on 16 December 2020 (Informal document WP.30/AC.2 (2021) No. 2 – restricted).

16. With regard to the nomination by Afghanistan of Mr. Aziz Rahman Azizi, the secretariat informed the Committee that the email announcing his nomination was only received on 16 December 11.03 a.m. Geneva time. Against this background, the Committee confirmed its considerations at the forty-third session (February 2007) (see (ECE/TRANS/WP.30/AC.2/89, paras 32-33) and decided not to include the name of Mr. Aziz Rahman Azizi in the list of nominated candidates.

17. In accordance with the approved election procedure and on the basis of the list of nominated candidates, the Committee proceeded with a secret ballot.

18. The following results were obtained and confirmed by the TIR Secretary: Registered votes:

Valid votes: 56

Invalid votes: 0

Blank votes: 0

19. The following nine persons, who obtained a majority of votes of the contracting parties present and voting, were elected as members of TIRExB for a term of office of two years (in English alphabetical order of their last names):

Mr. Sergey AMELYANOVICH (Russian Federation)

Mr. Mostafa AYATI (Islamic Republic of Iran)

Mr. Marco CIAMPI (Italy)

Mr. Rustam KABULOV (Uzbekistan)

Mr. Pierre-Jean LABORIE (European Commission)

Mr. Hugo Richard MAYER (Austria)

Mr. Farid VALIYEV (Azerbaijan)

Ms. Pinar YALÇIN BASTIRMACI (Turkey)

Ms. Caroline ZUIDGEEEST (Netherlands)

20. The Committee recalled that the members of TIRExB were elected in their personal capacity, with the mandate to work towards the sustainability of the TIR procedure. The Committee also stressed that the respective Governments should finance the work of their members of TIRExB (Explanatory Note 8.13.1–2 of the convention) and should ensure their participation in all sessions of the Board.

### **3. International databases and electronic tools managed by the TIR secretariat**

21. The Committee took note of a presentation by the secretariat of the latest developments related to the International TIR Data Bank (ITDB) and other information technology projects managed by the TIR secretariat.

22. The European Commission informed the Committee that, from its side, it was looking into options to transfer its data on customs offices to ITDB.

### **4. Survey on customs claims**

23. Pursuant to its mandate to supervise the operation of the guarantee system (Annex 8, Article 10, paragraph (a)), TIRExB, at regular intervals, conducts a survey on the status of customs claims in all TIR contracting parties. As part of its activities for the 2019–2020 term of office, TIRExB launched the survey for the years 2015–2018. The Committee took note of the consolidated results of the survey as contained in document ECE/TRANS/WP.30/AC.2/2021/3. In this context, the Committee recalled that, for every claims survey, TIRExB is obliged to instruct the TIR secretariat to send numerous reminders to obtain replies and that, despite those reminders, still not all contracting parties feel compelled to respond. In this context, the Committee recalled the statement by the Board in which, having noted the low participation of contracting parties in the 2015–2018 survey on customs claims, it emphasized the importance for contracting parties of replying to this as well as all surveys, in order to allow the Board to fulfil its function of supervising the application of the TIR Convention (ECE/TRANS/WP.30/AC.2/149, para. 7). Consequently, the Committee urged contracting parties, once more, to respond timely to future surveys to ensure their relevance as a supervisory tool for TIRExB.

### **5. National and regional TIR workshops and seminars**

24. The Committee was informed about TIR workshops and seminars conducted and/or planned. In particular, the Committee took note that, in December 2020, the secretariat, in collaboration with ESCWA and IRU had organized an eTIR workshop and that a further workshop on eTIR was planned for April 2021, in collaboration with ECO. The secretariat was also in the process of planning various online capacity building events in the course of 2021.

## **B. Administration of the TIR Executive Board and the TIR secretariat**

### **1. Status report on the accounts for the year 2020**

25. 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. The Committee was informed that the competent Finance Services of the United Nations were not able to formally finalize the accounts for 2020 by February 2021 and that, therefore, the report on the complete and final accounts would be transmitted, as in the past, to the next session of the Committee in 2021, for formal approval. The Committee was further informed that a preliminary review of the accounts of TIRExB by the competent services of ECE had demonstrated that its reserves were sufficient to close its accounts for 2020.

### **2. Procedure for financing the operation of the TIR Executive Board and TIR secretariat**

26. The Committee recalled that the budget and cost plan for the operation of TIRExB and the TIR secretariat for the year 2021 were approved by the Committee at its previous

session (ECE/TRANS/WP.30/AC.2/149, para. 18). The Committee was informed about the transfer of the required funds for the year 2021 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 (\$ 1.95 (rounded), see ECE/TRANS/WP.30/AC.2/149, para. 19 and Informal document WP.30/AC.2 (2021) No. 4).

27. The Committee was informed that due to ongoing internal consultations at ECE about certain provisions in the engagement letter, the audit report and management letter for the year 2020 would now be submitted to its October 2021 session.

## **VI. Revision of the Convention (agenda item 5)**

### **A. Amendment proposals to the Convention transmitted by the Working Party**

28. Under this agenda item, the Committee recalled that, further to the adoption of various amendment proposals to the provisions of the Convention, there are certain (new or updated) comments that need to be adopted by the Working Party and, consequently, endorsed by the Committee. These concern: (i) comments to Article 18; (ii) comment to Annex 6, Explanatory Note 0.8.3; (iii) comment to Annex 6, Explanatory Note 0.49; and (iv) comment to Annex 9, Part II “Model Authorization Form (MAF)”. The Committee was informed that the Working Party had reached basic agreement on most of them but that the comment to Article 18 “Possibilities of increasing the total number of loading and unloading points to more than four in exceptional cases” was still under review. However, the Working Party was confident that the full set of comments could be submitted to the Committee for consideration and, possible, endorsement at its next session, on the understanding that the endorsed comments would only enter into force at the same moment the corresponding amendments to the legal text of the TIR Convention would.

### **B. Amendment proposals to the Convention transmitted by the TIR Executive Board**

29. The Committee considered document ECE/TRANS/WP.30/AC.2/2020/18/Rev.1, presenting technological solutions to address concerns about exclusions and withdrawals in ITDB, as amended by proposals from the European Commission and Turkey for improvements (in particular: to allow for longer temporary exclusions and withdrawals; not to automate the re-instatement of TIR Carnet holders who were temporarily excluded without end date, even after several reminders; to make sure that each stakeholder only receives notifications about information that he/she has access to in the ITDB; and that a mobile application should support other languages than the ones originally supported by the ITDB web application).

30. The delegation of Uzbekistan stated continuing to support the proposals of TIRExB to expand the use of ITDB by making the submission of data in electronic format mandatory, as an appropriate way to confirm the status of ITDB as a reliable database. At the same time, the delegation of Uzbekistan continued to advocate its request to have its proposals, as contained in document ECE/TRANS/WP.30/AC.2/2019/22, considered separately.

31. The Committee adopted the document, on the understanding that, in paragraph 17, subparagraph (b) (i), the phrase (in bold) “Also, the system will not accept an end date set beyond two years.” would be deleted and requested the secretariat to start working on the proposed technical changes according to the tentative time schedule and development phases.

32. The Committee confirmed the scope of access to ITDB that it had granted to IRU in 2018, being the most limited form of access (with read-only access, limited to the status of active holders (active or temporarily or permanently excluded) without providing the reason for the exclusion).

33. The Committee was informed that Experts participating in the informal preparatory meeting for the Group of Experts on Conceptual and Technical Aspects of Computerization of the TIR Procedure (WP.30/GE.1) (3 and 4 November 2020) had considered a document, submitted by IRU, presenting an analysis of the messages exchanged in the framework of the eTIR specifications. The Experts were of the view that this issue should be first discussed by AC.2 in the framework of its consideration of providing IRU access to ITDB (see ECE/TRANS/WP.30/GE.1/2021/1, para. 50). Against this background, the Committee considered document ECE/TRANS/WP.30/AC.2/2021/4. In the absence of a clear opinion, the Chair invited delegations to carefully study the document, so that the Committee could revert to the issue at the next session.

34. The Committee also recalled that, at its previous session (October 2020) it had taken note of an assessment by TIRExB in document ECE/TRANS/WP.30/AC.2/2020/19, in relation to the exclusion of the Romanian national association, namely the *Asociația Română Pentru Transporturi Rutiere Internationale (ARTRI)* by IRU in 2018. The Committee had noted that TIRExB considered an early warning mechanism appropriate to address situations similar to what ARTRI had experienced. While agreeing that an early warning mechanism constitutes a first step, the Committee decided to revert to the issue at its next session, on the understanding that there is a clear wish to have the matter addressed at the level of the TIR Convention (see ECE/TRANS/WP.30/AC.2/149, para. 25).

35. The Committee resumed its discussions, based on an intervention from Romanian customs, advocating an approach at the level of the TIR Convention, as contained in Informal document WP.30/AC.2 (2021) No. 6 and its Corr.1. In particular, the Romanian delegation proposed to reformulate the early warning mechanism proposed by TIRExB as a new Explanatory Note to Article 6, paragraph 2, to insert an information obligation for the national association and the international organization in Annex 9, Part I and Part III, respectively, and to extend the effective date of the termination of the written agreement between the international organization and a national association with six months. Various delegations requested more time to study the proposals, as they had only been received shortly before the session. At the initiative of the Chair, the Committee requested TIRExB to study the proposals contained in paras. 1–4 of Informal document WP.30/AC.2 (2021) No. 6 with the aim to assess whether they could be reformulated as legal provisions of the TIR Convention and, if so, prepare proposals to that extent and submit its assessment to the Committee for further consideration and, possibly, adoption.

### **C. Accepted amendment proposals to the Convention pending formal adoption**

36. The Committee recalled that, at its previous session (October 2020), it considered document ECE/TRANS/WP.30/2020/9 – ECE/TRANS/WP.30/AC.2/2020/25 by IRU and agreed with the new lay-out for the TIR Carnet, Version 1 and Version 2. The Committee further considered Informal document WP.30 (2020) No. 7/Rev.1 – AC.2 (2020) No. 6/Rev.1, containing the full set of amendments to the legal text of the Convention required to introduce a maximum of eight places of loading and unloading and the new lay-out of the TIR Carnet in the legal text of the TIR Convention. The Committee accepted the set of amendment proposals and requested the secretariat to prepare a complete package of proposals related to the increase in places of loading and unloading for formal adoption at its current session (ECE/TRANS/WP.30/AC.2/149, para. 20).

37. The Committee formally adopted document ECE/TRANS/WP.30/AC.2/2021/5, containing the full set of proposals related to the increase in places of loading and unloading from four to, maximally, eight and the new lay-out of the TIR Carnet Version 1 and 2, pending notification of adoption by the Council of the European Union by 12 March 2021. Subject to an affirmative notification, the secretariat was requested to then transmit the proposals to the Secretary-General of the United Nations for circulation and final acceptance by all TIR contracting parties.

38. The Belarus delegation pointed at various mistakes in the Russian text of document ECE/TRANS/WP.30/AC.2/2021/5 and requested that a corrigendum be issued.



## **D. Recommendation to Annex 3 on a code system to report defect remarks in the certificate of approval**

39. The Committee recalled that, at its previous session (October 2020), it was orally briefed by the Chair of TIRExB about the results of a survey on the application of a code system to report defect remarks in the certificate of approval and the initial findings of the Board. In particular, the Committee took note that, whereas most countries seem to be familiar with the recommendation, not many actually apply the code system. To better assess the situation, the Committee took note of document ECE/TRANS/WP.30/AC.2/2021/6 containing the results of the aforementioned survey, including proposals how to insert the code system in the legal text of the Convention.

40. In view of the fact that, as yet, not many countries actually apply the code system, the Committee was of the opinion that it seemed premature to start working on inserting the code system as an Appendix to Annex 3 of the TIR Convention. The Committee encouraged countries to actively start applying the system.

## **VII. eTIR (agenda item 6)**

41. Please refer to the report of the Working Party on Customs Questions affecting Transport (WP.30) on its 156th session (ECE/TRANS/WP.30/312, paras. 12–23).

42. The secretariat provided some additional information concerning the interconnection projects of customs authorities' information systems with the eTIR international system, operated by ECE, as well as the efforts undertaken by the secretariat to develop and finalize the eTIR international system.

43. Regarding the interconnection projects, the secretariat mentioned that, during 2020, it had managed to raise some funds by participating in a United Nations Development Account (UNDA) project. The secretariat had used these funds to hire information technology consultants to assist with the finalization of the eTIR international system and its documentation. In addition, the secretariat had provided financial support to four customs authorities in order to hire national consultants and initiate the interconnection projects. This will be the case also during 2021 where the secretariat is expecting to receive some additional funds. Any customs authority wishing to receive some financial support in order to initiate the interconnection project with the eTIR international system should contact the secretariat to provide more information.

44. The secretariat also presented its human resources plans in relation to the information systems working on developing and maintaining the eTIR international system, including the interconnection projects and ITDB. There are only two permanent information technology officers' posts, one P2 and one P3. In addition, the secretariat has hired a senior information technology officer (P4) who covers, temporarily, the existing legal affairs officer post as well as an information technology officer (P3), who is funded by the 2017 MoU with IRU. The secretariat is of the opinion that actions should be taken in order to create a sustainable information technology team, ready to serve the users of the system 24/7 and to cover any maintenance, further development and interconnection requirements. Therefore, the secretariat has taken the decision to:

- Transform, on a permanent basis, the legal affairs officer post (P4) to a senior information technology officer post (P4) and open it for recruitment during the year;
- Ensure, while preparing with IRU the new MoU based on the Ethics Office report, that the P3 post costs will be covered for a longer period than foreseen initially, possibly until the end of 2024, by using the remaining amounts agreed in the framework of 2017 MoU without any change in the contribution agreement.

45. These plans will further enhance the information technology team of the secretariat, ensuring its sustainability and, therefore, the sustainability of the system itself.

46. The Committee took note of the information provided, thanking the secretariat for all efforts undertaken to finalize and operationalize the eTIR international system.

## **VIII. Agreement between the United Nations Economic Commission for Europe and the International Road Transport Union (agenda item 7)**

47. The Committee recalled that, pursuant to Annex IV of the agreement between ECE and IRU, IRU shall annually issue an audit report and management letter concerning the records and accounts kept by IRU pertaining to the organization and functioning of the international guarantee system and the printing and distribution of TIR Carnets.

48. The Committee took note of document ECE/TRANS/WP.30/AC.2/2020/24 by IRU, containing the audit report and management letter for the year 2019.

49. Under this agenda item, the Committee recalled that, at its previous session, in reply to a question by IRU about the nature of activities/services that would need to be handed over as part of the handover clause – as proposed by the European Union in document ECE/TRANS/WP.30/2020/22 – the delegation of the European Union proposed, and IRU accepted, to discuss this bilaterally. The Committee was informed that, as a result of those discussions, both parties had agreed on the following wording, which would be included in the next version of the ECE/IRU agreement: “During the notice period, of not less than six (6) months, IRU will provide assistance in handing over to the new organization (authorized by AC.2) the related information pertaining to its responsibilities deriving from the authorization granted by AC.2 and which must be shared by IRU, as per the terms of the TIR Convention, to the extent that such new organization may reasonably require it. The handover does not include any type of materials or information related to IRU business and/or other trade secrets, or confidential or proprietary information”.

## **IX. Audit of the accounts of the TIR Executive Board and the TIR secretariat (agenda item 8)**

50. The Committee recalled that, at its seventy-first session (October 2019), it noted that the audit requested by AC.2 at its sixty-fourth session (October 2016) from the competent United Nations services on the accounts of TIRExB and the TIR secretariat (see ECE/TRANS/WP.30/AC.2/131, para. 22) had been undertaken by the Office of Internal Oversight Services (OIOS) and completed in March 2019, and that the audit report was presented in ECE/TRANS/WP.30/AC.2/2019/25.

51. The Committee further recalled that, at its previous session (October 2020), it extensively discussed all outstanding recommendations and concluded some of them (see ECE/TRANS/WP.30/AC.2/149, paras. 34–41).

52. As for recommendation No. 1 (monitoring and evaluation of the documentation to be submitted by the authorized international organization), the Committee considered and adopted document ECE/TRANS/WP.30/AC.2/2020/8 as a basis for such activity, subject to several amendments made by the Committee at the session. The Committee decided to accept the list of documents, subject to minor changes. The Committee decided to revert to the issue at the current session, requesting the secretariat to revise document ECE/TRANS/WP.30/AC.2/2020/8 according to the above instructions (ECE/TRANS/WP.30/AC.2/149, para. 38).

53. The Committee considered, and adopted, document ECE/TRANS/WP.30/AC.2/2020/8/Rev.1 and its Corr.1. With this decision, the Committee considered OIOS recommendation No. 1 as approved and implemented.

54. The Committee requested the secretariat to update and align document ECE/TRANS/WP.30/AC.2/2020/11 (already approved Recommendation No. 3 – see ECE/TRANS/WP.30/AC.2/149, para. 40) accordingly, for ease of future reference.

55. As for recommendation No. 2 (Terms of Reference for TIR focal points), the Committee, based on the outcome of the survey on establishing terms of reference for TIR focal points from customs and national associations (see Informal document WP.30/AC.2 (2020) No. 8), considered and adopted document ECE/TRANS/WP.30/AC.2/2020/9, with

the addition of a footnote, elaborating that: “These terms of reference should be considered as non-binding guidelines. Any assignment of tasks to TIR focal points (customs or associations) remains the sole prerogative of their hierarchy and could also be performed by other staff members than the appointed TIR focal point.” The Committee requested the secretariat to post the Terms of Reference on the TIR website. With this decision, the Committee considered OIOS recommendation No. 2 as approved and implemented.

56. As for recommendation No. 6 (the apparent conflict of interest arising from the arrangement between ECE and IRU on the eTIR project), the Committee considered document ECE/TRANS/WP.30/AC.2/2021/7 by the Ethics Office. The Committee took note of the actions by the secretariat to implement the advice by the Ethics Office, such as (a) assign AC.2 with the function to independently oversee funds allocated to ECE for the purpose of eTIR; and (b) review, revisit and update the existing MoU between ECE and IRU once Annex 11 enters into effect. In addition, ECE should comprehensively review its contractual and administrative arrangements currently in effect as well as any individual transaction with IRU.

57. In its advice, the Ethics office highlighted the importance of establishing independent oversight over funds allocated to ECE for the purpose of eTIR through the relevant governing bodies such as the AC.2, if not yet done so. The secretariat proposed that AC.2 should perform this independent oversight. Any new extrabudgetary projects on eTIR or on any other activity of the TIR secretariat, except for projects agreed through the United Nations system, should be first discussed and endorsed by AC.2 before being submitted them to the ECE Executive Committee (EXCOM) for final approval. In addition, the secretariat should, on an annual basis, report to AC.2 about the spending of those funds and the development of the projects.

58. Furthermore, the Ethics office recommended that the existing MoU between ECE and IRU be revisited, revised and updated, once Annex 11 enters into effect. The secretariat informed the Committee that it had already prepared the draft MoU and shared it with IRU, pending final discussions and agreement. This new MoU will be based on the principles advised by Ethics office meaning:

- Secretariat will no longer report to IRU but only to AC.2;
- Preparation of annual workplans for approval by AC.2;
- Funding of the P3 post based on the same remaining funds but for longer period.

59. The new MoU will be submitted, as official document, to AC.2, if needed and required during an extraordinary session of AC.2 in June 2021, for consideration and endorsement before submitting it to EXCOM for final approval.

60. Finally, the Ethics office advised that ECE may wish to take this opportunity to undertake a comprehensive review of its contractual or other administrative arrangements currently in effect as well as individual transactions with the IRU and may wish to carefully consider IRU’s possible other commercial activities which may reflect on the reputation of ECE. The ECE Executive office has decided to invite OIOS to perform this comprehensive review. The secretariat will provide any additional information on this issue, if available, at the next session of the Committee.

61. The Committee welcomed the important steps undertaken by the secretariat in ensuring an expeditious and satisfactory implementation of the advice of the Ethics Office, leading OIOS to be in a position to close this last outstanding recommendation.

## **X. Other business (agenda item 9)**

### **A. Date of next session**

62. The ECE secretariat has made tentative arrangements to hold the seventy-fifth session of the Committee in the week of 11–15 October 2021, subject to potential adjustments due to the ongoing COVID pandemic and the United Nations liquidity crisis, unless, in June 2021,

an extra session would need to be convened in order for the Committee to consider and endorse the new draft MOU between ECE and IRU (see para. 58).

## **B. Restriction on the distribution of documents**

63. The Committee decided that Informal document WP.30/AC.2 (2021) No. 2 should remain restricted and that there would be no further restriction on the distribution of documents issued in connection with its current session.

## **C. List of decisions**

64. The list of decisions is attached as Annex to the final report.

## **XI. Adoption of the report (agenda item 10)**

65. In accordance with Annex 8, Article 7 of the convention, the Committee adopted the report of its seventy-fourth session on the basis of a draft prepared by the secretariat. During the adoption of the report, French and Russian speaking delegations deplored that the draft report was not available in all three official languages and underscored the importance of ensuring that the final report be made available in all three working languages well in advance of its next session.

66. Further to the adoption of the report, the secretariat will circulate it among registered participants seeking their approval or pertinent comments before finalizing the report.

## Annex

### List of decisions taken at the seventy-fourth session of the Administrative Committee

<i>Reference in final report (para.)</i>	<i>Short description of decision</i>	<i>Actor</i>	<i>Deadline</i>
7	Committee endorsed the report TIRExB at its 84th session.	Committee	
12	Committee thanked the Board and, in particular, its Chair, Ms. D. Dirlık Songür (Turkey), for its continued efforts to improve the functioning of the TIR system.	Committee	
19	Committee elected 9 new members of TIRExB for the term of office 2021-2022.	Committee	
23	Committee urged contracting parties, once more, to respond timely to future surveys to ensure their relevance as a supervisory tool for TIRExB.	Committee	
24	Committee was informed that an eTIR workshop was planned for April 2021, in collaboration with ECO as well as various other online capacity building events.	Secretariat	Ongoing
27	Committee was informed that the audit report for 2020 would be submitted to the October 2021 session.	Secretariat	Agenda
28	Committee was informed that a set of comments adopted by the Working Party would be submitted for endorsement at its October 2021 session.	Secretariat	Agenda
31	Committee adopted document ECE/TRANS/WP.30/AC.2/2020/18/Rev.1 subject to a minor change in para. 17, subpara. (b) (i) (text in bold should be deleted) and requested the secretariat to start working on the proposed technical changes according to the tentative time schedule and development phases.	Secretariat	Ongoing
32	Committee confirmed the scope of access to ITDB that it had granted to IRU in 2018, being the most limited form of access (with read-only access, limited to the status of active holders (active or temporarily or permanently excluded) without providing the reason for the exclusion	Secretariat/IRU	
33	Committee decided to revert to document ECE/TRANS/WP.30/AC.2/2021/4 at its next session, inviting delegation to carefully study the document.	Secretariat/delegations	Agenda. At session
35	Committee requested TIRExB to study the proposals in paras. 1–4 of Informal document WP.30/AC.2 (2021) No. 6 with the aim to assess whether they could be reformulated as legal provisions of the TIR Convention and, if so, prepare proposals to that extent and submit its assessment to the Committee for further consideration and, possibly, adoption.	TIR Secretary	Agenda TIRExB
37	Committee formally adopted document ECE/TRANS/WP.30/AC.2/2021/5 pending notification of adoption by the Council of the European Union by 12	Secretariat	After 12 March 2021

<i>Reference in final report (para.)</i>	<i>Short description of decision</i>	<i>Actor</i>	<i>Deadline</i>
	March 2021 and mandated the secretariat to submit them to the Secretary-General of the United Nations for circulation and final adoption		
38	Belarus delegation pointed at various mistakes in the Russian text of document ECE/TRANS/WP.30/AC.2/2021/5 and requested that a corrigendum be issued	Secretariat	a.s.a.p.
40	The Committee was of the opinion that it seemed premature to start working on inserting the code system as an Appendix to Annex 3 and encouraged countries to actively start applying the system.	Committee	Ongoing
53	The Committee considered and adopted document ECE/TRANS/WP.30/AC.2/2021/Rev.1 and its Corr.1. With this decision, the Committee considered OIOS recommendation No. 1 as approved and implemented	Committee	
54	Committee requested the secretariat to update and align document ECE/TRANS/WP.30/AC.2/2021/11 (already approved recommendation No. 3) accordingly, for ease of future reference.	Secretariat	Pro memoria
55	Committee considered and adopted document ECE/TRANS/WP.30/AC.2/2020/9 with an additional footnote and requested the secretariat to post the Terms of Reference on the TIR website. With this decision, the Committee considered OIOS recommendation No. 2 as approved and implemented	Committee/ Secretariat	a.s.a.p.
56	Committee considered document ECE/TRANS/WP.30/AC.2/2021/7 by the Ethics Office and took note of the actions undertaken by the secretariat.	Committee/ Secretariat	
61	Committee welcomed the important steps undertaken by the secretariat in ensuring an expeditious and satisfactory implementation of the advice of the Ethics Office, leading OIOS to be in a position to close this last outstanding recommendation.	Secretariat	
62	Organization of the 75th session (June or October 2021)	Secretariat	To be decided