



ECONOMIC COMMISSION FOR EUROPE

TRANS-EUROPEAN NORTH-SOUTH MOTORWAY (TEM)

CO-OPERATION TRUST FUND AGREEMENT

ATTACHMENT A

ECONOMIC COMMISSION FOR EUROPE
TRANS-EUROPEAN MOTORWAYS (TEM) PROJECT CO-OPERATION
TRUST FUND AGREEMENT

ATTACHMENT A PART 1
PROGRAMME OF WORK FOR 2023-2027

TRANS-EUROPEAN MOTORWAYS (TEM) PROJECT
COOPERATION FRAMEWORK
FOR 2023 - 2027

Dimension of works	Activity	Action	Description	Implemented by					
					2023	2024	2025	2026	2027
TEM Backbone Network Demand and Supply	Area A – TEM Backbone Network Supply								
	A.1. Information in respect to the current developments of the TEM Backbone Network and development forecasts	Report	<p>The task shall consist of analysis of the changes on the TEM Backbone Network from the year 2018 in regard to:</p> <ul style="list-style-type: none"> - Road network data including E-road network, road network density - Structure of TEM Backbone Network including: <ul style="list-style-type: none"> - Length in km - In operation in km - Under construction in km - Planned in km 	PCO UNECE Governments Consultants	*	*			
	A.2. Automation of the process of data collection regarding TEM Backbone Network and future analytical capabilities of the TEM Project	Report with the proposed dashboards for the BI platform	<p>Preparation of a proposal of the database architecture and recommendations of the software to be used for the database establishment.</p> <p>Scope of database should be preceded by the definition of necessary analysis and information which may be useful for the TEM MS. Scope of analysis and information will result in detailed definition of necessary data.</p> <p>Under this task it is envisaged to elaborate a business process or</p>	PCO UNECE Governments Consultants			*		

			<p>processes to constantly feed the database with up-to-date data.</p> <p>These processes may start with the manual approach however should foresee future automation and connection to the systems existing in TEM MS.</p>						
		Workshop	<p>Discussion with the relevant Working Parties of the UNECE.</p> <p>Definition of the dashboards proposals and assessment of the feasibility of the processes to feed the database.</p>				*		

TEM Backbone Network Demand and Supply	Area B – Traffic demand on the TEM Backbone Network								
	B.1. Providing information on current and forecasted traffic demand on the TEM Backbone Network for fostering regional integration	Report	An analysis of the current and possibly future changes of the traffic volumes on the TEM Backbone Network (adopting 2018 as a baseline). It should cover: <ul style="list-style-type: none"> - Economic data for the TEM MS - AADT volumes - Modal split of inland freight transport - Employment by transport mode - Registered vehicles by type in TEM MS - General transport data including: <ul style="list-style-type: none"> – Road passenger transport – Road goods transport – Vehicle-kilometres - Road safety data: <ul style="list-style-type: none"> – Accidents by country – Fatalities and injuries by country – Fatalities by country – Fatalities by country by M1 population 	PCO UNECE Governments Consultants	*	*			
	Workshop	Definition of the final scope of the report	PCO UNECE Governments Consultants		*				

Continuous improvement of capacities and capabilities	Area C – Safe and sustainable mobility								
	C.1. Preparation of contribution to UN legal instruments based on the TEM MS and international best practice	Report	The task shall consist of benchmarking analysis of Road Safety Audit and Road Safety Inspection practices within the TEM MS. The proposal will include draft text on RSA and RSI to be incorporated in the UNECE legal instrument (AGR).	PCO UNECE Governments Consultants	*	*			
		Workshop	Discussion and agreement on the contribution to the UN legal instruments	PCO UNECE Governments Consultants		*			
	C.2. Improvement of the effectiveness and efficiency of the decision-making processes by inclusion of the safety and environmental risks into decision making processes	Report	A deep analysis of the current knowledge in respect to the implementation of risk-based management with special focus on safety, environmental and climate risks. It is foreseen to carry out benchmarking analysis within TEM MS in this respect. Based on pointed above analysis to prepare recommendation and standards for the TEM MS and for the UN ECE region on how to include safety and environmental risks into the decision-making processes in the road network planning.	PCO UNECE Governments Consultants				*	*
		Workshop	Presentation of the outputs and outcomes of the report	PCO UNECE Governments Consultants					*

	C.3. Building awareness of the TEM Member States' road sector organisation on their impact on the mobility.	Workshop	<p>The task shall consist of definition of the mobility according to the recent UNECE works and to elaborate on the mutual impact of the infrastructure managers on the mobility and of the current and future developments in technologies on the infrastructure managers services.</p> <p>The task should address both network planning processes and network operation processes.</p> <p>Within the network planning the task will discuss the integrated services and corridors planning (in relation to the railway network).</p> <p>Within the networks' operation processes data ownership issues and data protection issues in respect to the fostering mobility but on another hand to ensure enough level of security regarding the criticality of road infrastructure.</p>	PCO UNECE Governments Consultants				*	*
		Report	<p>Recommendations in terms of role of road infrastructure managers in supporting mobility and present a common, high-level action plan for the TEM MS.</p>	PCO UNECE Governments Consultants				*	*

Continuous improvement of capacities and capabilities	Area D – Operationalisation of the road sector value delivery									
	D.1. Increase of the effectiveness and efficiency of the road network management by smarter Asset Management Information Systems	Report	<p>The task shall consist of analysis of the existing IT architectures of AMIS within TEM MS with a special focus on understanding between the business processes of the road managers and the supporting tools. Architectural approach is crucial for successful implementation of Building Information Modelling practice; thus, the report has to derive from the previous document prepared by the TEM Project in this respect.</p> <p>On that basis it is foreseen to prepare benchmarking analysis pointing similarities and differences between TEM MS.</p> <p>This analysis should be used as an input to the future automation of the process of monitoring of TEM Backbone Networks services (both supply and demand management and information) as proposed in Area A (Task A.2.). This task should provide clear recommendations on the IT systems management for the TEM MS based on the best practices from the region and internationally. These recommendations may be used as TEM recommendations for the UNECE region.</p>	PCO UNECE Governments Consultants		*	*			
		Workshop	<p>Presentation of the conclusions of the report along with the benchmarking analysis including</p>	PCO UNECE Governments Consultants			*			

			discussion on the recommendations for the UNECE region						
	D.2 Ensuring of appropriate human resources for the road sector organisations in the context of fast technologies development (including social media).	Report	The task shall consist of benchmarking analysis within TEM MS in respect to the carried out approaches for the ensuring of appropriate competences (knowledge and skills) of road sector organisations. The task should cover not only road authorities and ministries but also supply chain and academic programmes which are present or planned in the TEM MS. This benchmarking analysis should use experiences of iHEEP partners	PCO UNECE Governments Consultants					*
		Workshop	Presentation of the Human Resources Management approaches along with the iHEEP representatives						*

TEM Project Development and Project Management	Fundraising	Revision of the offer of the TEM Project	Offer will be prepared to attract membership in this activity for new members. It will present TEM value proposition, projects, workshops, reports, legacy and current strategy	PMO PMS UNECE	*	*			
		Bilateral meetings with former Member Countries	New TEM Project's strategy and offer will be presented to enhance former MC to renew their participation	PMO PMS UNECE National Coordinators		*	*	*	*
		Bilateral meetings with ECE	New TEM Project's strategy and offer will be presented to attract participation in TEM works to possible new Member Countries	PMO PMS UNECE		*	*	*	*

		region countries		National Coordinators					
		Analysis of other possibilities for income increase	<p>Analysis will take into account possibilities of:</p> <ul style="list-style-type: none"> - Paid seminars and workshops for non-Member Countries and commercial companies - Paid reports for non-Member countries and commercial companies - Paid cooperation with International Financial Institutions <p>Analysis will take into account also formal possibilities of such an activity as TEM is an project under UNECE umbrella</p>	PMO PMS UNECE	*	*			
Internal processes	Revision of internal procedures related to project expenses	Procedure for Report preparation and approval will take into account internal UNECE procurement procedures, time which is needed for ToR preparation and approval and obligations for all involved parties from TEM Project		PMO PMS UNECE	*	*			
		Procedure for workshop preparation will take into account internal UNECE procurement procedures, time which is needed and obligations for involved parties from TEM Project		PMO PMS UNECE	*	*			
		Procedure for iHEEP meetings will take into account internal UNECE procurement procedures, time which is needed and obligations for involved parties from TEM Project		PMO PMS UNECE	*	*			

	Human Resources Management	Selection of National Area Contributors (NAC)	NAC has to be selected/proposed by Member Countries according to TEM Strategic Plan	National Coordinators	*	*			
	Budget management	Analytical reports	Reports will present current financial situation of TEM Project with information about all incurred costs and incomes. It will provide information for Steering Committee.	PMO PMS UNECE	*	*	*	*	*
	Promotion of TEM Project	Publications and events	Providing information on TEM for general public: information booklet, international events, mass media, website. Participation in UNECE bodies meetings and works	PMO PMS UNECE National Coordinators	*	*	*	*	*
	International cooperation	Analysis, meetings, seminars, workshops	Participation, invitation to participate, co-organization of meetings, seminars and workshops with OECD ITF, PIARC, IRU, CEDR, ASECAP, ERTICO, IRF, ERF, respective bodies of European Union. Analysis of work plans and outcomes of work of these organizations. Gathering information and analysis of these information about other possible stakeholders	PMO PMS UNECE National Coordinators	*	*	*	*	*
		HEEP Area V	Tools for Asset Management	PMO PMS UNECE, Host Country (HC) iHEEP	*				
			Including of climate and safety risks in the decision-making process	PMO PMS , UNECE, Host Country (HC) iHEEP		*			

			Role of the road asset managers in the mobility development	PMO PMS , UNECE, Host Country (HC) iHEEP			*		
			Asset Management Information Systems	PMO PMS , UNECE, Host Country (HC) iHEEP				*	
			Human Resources for the road authorities in the context of fast changing technologies	PMO PMS , UNECE, Host Country (HC) iHEEP					*
			Co-operation with TER PCO regarding combined transport, transport infrastructure interoperability and international aspects of both projects as well as sharing information, data and experience	PMO PMS , UNECE, National Coordinators	*	*	*	*	*

ECONOMIC COMMISSION FOR EUROPE
TRANS-EUROPEAN MOTORWAYS (TEM) PROJECT CO-OPERATION TRUST
FUND AGREEMENT

ATTACHMENT A

PART 2

PROJECT BUDGET FOR THE PERIOD 2023 – 2027

TRANS-EUROPEAN MOTORWAYS (TEM) PROJECT
COOPERATION FRAMEWORK
FOR 2023 - 2027

TRANS-EUROPEAN MOTORWAYS (TEM) PROJECT BUDGET FOR THE PERIOD 2023-2027 (in US \$)

COMMITMENT ITEM	Object of Expenditure	2023 – 2027	2023	2024	2025	2026	2027
FT30_CLASS_120	Contractual Services	46,650.00	9,330.00	9,330.00	9,330.00	9,330.00	9,330.00
FT30_CLASS_125	Operating and Direct Costs	18,000.00	3,600.00	3,600.00	3,600.00	3,600.00	3,600.00
FT30_CLASS_010	Staff and personnel costs	195,000.00	39,000.00	39,000.00	39,000.00	39,000.00	39,000.00
FT30_CLASS_160	Travel	265,000.00	53,000.00	53,000.00	53,000.00	53,000.00	53,000.00
TOTAL		524,650.00	104,930.00	104,930.00	104,930.00	104,930.00	104,930.00
PROGRAMME SUPPORT		68,204.50	13,640.90	13,640.90	13,640.90	13,640.90	13,640.90
PROJECT TOTAL		592,854.50	118,570.90	118,570.90	118,570.90	118,570.90	118,570.90

ECONOMIC COMMISSION FOR EUROPE

TRANS-EUROPEAN MOTORWAYS (TEM) PROJECT CO-OPERATION

TRUST FUND AGREEMENT

ATTACHMENT A

PART 3

COOPERATION FRAMEWORK FOR 2023 - 2027

**TRANS-EUROPEAN MOTORWAYS (TEM) PROJECT
COOPERATION FRAMEWORK
FOR 2023 - 2027**

The Governments of:

- Armenia,
 - Austria (associate member),
 - Bosnia and Herzegovina,
 - Bulgaria,
 - Croatia,
 - Czech Republic,
 - Georgia (membership frozen),
 - Greece (membership frozen),
 - Italy (membership frozen),
 - Lithuania,
 - Poland,
 - Romania,
 - Slovakia (membership frozen),
 - Slovenia,
 - Turkey.
-
- 4 other countries have an observer status: Montenegro, Serbia, Sweden and Ukraine.
 - Azerbaijani membership is pending, awaiting signature for accession.

Wishing to improve the effectiveness and efficiency of transport operations, **having in mind** 17 Sustainable Development Goals adopted within United Nations General Assembly resolution of 25th September 2015 as well as today's megatrends in the fields of economy, transportation and mobility – Electrification, Sharing Economy and Automation

Acting on international transport scene with other stakeholders and initiatives related to road infrastructure and transport issues

Have agreed to continue their cooperation for the realization of the Trans-European North-South Motorway (TEM) project, pursuant to the following provisions:

I. STRATEGIC OBJECTIVES

1. To facilitate road traffic in Europe;
2. To improve the quality and efficiency of road transport operations in UNECE region;
3. To balance existing gaps and disparities between motorway networks in Western, Eastern, Central and South-Eastern Europe; and
4. To assist the integration process of European transport infrastructure systems
5. To assist participating Governments in achieving UN Sustainable Development Goals related to road infrastructure management.

Mission and Vision

The TEM Project 2026 vision:

The TEM Project is a key partner for UNECE and the Inland Transport Committee on road infrastructure management, thus supporting UN and TEM MS in achieving the Sustainable Development Goals by implementing the strategic initiatives, which are designed and aligned with UN sustainable development agenda.

The mission of the TEM Project, defining the implementation of the vision:

The TEM Project monitors the services demand and infrastructure supply relations for the TEM Backbone Network and concurrently creates standards, good practices and guidelines to tackle systemic and strategic issues related to road infrastructure management for both TEM MS and all UNECE region.

II. DIMENSIONS OF WORK AND STRATEGIC INITIATIVES

Taking into consideration both current experiences of the TEM Project gained during implementation of the Strategic Plan 2017-2021 (concentrated on operational excellence of road sector organisations) and multiannual legacy of the Project in the planning and monitoring of the TEM Backbone Network development it was decided to focus Project's works on both of these dimensions.

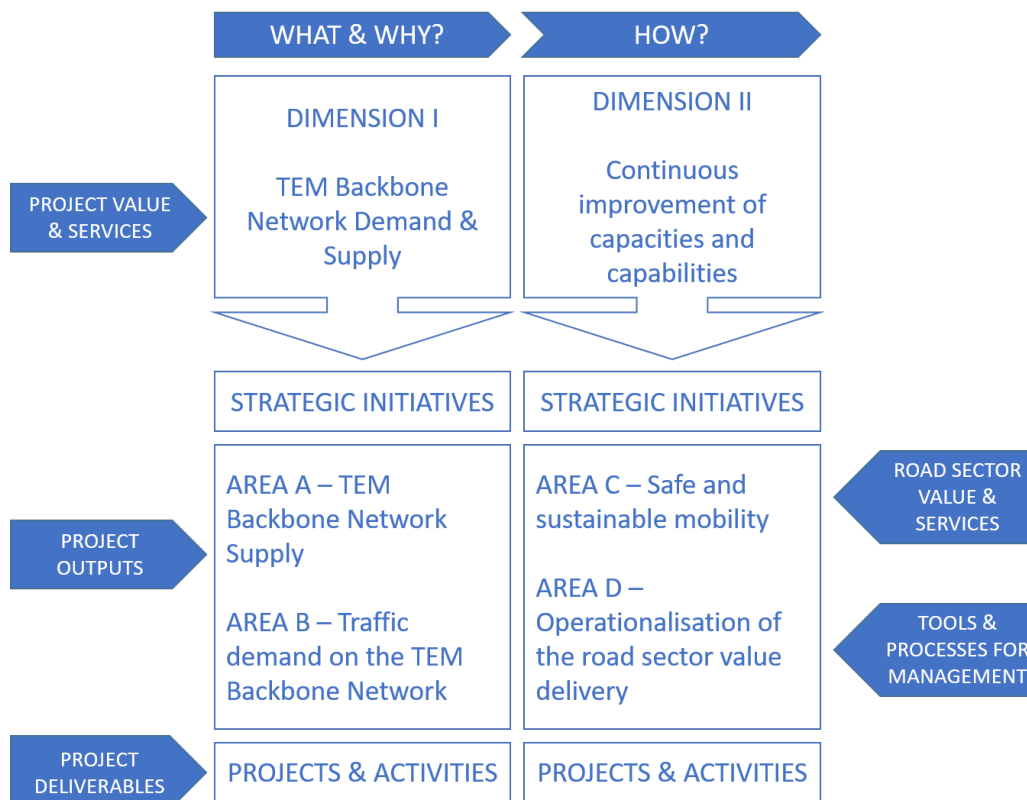
The TEM Backbone Network dimension will provide up-to-date information and perhaps also forecasts in respect to the traffic demand and infrastructure supply in the TEM region. This, in consequence, will contribute to the purpose of the Project's creation which is support for the transport network integration.

From another hand, cooperation related to creating of recommendations and guidelines will continuously improve capacities and capabilities of member states in increasing effectiveness and efficiency of public services delivery by the road sector organisations and institutions.

Each dimension has been divided into strategic initiatives, which eventually are composed of particular projects and activities, i.e. reports, workshops, conferences.

The work dimensions represent value and services the TEM Project provides to the MS. The TEM Member States participate in the Project to strengthen their economies by improving transport connectivity, road safety and resilience. This regional cooperation in development of the road network in the north-south direction are envisaged under the Dimension I. Participation in the Project allows TEM MSs to benchmark and improve their current capacities and capabilities in road infrastructure sector. The TEM Project guidelines, best practice and recommendations are services provided under the Dimension II.

The Strategic Initiatives reflect detailed outputs of this particular Strategic Plan. Level of activities defines how outputs will be achieved.



Logical framework for TEM Project Strategic Plan 2022-2026

The challenges identified for the Strategic Plan were classified into the following strategic initiatives:

DIMENSION I	DIMENSION II
AREA A – TEM Backbone Network supply	AREA C – Safe and sustainable mobility
AREA B – Traffic demand on the TEM Backbone Network	AREA D – Operationalisation of the road sector value delivery

The Project shall be based on the firm intent of the participating Governments to implement, improve and manage TEM Backbone Network of participating Governments. This network shall form a system of high-capacity roadways ensuring an adequate quality of services for traffic by providing for safety, speed and comfort based on commonly accepted and adopted standards and practices recommended for use by all TEM participating Governments in order to provide its users with similar and harmonized conditions.

This network shall link the northern, the southern and the south-eastern parts of Europe among them, with western Europe and Euro-Asian links via the participating Governments, thus contributing to the achievement of a balanced pan-European transport system for goods and people.

TEM Backbone Network shall (a) satisfy the transport demand of long-distance and international traffic by offering an efficient and convenient mode of transport and at the same time constitute an important transit artery between the participating Governments linking them with adjacent countries of Europe, Northern Africa and Central Asia and (b) constitute a vital element in removing gaps and imbalances existing in the transport infrastructure in this area and assist in the integration process of transport infrastructure systems of Europe thus promoting the overall development of the whole region.

Other objectives may be added if the TEM Steering Committee so decide and in the case of the availability of resources.

III. ACTIVITIES

1. The Project will foster governmental partnership in developing and maintaining road network, and possibly be used as an alternative platform to exchange knowledge and experience.
2. TEM Project will assist in designing, building, maintaining, operating and administering of the TEM Backbone Network on the territories of participating Governments as part of an integrated European international road infrastructure, thus filling the gaps in the existing motorway network between Western, Eastern, Central and South-Eastern Europe.
3. The TEM Project supports the UNECE and the Inland Transport Committee in pursuing the sustainable development goals (SDGs) related to road infrastructure management.
4. The TEM Project will interpret and translate the SDGs into strategic initiatives related to road infrastructure management.

5. TEM Project will disseminate the motorway/road related knowledge, expertise, technology and know-how between the TEM region and other regions of the world

IV. NETWORK

1. The TEM Backbone Network is linking the countries of Central and Eastern Europe and connecting Western Europe, the Baltic, Adriatic, Aegean and Black Seas by means of a fast, safe, environmentally friendly, economic and efficient system of motorways and expressways. To the west, its terminals shall link up with existing motorways. To the east and south, the TEM shall open up links with the road systems of Asia and Africa.
2. TEM network should be integrated into full-fledged intermodal transport system, connecting sea, waterway and inland terminals.
3. TEM network itineraries are presented in Annex A.
4. For the period of validity of this Agreement, the geographic scope of the project is limited to the UNECE countries. The territory of a new member country must be adjacent to the territory of a member or an associate member, or an observer country.

V. INSTITUTIONAL SET-UP

1. The TEM Project shall be managed by the intergovernmental Steering Committee assisted by subordinate bodies in accordance with Annexes B and C. National Coordinators and National Area Contributors whose terms of reference are described in Annex B shall be responsible for the coordinating of project activities within their countries and maintaining contacts with the Project.
2. The UNECE is the Executing agency of the TEM Project.

VI. PARTICIPATION

Members

1. Members of the project have to fulfil all the obligations stipulated by the TEM Cooperation Trust Fund Agreement (hereinafter referred to as "the Agreement"). Their representatives in number set for every particular meeting and uniformly for all participating Governments have the right to attend all expert meetings with the costs of their board and lodging met by the TEM Budget.
2. In case they do not fulfil their obligations by the deadline stipulated in Article IV/2 of the Agreement, the UNECE will contact the respective Government in order to clarify the reasons and to establish a new deadline. Should this new deadline expire without the member contribution being received, the respective Government may be requested to meet all the expenses related to the participation of its experts in the expert meetings.
3. If the conditions of membership are not fulfilled for more than two consecutive years without any explanation from the respective Government, Steering Committee may

recommend to the UNECE to freeze membership of the participating Government in TEM.

4. If the conditions of membership are not fulfilled for more than three years, the TEM Steering Committee may recommend to the UNECE to terminate the membership of the signatory Government in TEM.
5. Non-member countries, other international organizations, IGOs and NGOs, and/or private bodies are also invited to contribute to the project as associate members, observers and donors.

Associate members

6. Associate members contribute to the project in cash at the level stipulated by the Agreement not having signed the Agreement. They have to express their wish to be granted the associate membership in written form or as a statement during a TEM Steering Committee session.
7. If the conditions of associate membership are not fulfilled for more than three years, the TEM Steering Committee may recommend to the UNECE to terminate the associate membership of the concerned member.
8. Associate members have the right to participate in the TEM Steering Committee sessions and all other TEM meetings with the expenses of their representatives covered in the same way as of those of project members.
9. The participating Governments consider it desirable that associate members envisage application for full membership.

Observers

10. Observers contribute to the project in cash less than stipulated by the Agreement or contribute in kind only. They have to express their desire to be granted the observer status in written form or as a statement during a TEM Steering Committee session.
11. Observers have the consultative status with the project. Their participants cover all expenses associated with their participation in the meetings themselves.
12. The participating Governments consider it desirable that observers envisage application for full membership

VII. TEM BUDGET

1. To cover expenditures required for the execution of the activities presented in the programs of work, annual budgets shall be established by the Steering Committee on the basis of:

(i) Resources

- (a) Contributions in-kind and in cash from participating Governments, associate member and observer countries;
 - (b) Contributions in-cash and/or in-kind from other international organizations, national and/or private bodies and non-member countries;
 - (c) The open, paid seminars or workshops for the representatives of countries not yet participating in the TEM Project, and other institutions involved in road infrastructure management;
 - (d) Fundraising.
2. The contributions of the participating Governments and associate members in convertible currencies shall be at an equal level. Those in kind shall be at an equal level to the extent possible.
3. The budget, including the countries' inputs in kind shall be utilized under the control of UNECE and advice of the TEM project management in line with the programme of work and the directives of the Steering Committee.
4. The main forms of contributions in kind of the TEM participating Governments are: the operation of PCO, hosting of meetings, supplying of national experts, preparation of technical reports and training programmes, and undertaking of specific coordination activities and subcontracts through Government implementation procedures.

(ii) Expenditures

5. The main lines of expenditure are for project coordination, subcontracts, training, equipment and miscellaneous costs.
6. The participating Governments shall pay local salaries, social security contributions, and other emoluments of national staff, both working within each country for the Project and when such staff is delegated to participate in meetings, courses, etc.
7. The Project budget covering a period of five years is presented in Attachment A, Part 2.

VIII. NOTIFICATION OF ACCEPTANCE

1. The afore going were approved by the seventy-ninth Session of the Steering Committee, held in Geneva on 16 October 2022.

IX. ANNEXES

1. Annexes constitute an integral part of this Agreement. They are as follows:

- **Annex A** Network
- **Annex B** Management of the project: Steering Committee (SC) National Coordinators (NC), TEM Initiatives National Contributors (NIC), Project Manager for Operations and Development (PMO), Project Manager for Strategy (PMS)
- **Annex C** Project Central Office (PCO)

ECONOMIC COMMISSION FOR EUROPE

TRANS-EUROPEAN MOTORWAYS (TEM) PROJECT CO-OPERATION

TRUST FUND AGREEMENT

ATTACHMENT A

PART 3

COOPERATION FRAMEWORK FOR 2023 – 2027
ANNEX A

TRANS-EUROPEAN MOTORWAYS (TEM) PROJECT
COOPERATION FRAMEWORK
FOR 2023 - 2027

TEMSTAT map



UNITED NATIONS
ECONOMIC COMMISSION FOR EUROPE
TRANS-EUROPEAN NORTH-SOUTH MOTORWAY (TEM)
PROJECT CENTRAL OFFICE, WARSAW, POLAND



TEM BACKBONE AND E-ROAD NETWORK Status as of 1 January 2019

Motorway - in operation	Expressway - in operation
4 lanes (2.0 or more lanes in each direction)	4 lanes (2.0 or more lanes in each direction)
3 lanes (2.0 or more lanes in each direction)	3 lanes (2.0 or more lanes in each direction)
2 lanes (2.0 or more lanes in each direction)	2 lanes (2.0 or more lanes in each direction)

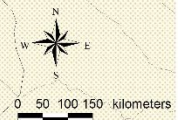
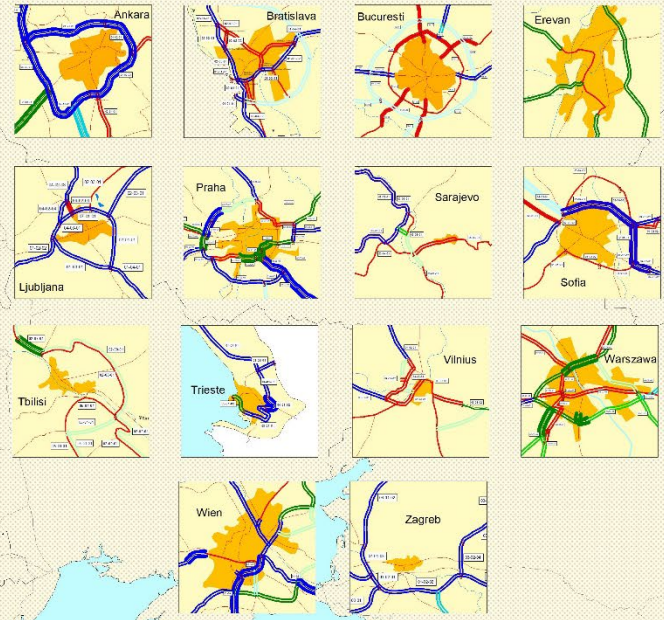
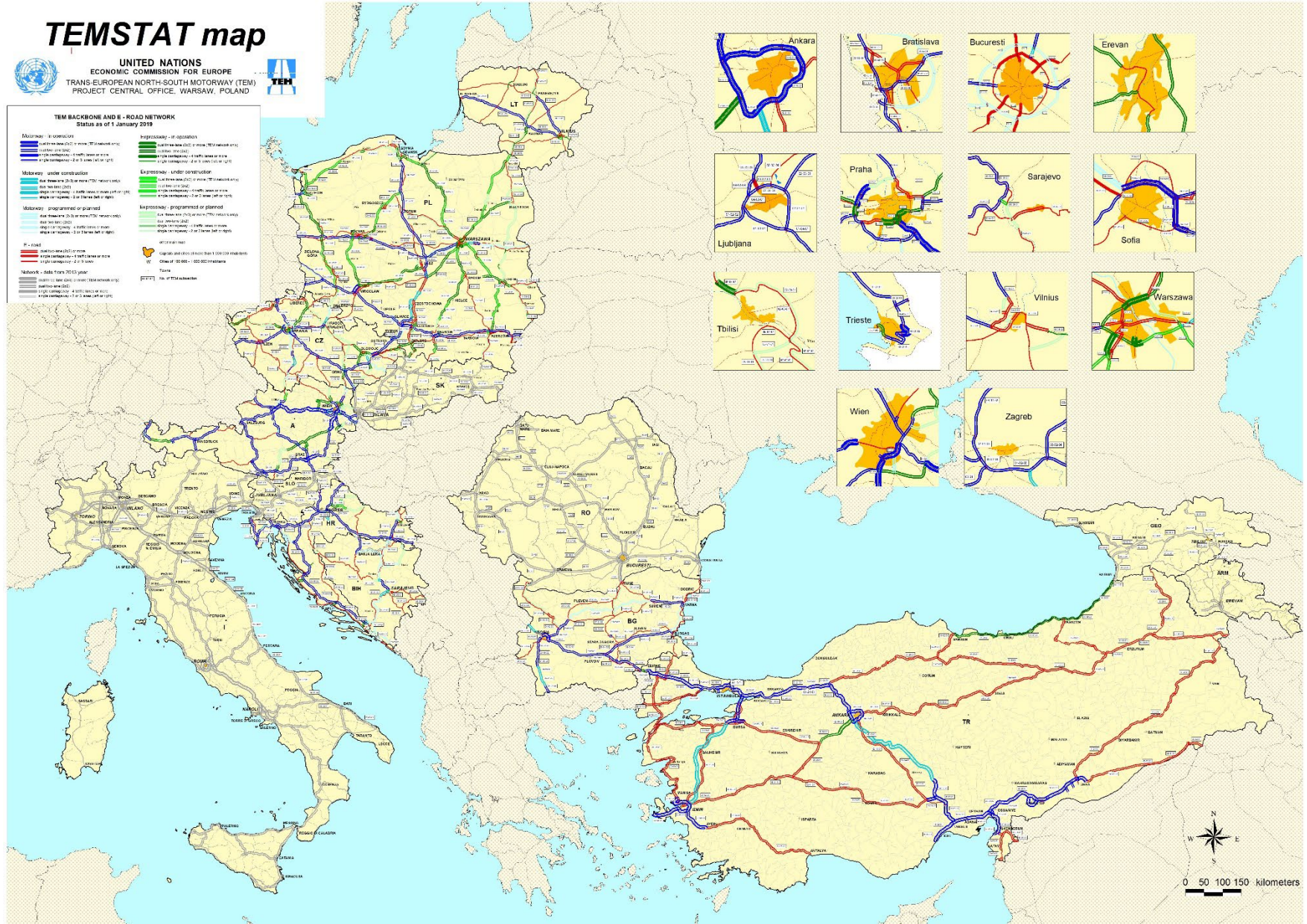
Motorway - under construction	Expressway - under construction
4 lanes (2.0 or more lanes in each direction)	4 lanes (2.0 or more lanes in each direction)
3 lanes (2.0 or more lanes in each direction)	3 lanes (2.0 or more lanes in each direction)
2 lanes (2.0 or more lanes in each direction)	2 lanes (2.0 or more lanes in each direction)

Motorway - programmed or planned	Expressway - programmed or planned
4 lanes (2.0 or more lanes in each direction)	4 lanes (2.0 or more lanes in each direction)
3 lanes (2.0 or more lanes in each direction)	3 lanes (2.0 or more lanes in each direction)
2 lanes (2.0 or more lanes in each direction)	2 lanes (2.0 or more lanes in each direction)

E-Road
4 lanes (2.0 or more lanes in each direction)
3 lanes (2.0 or more lanes in each direction)
2 lanes (2.0 or more lanes in each direction)

Network - data from 2015 year
4 lanes (2.0 or more lanes in each direction)
3 lanes (2.0 or more lanes in each direction)
2 lanes (2.0 or more lanes in each direction)

Other
Other - 2.0 or more lanes in each direction
Other - 2.0 or more lanes in each direction
Other - 2.0 or more lanes in each direction



ECONOMIC COMMISSION FOR EUROPE

TRANS-EUROPEAN MOTORWAYS (TEM) PROJECT CO-OPERATION

TRUST FUND AGREEMENT

ATTACHMENT A

PART 3

**COOPERATION FRAMEWORK FOR 2023 – 2027
ANNEX B**

**TRANS-EUROPEAN MOTORWAYS (TEM) PROJECT
COOPERATION FRAMEWORK
FOR 2023 - 2027**

Steering Committee (SC)

The TEM Steering Committee shall be the body dedicated to the strategic and operational management of the Project. The TEM Steering Committee shall consist of TEM National Coordinators, supported by Regional Advisor/UNECE staff. The tasks of the TEM Steering Committee shall involve in particular:

1. Adopting internal rules of operations of the Project, and strategic and operational objectives;
2. Adopting TEM Annual Report prepared by the TEM Project Manager for Operations and Development;
3. Assess the work of TEM Project Manager for Operations and Development (PMO) and TEM Project Manager for Strategy (PMS) on the basis of TEM Annual Report;
4. Launching the implementation of strategic initiatives;
5. Adopting implementation details, including, in particular their scope and expected results of the strategic initiatives;
6. Monitoring the operational implementation of strategic initiatives at the TEM Project level;
7. Adopting periodic implementation summaries of the of strategic initiatives;
8. Coordinating operational matters associated with the current TEM Project management;
9. Communicating the current implementation progress of the strategic initiatives,
10. Establishing any subsidiary bodies, it deems necessary;
11. Issuing instructions to TEM PMO and TEM PMS or any subsidiary bodies it might decide to establish;
12. Approving the programmes of work;
13. Adopting the operating budgets and the financial reports on their execution;
14. Examining any other matters concerning the activities of the TEM Project.
15. Approving the TEM Backbone Network.

The Steering Committee shall be composed of TEM National Coordinators, nominated by participating Governments, TEM PMO and TEM PMS, selected according to UNECE procedures. The UNECE as an Executing Agency will participate ex officio. It is recommended that TEM National Coordinators, as representatives of the participating Governments in the Steering Committee, were representatives of the government or the NRA of at least a middle management level.

The Rules of Procedure of the SC are the following:

I. SESSIONS

Rule 1

The Steering Committee shall hold two regular sessions a year, the dates and locations to be decided by the Committee. The Steering Committee carries out its work through in person, hybrid or online meetings.

Rule 2

Special sessions shall be held by decision of the Committee while in session, or at the request of:

- (a) any member with the support of at least three other members, or
- (b) TEM PMO with the support of three members.

Rule 3

All meetings of the Committee shall be closed, unless the Committee decides otherwise.

II. AGENDA

Rule 4

The Committee shall adopt its agenda at the beginning of each session. Any matter within the competence of the Committee not included in the provisional agenda for a given meeting may be submitted to the Committee by a member or by TEM project management and added to the agenda by decision of the Committee. The Committee may revise the agenda by adding, deleting, deferring or amending items.

III. REPRESENTATION

Rule 5

Each participating Government, associate member or observer, shall be represented on the Committee by a representative who may be accompanied to sessions of the Committee by alternative representatives and advisors. The UNECE as an Executing Agency will participate ex officio.

IV. OFFICERS

Rule 6

Meeting will be chaired by the representative of TEM participating Government (National Coordinator). Chair will be changed every year on a rotating basis, according to the alphabetical order. TEM PMO is rapporteur of the meetings.

V. LANGUAGE AND RECORDS

Rule 7

English shall be the working language of the Project, including the Steering Committee. Countries hosting Committee sessions may provide interpretation in French and/or Russian, whenever possible.

Rule 8

Decisions of the sessions of the Committee shall be drafted and adopted during these sessions and distributed promptly to members of the Committee and to any others participating in the session. Full reports of the sessions shall be disseminated to members of the Committee two weeks after the meeting. The reports may be made public after their adoption, at such time and under such conditions as the Committee may decide.

VI. QUORUM

Rule 9

Decisions of the Committee concerning all matters examined shall be taken by consensus of the members present. Only decisions for the election of the officers and PCO staff shall be taken by the majority of the members present.

VII. SUBORDINATE BODIES

Rule 10

The rules of the Committee shall also apply, in principle, to its subordinate bodies.

VIII. PARTICIPATION OF REPRESENTATIVES OF NON-MEMBER GOVERNMENTS AND INTERNATIONAL ORGANIZATIONS

Rule 11

- (a) Governments having observer status, and
- (b) Specific international organizations

could be represented at the Steering Committee sessions with consultative status without voting rights.

Associate members have voting rights at the sessions of the Steering Committee.

IX. AMENDMENT OR SUSPENSION OF RULES OF PROCEDURE

Rule 12

A rule of procedure may be amended or suspended by decision of the Steering Committee upon consensus of all the TEM participating Governments.

National Coordinators (NC)

The TEM National Coordinators shall constantly oversee and coordinate the Project implementation in individual participating Governments on the operational level. The responsibilities shall involve:

1. Serving as contact for the Project in his/her country;
2. Maintaining liaison between the national organizations involved and the Project Central Office (PCO) by taking action at national level to obtain and transmit information required in connection with PCO activities;
3. Coordinating national activities under the TEM Project;
4. Planning and carrying out activities and producing outputs in accordance with the TEM programmes of work;
5. Utilizing TEM inputs effectively and efficiently;
6. Attending the SC sessions and participating in all other TEM meetings, if deemed useful to achieve the objectives of the Project;
7. Monitoring the implementation of strategic initiatives at the country level,
8. Cooperating with the TEM National contributors to support the implementation of strategic initiatives;
9. Providing information on the implementation of strategic initiatives for the Steering Committee;
10. Updating the contact list of TEM National Coordinators and TEM National Contributors from the perspective of a TEM participating Government.

The National Coordinator shall be designated by the participating Government.

TEM Initiatives National Contributors (NIC)

TEM Initiatives National Contributors constitute a constant, permanent role in the organizational structure of the project, dedicated to coordinate the implementation of strategic initiatives within a particular TEM participating Government. In particular, their responsibilities involve:

1. Coordinating the implementation or directly implementing the strategic initiative, if the responsibility for the implementation of the initiative has been assigned to the country and the strategic area of the particular representative;
2. Providing a substantive contribution of a TEM participating Government, necessary for the implementation of strategic initiatives;
3. Coordinating cooperation with external entities involved in the implementation of strategic initiatives;
4. Giving opinions on work products resulting from the implementation of strategic initiatives;
5. Cooperating with the TEM National Coordinators, in particular in the area of information on the status of implementation of the strategic initiatives.

TEM Initiatives National Contributors will be appointed by TEM participating Government individually for each of the following strategic areas of the TEM project:

- Area A – TEM Backbone Network supply
- Area B – Traffic demand on the TEM Backbone Network
- Area C – Safe and sustainable mobility
- Area D – Operationalisation of the road sector value delivery

It is recommended that the TEM Initiatives National Contributors were representatives of the government or the NRA and possess competences and experience in the strategic area, in which they will be operating.

TEM Project Manager for Operations and Development (PMO)

The TEM Project Manager for Operations and Development (PMO) shall be responsible for the operational management of the TEM Project and the work of TEM Project Central Office (PCO). The TEM PMO shall be appointed/selected by the Steering Committee according to UNECE procedures and regulations. Duty station is TEM Project Central Office/home country.

The TEM PMO shall report directly to the Steering Committee and Director of the UNECE Sustainable Transport Division.

The responsibilities of the TEM PMO shall involve in particular:

1. Coordinating the work of TEM project in the framework of various activities of the Project. Supervising all activities performed by TEM Project Central Office (PCO) important for smooth operation of TEM PCO;
2. Ensuring implementation of the Terms of Reference for TEM PCO staff based on the principles of team work and integrity;
3. Acting as the Secretary to TEM Steering Committee sessions (Invitation, Agenda, documents and Conclusions/Report for TEM Steering Committee);
4. In cooperation with TEM PMS, preparing draft programmes of work and budgets for TEM Project for approval by TEM Steering Committee and ensuring its implementation as adopted;
5. In cooperation with TEM PMS and TEM PCO, preparing the future strategic goals and pinpointing the crucial issues for the development of TEM Project;
6. Organizing and preparing substantive (technical) and administrative reports and documentation for consideration of TEM participating Governments;
7. Preparing TEM Annual Report to be submitted for approval by TEM Steering Committee;
8. In cooperation with TEM PMS, preparing and distributing information to TEM participating Governments on matters requiring their decisions well before meetings;
9. Advising Chair of TEM Steering Committee on matters requiring decisions by the Committee;
10. Maintaining continuous liaison with TEM National Coordinators regarding all matters concerning the implementation of TEM Project activities;
11. In cooperation with TEM PMS and TEM PCO, preparing the report on the overall activities of TEM Project during the period under review for the sessions of Inland Transport Committee (ITC), Working Party on Transport Trends and Economics (WP.5) and Working Party on Road Transport (SC.1);
12. In cooperation with TEM PMS, keeping close cooperation with Working Party on Road Transport (SC.1) and Working Party on Road Safety (WP.1) to ensure synergies in activities and development of concrete project proposals and activities on road safety and Intelligent Transport Systems, and to avoid overlaps;
13. Providing expert advice and collaborating closely with both professional staff in UNECE Sustainable Transport Division and TEM PCO staff;
14. Ensuring ongoing communication of TEM Project related issues with TEM Project

- stakeholders;
15. Representing TEM Project at the meetings with external institutions, industry organizations, etc.
 16. Fundraising for TEM Project;
 17. Carrying out other tasks as assigned by TEM Steering Committee and the Director of UNECE Sustainable Transport Division.

TEM Project Manager for Strategy (PMS)

The TEM Project Manager for Strategy (PMS) shall be responsible for implementation of the TEM Strategic Plan 2017-2021 with a support of PCO and in cooperation with TEM PMO.

The TEM PMS shall be appointed by the Steering Committee according to the UNECE procedures and regulations. Duty station is TEM Project Central Office/home country. The TEM PMS shall report directly to the Steering Committee and Director of the UNECE Sustainable Transport Division.

The responsibilities of the TEM PMS shall involve in particular:

1. Supervising the implementation of TEM project Strategic plan and initiatives and presenting the implementation status to TEM Steering Committee;
2. Interchangeably with the TEM PMO, acting as the Secretary of the TEM Steering Committee sessions;
3. In cooperation with TEM PMO, preparing draft programmes of work and budgets for TEM Project for approval by TEM Steering Committee and ensuring its implementation as adopted;
4. Organizing and preparing substantive (technical) and administrative reports and documentation for consideration of TEM participating Governments;
5. Preparing and presenting Terms of reference (ToR) and selection criteria, participate in selection process, and advising TEM Steering Committee in selection of consultants to render assistance in execution of specific activities in accordance with TEM programme of work and overseeing the work of consultants;
6. In cooperation with TEM PMO, preparing and distributing information to the participating Governments on matters requiring their decision well before meetings;
7. Maintaining continuous liaison with the National Coordinators regarding all matters concerning the implementation of TEM Project activities;
8. In cooperation with TEM PMO and TEM PCO, preparing the report on the overall activities of TEM Project during the period under review for the sessions of Inland Transport Committee (ITC), Working Party on Transport Trends and Economics (WP.5) and of Working Party on Road Transport (SC.1);
9. In cooperation with TEM PMO, keeping close cooperation with Working Party on Road Transport (SC.1) and Working Party on Road Safety (WP.1) to ensure synergies in activities and development of concrete project proposals and activities on road safety and Intelligent Transport Systems, and to avoid overlaps;
10. Providing expert advice and collaborating closely with both professional staff in UNECE Sustainable Transport Division and TEM PCO staff;
11. Representing TEM Project at the meetings with external institutions, industry organizations, etc.
12. Fundraising for TEM Project;
13. Carrying out other tasks as assigned by TEM Steering Committee and the Director of UNECE Sustainable Transport Division.

ECONOMIC COMMISSION FOR EUROPE

TRANS-EUROPEAN MOTORWAYS (TEM) PROJECT CO-OPERATION

TRUST FUND AGREEMENT

ATTACHMENT A

PART 3

COOPERATION FRAMEWORK FOR 2023 – 2027
ANNEX C

**TRANS-EUROPEAN MOTORWAYS (TEM) PROJECT
COOPERATION FRAMEWORK
FOR 2023 - 2027**

Project Central Office (PCO)

The Project Central Office is located in Warsaw, Poland and comprised of PCO staff provided by the Host country to (a) support TEM PMO and TEM PMS and (b) to support all activities carried out under the terms of this document and operate under the overall direction of the TEM Steering Committee, with guidance from the UNECE as an Executing Agency.

PCO staff should be provided by the Host country and shall be responsible for running the office on daily basis and supporting TEM PMO and TEM PMS. The host country should provide all necessary facilities including office and technical equipment.

The responsibilities of the PCO staff shall involve in particular:

- Ensuring the efficient maintenance and upgrade of TEM Project Central Office (PCO) information technology infrastructure, such as - computers, laptops, printers, fax machines, etc., important for smooth operation of TEM Project.
- Providing assistance to the Secretary of TEM Steering Committee (Preparation of Invitation, Agenda, documents, minutes and Conclusions/Report for TEM Steering Committee);
- Providing assistance to TEM PMO and TEM PMS in preparation of the draft programmes of work and budgets for TEM Project to be adopted by TEM Steering Committee;
- Providing assistance in preparation of the draft report on the overall activities of TEM Project during the period under review for the sessions of Inland Transport Committee (ITC), Working Party on Transport Trends and Economics (WP.5) and Working Party on Road Transport (SC.1);
- Providing assistance for administration of TEM project budget, according to the decisions of TEM Steering Committee and the provisions of the financial rules and regulations of United Nations;
- Managing and archiving documentation of TEM Project;
- Running the TEM PCO daily activities.