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Administrative Committee for the TIR Convention, 1975

Eighty-first session

Geneva, 11 October 2023

Item 1 of the provisional agenda

Adoption of the agenda

Annotated provisional agenda for the eighty-first session* **

to be held at the Palais des Nations, Geneva, on Wednesday 11 October 2023, at 10 a.m.,
Room VII

I. Provisional agenda

1. Adoption of the agenda.
2. Adoption of the report eightieth session.
3. Status of the TIR Convention, 1975.
4. Activities and administration of the TIR Executive Board:
 - (a) Activities of the TIR Executive Board:
 - (i) Election of members of the TIR Executive Board;
 - (ii) Report by the Chair of the TIR Executive Board;
 - (iii) Programme of work of the TIR Executive Board for 2023–2024;
 - (iv) International databases and electronic tools managed by the TIR secretariat;
 - (v) National and regional TIR workshops and seminars.
 - (b) Administration of the TIR Executive Board and the TIR secretariat:

* For reasons of economy, delegates are requested to bring copies of the documents mentioned in this provisional agenda to the meeting. There will be no official documentation available in the meeting room. Before the meeting, documents may be obtained directly from the ECE Sustainable Transport Division (email: wp.30@un.org). Documents may also be downloaded from the ECE Border Crossing Facilitation website www.unece.org/trans/bcf/welcome.html.

** The full text of the TIR Convention, 1975, as well as a complete list of contracting parties to the TIR Convention, are available on the ECE website: www.unece.org/trans/conventn/legalinst.html#customs. Delegates are requested to register online at: <https://indico.un.org/event/1002229/> at the latest one week prior to the session. and delegates who do not hold a long-term access badge should obtain an identification badge at the UNOG Security and Safety Section, located at the Pregny Gate (14, Avenue de la Paix). In case of difficulty, please contact by telephone the ECE secretariat (internal extension 75975). For a map of the Palais des Nations and other useful information, see www.unece.org/meetings/practical.html.

- (i) Status report on the accounts for the year 2022;
 - (ii) Interim financial statement for the year 2023;
 - (iii) Procedure for financing the operation of the TIR Executive Board and TIR secretariat;
 - (iv) Budget proposal for the year 2024.
5. Revision of the Convention:
- (a) Amendment proposals to the Convention transmitted by the Working Party;
 - (b) Amendment proposals to the Convention transmitted by the TIR Executive Board;
 - (c) Comments and examples of good practice transmitted by the TIR Executive Board;
 - (d) Accepted amendment proposals to the Convention pending formal adoption.
6. eTIR.
7. Authorization for printing and distributing TIR Carnets and the organizing and functioning of the guarantee system:
- (a) Prolongation of the authorization;
 - (b) Audit report for the year 2022;
 - (c) TIR carnet new lay-out – Prolongation of a transitional period.
8. Other business:
- (a) Date of next session;
 - (b) Restriction on the distribution of documents;
 - (c) List of decisions.
9. Adoption of the report.

II. Annotations

1. Adoption of the agenda

The Committee may wish to consider and adopt the agenda of the session (ECE/TRANS/WP.30/AC.2/164). The Committee will be informed that, according to Annex 8, Article 6 of the TIR Convention, 1975, "a quorum consisting of not less than one-third of the States which are contracting parties is required for the purpose of taking decisions". The number of States which are contracting parties to the convention is seventy-seven.

Documentation

ECE/TRANS/WP.30/AC.2/164

2. Adoption of the report of the eightieth session

Due to a lack of time, the Committee was not in a position to adopt the report of its eightieth session (June 2023) at the end of the meeting, as per usual practice. Consequently, the Committee may wish to exceptionally adopt the report of its eightieth session (ECE/TRANS/WP.30/AC.2/163) at the current session.

Documentation

ECE/TRANS/WP.30/AC.2/163

3. Status of the TIR Convention, 1975

The Committee will be informed about changes in the status of the Convention and in the number of contracting parties. The Committee may wish to note that, in accordance with its Article 53, paragraph 2, the Convention entered into force for Iraq on 27 September 2023. With the accession of Iraq, the TIR Convention now has seventy-eight contracting parties. Since the activation of the system for Qatar, TIR operations can be established with sixty-five countries. Detailed information on this issue as well as on depositary notifications is available on the TIR website.¹

4. Activities and administration of the TIR Executive Board

(a) Activities of the TIR Executive Board

(i) Election of members of the TIR Executive Board

The Committee may wish to recall that, at its previous sessions (February 2023 and June 2023), in accordance with the approved election procedure and on the basis of the list of nominated candidates, the following eight persons obtained a majority of votes of the contracting states present and voting and were elected as members of the TIR Executive Board (TIRExB) for a term of office of two years (in English alphabetical order of their last names):

Mr. Mostafa AYATI (Islamic Republic of Iran)

Mr. Marco CIAMPI (Italy)

Mr. Elyor KHAKIMOV (Uzbekistan)

Mr. Pierre-Jean LABORIE (European Commission)

Mr. Hugo Richard MAYER (Austria)

Mr. Anil ŞENMANAV (Türkiye)

Mr. Dzhovidon SHARIPOV (Tajikistan)

Ms. Caroline ZUIDGEEST (Netherlands)

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 (ECE/TRANS/WP.30/AC.2/161, paras. 5–8).

The Committee further may wish to recall that, in order to fill the one remaining position, it decided during its last session in June 2023 and, due to lack of time, to continue the elections at its October session. The Committee further decided that the three remaining candidates not elected would stand in the by-election at the October 2023 session (ECE/TRANS/WP.30/AC.2/163, paras. 10 and 11).

To that end, the Committee may wish to consider of document ECE/TRANS/WP.30/AC.2/2023/14, containing the approved election procedure and a proposal by the secretariat on a possibly alternative procedure to be followed during this election. Informal document WP.30/AC.2 (2023) No. 8 (restricted to Government officials), contains the list of the remaining candidates who had been nominated for the June elections, with their curriculum vitae (C.V.), and can be made available by the secretariat upon request.

Against this background, the Committee may wish to recall that, in accordance with Annex 8, Article 9, paragraph 2 of the Convention, the term of office of each member of TIRExB shall be two years. The Committee, at its seventy-eighth session (October 2022),

¹ <https://unece.org/transport/tir>.

decided to follow the established procedure for the election at the current session on the basis of the following provisions:

(a) the comment adopted on 26 June 1998 to the Rules of Procedure of TIRExB on “representation”, with the exception of paragraph (c) as its provisions relate only to the initial election of Board members and are, thus, no longer appropriate (TRANS/WP.30/AC.2/51, Annex and Corr.1);

(b) the procedure for the election of members of TIRExB, adopted on 26 February 2000 by the Committee (TRANS/WP.30/AC.2/53, paras. 31 and 34). In addition, for the sake of transparency, the Committee decided, at its seventy-fourth session (October 2016), to apply Rule 42 of the Rules of Procedure of ECE, which stipulates that “all elections shall be decided by secret ballot, unless, in the absence of any objection, the Commission decides to proceed without taking a ballot on an agreed candidate or slate”, even in the case the number of nominated candidates equals the number of available posts (see ECE/TRANS/WP.30/AC.2/131, para. 12).

The Committee is invited to proceed with the election or re-election of one member of TIRExB, in accordance with established practice.

Documentation

ECE/TRANS/WP.30/AC.2/2023/14; Informal document WP.30/AC.2 No. 8 (restricted)

(ii) Report by the Chair of the TIR Executive Board

In accordance with Annex 8, Article 11, paragraph 4 of the Convention and in line with the decision of the Committee (TRANS/WP.30/AC.2/55, paras. 14 and 15), the secretariat has reproduced the reports of the TIR Executive Board (TIRExB) at its ninety-third (October 2022), ninety-fourth (December 2022), ninety-fifth (February 2023) and ninety-sixth (April 2023) sessions, for information and endorsement by the Committee (ECE/TRANS/WP.30/AC.2/2023/4, ECE/TRANS/WP.30/AC.2/2023/5, ECE/TRANS/WP.30/AC.2/2023/6 and ECE/TRANS/WP.30/AC.2/2023/7). More information about recent activities of TIRExB as well as about various considerations and decisions taken at its ninety-seventh (June 2023) and ninety-eighth (October 2023) sessions will be provided orally by the Chair of TIRExB.

Documentation

ECE/TRANS/WP.30/AC.2/2023/4, ECE/TRANS/WP.30/AC.2/2023/5, ECE/TRANS/WP.30/AC.2/2023/6, ECE/TRANS/WP.30/AC.2/2023/7

(iii) Programme of work of the TIR Executive Board for 2023–2024

In line with the established practice, the Committee will be invited to approve the programme of work of TIRExB for 2023–2024 in document ECE/TRANS/WP.30/AC.2/2023/8 and provide guidance on future activities and priorities of the work of TIRExB.

Documentation

ECE/TRANS/WP.30/AC.2/2023/8

(iv) International databases and electronic tools managed by the TIR secretariat

The Committee will be informed about developments related to the International TIR Data Bank (ITDB) and other information technology projects managed by the TIR secretariat, if any.

(v) National and regional TIR workshops and seminars

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

(b) Administration of the TIR Executive Board and the TIR secretariat**(i) Status report on the accounts for the year 2022**

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 may wish to note that the competent Finance Services of the United Nations have formally finalized the accounts for 2022. The Committee will be invited to formally approve the status report on the accounts for 2022, as contained in document ECE/TRANS/WP.30/AC.2/2023/15.

Documentation

ECE/TRANS/WP.30/AC.2/2023/15

(ii) Interim financial statement for the year 2023

In line with standing practice, the Committee may wish to take note of the provisional interim statement for 2023, as contained in document ECE/TRANS/WP.30/AC.2/2023/16.

Documentation

ECE/TRANS/WP.30/AC.2/2023/16

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

Under this agenda item, the Committee is invited to formally take note of the audit certificate of 2022, as contained in document ECE/TRANS/WP.30/AC.2/2023/9 and note the number of TIR Carnets distributed in 2022 (453,830) as well as resulting deficit absorbed by the International Road Transport Union (IRU) (SwF 455,370). In this context, the Committee may wish to recall that, at its seventy-ninth session (February 2023), due to the absence of the audit report and management letter for the year 2022, the Committee decided to revert to the procedure for the collection and transfer of the amount per TIR Carnet to finance the operation of TIRExB and the TIR secretariat at the current session. (see ECE/TRANS/WP.30/AC.2/161, paras. 28 and 29).

In addition, the Committee may wish to recall the procedure for the collection and transfer of the amount per TIR Carnet to finance the operation of the TIRExB and the TIR secretariat (ECE/TRANS/WP.30/AC.2/145, para. 57 and ECE/TRANS/WP.30/AC.2/2019/24, Annex II), according to which:

"...

(8) IRU maintains a separate account detailing the number of TIR Carnets distributed and the related amounts referred to in Annex 8, Article 13, paragraph 1 received;

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

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

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

(12) On the basis of the above-mentioned audit certificate, if the amount invoiced was less than initially transferred by IRU, the Administrative Committee will reflect this amount in the amount per TIR Carnet to be applied in the next budget year to compensate the difference and ensure the financing of the operation of TIRExB and the TIR secretariat. If the amount invoiced is less than initially transferred by IRU to ensure the funding of the operation of TIRExB and the TIR secretariat for the last year of the ECE/IRU agreement, or on the termination of the same, the difference will be absorbed by IRU without recourse."

Documentation

ECE/TRANS/WP.30/AC.2/2023/9

(iv) Budget proposal for the year 2024

With reference to the procedure for the collection and transfer of the amount per TIR Carnet to finance the operation of TIRExB and the TIR secretariat (ECE/TRANS/WP.30/AC.2/145, para. 57 and ECE/TRANS/WP.30/AC.2/2019/24, Annex II), the Committee may wish to recall the following steps:

- (a) The ECE secretariat prepares a budget proposal for the operation of TIRExB and the TIR secretariat, based on activity-based budgeting principles (August);
- (b) TIRExB establishes the budget proposal (September);
- (c) The ECE secretariat prepares a document comprising the budget proposal established by TIRExB for approval by the TIR Administrative Committee and sends a copy thereof to IRU for information (September);
- (d) The ECE secretariat requests IRU to provide an operational forecast of the number of TIR Carnets it expects to distribute in the forthcoming year (September);
- (e) IRU provides the TIR Administrative Committee with its forecast of the number of TIR Carnets it expects to distribute in the forthcoming year, for the consideration of the latter (September-October);
- (f) The TIR Administrative Committee approves the budget and the net amount to be transferred by IRU and takes note of the forecast established by IRU. The TIR Administrative Committee shall approve the amount per TIR Carnet, as referred to in Annex 8, Article 13, paragraph 1, taking into account the calculation by the ECE secretariat on the basis of the forecast provided by IRU (September-October);
- (g) IRU transfers the net amount approved by the Committee to the ECE named bank account (mid-November).

The Committee will be informed about the activities of the ECE secretariat and IRU under items (a) – (e). Under item (f), the Committee will be invited to approve the budget and cost plan for the operation of TIRExB and the TIR secretariat for the year 2024 as well as the net amount to be transferred by IRU, as contained in document ECE/TRANS/WP.30/AC.2/2023/17. The Committee may also wish to take note of the forecast of the number of TIR Carnets IRU expects to distribute in 2024 (Informal document WP.30/AC.2 (2023) No. 9). The Committee may wish to approve the amount per TIR Carnet, taking into account the calculation by the ECE secretariat, which will be expressed in Swiss francs following the transfer of the above amount to the ECE named bank according to the prevailing United States dollar – Swiss franc exchange rate on the day of the transfer.

Documentation

ECE/TRANS/WP.30/AC.2/2023/17; Informal document WP.30/AC.2 (2023) No. 9

5. Revision of the Convention**(a) Amendment proposals to the Convention transmitted by the Working Party**

Under this agenda item, the Committee may wish to take note that, for the time being, no amendment proposals have been transmitted by the Working Party for consideration.

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

The Committee may wish to consider, and possibly endorse, the amendment proposals to the Convention transmitted by TIRExB, as contained in ECE/TRANS/WP.30/AC.2/2023/10.

Documentation

ECE/TRANS/WP.30/AC.2/2023/10

(c) Comments and examples of good practice transmitted by the TIR Executive Board

The Committee may wish to consider, and possibly endorse, the comments and good practices transmitted by TIRExB, as contained in ECE/TRANS/WP.30/AC.2/2023/11 and mandate the secretariat to include them in the next revision of the TIR Handbook.

Documentation

ECE/TRANS/WP.30/AC.2/2023/11

(d) Accepted amendment proposals to the Convention pending formal adoption

The Committee may wish to take note that, for the time being, there are no outstanding accepted amendment proposals pending formal adoption by the Committee.

6. eTIR

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

(a) the latest developments of the eTIR international system and its interconnection with national customs systems following Annex 11.

(b) the outcome of the fourth session of TIB, which took place on 6–7 June 2023 (ECE/TRANS/WP.30/AC.2/TIB/8). In that context, the Committee may wish to take note of the revised version 4.3 of the introduction of the eTIR specifications, as contained in documents ECE/TRANS/WP.30/AC.2/TIB/2022/2/Rev.2–ECE/TRANS/WP30/AC.2/2022/11/Rev.2 (introduction), ECE/TRANS/WP.30/AC.2/TIB/2022/3/Rev.2–ECE/TRANS/WP30/AC.2/2022/12/Rev.2 (and ECE/TRANS/WP.30/AC.2/TIB/2022/3/Rev.2/Corr.1–ECE/TRANS/WP30/AC.2/2022/12/Rev.2/Corr.1) (eTIR concepts), ECE/TRANS/WP.30/AC.2/TIB/2022/4/Rev.2 –ECE/TRANS/WP30/AC.2/2022/13/Rev.2 (eTIR functional specifications) ECE/TRANS/WP.30/AC.2/TIB/2022/5/Rev.2 – ECE/TRANS/WP.30/AC.2/2022/14/Rev.2 (technical specifications).

Documentation

ECE/TRANS/WP.30/AC.2/TIB/8; ECE/TRANS/WP.30/AC.2/TIB/2022/2/Rev.2–
ECE/TRANS/WP30/AC2/2022/11/Rev.2; ECE/TRANS/WP.30/AC.2/TIB/2022/3/Rev.2–
ECE/TRANS/WP30/AC2/2022/12/Rev.2;
ECE/TRANS/WP.30/AC.2/TIB/2022/3/Rev.2/Corr.1–
ECE/TRANS/WP30/AC.2/2022/12/Rev.2/Corr.1;
ECE/TRANS/WP.30/AC.2/TIB/2022/4/Rev.2–ECE/TRANS/WP30/AC2/2022/13/Rev.2;
ECE/TRANS/WP.30/AC.2/TIB/2022/5/Rev.2–ECE/TRANS/WP.30/AC.2/2022/14/Rev.2

7. Authorization for printing and distributing TIR Carnets and the organizing and functioning of the guarantee system**(a) Prolongation of the authorization**

The Committee may wish to recall that, at its previous session, it formally decided to prolong the authorization of IRU for printing and distributing TIR Carnets and the organizing and functioning of the guarantee system, for a period of 3 years (2023–2025) (ECE/TRANS/WP.30/AC.2/157, para. 35).

(b) Audit report for the year 2022

The Committee may wish to recall 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.

The Committee is invited to consider, at its present session, document ECE/TRANS/WP.30/AC.2/2023/12 by IRU, containing the audit report and management letter for the year 2022.

Documentation

ECE/TRANS/WP.30/AC.2/2023/12

(c) TIR carnet new lay-out – Prolongation of a transitional period

The Committee may wish to consider document ECE/TRANS/WP.30/AC.2/2023/13, containing a request by IRU to prolong the transitional period for the use of the TIR Carnets passed on the old lay-out.

Documentation

ECE/TRANS/WP.30/AC.2/2023/13

8. Other business

(a) Date of next session

The ECE secretariat has made tentative arrangements to hold the eighty-second session of the Committee on 7 February 2024. The Committee may wish to confirm this date.

(b) Restriction on the distribution of documents

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

(c) List of decisions

The secretariat will prepare a list of draft decisions that will be circulated among delegations prior to the session. The list of adopted decisions will be attached to the final report.

9. Adoption of the report

In accordance with Annex 8, Article 7 of the convention, the Committee will adopt the report of its seventy-eighth session on the basis of a draft prepared by the secretariat.
