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## Economic Commission for Europe

### Administrative Committee for the TIR Convention, 1975

#### Eighty-fourth session

Geneva, 10 October 2024

Item 3 (b) (iii) of the provisional agenda

**Activities and administration of the TIR Executive Board:**

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

**Procedure for financing the operation**

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

### **Audit certificate for the year 2023 on the account kept for the invoicing and advance transfer of the money required for the operation of the TIR Executive Board and the TIR secretariat\*, \*\***

**Transmitted by the International Road Transport Union**

### **Background**

The Committee may wish to recall that, in line with the procedure for the collection and transfer of the amount per TIR Carnet to finance the operation of the TIR Executive Board (TIRExB) and the TIR secretariat, the International Road Transport Union (IRU) shall request an independent external auditor to audit the account it keeps for the invoicing and advance transfer of the money required for the operation of TIRExB and the TIR secretariat and, after the end of each year, the external auditor shall submit to the ECE secretariat 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. In the Annexes, the secretariat reproduces the audit certificate for the year ending 31 December 2023 on the account kept for the invoicing and advance transfer of the money required for the operation of TIRExB and the TIR secretariat.

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\* The present report was submitted to the conference services for processing after the deadline for technical reasons beyond the control of the submitting office.

\*\* The present document contains the text submitted to the secretariat, reproduced without any changes.



## Annex I

### I. Report of the Auditors to the Presidency

Audit of the IRU accounts used for the invoicing and the advance transfer of the money required to finance the operation of the TIRExB and the TIR secretariat for the year ended 31 December 2023.

### II. Report of the auditors to the Presidency of International Road Transport Union (IRU) Geneva

We have completed our audit of the International Road Transport Union (IRU) accounts used for the invoicing and the advance transfer of the money required to finance the operation of the TIRExB and TIR secretariat for the year ended 31 December 2023 and have issued our audit report dated 30 January 2024.

During the audit, we have assessed the accounting principle used, the significant estimates made by the management, and the design and operating effectiveness of your internal control system. Our audit test included both substantive test of details as well as test of controls as determined necessary in the circumstances.

The purpose of a management letter is to set out any opportunities for improvement related to accounting procedures or controls which came to our attention during this work. During our audit we did not note any significant weaknesses in your internal control system to report in this letter.

(Signed) Pierre-Alain Dévaud

(Signed) Tarik Bouchama

Geneva, 30 January 2024

Enclosures:

- Explanations of IRU internal controls over TIR Carnet distribution to national associations
- Explanations of audit tests applied
- Summary of amounts paid to the United Nations and amounts invoiced by the IRU from the distribution of TIR Carnets from 1999 to 2023

#### A. Enclosure 1: Explanations of IRU internal controls over TIR Carnet distribution to national associations

The national associations are required to send out twice a year the forecast for their need of TIR Carnets so that the IRU can plan the necessary number of TIR Carnets.

Receipt of the order from the Association (normally 6 weeks before the desired delivery date). When the order is received, the IRU makes two controls before going to the next stage in the process: the IRU checks that the inventory of desired TIR Carnets is enough to fulfil the order and the IRU also checks that the association has no overdue debt otherwise the order will not be treated as long as the payments are outstanding.

If the two preceding controls are satisfactory, the IRU sends a confirmation to the Association and communicates the deadline for delivery of the order.

Once the TIR carnets are ready to be dispatched, the IRU transmits the delivery details to the Association (dispatch reference number for the transport, date and location).

Physical preparation of the order by IRU (on pallets or in boxes) and preparation delivery order.

Issue of the delivery note by the IRU computer system on the day the TIR carnets are dispatched. Each TIR carnet number which is part of the dispatch is assigned to the receiving national association. From that moment on, the TIR carnets are considered to be issued. The delivery note details the type and number of TIR carnets shipped.

The issue of the delivery note generates the production of the invoice and records it automatically in the accounts system of the IRU. The price of each type of TIR carnet is automatically imported from the system. The TIRExB / TIR Secretariat costs of CHF 2.03 per carnet appear separately on the invoice for the year 2023.

Each TIR carnet is linked to a delivery note number and an invoice number in the IRU applications so that the IRU knows precisely which associations are using the TIR Carnets.

Upon receipt of the delivery, the Association sends a confirmation to the IRU.

Payment of the invoice within 60 days from the date of the final invoice.

The recovery of outstanding amounts is performed manually by the IRU as the system does not allow such a follow up. Moreover, an association cannot receive TIR Carnets if it has not paid overdue invoices.

## **B. Enclosure 2: Explanations of audit tests applied**

We traced the advance paid by IRU to the UNECE to the bank statement.

We recomputed the deficit for the period.

We reconciled the opening balance of deficit to the audited closing balance of prior period.

We reconciled the total amount invoiced by the IRU to finance the operations of the TIRExB and TIR Secretariat to the general ledger and the trial balance.

We tested the amount of carnet issued during the period, based on a selection, for which we traced back each amount reported in the TIR Statistic to the invoice.



<i>Date of payment</i>	<i>Amount paid in USD</i>		<i>in CHF*</i>		<i>Carnet Distribution</i>	<i>Invoiced by</i>			<i>Total amount invoiced</i>	<i>Yearly Balance</i>		<i>Balance</i>	
	USD	CHF	USD	CHF		TIR Carnets distributed	CHF	CHF		CHF	CHF		
19.11.2015	1 343 939.00	CHF	1 370 145.81	CHF	1 223 400	CHF	0.88	CHF	1 076 592.00	CHF	293 553.81	CHF	525 215.96
14.11.2016	1 045 089.00	CHF	1 044 686.64	CHF	1 154 650	CHF	0.88	CHF	1 016 092.00	CHF	28 594.64	CHF	553 810.60
13.11.2017	1 555 801.00	CHF	1 554 811.51	CHF	1 020 650	CHF	1.43	CHF	1 459 529.50	CHF	95 282.01	CHF	649 092.61
13.11.2018	1 194 039.00	CHF	1 207 433.73	CHF	858 100	CHF	1.25	CHF	1 072 625.00	CHF	134 808.73	CHF	783 901.34
08.11.2019	1 106 233.00	CHF	1 106 198.71	CHF	679 300	CHF	1.39	CHF	944 227.00	CHF	161 971.71	CHF	296 780.44 (**)
13.11.2020	1 336 964.00	CHF	1 227 746.07	CHF	709 181	CHF	1.80	CHF	1 276 525.80	CHF	-48 779.73	CHF	248 000.71
08.11.2021	1 522 842.00	CHF	1 399 336.47	CHF	453 830	CHF	2.08	CHF	940 966.40	CHF	455 370.07	CHF	0.00 (***)
15.11.2022	1 211 169.00	CHF	1 144 554.71	CHF	509 395	CHF	2.03	CHF	1 034 071.85	CHF	110 482.86	CHF	110 482.86

\* Corresponds to the exchange rate USD/CHF applied at the date of payment

\*\* Including deficit from 2015 to 2018 absorbed by IRU – 649 092.61 CHF

\*\*\* Including deficit from 2019 to 2022 absorbed by IRU – 703 370.78 CHF

## Annex II

### **Independent auditor’s report to the Presidency on the International Road Transport Union (IRU) accounts used for the invoicing and the advance transfer of the money required to finance the operation of TIRExB and the TIR secretariat for the year ended 31 December 2023**

Independent auditor’s report to the Association Board of International Road Transport Union  
Geneva

#### **I. Opinion**

On your instructions, we have audited the International Road Transport Union (IRU) accounts used for the invoicing and the advance transfer of the money required to finance the operation of the TIRExB and TIR secretariat for the year ended 31 December 2023 (the “Financial information”) of International Road Transport Union (IRU), relative to the implementation of the UNECE-IRU Agreement signed 15 November 2022.

In our opinion, the accompanying International Road Transport Union (IRU) accounts used for the invoicing and the advance transfer of the money required to finance the operation of the TIRExB and TIR secretariat for the year ended 31 December 2023 is prepared in accordance with the UNECE-IRU Agreement signed 15 November 2022 and its annexes as at 31 December 2023 as approved by the TIR Administrative Committee.

#### **II. Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (ISAs). Our responsibilities under those provisions and standards are further described in the “Auditor’s responsibilities for the audit of the Financial information” section of our report.

We are independent of the association in accordance with requirements of the International Code of Ethics for Professional Accountants (including International Independence Standards) of the International Ethics Standards Board for Accountants (IESBA Code), and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### **III. Emphasis of matter – Basis of accounting and restriction on distribution and use**

We draw attention to the fact that the Financial information is prepared in relation to the requirement of the UNECE-IRU Agreement signed 15 November 2022. As a result, the financial information may not be suitable for another purpose.

Our report is intended solely for International Road Transport Union (IRU) for use in connection with the purpose as described in the preceding paragraph. We permit the disclosure of this report, in full only, by International Road Transport Union (IRU), at its discretion, to the United Nations Economic Commission for Europe for use in connection with the purpose as described in the preceding paragraph, without assuming or accepting any responsibility or liability to the United Nations Economic Commission for Europe. Our report should not be used for any other purpose or distributed to or used by other parties, and we do not, in giving our opinion, accept or assume responsibility or liability for any other purpose or to any other parties to whom our report is shown or into whose hands it may come.

Our opinion is not modified in respect of this matter.

#### **IV. Responsibilities of IRU's Management and the Presidential Executive for the Financial information**

Management is responsible for the preparation of the Financial information, for determining that the basis of preparation is acceptable in the circumstances, and for such internal control as Management determines is necessary to enable the preparation of Financial information that are free from material misstatement, whether due to fraud or error.

In preparing the Financial information, Management is responsible for assessing the association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless Management either intends to liquidate the association or to cease operations, or has no realistic alternative but to do so.

The Presidential Executive is responsible for overseeing the association's financial reporting process.

#### **V. Auditor's responsibilities for the audit of the Financial information**

Our objectives are to obtain reasonable assurance about whether the Financial information as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this Financial information.

As part of an audit in accordance with ISAs, we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the Financial information, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by Management.
- Conclude on the appropriateness of the Management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the Financial information or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the association to cease to continue as a going concern.

We communicate with the Presidential Executive or its relevant committee regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

PricewaterhouseCoopers SA  
 (Signed) Pierre-Alain Dévaud  
 Audit expert  
 (Signed) Tarik Bouchama  
 Geneva, 30 January 2024

## VI. Enclosure

- International Road Transport Union (IRU) records and accounts pertaining to the organization and functioning of the international guarantee system and the printing and distribution of TIR Carnets for the year 2023.

### A. Enclosure 1: **International Road Transport Union (IRU) accounts used for the invoicing and the advance transfer of the money required to finance the operation of the TIRExB and TIR secretariat for the year 2023**

Report on changes in the accounts kept by the IRU for recording the advance amount transferred, the sums actually invoiced to finance the operations of the TIRExB and the TIR Secretariat for the year 2023

				<i>CHF</i>
<b>Accounts balance at the beginning of the period</b>				0.00
Net amount transferred on 14.11.2022 to the UNECE		USD	1 211 169.00	1 144 554.71
Carnet distribution by the IRU during the financial year	# carnets		509 395	
Total amount invoiced by the IRU to finance the operations of the TIRExB and TIR Secretariat		CHF/carnet x2.03		1 034 071.85
<b>Resulting balance at the end of the period</b>				
Deficits 2023 (*)				<b>110 482.86</b>

(\*) Amount not invoiced in 2023 due to the lower carnet distribution than forecasted. The deficit from 2023 will be reflected in the amount per TIR Carnet in 2025, as per the procedure foreseen in point 12 of Annex 2 of the Agreement between United Nations Economic Commission for Europe (UNECE) and International Road Transport Union (IRU) signed on 15 November 2022.

### B. Glossary

#### 1. Carnet distribution by the IRU

The number of TIR carnets distributed shipped and invoiced by the IRU to the national associations.

#### 2. Total amount invoiced

The product of the number of TIR carnets distributed multiplied by the amount invoiced (2.03 CHF) per TIR Carnet for the purpose of the financing of the operations of the TIRExB and the TIR Secretariat.

#### 3. Amount invoiced per TIR carnet

Amount allocated to each carnet (2.03 CHF) to recover the amount advanced by the IRU to the UNECE for each financial year



**4. Financial year**

The period from 1 January to 31 December 2023.

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