



**Economic and Social  
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**ECONOMIC COMMISSION FOR EUROPE**

Administrative Committee for the TIR Convention, 1975  
(21 and 22 October 1999)

**PROVISIONAL AGENDA FOR THE TWENTY-SEVENTH  
SESSION OF THE ADMINISTRATIVE COMMITTEE**

**to be held at the Palais des Nations, Geneva,  
starting at 10.00 hours on 21 October 1999 \*/**

\*/ 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 documentation available in the meeting room. Before the meeting, missing documents may be obtained directly from the ECE Transport Division (Fax: +41-22-917-0039; E-mail: martin.magold@unece.org). Documents may also be downloaded (in their original language only) from the Internet web site of the ECE Transport Division ([www.unece.org/trans](http://www.unece.org/trans)). During the meeting, missing documents may be obtained from the UNOG Documents Distribution Section (Room C.111, 1st floor, Palais des Nations).

New accreditation procedures have been introduced for all delegates attending meetings held at the Palais des Nations. Therefore, delegates are requested to fill in the attached registration form (also available from the Internet web site of the ECE Transport Division) and to transmit the duly filled-in form at the latest two weeks before the session to the ECE Transport Division, either by fax (+41-22-917-0039) or by e-mail ([martin.magold@unece.org](mailto:martin.magold@unece.org)). In Geneva, prior to the session, delegates are requested to present themselves at the Pass and Identification Unit of the UNOG Security and Safety Section, located at Villa Les Feuillantines, 13 Avenue de la Paix (see attached map), for issuance of an identification badge. In case of difficulties, phone the ECE secretariat (Int. 72453).

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  - (c) Budget proposal and cost plan for the TIRExB and the TIR secretariat for the year 2000  
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7. Revision of the Convention
  - (a) Implementation of Phase I of the TIR revision process  
ECE/TRANS/17/Amend.19/Rev.1  
TRANS/WP.30/AC.2/1999/3 and Corr.1  
TRANS/WP.30/AC.2/51

7. Revision of the Convention (cont'd)

(b) Progress made under Phase II  
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(c) Phase III of the TIR revision process

TRANS/WP.30/AC.2/53  
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8. Other proposals for amendments  
to the Convention

9. TIR Handbook

Publication (available at the session)

[www.unece.org/trans/tir/welctir.htm](http://www.unece.org/trans/tir/welctir.htm)

10. Other business

(a) Date of next session

(b) Restriction on the distribution of documents

11. Adoption of the report

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**EXPLANATORY NOTES <sup>\*\*/</sup>**

<sup>\*\*/</sup> The UN/ECE Working Party on Customs Questions affecting Transport will hold its ninety-third session, in conjunction with the present session of the Administrative Committee, from 18 to 22 October 1999, starting at 11.00 a.m. on Monday, 18 October 1999 in the Palais des Nations, Geneva. The UN/ECE Working Party will consider a large number of issues in relation to the revision of the TIR Convention and its application. Therefore, representatives of Contracting Parties to the TIR Convention, 1975, are also invited to participate in the UN/ECE Working Party. The agenda as well as other relevant documents for the session of the UN/ECE Working Party may be obtained directly from the secretariat (see page 1).

\* \* \*

It is recalled 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 purposes of taking decisions." As of 1 August 1999 the number of States, Contracting Parties to the Convention will be sixty-three.

**1. ADOPTION OF THE AGENDA**

The Administrative Committee may wish to consider and adopt the agenda of its present session as prepared by the ECE secretariat (TRANS/WP.30/AC.2/54).

**2. STATUS OF THE TIR CONVENTION, 1975**

The Committee will be informed of the situation concerning the scope and the number of Contracting Parties to the TIR Convention, 1975. A list of Contracting Parties to the Convention as well as of countries with which a TIR transit operation can be established is contained in the annex to this agenda. Contracting Parties may wish to verify these listings.

The complete text of the amendments to the Convention entering into force on 17 February 1999 (Phase I of the TIR revision process) is contained in document ECE/TRANS/17/Amend.19/Rev.1 and is available in English, French, Russian and Spanish. This text also includes the corrigendum to Depository Notification C.N.433.1997.TREATIES-1 of 17 November 1997 that has been issued by the Legal Office of the United Nations as Depository Notification C.N.336.1999.TREATIES-1 of 26 May 1999 to which no objection has been lodged.

### **3. ACTIVITIES OF THE TIR EXECUTIVE BOARD (TIRExB)**

#### **Report by the Chairman of the TIRExB**

In accordance with Annex 8, Article 11, paragraph 4 of the Convention, the TIRExB shall report on its activities at least once a year or at the request of the Administrative Committee.

A first report on the activities of the TIRExB and the TIR secretariat, prepared by the TIR Secretary, is contained in document TRANS/WP.30/AC.2/1999/3. Further information will be provided by the Chairman of the TIRExB during the session.

The Administrative Committee may wish to consider and approve these reports and may wish to provide guidance on future activities to be undertaken by the TIRExB.

### **4. ADMINISTRATION OF THE TIR EXECUTIVE BOARD (TIREXB)**

#### **(a) Rules of Procedure of the TIRExB**

At its twenty-sixth session (25-26 February 1999), the Administrative Committee adopted formally the Terms of Reference of the TIRExB and prepared its Rules of Procedure on the understanding that the Convention leaves it up to the TIRExB to adopt its own Rules of Procedure as long as they are not provided in the Convention (TRANS/WP.30/AC.2/53, paras. 22 and 23).

At its first constitutive session, the TIRExB adopted its Rules of Procedure as prepared by the Administrative Committee with a few modifications and interpretations as contained in document TRANS/WP.30/AC.2/1999/4. The Administrative Committee may wish to endorse these proposals.

The Terms of Reference as well as the Rules of Procedure of the TIRExB are annexed to the report of the Administrative Committee at its twenty-fourth session (TRANS/WP.30/AC.2/49, Annexes 3 and 4).

#### **(b) Budget of the TIRExB and the TIR secretariat for the year 1999**

In accordance with Annex 8, Article 11, paragraph 4 of the Convention, the TIRExB shall submit audited accounts to the Administrative Committee at least once a year or at the request of the Administrative Committee. Furthermore, the agreement concluded between the IRU and the UN/ECE for the year 1999 on the transfer of funds to the TIR Trust Fund, established by the UN/ECE in accordance with a decision of the Administrative Committee (TRANS/WP.30/AC.2/49, paras. 30 and 31), provides for the submission of an annual report to the IRU (TRANS/WP.30/AC.2/1999/2).

Since the budget year will only be completed on 31 December 1999, financial statements showing the funds received and expended for the TIRExB in 1999, in line with the internal and external auditing procedures of the United Nations, are not yet available.

However, in order to provide full transparency about the functioning and financing of the TIRExB and the TIR secretariat, document TRANS/WP.30/AC.2/1999/5 provides an overview of the financial situation of the TIRExB and the TIR secretariat as of 31 July 1999. It also provides an outlook on expenditures foreseen for the remainder of 1999. It is expected that only around 40 per cent of the budgeted costs for 1999 will actually be used during this budget year as the operation of the TIRExB did only start in February 1999 and recruitment of project personnel could not be completed before June 1999.

The complete and final accounts for 1999 are planned to be submitted for approval by the Administrative Committee at its spring session in February 2000.

**(c) Budget proposal and cost plan for the TIRExB and the TIR secretariat for the year 2000**

In accordance with Annex 8, Article 13 of the Convention, the TIRExB has prepared a budget proposal and a cost plan providing for its operation in the year 2000. The budget proposal and cost plan, as contained in document TRANS/WP.30/AC.2/1999/6, is expected to be finalized and approved by the TIRExB at its September meeting. Modifications, if any, decided upon by the TIRExB at this meeting, will be reflected in a corrigendum to this document.

The budget proposal and cost plan for the year 2000 does not differ substantially from the approved budget and cost plan of the TIRExB and the TIR secretariat for the year 1999 as contained in document TRANS/WP.30/AC.2/1999/1. A slight increase in the proposed budget and cost plan is due to the provision of administrative support personnel and an increase in the budgeted cost for project personnel as stipulated in the standard salary costs of the United Nations applicable for the year 2000 for Geneva.

The amount of the resulting levy on each TIR Carnet and the procedure for its collection will be contained in the agreement between the UN/ECE and the IRU which will be submitted to the Administrative Committee for endorsement at its forthcoming session in spring 2000 (see agenda item 6).

The Administrative Committee may wish to approve the budget proposal and cost plan for the TIRExB and the TIR secretariat for the year 2000 as contained in document TRANS/WP.30/AC.2/1999/6.

**(d) Alternative sources of funding for the TIRExB and the TIR secretariat**

In accordance with Annex 8, Article 13, paragraph 1 and Annex 6, Explanatory Note 8.13.1-1 of the Convention, following an initial period of two years, the Contracting Parties to the Convention envisage the operation of the TIRExB and the TIR secretariat to be financed through the Regular Budget of the United Nations. This does not preclude a prolongation of the initial funding arrangements should financing from the United Nations or alternative sources not be forthcoming.

The above provisions would provide for an inclusion of the operating cost of the TIRExB and the TIR secretariat into the Regular Budget of the UN/ECE for the biennium 2001-2002. At present the relevant budget proposals are under consideration within the relevant bodies of the United Nations. The Administrative Committee will be informed of the latest developments in this regard.

## **5. AUTHORIZATION FOR PRINTING AND DISTRIBUTION OF TIR CARNETS IN THE YEAR 2000**

In accordance with Annex 8, Article 10 (b) of the Convention, the TIRExB shall supervise the centralized printing and distribution to the associations of TIR Carnets which may be performed by an agreed international organization as referred to in Article 6 of the Convention.

Based on a proposal made by the secretariat (TRANS/WP.30/AC.2/52), the Administrative Committee, at its twenty-sixth session, decided that, at its annual spring sessions, it will authorize an international organization to centrally print and distribute TIR Carnets for the following year in accordance with Annex 8, Article 10 (b) of the Convention under the condition that:

- (a) the concerned international organization declares in writing its acceptance of this authorization within 30 days following the decision of the Administrative Committee;
- (b) on the basis of the relevant decisions of the Administrative Committee at its annual autumn session (adoption of the budget for the TIRExB and the TIR secretariat, etc.), the required transfer of funds, in accordance with Annex 8, Article 13 of the Convention, will have been effected by the authorized international organization by 15 November each year for the operation of the TIRExB and the TIR secretariat during the following year (TRANS/WP.30/AC.2/53, para. 20).

In line with the above decision, the Administrative Committee, at its spring session in 1999 authorized the International Road Transport Union (IRU) to centrally print and distribute TIR Carnets in the year 2000 (TRANS/WP.30/AC.2/53, para. 21).

In a communication received from the Secretary-General of the IRU dated 5 March 1999, the IRU declared its acceptance of the authorization by the Administrative Committee to centrally print and distribute TIR Carnets in the year 2000.

The Administrative Committee may wish to take note of this information.

## **6. AUTHORIZATION FOR THE CONCLUSION OF AN AGREEMENT BETWEEN THE UN/ECE AND THE IRU**

In line with its decision taken at its twenty-fourth session on the procedure for the collection of a levy on TIR Carnets for the financing of the operation of the TIRExB and the TIR secretariat (TRANS/WP.30/AC.2/49, para. 31 (ii)), the Administrative Committee may wish to authorize the UN/ECE secretariat to negotiate and arrange with the IRU the required arrangements for the transfer of funds (a) in accordance with Annex 8, Article 13 of the Convention; (b) on the basis of the approved budget for the TIRExB and the TIR secretariat for the year 2000 (TRANS/WP.30/AC.2/1999/6) and (c) in line with the above-mentioned requirements for authorization of an international organization to centrally print and distribute TIR Carnets in the year 2000 (TRANS/WP.30/AC.2/53, para. 21).

The relevant ECE/IRU Agreement will be transmitted to the forthcoming session of the Administrative Committee in spring 2000 for endorsement.

## **7. REVISION OF THE CONVENTION**

### **(a) Implementation of Phase I of the TIR revision process**

The Administrative Committee may wish to have an exchange of views on possible difficulties that may have arisen during implementation of Phase I of the TIR revision process. The relevant amendments had come into force on 17 February 1999 (Depositary Notification C.N.800.1998.TREATIES-2) and the complete text of these provisions is contained in document ECE/TRANS/17/Amend.19/Rev.1.



In particular, the Administrative Committee may wish to consider the application of Annex 9, Part I, paragraph 1 (f)(v) of the Convention on full liability coverage by national associations (refer also to the considerations and decisions taken in this respect by the Administrative Committee at its twenty-fifth session (TRANS/WP.30/AC.2/51, paras. 14-19). The Administrative Committee may also wish to have an exchange of views on the national procedures leading to authorization for national associations to issue and guarantee TIR Carnets (Annex 9, Part I of the Convention) and to the authorization for persons to utilize TIR Carnets (Annex 9, Part II of the Convention).

The Administrative Committee may also wish to stress once more that it was very important, in line with Article 38, paragraph 2 and Article 42 bis of the Convention, to inform the TIRExB immediately of any exclusions from the operation of the Convention and of any national control measures planned to be taken by competent national authorities. The Administrative Committee may also wish to be informed of the functioning of the so-called electronic SAFETIR system operated by the IRU on the basis of Article 42 bis of the Convention.

As background information, the results of the sixth session of the TIR Contact Group (Istanbul, 2-4 December 1998) may also be reviewed (TRANS/WP.30/1999/3 and Corr.1)

**(b) Progress made under Phase II of the TIR revision process**

The Administrative Committee will be informed about progress made under Phase II of the TIR revision process.

The fourth session of the UN/ECE Ad Hoc Group of Experts was held in Geneva from 21 to 24 June 1999 (TRANS/WP.30/1999/7) and the UN/ECE Working Party on Customs Questions affecting Transport (WP.30) will continue to consider the amendment proposals under Phase II of the TIR revision process at its forthcoming session (Geneva, 18-22 October 1999) which will be held in conjunction with the present session of the Administrative Committee. The following issues are under consideration in the group of experts and the Working Party:

- Status and functions of the international organization(s)
- Definition of termination and discharge procedures
- Recommended procedures for the termination of a TIR operation
- Recommended procedures for the discharge of a TIR operation
- Recommended inquiry procedures
- Alternative forms of evidence
- Definition of the holder of TIR Carnets
- Inclusion of additional information into the TIR Carnet.

To facilitate the considerations of the UN/ECE Working Party on Customs Questions affecting Transport (WP.30) at its ninety-third session, the UN/ECE secretariat has prepared two documents containing in a consolidated manner all amendment proposals and recommended procedures accepted and/or considered so far during Phase II of the TIR revision process (TRANS/WP.30/1999/9; TRANS/WP.30/1999/10).

The Administrative Committee may wish to evaluate progress achieved so far under Phase II of the TIR revision process and may wish to decide on follow-up activities as well as on adequate procedures to be followed.

**(c) Phase III of the TIR revision process**

The Administrative Committee may wish to consider the subjects to be addressed as well as the timing of Phase III of the TIR revision process in order to provide guidance to the UN/ECE Inland Transport Committee on the possible prolongation of the mandate of the ad hoc group of experts on the TIR revision process.

As decided by the Administrative Committee at its twenty-sixth session, Phase III should focus on the revision/replacement of the paper-based TIR Carnet and on the possible computerization of the TIR procedure and should commence already in 1999 (TRANS/WP.30/AC.2/53, para. 38; TRANS/WP.30/184, para. 41).

**8. OTHER PROPOSALS FOR AMENDMENTS TO THE CONVENTION**

To date the UN/ECE secretariat has not received any other proposals for amendments to the Convention. Any amendment that may be submitted in due time before the session will be circulated.

**9. TIR HANDBOOK**

The Administrative Committee may wish to note that a revised version of the TIR Handbook will be available for delegations during the session. This 1999 version of the TIR Handbook contains the latest amendments to the Convention as well as all relevant comments adopted by the UN/ECE Working Party on Customs Questions affecting Transport (WP.30) and the Administrative Committee.

The TIR Handbook is available in English, French and Russian. A limited number of copies will be available free of charge.

The complete text of the TIR Handbook is also available on the TIR web site of the UN/ECE in Czech, English, French, German, Russian and Spanish ([www.unece.org/trans/tir/welctir.htm](http://www.unece.org/trans/tir/welctir.htm)).

## **10. OTHER BUSINESS**

### **(a) Date of next session**

The secretariat has made the necessary arrangements to hold the forthcoming spring session of the Administrative Committee in the week of 21 to 25 February 2000.

The Administrative Committee may wish to decide on the date of its next session.

### **(b) Restriction on the distribution of documents**

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

## **11. ADOPTION OF THE REPORT**

In accordance with Annex 8, Article 7 of the TIR Convention, 1975, the Administrative Committee will adopt the report on its twenty-seventh session on the basis of a draft prepared by the ECE secretariat. Given the present resource restrictions with regard to translation facilities, parts of the final report may not be available for adoption in all working languages.

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AnnexContracting PartiesCountries with which a TIR transit  
operation can be established

Afghanistan	-
Albania	-
Algeria	-
Armenia	-
Austria	Austria
Azerbaijan	Azerbaijan
Belarus	Belarus
Belgium	Belgium
Bosnia and Herzegovina	-
Bulgaria	Bulgaria
Canada	-
Chile	-
Croatia	Croatia
Cyprus	Cyprus
Czech Republic	Czech Republic
Denmark	Denmark
Estonia	Estonia
Finland	Finland
France	France
Georgia	Georgia
Germany	Germany
Greece	Greece
Hungary	Hungary
Indonesia	-
Iran (Islamic Republic of)	Iran (Islamic Republic of)
Ireland	Ireland
Israel	-
Italy	Italy
Jordan	Jordan
Kazakhstan	Kazakhstan
Kuwait	Kuwait
Kyrgyzstan	-
Latvia	Latvia
Lebanon	-

Contracting Parties

(continued)

Countries with which a TIR transitoperation can be established (continued)

Lithuania	Lithuania
Luxembourg	Luxembourg
Malta	-
Morocco	Morocco
Netherlands	Netherlands
Norway	Norway
Poland	Poland
Portugal	Portugal
Republic of Korea	-
Republic of Moldova	Republic of Moldova
Romania	Romania
Russian Federation	Russian Federation
Slovakia	Slovakia
Slovenia	Slovenia
Spain	Spain
Sweden	Sweden
Switzerland	Switzerland
Syrian Arab Republic	-
Tajikistan	-
The former Yugoslav Republic of Macedonia	The former Yugoslav Republic of Macedonia
Tunisia	Tunisia
Turkey	Turkey
Turkmenistan	-
Ukraine	Ukraine
United Kingdom	United Kingdom
United States of America	-
Uruguay	-
Uzbekistan	Uzbekistan
Yugoslavia	-
European Community	

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# UNITED NATIONS OFFICE - GENEVA

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Delegation Member	<input type="checkbox"/>	NGO	<input type="checkbox"/>
Observer Country	<input type="checkbox"/>	Other (Please specify below)	<input type="checkbox"/>
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Participation from/until			
from 21 October 1999		to 22 October 1999	

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Accompanied by spouse Yes  No

Family name (spouse)	First Name (spouse)
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Spouse signature:	<input type="text"/>
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