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INLAND TRANSPORT COMMITTEE

Working Party on Customs Questions
affecting Transport

Informal Ad hoc Expert Group on Conceptual and
Technical Aspects of the Computerization of the TIR Convention
(24-25 January 2002,
agenda item 4 (a))

**INFORMAL AD HOC EXPERT GROUP ON
CONCEPTUAL AND TECHNICAL ASPECTS OF THE
COMPUTERIZATION OF THE TIR PROCEDURE**

Activities of the informal ad hoc group

Analysis of data elements

Note by the secretariat

A. Introduction

1. At its ninety-ninth session, the Working Party on Customs Questions affecting Transport, mandated the secretariat to organize, inter alia, meetings of an informal ad hoc expert group which should study the conceptual and technical aspects of the computerization process of the TIR Convention, including the financial and administrative implications of its introduction, both at the national and at the international level, and prepare a draft set of electronic messages to allow for an interchange of electronic data, nationally, between Contracting Parties and with international organizations (TRANS/WP.30/198, para. 67).

2. In line with this mandate, the secretariat has prepared Terms of Reference which apply to the work of this so-called conceptual and technical Expert Group (ExG/COMP/2001/2). The Terms of Reference contain a detailed account of the tasks entrusted to the Expert Group. The first activities to be performed by the Expert Group entail:

- (a) Listing and analysing the data elements required for the operation of a TIR transport at the national and international level, as stipulated in the TIR Convention as well as in resolutions and recommendations, adopted by the Administrative Committee (in particular Annexes 1, 4 and 9 of the TIR Convention);
- (b) making an inventory of possible new features to be included into the electronic version of the TIR Carnet;
- (c) drawing up flow charts, reflecting the actual and future flow of data in the TIR procedure between the various actors involved in the TIR procedure at various stages;
- (d) studying the use of standardized codes in order to ensure a uniform understanding an interpretation of the data elements in the TIR Carnet.

3. In order to structure the work of the Expert Group, in particular with regard to activities (a), (b) and (c), the secretariat has prepared a table, containing an overview of all data elements in the current TIR Carnet, with the exception of the “certified report”.

4. In preparation for the meeting, the members of the Expert Group are kindly requested to:

- study the table carefully, amending and/or adding information where possible;
 - comment on the mandatory or optional nature of each individual data element;
 - prepare suggestions for the insertion of new data in the TIR Carnet.
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DATA ELEMENT	BOX	REFERENCE IN CONVENTION (other than Annex 1)	REMARKS	FILLED IN BY	USED BY	MANDATORY/ OPTIONAL	SAFETIR
COVER PAGE							
Vouchers	1		Number of vouchers in the TIR Carnet	IRU	OoDep/Entry. OoDis, association , IRU		
TIR Carnet reference number			10 digit alpha-numeric code	IRU	all		
Barcode			Bar-coded 10 digit alpha numeric code	IRU	all		
Validity	1	Art. 9,1	Final date up to which TIR Carnet can legally be accepted by Customs	Association	OoDep/Entry, association, IRU		
Issue	2	Art. 6, Annex 9	Name of association which has issued the TIR Carnet	IRU/Association	all		
Holder	3		Name, address and country of holder of the TIR Carnet	Association	all		

¹ A blank box indicates either that no information is required or available
 OoDep : Customs office of departure; OoEntry: Customs office of entry en route; OoExit: Customs office of exit en route; OoDes: Customs office of destination; OoDis: Customs office of discharge; ITDB: International TIR Data Bank

DATA ELEMENT	BOX	REFERENCE IN CONVENTION (other than Annex 1)	REMARKS	FILLED IN BY	USED BY	MANDATORY/ OPTIONAL	SAFETIR
ID Number	3	Recommendation 20 October 2000	ID number for TIR Carnet holders being persons which have been authorized to utilize TIR Carnets in accordance with Annex 9, Part II	Association/Holder			
Signature	4		Signature of authorized official of the issuing association	Association	OoDep		
Stamp	4		Stamp of the issuing association	Association	OoDep		
Signature	5		Signature of the secretary of the international organization	IRU			
Country of departure	6	Article 18	Country (max 3 countries) where the actual TIR transport starts	Holder	all		
Country of destination	7	Article 18	Country or countries where the goods will be unloaded	Holder	all		

OoDep : Customs office of departure; OoEntry: Customs office of entry en route; OoExit: Customs office of exit en route; OoDes: Customs office of destination; OoDis: Customs office of discharge; ITDB: International TIR Data Bank

DATA ELEMENT	BOX	REFERENCE IN CONVENTION (other than Annex 1)	REMARKS	FILLED IN BY	USED BY	MANDATORY/ OPTIONAL	SAFETIR
Vehicle registration	8		Registration number of the vehicle	Holder	OoDep/Entry		
Certificate of approval	9	Article 14	Number and date of the vehicle's certificate of approval	Holder	OoDep/Entry		
Identification number of container	10			Holder	OoDep/Entry		
Various observations	11			Holder	all		
Signature	12		Signature of the TIR Carnet holder	Holder	all		
VOUCHER NO. 1/ NO 2: NON CUSTOMS USE							
TIR Carnet number	1		10 digit alpha-numeric code	IRU			
Customs office of departure	2	Article 18	max 3 Customs offices of departure	Holder			
Issued by	3		Name of the international organization	IRU			

OoDep : Customs office of departure; OoEntry: Customs office of entry en route; OoExit: Customs office of exit en route; OoDes: Customs office of destination; OoDis: Customs office of discharge; ITDB: International TIR Data Bank

DATA ELEMENT	BOX	REFERENCE IN CONVENTION (other than Annex 1)	REMARKS	FILLED IN BY	USED BY	MANDATORY/ OPTIONAL	SAFETIR
Holder of the Carnet	4	Recommendation 20 October 2000	ID number for TIR Carnet holders being persons which have been authorized to utilize TIR Carnets in accordance with Annex 9, Part II	Association; Holder			
Country/countries of departure	5	Article 18	One or several countries of departure	Holder			
Country/countries of destination	6	Article 18	One or several countries of destination	Holder			
Registration No(s) of road vehicle	7			Holder			
Documents attached to the manifest	8			Holder			
Load compartment(s) or container(s)	9a			Holder			
Marks and Nos. of packages of articles	9b			Holder			
Number of packages or articles	10			Holder			

OoDep : Customs office of departure; OoEntry: Customs office of entry en route; OoExit: Customs office of exit en route; OoDes: Customs office of destination; OoDis: Customs office of discharge; ITDB: International TIR Data Bank

DATA ELEMENT	BOX	REFERENCE IN CONVENTION (other than Annex 1)	REMARKS	FILLED IN BY	USED BY	MANDATORY/ OPTIONAL	SAFETIR
Types of packages or articles	10			Holder			
Description of goods	10			Holder			
Gross weight in kg	11			Holder			
Total number of packages entered on the manifest	12			Holder			
I declare the...	13			Holder			
Place	14			Holder			
Date	14			Holder			
Signature of holder/agent	15			Holder			
Seals or identification marks applied	16						
Customs office of departure	17		crossed out				
Customs officer's signature	17		crossed out				

OoDep : Customs office of departure; OoEntry: Customs office of entry en route; OoExit: Customs office of exit en route; OoDes: Customs office of destination; OoDis: Customs office of discharge; ITDB: International TIR Data Bank

DATA ELEMENT	BOX	REFERENCE IN CONVENTION (other than Annex 1)	REMARKS	FILLED IN BY	USED BY	MANDATORY/ OPTIONAL	SAFETTIR
Customs office date stamp	17		crossed out				
Certificate for goods taken under control	18						
Seals or identification marks found to be intact	19						
Time-limit for transit	20						
Miscellaneous	22						
Customs officer's signature	23		Crossed out				
Custom office date stamp	23		Crossed out				
Certificate of discharge	24						
Seals or identification marks intact	25						
Number of packages discharged	26						

OoDep : Customs office of departure; OoEntry: Customs office of entry en route; OoExit: Customs office of exit en route; OoDes: Customs office of destination; OoDis: Customs office of discharge; ITDB: International TIR Data Bank

DATA ELEMENT	BOX	REFERENCE IN CONVENTION (other than Annex 1)	REMARKS	FILLED IN BY	USED BY	MANDATORY/ OPTIONAL	SAFETIR
Reservations	27						
Customs officer's signature	28		Crossed out				
Customs office date stamp	28		Crossed out				
COUNTERFOIL NO. 1 / NO. 2							
Arrival certified by	1						
Seals or identification marks found to be intact	2						
Number of packages discharged	3						
New seals affixes	4						
Reservations	5						
Customs officer's signature	6		Crossed out				
Customs office date stamp	6		Crossed out				

OoDep : Customs office of departure; OoEntry: Customs office of entry en route; OoExit: Customs office of exit en route; OoDes: Customs office of destination; OoDis: Customs office of discharge; ITDB: International TIR Data Bank

DATA ELEMENT	BOX	REFERENCE IN CONVENTION (other than Annex 1)	REMARKS	FILLED IN BY	USED BY	MANDATORY/ OPTIONAL	SAFETIR
VOLETT NO 1							
Barcode			Bar-coded 10 digit alpha numeric code		OoDep/Entry		
Page number					OoDep/Entry		
For official use				OoDep/Entry	OoExit/Des		
TIR Carnet number	1		10 digit alpha numeric code	IRU	OoDep/Entry		
Customs office of departure	2	Article 18	Up to max. 3 offices of departure	Holder	OoDep/Entry		
Name of the international organization	3			IRU			
Holder of the Carnet	4		Name, address and country of the holder	Holder	OoDep/Entry		
ID Number	4	Recommendation 20 October 2000	ID number for TIR Carnet holders being persons which have been authorized to utilize TIR Carnets in accordance with Annex 9, Part II	Association; Holder	OoDep/Entry ITDB		

OoDep : Customs office of departure; OoEntry: Customs office of entry en route; OoExit: Customs office of exit en route; OoDes: Customs office of destination; OoDis: Customs office of discharge; ITDB: International TIR Data Bank

DATA ELEMENT	BOX	REFERENCE IN CONVENTION (other than Annex 1)	REMARKS	FILLED IN BY	USED BY	MANDATORY/ OPTIONAL	SAFETIR
Country of departure	5	Article 18	One or several countries of departure	Holder	OoDep/Entry		
Country/countries of destination	6		One or several countries of destination	Holder	OoDep/Entry		
Registration No(s) of road vehicle(s)	7			Holder	OoDep/Entry		
Documents attached to the manifest	8	Article 19		Holder; OoDep	OoDep/Entry		
Load compartment(s) or container(s)	9a	Article 19		Holder	OoDep/Entry		
Marks and Nos. of packages of articles	9b	Article 19		Holder	OoDep/Entry		
Number of packages or articles	10	Article 19	Number of packages for each Customs office of destination	Holder	OoDep/Entry		
Type of packages or articles	10	Article 19		Holder	OoDep/Entry		
Description of goods	10	Article 19		Holder	OoDep/Entry		
Gross weight in kg	11	Article 19		Holder	OoDep/Entry		

OoDep : Customs office of departure; OoEntry: Customs office of entry en route; OoExit: Customs office of exit en route; OoDes: Customs office of destination; OoDis: Customs office of discharge; ITDB: International TIR Data Bank

DATA ELEMENT	BOX	REFERENCE IN CONVENTION (other than Annex 1)	REMARKS	FILLED IN BY	USED BY	MANDATORY/ OPTIONAL	SAFETIR
Total number of packages entered on the manifest	12		Total number or packages, as indicated in box 10	Holder	OoDep/Entry		
I declare the...	13			Holder	OoDep/Entry		
Place	14		Place where the document has been drawn up by the holder	Holder	OoDep/Entry		
Date	14			Holder	OoDep/Entry		
Signature of holder/agent	15			Holder	OoDep/Entry		
Seals or identification marks applied	16	Article 19; Article 24; Article 34; Article 35		OoDep			
Customs office of departure	17			OoDep			
Customs officer's signature	17			OoDep			
Customs office date stamp	17	Article 8, 4; Article 9,2		OoDep			

OoDep : Customs office of departure; OoEntry: Customs office of entry en route; OoExit: Customs office of exit en route; OoDes: Customs office of destination; OoDis: Customs office of discharge; ITDB: International TIR Data Bank

DATA ELEMENT	BOX	REFERENCE IN CONVENTION (other than Annex 1)	REMARKS	FILLED IN BY	USED BY	MANDATORY/ OPTIONAL	SAFETIR
Certificate for goods taken under control	18			OoDep/Entry			
Seals or identification marks found to be intact	19	Article 22		OoDep/Entry			
Time-limit for transit	20	Article 20		OoDep/Entry			
Registered by the Customs office at	21			OoDep/Entry			
Registered by the Customs office under number	21		Registration of TIR Carnet in Customs ledger	OoDep/Entry			Yes
Miscellaneous?	22	Article 20	Itinerary stipulated, Customs office at which the load must be produced, etc.	OoDep/Entry			
Customs officer's signature	23	Art 9,2		OoDep/Entry			
Custom office date stamp	23	Art. 9,2		OoDep/Entry			

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DATA ELEMENT	BOX	REFERENCE IN CONVENTION (other than Annex 1)	REMARKS	FILLED IN BY	USED BY	MANDATORY/ OPTIONAL	SAFETIR
SOUICHE NO. 1							
TIR Carnet reference number							
Page number							
Accepted by the Customs office at	1			OoDep/Entry	OoExit/Des/Dis, Association, IRU		
Under no	2		Registration of TIR Carnet in Customs ledger	OoDep/Entry	OoExit/Des/Dis, Association, IRU		
Seals or identification marks applied	3	Article 19; Article 24; Article 34; Article 35		OoDep/Entry	OoExit/Des/Dis, Association, IRU		
Seals or identification marks found to be intact	4	Article 22		OoDep/Entry	OoExit/Des/Dis, Association, IRU		
Miscellaneous	5	Art. 20	Route prescribed, Custom office at which the load must be produced, etc.	OoDep/Entry	OoExit,Des/Dis, Association, IRU		
Customs officer's signature	6			OoDep/Entry	ooExit/Des/Dis, Association, IRU		

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DATA ELEMENT	BOX	REFERENCE IN CONVENTION (other than Annex 1)	REMARKS	FILLED IN BY	USED BY	MANDATORY/ OPTIONAL	SAFETIR
Customs office date stamp	6			OoDep/Entry	OoExit/Des/Dis, Association, IRU		
VOLET NO. 2							
Barcode			Bar-coded 10 digit alpha numeric code		OoExit/Des		
Page number							Yes
TIR Carnet number	1		10 digit alpha numeric code	IRU	OoExit/Des, OoDis		Yes
Customs office of departure	2		Up to max. 3 offices of departure	Holder	OoExit/Des, OoDis		
Name of the international organization	3			IRU			
Holder of the Carnet	4		Name, address and country of the TIR Carnet holder	Holder	OoExit/Des, OoDis, ITDB		

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DATA ELEMENT	BOX	REFERENCE IN CONVENTION (other than Annex 1)	REMARKS	FILLED IN BY	USED BY	MANDATORY/ OPTIONAL	SAFETIR
ID Number	4	Recommendation 20 October 2000	ID number for TIR Carnet holders being persons which have been authorized to utilize TIR Carnets in accordance with Annex 9, Part II	Association; Holder	OoExit/Des, OoDis, ITDB		
Country of departure	5	Article 18	One or several countries of departure	Holder	OoExit/Des, OoDis		
Country/countries of destination	6	Article 18	One or several countries of destination	Holder	OoExit/Des, OoDis		
Registration No(s) of road vehicle(s)	7			Holder	OoExit/Des, OoDis		
Documents attached to the manifest	8	Art. 19		Holder; OoDep	OoExit/Des, OoDis		Optional
Load compartment(s) or container(s)	9a	Art. 19		Holder	OoExit/Des, OoDis		
Marks and Nos. of packages of articles	9b	Art. 19		Holder	OoExit/Des, OoDis		
Number of packages or articles	10	Art. 19		Holder	OoExit/Des, OoDis		

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DATA ELEMENT	BOX	REFERENCE IN CONVENTION (other than Annex 1)	REMARKS	FILLED IN BY	USED BY	MANDATORY/ OPTIONAL	SAFETIR
Type of packages or articles	10	Art. 19		Holder	OoExit/Des, OoDis		
Description of goods	10	Art. 19		Holder	OoExit/Des, OoDis		
Gross weight in kg	11			Holder	OoExit/Des, OoDis		
Total number of packages entered on the manifest	12			Holder	OoExit/Des, OoDis		
I declare the...	13			Holder	OoExit/Des, OoDis		
Place	14			Holder	OoExit/Des, OoDis		
Date	14			Holder	OoExit/Des, OoDis		
Signature of holder/agent	15			Holder	OoExit/Des, OoDis		

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DATA ELEMENT	BOX	REFERENCE IN CONVENTION (other than Annex 1)	REMARKS	FILLED IN BY	USED BY	MANDATORY/ OPTIONAL	SAFETIR
Seals or identification marks applied	16			OoDep	OoExit/Des, OoDis		
Customs office of departure	17			OoDep	OoExit/Des, OoDis		
Customs officer's signature	17	Art. 19		OoDep	OoExit/Des, OoDis		
Customs office date stamp	17			OoDep	OoExit/Des, OoDis		
Barcode			Bar-coded 10 digit alpha numeric code				
Certificate for goods taken under control	18			OoDep/Entry	OoExit/Des, OoDis		
Seals or identification marks found to be intact	19			OoDep/Entry	OoExit/Des, OoDis		
Time-limit for transit	20	Art. 20		OoDep/Entry	OoExit/Des, OoDis		
Registered by the Customs office at	21			OoDep/Entry	OoExit/Des, OoDis		Yes

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DATA ELEMENT	BOX	REFERENCE IN CONVENTION (other than Annex 1)	REMARKS	FILLED IN BY	USED BY	MANDATORY/ OPTIONAL	SAFETIR
Registered by the Customs office under number	21			OoDep/Entry	OoExit/Des, OoDis		Yes
Miscellaneous	22	Art. 20	Itinerary stipulated, Customs office at which the load must be produced, etc.	OoDep/Entry	OoExit/Des, OoDis		
Customs officer's signature	23			OoDep/Entry	OoExit/Des, OoDis		
Custom office date stamp	23			OoDep/Entry	OoExit/Des, OoDis		
Certificate of discharge	24	Article 10		OoExit/Des	OoEntry, OoDis		Yes
Seals or identification marks found to be intact	25			OoExit/Des	OoEntry, OoDis		
Number of packages discharged	26			OoExit/Des	OoEntry, OoDis		
Reservations	27			OoExit/Des	OoEntry, OoDis		Yes

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DATA ELEMENT	BOX	REFERENCE IN CONVENTION (other than Annex 1)	REMARKS	FILLED IN BY	USED BY	MANDATORY/ OPTIONAL	SAFETIR
Customs officer's signature	28			OoExit/Des	OoEntry, OoDis		
Customs office date stamp	28			OoExit/Des	OoEntry, OoDis		Yes
SOUCHÉ NO. 2							
Barcode			Bar-coded 10 digit alpha numeric code		Association, IRU		
Page number							
Arrival certified by the Customs office at	1	comment Article 10		OoExit/Des	all		
Seals or identification marks found to be intact	2			OoExit/Des	all		
Number of packages discharged	3			OoExit/Des	all		
New seals affixed	4			OoExit/Des	all		
Reservations	5		Indication of existence of reservations	OoExit/Des	all		
Customs officer's signature	6			OoExit/Des	all		

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DATA ELEMENT	BOX	REFERENCE IN CONVENTION (other than Annex 1)	REMARKS	FILLED IN BY	USED BY	MANDATORY/ OPTIONAL	SAFETIR
Customs office date stamp	6			OoExit/Des			
BACK COVER							
Barcode			Bar-coded 10 digit alpha numeric code				
TIR Carnet reference number			10 digit alpha numeric code				
CARNET TIR							

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