



**Economic and Social
Council**

Distr.
GENERAL

ExG/COMP/2004/24
26 November 2004

Original: ENGLISH

ECONOMIC COMMISSION FOR EUROPE
INLAND TRANSPORT COMMITTEE
Working Party on Customs Questions affecting Transport
Informal Ad hoc Expert Group on the Conceptual and
Technical Aspects of Computerization of the TIR Procedure
(26 and 27 October 2004)

**CUSTOMS CONVENTION ON THE INTERNATIONAL TRANSPORT OF GOODS
UNDER COVER OF TIR CARNETS (TIR CONVENTION, 1975)**

**Summary report of the sixth session of the Informal Ad hoc Expert Group on
Conceptual and Technical Aspects of Computerization of the TIR Procedure**

(Geneva, 26 and 27 October 2004)

A. ATTENDANCE

1. The Informal Ad hoc Expert Group on Conceptual and Technical Aspects of Computerization of the TIR Procedure (further referred to as: “the Expert Group”) held its sixth session on 26 and 27 October 2004 in Geneva.
2. The session was attended by Customs representatives from Austria, Czech Republic, Denmark, Estonia, Finland, Netherlands, Turkey and the European Community (EC) as well as by representatives from the national associations of Bulgaria, Czech Republic, Hungary, Netherlands, Poland, Romania, Russian Federation and Ukraine. Experts from the International Road Transport Union (IRU) were also present. The full list of participants is presented in Annex 1.

3. In his opening statement, the TIR Secretary stressed the importance of the work of the Expert Group and expressed his satisfaction with the growing interest shown by Contracting Parties in the eTIR Project. He underlined the need to achieve results in the near future in order to ensure the sustainability of the TIR system in the long term. He emphasized the necessity to finalize the description of the paper-based TIR procedure and to focus on the elaboration of the future system. In view of the importance of formulating a clear vision of Customs' expectations for the eTIR Project, he proposed to undertake a survey to obtain more precise information on the requirements, needs and constraints of Contracting Parties. Finally, he appealed to all Contracting Parties, in particular those which, so far, have not shown interest in the work of the Expert Group, to participate in the future work of the Group. In this context, national associations of those countries, where national Customs authorities have, so far, not participated, were invited to encourage them to become actively involved in the work of the eTIR Project.

B. ADOPTION OF THE AGENDA

Documentation: ExG/COMP/2004/19.

4. The Expert Group adopted the provisional agenda, prepared by the secretariat (ExG/COMP/2004/19). It took note of the list of unsolved issues and open decisions presented in Annexes 1 and 2 of the provisional agenda. Furthermore, it decided to add two agenda items to the provisional agenda (3 (a) (1.1) Vision and 3 (a) (1.3) TIR Carnet life cycle use case) to discuss, respectively, issues No. 47-49 and issue No. 57.

C. ELECTION OF THE CHAIRMAN

5. The Expert Group was not in a position to elect a Chairman for the current session. Therefore, it requested delegations to present candidates for the election for 2005 which will take place at the forthcoming session. Delegations were invited to send proposals to the secretariat.

D. ACTIVITIES OF THE INFORMAL AD HOC EXPERT GROUP

(a) Reference Model of the TIR Procedure

Documentation: ExG/COMP/2003/1, version 1.3a.

Decision: 87^{*/}

6. The Expert Group was informed about the latest version (1.3a) of the Reference Model, dating from 30 September 2004. At the request of the IRU, it decided to add an introductory

^{*/} The open issues and those solved in the course of the session as well as the decisions related to these issues or taken by the Expert Group during the session are contained in Annex 2 (issues) and Annex 3 (decisions) to this report.

paragraph to Chapter 1.1.4 clarifying that the business opportunity and problem statement had not been updated since the first report of the Ad hoc Expert Group on Computerization in 2001: “This section describes the initial considerations with regard to the development of the eTIR Project. A full vision of the future will be defined in Chapter 2 of this document”. The secretariat will distribute an updated Reference Model after the session.

(0) Introduction

(0.2) Background to the Reference Model

Documentation: ExG/COMP/2004/13.

Decision: 81

7. The Expert Group accepted, with minor changes, the proposed updates to Chapter (0.2) as contained in document ExG/COMP/2004/13 in order to introduce the step-by-step approach into the UN/CEFACT Modelling Methodology.

(1) Business Domain Modelling

(1.1) Vision

Decisions: 82-84, 89

8. The Expert Group took note that, at the last session, the discussion on issues 47 to 49 had been postponed. These issues stress the importance of updating Chapter 1.1.7 “Constraints” and of filling-in Chapter 1.1.8 “Stakeholders’ needs”. The Expert Group welcomed the proposal from the secretariat to undertake a survey to gather information from Customs administrations on existing systems and on their needs and constraints regarding the eTIR system. The results of the survey will be presented to the Expert Group at one of its future sessions. IRU offered its assistance in drafting the survey.

(1.2) TIR Procedure domain

Documentation: ExG/COMP/2004/20.

Decision: 85

9. The Expert Group accepted the changes to Chapter 1.2 proposed by the secretariat in document ExG/COMP/2004/20. It requested the secretariat to include the changes in version 1.4

of the Reference Model and decided not to come back to this Chapter unless written proposals were submitted in the future.

(1.3) TIR Carnet life cycle use case

Documentation: Informal document 8 (2004)

Decision: 86

10. The Expert Group accepted the updates to Chapters 1.3.3 and 1.3.4 as contained in Informal document 8 (2004). It made minor changes to the proposal and requested the secretariat to include the updates in the next version of the Reference Model. It decided not to come back to this Chapter unless written proposals were submitted in the future.

(1.4) The Elaboration of Use Cases

Documentation: ExG/COMP/2004/21

Decisions: 88, 93

11. At its previous session the Expert Group requested the secretariat to prepare a new working document containing a revised Chapter 1.4, taking account of all observations submitted. To follow up on this request by the Expert Group, the secretariat issued document ExG/COMP/2004/21.

12. The Expert Group discussed the six use cases and requested the secretariat to include all amendments submitted into a revised Chapter 1.4 to be included in the Reference Model. Providing the requested updates are correctly integrated, the Expert Group validated Chapter 1.4 and decided not to come back to it unless proposals for change are made in the form of a document.

(1.6) High level diagrams

Documentation: ExG/COMP/2004/22.

Decision: 92

13. The Expert Group took note of document ExG/COMP/2004/22 submitted by the secretariat at the request of the Group. The document underlined the need to introduce new terms for the analysis of the goods manifest.

14. It also welcomed a presentation by the IRU introducing an alternative modelling of the goods manifest based on the term “goods manifest line item”. This alternative was considered simpler and more appropriate to describe the actual goods manifest. Therefore, it requested the secretariat to amend the high-level class diagram, the high-level class diagram description, the requirements list as well as the glossary in accordance with this decision in the next version of the Reference Model. It finally decided not to come back to Chapter 1.6 unless proposals for change are made in writing.

15. The ExG established that, with the exception of Chapters 1.1.7. and 1.1.8., it had completed its work on Chapter 1 of the Reference Model and that it would dedicate its future work to the remaining Chapters, unless new, as yet unknown, information would require a re-assessment of Chapter 1.

Annexes

Documentation: Informal document 9 (2004), ExG/COMP/2004/16, ExG/COMP/2004/15.

Decisions: 90, 91

16. The secretariat introduced Informal document 9 (2004) highlighting the requirements and terms of the glossary which had been presented in document ExG/COMP/2004/16 and which had not been discussed at the fifth session. The Expert Group went through the requirements and terms introducing some amendments and validating them.

17. At its fifth session, the Expert Group had taken note of document ExG/COMP/2004/15 explaining how to read a UML class diagram. In order not to lose this valuable explanation, the Expert Group decided to follow the proposal to include this explanation into Annex 3.

(b) Future projects for the Reference Model of the TIR Procedure

Documentation: ExG/COMP/2004/23.

Decision: 94

18. The Expert Group welcomed document ExG/COMP/2004/23, in which the secretariat has drafted a high-level description of a fully computerized eTIR system. The ExG was not yet in a position to express a clear opinion on the document. However, it felt, in general, that the description in the document could serve as the initial basis for the elaboration of the step-by-step approach in order to achieve full computerization of the TIR Carnet life cycle.

19. The Expert Group pointed out that some elements of the future system as well as the proposed steps, though as such correct, might not be totally in line with the mandate by the Working Party. It stressed the importance of reverting to the Working Party as soon as the steps were better defined to request their validation before continuing with the elaboration of the eTIR system.

20. The Expert Group decided to provide the secretariat with written comments together with alternative proposals before 14 January 2005. On that basis, the secretariat will elaborate working documents for discussion at the next session.

E. OTHER BUSINESS

21. No issue was raised under this agenda item.

F. DATE AND PLACE OF NEXT SESSION

22. The Expert Group tentatively decided to hold its next session in Geneva on 8 and 9 March 2005 (to be confirmed).

Annex 1

LIST OF PARTICIPANTS

AUSTRIA

Mr. Peter **FRUEHWIRT**
Tel: +43-1-711 23 3182
Fax: +43-1-711 23 2152
E-mail: peter.fruehwirt@bmf.gv.at

Member of IT section
Federal Ministry of Finance

Mr. Christian **REISNER**
Tel: +43-2622-24402 - 553
Fax: +43-2622-24402 - 599
E-mail: christian.reisner@bmf.gv.at

Member of Customs Competence Center
Federal Ministry of Finance

BULGARIA

Ms. Vilyana **IVANOVA**
Tel: +359-2-958 1479
Fax: +359-2-958 1259
E-mail: viliana@uebtri.tea.bg

Head of TIR Claims Department
Association of Bulgarian Enterprises for
International Road Transport and the Roads
(AEBTRI)

Mr. Venceslav **VRABCHEV**
Tel: +359-2-958 1093
Fax: +359-2-958 1091
E-mail: venci@uebtri.tea.bg

Head of IT Department
Association of Bulgarian Enterprises for
International Road Transport and the Roads
(AEBTRI)

CZECH REPUBLIC

Mr. Radovan **ŠMIDL**
Tel: +420-2-61 33 21 17
Fax: +420-2-61 33 22 20
E-mail: Smidl@cs.mfcr.cz

General Directorate of Customs
Division of Customs Supervision
Customs Officer

Mrs. Michaela **HAVELKOVA**
Tel: +420-2-410 401 18
Fax: +420-2-410 401 81
E-mail: misa@cesmad.com

Head of Customs Department
(CESMAD Bohemia)

DENMARK

Mr. Preben H. **CHRISTENSEN**

Tel: +45-7237 6243

Fax: +45-7237 9049

E-mail : Preben.h.christensen@toldSkat.dk

Customs Officer

Central Customs and Tax Administration

Mr. Niels **LEGAARD**

Tel: +45-7237 5703

Fax: +45-7237 9049

E-mail : Niels.Legaard@toldSkat.dk

Customs Officer

Central Customs and Tax Administration

ESTONIA

Mrs. Anne **ALLIK**

Tel: +372-696-7747

Fax: +372-696-7733

E-mail : anne.allik@emta.ee

Chief Expert

Estonian Tax and Customs Board

Mrs. Urve **REMMIK**

Tel: +372-696-7781

Fax: +372-696-7733

E-mail : urve.remmik@emta.ee

Chief Expert of IT Department

Estonian Tax and Customs Board

FINLAND

Mr. Markku **LAINÉ**

Tel: +358-40-332 4071

Fax: +358-20-492 4013

E-mail : markku.laine@tulli.fi

Senior Inspector Enforcement Officer

National Board of Customs

HUNGARY

Mr. Tamás **GAIZER**

Tel: +36-30-9 325 620

Fax: +36-1-9 363 5226

E-mail: gaizer.tamas@regens.hu

Software Designer

(ATRH)

NETHERLANDS

Mr. Guus **JACOBS**
Tel: +31-70-342 8123
Fax: +31-70-342 7938
E-mail: a.h.m.jacobs@minfin.nl

Senior Policy Advisor
Customs Policy and Legislation Directorate
Ministry of Finance

Mr. Bert **TIMMER**
Tel : +31-70-319 9528
Fax : +31-70-319 9545
E-mail : btimmer@scttir.nl

Director
Service Carnet TIR. B.V. (SCT)

POLAND

Mrs. Ewa **SUSZYŃSKA**
Tel: +48-22-536 1030
Fax: +48-22-536 1035
E-mail : ewa.suszynska@zmpd.pl

Head of TIR Department
Association des transporteurs routiers
internationaux (Z.M.P.D.)

Mrs. Anita **RUSZTECKA**
Tel: +48-22-536 1071
Fax: +48-22-536 1035
E-mail: anita.rusztecka@zmpd.pl

Specialist in TIR Department
Association des transporteurs routiers
internationaux (Z.M.P.D.)

ROMANIA

Mr. Ion **MATEI**
Tel: +40-21-224 4137
Fax: +40-21-224 3599
E-mail: matei@artri.ro

Information Technology Manager
Asociatia Romana Pentru Transportati Rutiere
Internationale (ARTRI)

Mr. Nicolae **TENDER**
Tel: +40-21-224 4137
Fax: +40-21-224 3599
E-mail: nicolae.tender@artri.ro

Information Technology Engineer
Asociatia Romana Pentru Transportati Rutiere
Internationale (ARTRI)

RUSSIAN FEDERATION

Mr. Mikhail VALENTSOV
Tel: +7-095-232 66 27
Fax: +7-095-232 66 28
E-mail: valentsov@asmmap.ru

Information Technology Manager
Association of International Road Carriers
(ASMMap)

TURKEY

Mr. Zeki OKUMUS
Tel: +90-312-306 8324
Fax: +90-312-306 8035
E-mail: zeki@gumruk.gov.tr

Head of Section
Prime Ministry - Undersecretariat for Customs

Mr. Hasan LALE
Tel: +90-312-306 8939
Fax: +90-312-306 8035
E-mail: hlale@gumruk.gov.tr

IT Co-ordinator
Prime Ministry - Undersecretariat for Customs

UKRAINE

Mr. Valeriy NETREBA
Tel: +380-44-201 5460
Fax: +380-44-201 0230
E-mail : well@asmmap.org.ua
Mrs. Inessa OLEKSIUK
Tel: +380-44-201 5438
Fax: +380-44-201 0230
E-mail: inessa@asmmap.org.ua

Head of Information Technology Department
Association of International Road Carriers of
Ukraine (AIRCU)

Senior Specialist
Association of International Road Carriers of
Ukraine (AIRCU)

EUROPEAN COMMUNITY (EC)

Mr. Joaquim José MARQUES
Tel: +32 2-295 4166
Fax: +32 2-296 5983
E-mail: Joaquim-Jose.Marques@cec.eu.int

Chef Secteur TIR

Mr. Domenico R. **DEL GRECO** Chef Secteur Informatisation du Transit
Tel: +32-2-295 8810
Fax: +32-2-296 5983
E-mail: domenikoraffaele.del-greco@cec.eu.int

Mr. Tony **CREWDSON** National Expert
Tel: +32-2-296 1264
Fax: +32-2-296 3031
E-mail: tony.crewdson@cec.eu.int

NON-GOVERNMENTAL ORGANIZATIONS

INTERNATIONAL ROAD TRANSPORT UNION (IRU)

Mr. Jean **ACRI** Head TIR System
Tel: +41-22-918 2770
Fax: +41-22-918-2799
E-mail: jean.acri@iru.org

Mr. Glen **GAGE** Deputy Head of Information Technology
Department
Tel: + 41-22-918 2750
Fax: + 41-22-910 2799
E-mail: glen.gage@iru.org

Mr. Raphael **HIRT** Head TIR Carnet Management
Tel: +41-22-918 2730
Fax: +41-22-918 2794
E-mail: raphael.hirt@iru.org

Mr. Philippe **WERRO** Head of Business Process – TIR System
Tel: +41-22-918 2913
Fax: +41-22-918 2799
E-mail: philippe.werro@iru.org

UNECE SECRETARIAT

Mr. Poul **HANSEN**

TIR Secretary

Tel: +4122-917 3258

Fax: +41-22-917 0614

E-mail: poul.hansen@unece.org

Mr. Artur **BOUTEN**

Customs Expert

Tel: +41-22-917 2433

Fax: +41-22-917 0614

E-mail: artur.bouten@unece.org

Mr. Konstantin **GLUKHENKIY**

Customs Expert

Tel: +41-22-917 1531

Fax: +41-22-917 0614

E-mail: konstantin.glukhenkiy@unece.org

Mr. André **SCEIA**

Information Technology Expert

Tel: +41-22-917 1313

Fax: +41-22-917 0614

E-mail: andre.sceia@unece.org

Mr. Imed **BEN HAMIDA**

Tel: +41-22-917 2403

Fax: +41-22-917 0614

E-mail: imed.ben.hamida@unece.org

Annex 2 – Open and discussed issues

No	Subject	Description	Date	Source	Related decision(s)	Solved
4	0.2.1 Phases and workflow	ExG questions the usefulness of sequence diagrams as deliverables in the first stages of the work to complement or even replace the current activity diagrams.	1-2 Sep. 03	ExG (Budapest)	4	
36	Annex 2 - TIR glossary	The secretariat proposes to amend Annex 2 with a number of terms. See document ExG/COMP/2004/9 for more details.	18 Feb. 04	Secretariat	91, 61	
39	1.4 Elaboration of use cases	ExG is not yet in a position to finalize the descriptions of the use case descriptions presented in document ExG/COMP/2004/2.	1-2 Mar. 04	ExG (Geneva)	76, 88, 58	✓
40	1.6. High level class diagram	ExG is not yet in a position to validate Chapter 1.6.	1-2 Mar. 04	ExG (Geneva)	77, 95, 59	✓
41	Chapter 2	Following WP.30 decision regarding the step-by-step approach for the development of the project, ExG underlines the necessity to elaborate a detailed description of the final product in order to be able to split the work into various steps.	1-2 Mar. 04	ExG (Geneva)	78, 94, 60	
47	1.1.7. Constraints	Listing constraints in Annex 1. See Informal document 6 (2004) chapter F for more details.	14 Jun. 04	IRU	67, 82	
48	1.1.7. Constraints	Introduction of further constraints. See Informal document 6 (2004) chapter F for more details.	14 Jun. 04	IRU	68, 83	
49	1.1.8. Stakeholders' needs	Introduction of stakeholders' needs. See Informal document 6 (2004) chapter G for more details.	14 Jun. 04	IRU	69, 84	
51	1.4. Elaboration of use cases	Proposal for structured approach of use cases scenarios. See Informal document 5 (2004) for more details.	23 Jun. 04	Secretariat	93	✓
53	Annex 1 and Annex 2	The difference between TIR Consignment and Consignment is not clear. See document ExG/COMP/2004/15 and proposed explanation in Informal document 4 (2004).	08 Jun. 04	ExG/Secretariat	72, 92	✓
54	1.2 TIR procedure domain	The national Customs are missing from the TIR procedure package diagram.	24 Jun. 04	Secretariat	71, 85	✓
55	0.2 Introduction to the Reference Model	UMM does not take account of the step by step approach proposed by the Working Party.	1-2 Mar. 04	ExG (Geneva)	80, 81, 41	✓
56	Annex 3	Proposal : add content of document ExG/COMP/2004/15 to Annex 3	30 Jun. 04	Italy	90	✓
57	1.3 TIR Carnet life cycle use case	If the TIR Carnet validity expires, the TIR Carnet holder has to return the TIR Carnet to the international organization. In order to reflect this, Chapters 1.3.3 and 1.3.4 of the Reference Model have to be amended. See proposal in Informal Document 8 (20)	10 Oct. 04	Secretariat	86	✓
58	all document	Numbering of figures is wrong.	26-27 Oct. 04	ExG (Geneva)	87	✓
59	1.1.4 Business Opportunity and Problem Statement	In order to better reflect the historical aspects of the chapter 1.1.4, it is proposed to add 'This section describes the initial considerations with regard to the development of the eTIR project. A full vision for the future will be defined in Chapter 2'	26-27 Oct. 04	ExG (Geneva)	89	✓

Annex 3 – Decisions

Decision. No	Issue No	Description	Date	Source	Version ¹
81	55	ExG accepts the introduction of document ExG/COMP/2004/13, with minor updates (title, figure).	26-27 Oct. 04	ExG (Geneva)	1.4
82	47	ExG mandates the secretariat to undertake a survey dealing with this issue.	26-27 Oct. 04	ExG (Geneva)	
83	48	ExG mandates the secretariat to undertake a survey dealing with this issue.	26-27 Oct. 04	ExG (Geneva)	
84	49	ExG mandates the secretariat to undertake a survey dealing with this issue.	26-27 Oct. 04	ExG (Geneva)	
85	54	ExG accepts the amendment proposal contained in document ExG/COMP/2004/20.	26-27 Oct. 04	ExG (Geneva)	1.4
86	57	ExG accepts the proposed amendments to chapter 1.3 as presented in document ExG/COMP Informal document 8 (2004) (replacement of the term 'used' by 'presented to the Customs office of departure' / and check if in UML second arrow is necessary)	26-27 Oct. 04	ExG (Geneva)	1.4
87	58	ExG mandates the secretariat to revise the numbering of figures.	26-27 Oct. 04	ExG (Geneva)	1.4
88	39	ExG accepts the text contained in document ExG/COMP/2004/21, with a number of minor amendments.	26-27 Oct. 04	ExG (Geneva)	1.4
89	59	ExG accepts the proposal.	26-27 Oct. 04	ExG (Geneva)	1.4
90	56	ExG accepts the proposal.	26-27 Oct. 04	ExG (Geneva)	1.4
91	36	ExG accepted the majority of the terms but decided to come back on the definitions of the terms: first Customs offices of departure, intermediate Customs offices of departure, last Customs offices of destination and intermediate Customs offices of destination.	26-27 Oct. 04	ExG (Geneva)	1.4
92	53	ExG decided to replace the use of the proposed terms by the term 'goods manifest line item'.	26-27 Oct. 04	ExG (Geneva)	1.4
93	51	ExG accepted the structured description but as description of the activity diagrams. It decided to keep the textual description for the description of the scenarios.	26-27 Oct. 04	ExG (Geneva)	1.4
94	41	ExG will provide the secretariat with written comments on document ExG/COMP/2004/23. The comments will be provided together with concrete alternative proposals and should be submitted long enough in advance to allow the secretariat to prepare documents for the forthcoming session.	26-27 Oct. 04	ExG (Geneva)	
95	40	ExG mandates the secretariat to include the 'goods manifest line item' concept into the high-level class diagram and issue a final version in the forthcoming Reference Model.	26-27 Oct. 04	ExG (Geneva)	1.4

¹ This column indicated in which version the results of the decision will be included for the first time.