



**Economic and Social
Council**

Distr.
GENERAL

TRANS/WP.30/AC.2/59
4 January 2001

Original: ENGLISH

ECONOMIC COMMISSION FOR EUROPE

Administrative Committee for the
TIR Convention, 1975

**REPORT OF THE ADMINISTRATIVE COMMITTEE FOR THE
TIR CONVENTION, 1975 ON ITS TWENTY-NINTH SESSION
(19 and 20 October 2000)**

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REPORT

ATTENDANCE

1. The Administrative Committee held its twenty-ninth session at Geneva on 19 and 20 October 2000. Representatives of the following Contracting Parties attended the session: Algeria; Austria; Belarus; Belgium; Croatia; Czech Republic; Denmark; Estonia; Finland; France; Germany; Greece; Hungary; Iran (Islamic Republic of); Italy; Jordan; Kazakhstan; Netherlands; Poland; Romania; Russian Federation; Slovakia; Slovenia; Spain; Sweden; Switzerland; The former Yugoslav Republic of Macedonia; Turkey; Ukraine; United Kingdom; European Community (EC).
2. The following international organization was represented as observer: International Road Transport Union (IRU).
3. The Administrative Committee noted that the required quorum according to Annex 8, Article 6 of the Convention has been attained.

ADOPTION OF THE AGENDA

Documentation: TRANS/WP.30/AC.2/58 and Corr.1.

4. The Administrative Committee adopted the agenda of its present session as prepared by the UN/ECE secretariat (TRANS/WP.30/AC.2/58 and Corr. 1).
5. The Committee reiterated that, in accordance with Annex 8, Article 1 of the Convention, competent administrations of States referred to in Article 52, paragraph 1 of the Convention which were not Contracting Parties to the Convention or representatives of international organizations could participate as observers in its sessions.

STATUS OF THE TIR CONVENTION, 1975

Documentation: ECE/TRANS/17/Amend.19/Rev.1; TRANS/WP.30/AC.2/59, annex 1; UN/ECE document on the status of United Nations transport facilitation conventions.

6. The Administrative Committee was informed that the Convention had currently 64 Contracting Parties, including the European Community.
7. The Administrative Committee endorsed the list of Contracting Parties to the Convention as well as the list of countries with which TIR transit operations could be established as contained in annex 1 to this report.

8. The complete text of the amendments to the Convention that had entered into force on 17 February 1999 (Phase I of the TIR revision process) is contained in document ECE/TRANS/17/Amend.19/Rev.1 (available from the UN/ECE secretariat).
9. The Administrative Committee also took note of a document prepared by the UN/ECE secretariat providing information on the acceptance of international conventions and agreements that have been prepared and are administered under the auspices of the UN/ECE (available from the UN/ECE secretariat).
10. Detailed information on the status and the functioning of the Convention, including the complete and permanently updated text of the Convention, is also available on the TIR Web Site (http://www.unece.org/trans/new_tir/welctir.htm).

ACTIVITIES AND ADMINISTRATION OF THE TIR EXECUTIVE BOARD (TIRExB)

- (a) **Activities of the TIRExB**
- (i) **Report by the Chairman of the TIRExB**

Documentation: Advance copy of the report of the sixth session of the TIRExB (English and Russian only); TRANS/WP.30/AC.2/2000/15; TRANS/WP.30/AC.2/55.

11. In accordance with Annex 8, Article 11, paragraph 4 of the Convention and in line with the decision of the Administrative Committee at its twenty-seventh session that the TIRExB should report on its activities at each of its sessions and that, at least, the reports of the sessions of the TIRExB should be made available to all Contracting Parties (TRANS/WP.30/AC.2/55, para. 14), the UN/ECE secretariat has reproduced the reports of the TIRExB at its fourth and fifth sessions (TRANS/WP.30/AC.2/2000/15). In addition, an advance copy of the report of the TIRExB at its sixth session, which had been adopted by the TIRExB on 13 October 2000, was available at the session.
12. The Chairman of the TIRExB informed the Administrative Committee on recent activities which had been undertaken by the TIRExB on the interpretation of legal provisions, issues relating to the practical application of the Convention and on the functioning of the international guaranteeing system.
13. The Administrative Committee approved the reports of the TIRExB at its fourth and fifth sessions (TRANS/WP.30/AC.2/2000/15). It also welcomed the organization of a Regional TIR Seminar for countries in Western Asia (Middle East) which was in line with its decision, taken at its twenty-eighth session, to accord particular attention to the training of Customs officials in Contracting Parties that had only recently acceded to the Convention.

(ii) Insertion of the identification number of the TIR Carnet holder in the TIR Carnet

Documentation: TRANS/WP.30/AC.2/2000/8.

14. The Administrative Committee took note that the TIRExB, at its sixth and seventh sessions, had considered possibilities to insert the individual and unique identification (ID) number of the TIR Carnet holder, as prescribed in the Model Authorization Form (MAF) contained in Annex 9, Part II of the Convention, into each TIR Carnet used. Such a measure would allow to distinguish clearly between individual TIR Carnet holders. It would thus reduce possible misuse of the TIR procedure and would facilitate the search for TIR Carnet holders by the competent authorities in accordance with Article 8, paragraph 7 of the Convention.

15. The Administrative Committee endorsed the proposals made by the TIRExB and the TIR Secretary as contained in document TRANS/WP.30/AC.2/2000/8, subject to some minor modifications and supported the view that amendments to the Convention should be prepared in order to make the insertion of the ID-number mandatory. Given the long time required for the coming into force of such amendments, the Administrative Committee adopted, as an interim measure, a recommendation on the introduction of an identification number of the TIR Carnet holder in the TIR Carnet including relevant coding lists for Contracting Parties and national associations. The adopted recommendation is contained in annex 2 to this report.

16. While the insertion of the ID-number into the TIR Carnet as provided for in the recommendation was not, for the time being, a mandatory requirement, the Administrative Committee was of the view that it would be in the interest of all TIR Carnet holders to insert this number as soon as possible with a view to facilitating Customs control as well as easier notification of TIR Carnet holders. The TIRExB was mandated to monitor the implementation of the Recommendation and to consider relevant amendment proposals under Phase III of the TIR revision process to ensure that this ID-number could become a mandatory element for insertion into the TIR Carnet.

(iii) Application of Article 38 of the Convention

Documentation: TRANS/WP.30/AC.2/2000/14.

17. The Administrative Committee noted that the TIRExB, at its sixth and seventh sessions, had considered the underlying reasons for the exclusion of persons from the TIR procedure, in accordance with Article 38, paragraph 1 of the Convention, and had noted that they were quite different in the Contracting Parties to the Convention. This was mainly due to different interpretations given by the Contracting Parties to the conditions for such exclusion as provided in the Convention stating that such persons should be “guilty of a serious offence against the Customs laws or regulations applicable to the international transport of goods”.

18. On the basis of a document prepared by the TIR Secretary and with a view to clarifying this notion and allowing for improved international cooperation in this field, the Administrative Committee considered the proposed comments to Article 38 and to Annex 9, Part II contained therein (TRANS/WP.30/AC.2/2000/14) and decided, following a preliminary exchange of views, to invite the UN/ECE Working Party on Customs Questions affecting Transport (WP.30) to review these proposals and report back to the Administrative Committee.

(iv) Information provided by the TIR Secretary

Documentation: TRANS/WP.30/AC.2/2000/9.

19. The Administrative Committee took note of a status report prepared by the TIR Secretary on the implementation of the legal requirements of the Convention with regard to the transmission of mandatory documentation by the competent national authorities to the TIRExB (TRANS/WP.30/AC.2/2000/9).

20. As some Contracting Parties utilizing the TIR procedure had not yet transmitted all required documentation to the TIRExB, in particular the written agreement or any other legal instrument between national associations and the competent authorities, the TIRExB and the TIR Secretary were requested to take all necessary measures to obtain such documentation in the required form as soon as possible.

(b) Administration of the TIRExB

(i) Rules of Procedure of the TIRExB

Documentation: TRANS/WP.30/AC.2/55; TRANS/WP.30/AC.2/1999/4.

21. At its first constitutive session, the TIRExB adopted its Rules of Procedure as prepared by the Administrative Committee with a few minor modifications (TRANS/WP.30/AC.2/1999/4; TRANS/WP.30/AC.2/55, paras. 13-16). The Terms of Reference and Rules of Procedure of the TIRExB are contained in a booklet issued by the UN/ECE secretariat (available on request from the UN/ECE secretariat).

22. With a view to speeding up the consultation process among TIRExB members in order to comply with the mandate of the TIRExB, namely the supervision and support in the application of the Convention, the TIRExB, at its seventh session, has introduced an informal written consultation process among its members. As the procedure was introduced in order to better prepare rather than to complement the formal decision-making process at the sessions of the TIRExB, amendments to its Rules of Procedure were not required.

23. The Administrative Committee took note of this information.

(ii) Procedure for the election of the members of the TIRExB

Documentation: TRANS/WP.30/AC.2/53; TRANS/WP.30/AC.2/51 and Corr.1.

24. The Administrative Committee recalled that, in accordance with Annex 8, Article 9, paragraph 2 of the Convention, the term of office of each member of the TIRExB shall be two years. Since the present members of the TIRExB had been elected at its spring session in 1999, the Administrative Committee must, at its forthcoming session in spring 2001, proceed with the election or re-election of the nine members of the TIRExB.

25. In order to ensure an efficient voting procedure at its forthcoming spring session, the Administrative Committee confirmed its decisions taken earlier in this respect, in particular:

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

(b) the procedure for the election of members of the TIRExB adopted on 26 February 2000 (TRANS/WP.30/AC.2/53, paras. 31 and 34).

26. With a view to facilitating the election procedure, the Administrative Committee authorized the UN/ECE secretariat to issue, well before the session of the Administrative Committee during which elections of TIRExB members would take place, a document containing the approved election procedures and soliciting candidates willing to stand for election as members of the TIRExB. Four weeks before the session during which the election will take place, the UN/ECE secretariat would circulate a list of candidates which have been nominated by their respective Governments or organizations being Contracting Parties to the Convention. No further candidates may be nominated for election at the relevant session following issuance of the above list by the UN/ECE secretariat four weeks before the session.

27. The Administrative Committee adopted the procedure described in the above paragraphs 25 and 26 for the election of TIRExB members.

(iii) Approval of the final accounts for the year 1999

Documentation: TRANS/WP.30/AC.2/57; Informal Document No. 1 (2000).

28. The Administrative Committee recalled that, at its spring session, it had been informed by the UN/ECE secretariat of the final accounts of the TIRExB for the year 1999 as prepared by the competent Finance Services of the United Nations (Informal Document No. 1 (2000)). It had decided to approve the final accounts for the year 1999 in principle only, as the related figures had only become available a few days before the session of the Administrative Committee (TRANS/WP.30/AC.2/57, para. 18).

29. The Administrative Committee formally approved the final accounts of the TIRExB for the year 1999 as contained in Informal Document No. 1 (2000).

(iv) Budget of the TIRExB and the TIR secretariat for the year 2000

Documentation: TRANS/WP.30/AC.2/2000/10; TRANS/WP.30/AC.2/55;
TRANS/WP.30/AC.2/2000/2.

30. The Administrative Committee recalled that, 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 2000 on the transfer of funds to the TIR Trust Fund, established by the UN/ECE in accordance with the decision of the Administrative Committee (TRANS/WP.30/AC.2/55, para. 31), provides for the submission of an annual report to the IRU (TRANS/WP.30/AC.2/2000/2).

31. Since the budget year will only be completed on 31 December 2000, financial statements showing the funds received and expended for the TIRExB in 2000, in line with the internal and external auditing procedures of the United Nations, were not yet available. Therefore, the Administrative Committee welcomed the information provided by the TIR Secretary in document TRANS/WP.30/AC.2/2000/10 providing an overview of the financial situation of the TIRExB and the TIR secretariat as of 31 July 2000 together with an estimate on the expenses foreseen for the remainder of the year 2000. The Administrative Committee noted that the complete and final accounts for 2000 are planned to be submitted for approval by the Administrative Committee at its spring session in February 2001.

(v) Budget proposal and cost plan for the TIRExB and the TIR secretariat for the year 2001

Documentation: TRANS/WP.30/AC.2/2000/11 and Corr.1; TRANS/WP.30/AC.2/1999/6.

32. The Administrative Committee took note of the budget proposal and cost plan providing for its operation in the year 2001 which had been prepared and adopted by the TIRExB in accordance with Annex 8, Article 13 of the Convention at its seventh session (Geneva, 12 and 13 October 2000) (TRANS/WP.30/AC.2/2000/11 and Corr.1).

33. The Administrative Committee noted that the budget proposal and cost plan for the year 2001 did not differ substantially from the approved budget and cost plan of the TIRExB and the TIR secretariat for the year 2000 as contained in document TRANS/WP.30/AC.2/1999/6. A slight increase in the proposed budget and cost plan was mainly due to an increase in administrative support personnel required to maintain the international TIR Data Bank and the TIR Web Site.

34. The amount of the resulting levy on each TIR Carnet used (depending on the size of the budget of the TIRExB and the number of TIR Carnets issued) and the procedure for its collection would 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.

35. The Administrative Committee approved the budget proposal and the cost plan for the TIRExB and the TIR secretariat for the year 2001 as contained in document TRANS/WP.30/AC.2/2000/11 and Corr.1.

(vi) **Alternative sources of funding for the TIRExB and the TIR secretariat as of the year 2003**

Documentation: TRANS/WP.30/AC.2/57.

36. The Administrative Committee reiterated its decision, taken at its twenty-eighth session, to continue the initial funding arrangements for the TIRExB and the TIR secretariat in accordance with Annex 8, Article 13 of the Convention and to make efforts to have the costs for the operation of the TIRExB and the TIR secretariat included into the Regular Budget of the United Nations as of the year 2003.

AUTHORIZATION FOR PRINTING AND DISTRIBUTION OF TIR CARNETS

Documentation: TRANS/WP.30/AC.2/57; TRANS/WP.30/AC.2/2000/2.

37. The Administrative Committee recalled that, 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.

38. At its twenty-sixth session, the Administrative Committee had decided on the following procedure and conditions in this respect: At its annual spring session, the Administrative Committee 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).

39. In line with the above decision, the Administrative Committee, at its spring session in 2000, had authorized the IRU to centrally print and distribute TIR Carnets for a period of five years as of the year 2001 and to finance, as long as its expenses were not covered by the Regular Budget of the United Nations, the operation of the TIRExB and the TIR secretariat (TRANS/WP.30/AC.2/2000/2, para. 7; TRANS/WP.30/AC.2/57, para. 29).

40. The Administrative Committee was informed by the UN/ECE secretariat that, in a communication received from the Secretary-General of the IRU dated 22 March 2000, the IRU had declared its acceptance of the authorization by the Administrative Committee to centrally print and distribute TIR Carnets for a period of five years (2001-2005).

41. The Administrative Committee took note of this information.

AUTHORIZATION FOR THE CONCLUSION OF AN AGREEMENT BETWEEN THE UN/ECE AND THE IRU

Documentation: TRANS/WP.30/AC.2/49; TRANS/WP.30/AC.2/57; TRANS/WP.30/AC.2/2000/11.

42. In line with the 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 authorized 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 2001 (TRANS/WP.30/AC.2/2000/11) and (c) in line with the above-mentioned requirements for authorization of an international organization to centrally print and distribute TIR Carnets (TRANS/WP.30/AC.2/57, para. 29).

43. The Administrative Committee noted that the relevant UN/ECE-IRU Agreement would be transmitted to the forthcoming session of the Administrative Committee in spring 2001 for endorsement.

REVISION OF THE CONVENTION

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

Documentation: ECE/TRANS/17/Amend.19/Rev.1.

44. Considering difficulties that had arisen during implementation of Phase I of the TIR revision process, the Administrative Committee stressed 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.

(b) **Adoption of amendment proposals under Phase II of the TIR revision process**

Documentation: TRANS/WP.30/AC.2/2000/12; TRANS/WP.30/2000/18 and Corr.1.

45. The Administrative Committee was informed by the Chairman of the UN/ECE Working Party on Customs Questions affecting Transport (WP.30) that work on the amendment proposals under Phase II of the TIR revision process had been completed and transmitted to the Administrative Committee for adoption. These amendment proposals were contained in document TRANS/WP.30/AC.2/2000/12 prepared by the UN/ECE secretariat. Minor modifications to these amendment proposals, as adopted by the Working Party at its session held from 16 to 20 October 2000, were contained in a Corrigendum (Corr.1) to this document.

46. The Administrative Committee adopted these amendment proposals which are contained in annex 3 to this report together with comments thereto as adopted by the Working Party at its ninety-sixth session which are contained in annex 5 to this report. The secretariat was requested to verify once more all amendment proposals, to analyze their consistency and to insert, if necessary, non-substantive modifications.

47. The Administrative Committee also endorsed examples of best practices as approved by the UN/ECE Working Party at its ninety-sixth session as contained in document TRANS/WP.30/1999/10 on the understanding that an introduction would be added to these examples explaining that these examples should not be confused with comments or other recommended practices adopted by the Working Party or the Administrative Committee. These examples of best practices are contained in annex 7 to this report.

48. The Administrative Committee was of the view that, upon entry into force of the amendment proposals adopted under Phase II of the TIR revision process, old TIR Carnets not yet complying with the new provisions of the Convention could still be used for a transitional period, which should be as short as possible, to allow for a reasonable reduction in the stock of old Carnets.

49. The Administrative Committee noted that the amendment procedure in accordance with Article 59 of the Convention would apply. With regard to the amendment proposals pertaining to Annexes 1 and 6 of the Convention, the Administrative Committee decided, pursuant to Article 60 of the Convention, that with regard to the time periods for objections and the coming into force of these amendment proposals, the provisions of Article 59, paragraph 3 should apply.

50. Such a procedure would ensure that all amendment proposals could, if no objections were raised, come into force 15 months following the date of communication of the proposed amendments by the Secretary-General of the United Nations.

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

Documentation: TRANS/WP.30/AC.2/57; TRANS/WP.30/AC.2/55.

51. The Administrative Committee decided, taking into account the views expressed by the UN/ECE Working Party (WP.30), to initiate work on Phase III of the TIR revision process which should include a study of the following main elements:

- (a) Revision of the TIR Carnet, including the insertion of additional data elements (ID-number, HS code, value of goods, etc.);
- (b) Increase in the number of places for loading and unloading under Customs seal;
- (c) Possibilities for the reduction of the legally required delays for notification of non-discharge of TIR Carnets;
- (d) Use of new technologies in TIR operations also with a view to reducing the delay in notification of non-discharge.

52. The Administrative Committee took note of this information and was informed that it was planned to establish an ad hoc group of experts on the computerization of the TIR procedure which should be composed of experts from interested countries and industry groups (TRANS/WP.30/190, para. 30).

53. The representative of the European Community informed the Administrative Committee that his organization planned to submit, also for consideration under Phase III of the TIR revision process, proposals for a definition of the role of regional integration organizations and for their voting rights in the framework of the Convention.

OTHER PROPOSALS FOR AMENDMENTS TO THE CONVENTION

(a) Draft amendment to Article 3 of the Convention

Documentation: TRANS/WP.30/AC.2/58, annex 2; TRANS/WP.30/190.

54. The Administrative Committee considered and adopted a proposed amendment to Article 3 of the Convention as set out in annex 4 to this report.

55. The amendment proposal provided for the transport under the TIR procedure of buses and lorries to be exported and driven on their own wheels, as such vehicles are to be regarded as “goods” in the context of the Convention. This amendment proposal had been prepared and approved by the UN/ECE Working Party (WP.30) (TRANS/WP.30/190, paras. 41, 42 and annex 2).

56. The Administrative Committee noted that the amendment procedure in accordance with Article 59 of the Convention would apply.

(b) Draft amendments to Annexes 2 and 7 of the Convention

Documentation: TRANS/WP.30/192; TRANS/WP.30/AC.2/2000/13; TRANS/WP.30/190.

57. The Administrative Committee considered and adopted amendment proposals to Annexes 2 and 7 of the Convention as contained in document TRANS/WP.30/AC.2/2000/13. The adopted amendment proposals are set out in annex 4 to this report.

58. The amendment proposals provide for the validity of vehicles and containers with sliding sheets for transport under the TIR procedure. They have been prepared and approved by the UN/ECE Working Party (WP.30) (TRANS/WP.30/192, paras. 48-50; TRANS/WP.30/190, paras. 43-47).

59. The Administrative Committee noted that the amendment procedure in accordance with Article 60 of the Convention would apply. It therefore decided that the amendments should come into force one month following a time period of 3 months, following notification by the Secretary-General, during which objections could be raised.

(c) Other amendment proposals

60. The Administrative Committee noted that no other proposals for amendments to the Convention have been submitted.

APPLICATION OF THE CONVENTION

(a) Comments adopted by the UN/ECE Working Party on Customs Questions affecting Transport (WP.30)

Documentation: TRANS/WP.30/58, annex 3.

61. The Administrative Committee considered and endorsed a comment to the newly proposed Article 3 of the Convention as well as a comment on improved procedures in the use of TIR Carnets by transport operators which had been adopted by the UN/ECE Working Party (WP.30) (TRANS/WP.30/190, paras. 41-42 and annex 2; TRANS/WP.30/188, para. 54).

62. The endorsed comments for inclusion into the TIR Handbook are set out in Annex 6 to this report.

(b) **EDI control system for TIR Carnets: Recommendation adopted by the Administrative Committee on 20 October 1995**

Documentation: TRANS/WP.30/AC.2/57.

63. At its twenty-eighth session, the Administrative Committee had amended its recommendation of 20 October 1995 and had included therein a standard procedure and format in case such reconciliation of the data became necessary (TRANS/WP.30/AC.2/57, paras. 35-38 and annex 2).

64. The Administrative Committee was informed of the status of implementation of the Recommendation and the "SAFETIR" system and requested the TIR Secretary to contact all Contracting Parties concerned with a view to informing them about the appropriate ways and means of its application, with particular emphasis on the newly adopted standard reconciliation procedure.

TIR HANDBOOK

Documentation: United Nations Publication.

65. The Administrative Committee noted that the TIR Handbook that has been issued by the UN/ECE and the TIR secretariats in October 1999 has been updated to take account of new developments, recently adopted comments as well as the modified recommendation on the EDI control system for TIR Carnets. The TIR Handbook is available in Arabic, Chinese, English, French, German, Russian and Spanish. A limited number of copies may be obtained free of charge from the UN/ECE or the TIR secretariats.

TIR WEB SITE

Documentation: www.unece.org/trans/new_tir/welctir.htm.

66. The TIR secretariat, with the technical support of the UN/ECE secretariat, maintains a TIR Web Site which provides up-to-date information on the administration and application of the TIR Convention (www.unece.org/trans/new_tir/welctir.htm).

67. The site contains in particular the complete text of the TIR Handbook in the Chinese, Czech, English, French, German, Russian, Spanish and Turkish languages (an Arabic version is under preparation) and the latest information on national control measures introduced by Customs authorities (What's new?) as well as detailed information on all TIR Focal Points who may be contacted regarding questions on the application of the Convention at the national level.

68. The TIR Web Site also contains all documents and reports issued in connection with the sessions of the Administrative Committee and the UN/ECE Working Party WP.30. These documents may be viewed and downloaded (PDF format) in English, French and Russian.

OTHER BUSINESS

(a) International register on Customs sealing devices

Documentation: Restricted document.

69. The Administrative Committee was informed that an updated version of the international register on Customs sealing devices has been distributed during the session for restricted use by Customs authorities. The register is maintained by the UN/ECE secretariat and covers at present more than 40 Contracting Parties to the Convention. Further copies in English, French or Russian may be obtained directly from the UN/ECE secretariat.

(b) Non-availability of documentation

70. The Administrative Committee deplored once more the unacceptable delay in the distribution of documentation as well as the non-availability of important documents which was not in line with the relevant provisions of the Convention concerning secretariat services to be provided by the secretariat of the United Nations (Annex 8, Article 2 of the Convention) and the relevant provisions concerning documentation in the Rules of Procedure of the UN/ECE (Annex 8, Article 8 of the Convention). In this context, the activities of the TIR and the UN/ECE secretariats to make the relevant agendas, reports and documents available through the Internet (UN/ECE Web Site), first in the original language and then in the translated versions, were not only useful, but had become indispensable to ensure an adequate functioning of the Administrative Committee.

(c) Date of next session

71. The Administrative Committee decided to hold its next session on 22 and 23 February 2001, in conjunction with the ninety-seventh session of the UN/ECE Working Party (WP.30) (20 to 23 February 2001).

(d) Restriction on the distribution of documents

72. The Administrative Committee decided that there should be no restriction with respect to the distribution of documents issued in connection with its current session with the exception of the international register on Customs sealing devices.

ADOPTION OF THE REPORT

73. In accordance with Annex 8, Article 7 of the Convention, the Administrative Committee adopted the report on its twenty-ninth session on the basis of a draft prepared by the UN/ECE secretariat.

Annex 1

STATUS OF THE TIR CONVENTION, 1975

<u>Contracting Parties</u>	<u>Countries with which a TIR transit operation can be established</u> ^{*/}
Afghanistan	-
Albania	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	Israel
Italy	Italy
Jordan	Jordan
Kazakhstan	Kazakhstan
Kuwait	Kuwait
Kyrgyzstan	-
Latvia	Latvia
Lebanon	Lebanon

^{*/} Based on information provided by the IRU.

Contracting Parties

(cont'd)

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

European Community

Countries with which a TIR transit

operation can be established (cont'd) ^{*/}

Lithuania
Luxembourg
-
Morocco
Netherlands
Norway
Poland
Portugal
-
Republic of Moldova
Romania
Russian Federation
Slovakia
Slovenia
Spain
Sweden
Switzerland
Syrian Arab Republic
-
The former Yugoslav Republic
of Macedonia
Tunisia
Turkey
-
Ukraine
United Kingdom
-
-
Uzbekistan
-

^{*/} Based on information provided by the IRU

Annex 2

**INTRODUCTION OF AN IDENTIFICATION (ID) NUMBER
OF THE TIR CARNET HOLDER IN THE TIR CARNET**

Recommendation

adopted by the TIR Administrative Committee on 20 October 2000

The Administrative Committee,

Recognizing that the holder of a TIR Carnet is a person who bears primary responsibility for the proper termination of a TIR operation and for due observance of all relevant provisions of the TIR Convention and, thus, should be clearly identifiable,

Convinced that an individual and unique identification (ID) number, in addition to the name and address of the TIR Carnet holder, will contribute to this objective,

Considering also that the inclusion of such an ID-number into the TIR Carnet would not only facilitate inquiry procedures, but would also reduce possibilities for misuse of TIR Carnets as well as of the TIR procedure,

Recognizing that relevant amendments to the TIR Convention envisaged to be prepared under Phase III of the TIR revision process may enter into force as late as in the year 2003,

Emphasizing the need to take appropriate measures to introduce, as soon as possible, a standard and official identification system for TIR Carnet holders, until relevant amendments to the TIR Convention would come into force,

1. Decides to recommend to all Contracting Parties to accept the following format of an ID-number for TIR Carnet holders being persons which have been authorized to utilize TIR Carnets in accordance with Annex 9, Part II of the TIR Convention:

“AAA/BBB/XX...X”,

whereby “AAA” represents a 3-letter code of the country where the persons utilizing TIR Carnets are authorized in line with the classification system of the International Organization for Standardization (ISO) (Appendix 1),

whereby “BBB” represents a 3-digit code of the national association through which the holder of the TIR Carnet has been authorized in accordance with the classification system established by the relevant international organization to which the association is affiliated, allowing for unequivocal identification of each national association (Appendix 2),

whereby "XX...X" represents consecutive numbers (digits) identifying the person authorized to utilize a TIR Carnet in accordance with Annex 9, Part II of the TIR Convention.

2. Urges all Contracting Parties to verify the insertion of the ID-number by the national association issuing the TIR Carnet or, as appropriate, by the person utilizing the TIR Carnet into:

(a) the prescribed box of the Model Authorization Form (MAF) provided for in Annex 9, Part II of the TIR Convention;

(b) the TIR Carnet in

- (i) box 3 on page 1 of the cover of the TIR Carnet,
- (ii) box 4 on the vouchers of the TIR Carnet and, if appropriate,
- (iii) box 5 in the Certified Report of the TIR Carnet.

3. Requests the TIR Secretary to elaborate adequate procedures and establish a mechanism for protected access to the TIR databank by competent authorities of Contracting Parties for approval by the Administrative Committee, following consideration by the TIR Executive Board (TIRExB), at its autumn session in the year 2001 at the latest.

The absence of the ID-number in the TIR Carnet shall not lead to delays during TIR operations and shall not be an obstacle to the acceptance of TIR Carnets until relevant amendments to the TIR Convention come into force.

The present Recommendation will come into force on 1 April 2001 and will be superseded by relevant amendments to the TIR Convention upon their entry into force.

Appendix 1

**Country codes in accordance with the classification system
of the International Organization for Standardization (ISO)**

<u>Country</u>	<u>Country code (ISO 3166, A3)</u>
Afghanistan	AFG
Albania	ALB
Algeria	DZA
Armenia	ARM
Austria	AUT
Azerbaijan	AZE
Belarus	BLR
Belgium	BEL
Bosnia and Herzegovina	BIH
Bulgaria	BGR
Canada	CAN
Chile	CHL
Croatia	HRV
Cyprus	CYP
Czech Republic	CZE
Denmark	DNK
Estonia	EST
Finland	FIN
France	FRA
Georgia	GEO
Germany	DEU
Greece	GRC
Hungary	HUN
Indonesia	IDN
Iran (Islamic Republic of)	IRN
Ireland	IRL
Israel	ISR
Italy	ITA
Jordan	JOR
Kazakhstan	KAZ
Kuwait	KWT
Kyrgyzstan	KGZ
Latvia	LVA
Lebanon	LBN
Lithuania	LTU
Luxembourg	BEL
Malta	MLT
Morocco	MAR

<u>Country</u>	<u>Country code (ISO 3166, A3)</u>
Netherlands	NLD
Norway	NOR
Poland	POL
Portugal	PRT
Republic of Korea	KOR
Republic of Moldova	MDA
Romania	ROM
Russian Federation	RUS
Slovakia	SVK
Slovenia	SVN
Spain	ESP
Sweden	SWE
Switzerland	CHE
Syrian Arab Republic	SYR
Tajikistan	TJK
The former Yugoslav Republic of Macedonia	MKD
Tunisia	TUN
Turkey	TUR
Turkmenistan	TKM
Ukraine	UKR
United Kingdom	GBR
United States of America	USA
Uruguay	URY
Uzbekistan	UZB
Yugoslavia	YUG

Appendix 2

**National guaranteeing association codes
in accordance with the classification system of the IRU**

Association (full name)	Association (short name)	IRU code
Ass. Nat. des Entreprises Albanaises des Transports Routiers	ANALTIR	044
Arbeitsgemeinschaft Internationaler Strassenverkehrsunternehmer	AISÖ	084
Azerbaijan International Road Carriers Association	ABADA	075
Belorussian Association of International Road Carriers	BAIRC	034
Fédération Belge des Transporteurs	FEBETRA	014
Assoc. des Entreprises Bulgares de Transports Internationaux	AEBTRI	046
Association Croate de Transport Routier	TRANSPORTKOMERC	064
Transport Development Association	TDA	035
Association of Czech Intern. Road Transport Enterprises	CESMAD BOHEMIA	047
Danish Transport and Logistics Association	DTL	017
Association of Estonian International Road Carriers	ERAA	031
Suomen Kuorma Autoliitto R.Y.	SKAL	021
Service des Carnets TIR / Automobile Club de France	SCT/ACF	018/020
Association Française du Transport Routier International	AFTRI	019
Georgian International Road Carriers Association	GIRCA	054
Bundesverband Gueterkraftverkehr und Logistik	BGL	016
Arbeitsgem. zur Foerderung und Entwicklung des Internationalen Strassenverkehrs	AIST	048
Fédération Hellénique des Transports Routiers Internationaux	OFAE	037
Association des Transporteurs Routiers Hongrois	ATRH	049
Iran Chamber of Commerce, Industries and Mines	ICCIM	057
Irish Road Haulage Association	IRHA	024
Israel Road Transport Board	IRTB	056
Unione Ital. Delle Camere di Commercio, Industria, Artigianato & Agricoltura	UICCIAA	038
Association of International Autotransportation of the Kyrgyz Republic	KYRGYZ AIA	080
Union of International Road Carriers	KAZATO	081
Kuwait Automobile & Touring Club	KATC	061
Latvian Association of International Road Carriage	LA	033
Chamber of Commerce, Industry and Agriculture of Beirut and Mount Lebanon	CCIAB	082
Association Suisse des Transporteurs Routiers	ASTAG	015
Lithuanian National Road Carriers Association	LINAVA	032
Office National des Transports	ONT	062
Service Carnets Tir BV / Transport en Logistiek Nederland	SCT/TLN	026
Nederlands Vervoer	KNV	027
Stichting Inschrijving Eigen Vervoer	EVO/SIEV	028
Norges Lastebileier Forbund	NLF	025
Zrzeszenie Miedzynarodowych Przewoznikow Drogowych V Polsce	ZMPD	051
Assoc. Nac. de Transportadores Publicos Rodoviaros de Mercadorias	ANTRAM	041
Moldovian Association of International Automobile Transport	AITA	060

Association (full name)	Association (short name)	IRU code
Union Nationale des Transporteurs Routiers de la Roumanie	UNTRR	050
Asociatia Romana Pentru Trans-portati Rutiere Internationale	ARTRI	052
Association of International Road Carriers	ASMAP	053
Association des Transporteurs Internationaux Slovaques	CESMAD SLOVAKIA	040
Intertransport Service C.M.A	GIZ INTERTRANSPORT	043
Asociation Del Transporte Internatcional Por Carretera	ASTIC	036
Svenska Akeriforbundet	SA	029
Syrian National Committee of the International Chamber of Commerce	SNC ICC	083
Makedonija Soobrakaj	AMERIT	065
Chamber de Commerce et d'Industrie	CCIT	063
Union of Chambers of Commerce, Industry, Mar. Com., Com. Exch.	UCCIMCCE	042
Association of International Road Carriers	AIRCU	066
Road Haulage Association LTD	RHA	022
Freight Transport Association LTD	FTA	023
Association of International Road Carriers of Uzbekistan	AIRCUZ	074

Annex 3

**AMENDMENT PROPOSALS TO THE TIR CONVENTION, 1975
(Phase II of the TIR revision process)
Adopted by the TIR Administrative Committee on 20 October 2000**

Article 1, paragraph (a)

Replace the words “TIR operation” by “TIR transport”.

Delete inverted commas around the words “TIR procedure” (English and French only).

Article 1, paragraphs (b) to (e)

Existing paragraphs (b) to (e) are to be re-numbered and become (f) to (j).

Article 1, new paragraphs (b) to (e)

Add the following new paragraphs:

“(b) the term “TIR operation” shall mean the part of a TIR transport that is carried out in a Contracting Party from a Customs office of departure or entry (en route) to a Customs office of destination or exit (en route);

(c) the term “start of a TIR operation” shall mean that the road vehicle, the combination of vehicles or the container have been presented for purposes of control to the Customs office of departure or of entry (en route) together with the load and the TIR Carnet relating thereto and that the TIR Carnet has been accepted by the Customs office;

(d) the term “termination of a TIR operation” shall mean that the road vehicle, the combination of vehicles or the container have been presented for purposes of control to the Customs office of destination or of exit (en route) together with the load and the TIR Carnet relating thereto;

(e) the term “discharge of a TIR operation” shall mean the recognition by Customs authorities that the TIR operation has been terminated correctly in a Contracting Party. This is established by the Customs authorities on the basis of a comparison of the data or information available at the Customs office of destination or exit (en route) and that available at the Customs office of departure or entry (en route);”

Article 1, paragraphs (f) to (j)

Existing paragraphs (f) to (j) are to be re-numbered and become (k) to (n).

Modify the following new paragraphs (k) to (m) to read as follows:

“(k) the term “Customs office of departure” shall mean any Customs office of a Contracting Party where the TIR transport of a load or part load of goods begins;

(l) the term “Customs office of destination” shall mean any Customs office of a Contracting Party where the TIR transport of a load or part load of goods ends;

(m) the term “Customs office en route” shall mean any Customs office of a Contracting Party through which a road vehicle, combination of vehicles or container enters or leaves this Contracting Party in the course of a TIR transport;”

Article 1, paragraphs (k) and (l)

Existing paragraphs (k) and (l) are to be re-numbered and become (p) and (q).

Article 1, new paragraph (o)

Add the following new paragraph:

“(o) the term “holder” of a TIR Carnet shall mean the person to whom a TIR Carnet has been issued in accordance with the relevant provisions of the Convention and on whose behalf a Customs declaration has been made in the form of a TIR Carnet indicating a wish to place goods under the TIR procedure at the Customs office of departure. He shall be responsible for presentation of the road vehicle, the combination of vehicles or the container together with the load and the TIR Carnet relating thereto at the Customs office of departure, the Customs office en route and the Customs office of destination and for due observance of the other relevant provisions of the Convention;”

Article 2

Replace the words “TIR operation” by “TIR transport”.

Article 2 (French only)

Replace the words “début du transport TIR” by “commencement du transport TIR”.

Article 6, new paragraph 2 bis

Add the following new paragraph:

“2 bis. An international organization, as referred to in paragraph 2, shall be authorized by the Administrative Committee to take on responsibility for the effective organization and functioning of an international guarantee system provided that it accepts this responsibility.”

Article 8, paragraph 4

Replace twice in the second sentence the words “TIR operation” by “TIR transport”.

Article 8, paragraph 4 (English and French only)

Replace in the second sentence the words “when the goods are imported” by “when the goods enter these countries”.

Article 10, paragraph 1

Replace the text of the paragraph by the following text:

“1. Discharge of a TIR operation has to take place without delay.”

Article 10, paragraph 2

Modify paragraph 2 to read as follows:

“2. When the Customs authorities of a country have discharged a TIR operation they can no longer claim from the guaranteeing association payment of the sums mentioned in Article 8, paragraphs 1 and 2, unless the certificate of termination of the TIR operation was obtained in an improper or fraudulent manner or no termination has taken place.”

Article 11, paragraph 1

Modify the beginning of the first sentence to read as follows:

“1. Where a TIR operation has not been discharged, the competent authorities ...”.

Delete at the end of the first sentence the wording “or conditional discharge”.

Replace in the second sentence the words “certificate of discharge” by “certificate of termination of the TIR operation”.

Article 11, paragraph 2

Modify the first sentence to read as follows:

“2. The claim for payment of the sums referred to in Article 8, paragraphs 1 and 2 shall be made to the guaranteeing association at the earliest three months after the date on which the association was informed that the TIR operation had not been discharged or that the certificate of termination of the TIR operation had been obtained in an improper or fraudulent manner and at the latest not more than two years after that date.”

Article 11, paragraph 3 (Russian only)

In the second sentence replace the words “таможенным органам будут представлены убедительные доказательства того, что” by “к удовлетворению таможенных органов будет установлено, что”.

Article 16

In the first sentence replace the words “TIR operation” by “TIR transport”.

Article 17, paragraph 1 (Russian only)

In the third sentence replace the words “должно указываться” by “должно указываться отдельно”.

Article 17, paragraph 2

Modify paragraph 2 to read as follows:

“2. The TIR Carnet shall be valid for one journey only. It shall contain at least the number of detachable vouchers which are necessary for the TIR transport in question.”

Article 18

In the first sentence replace the words “TIR operation” by “TIR transport”.

Article 26, paragraph 1

In the first and second sentences replace the words “TIR operation” by “TIR transport”.

Article 26, paragraph 2 (Russian only)

Replace the words “владельцем книжки” by “держателем книжки”.

Article 26, paragraph 3

Replace the words “TIR operation” by the words “TIR transport”.

Article 28

Replace the existing text by the following text:

“1. Termination of a TIR operation shall be certified by the Customs authorities without delay. Termination of a TIR operation may be certified without or with reservation: where termination is certified with reservation this shall be on account of facts connected with the TIR operation itself. These facts shall be clearly indicated in the TIR Carnet.

2. In cases where the goods are placed under another Customs procedure or another system of Customs control, all irregularities that may be committed under that other Customs procedure or system of Customs control shall not be attributed to the TIR Carnet holder as such or any person acting on his behalf.”

Article 29, paragraph 1

Replace the words “Article 1, subparagraph (k)” by “Article 1, subparagraph (p)”.

Article 39, paragraph 2 (Russian only)

Replace the words “владельцем книжки МДП” by “держателем книжки МДП”.

Article 40

Replace the words “TIR operation” by “TIR transport”.

Article 40 (French only)

Replace the words “du pays de départ” by “des pays de départ”.

Article 40 (Russian only)

Replace the words “владельца книжки МДП” by “держателя книжки МДП”.

Replace the words “владелец указанной книжки” by “держатель указанной книжки”.

Article 42 (English and French only)

Replace the words “TIR operation” by “TIR transport”.

Article 42 (Russian only)

Replace the words “Договаривающихся сторон, заинтересованных в данной операции МДП” by “Договаривающихся сторон, имеющих отношение к данной перевозке МДП”.

Annex 1 to the Convention

Model of TIR Carnet, Version 1 and Version 2

Replace in box 6 on page 1 of the cover the words “Country of departure” by “Country/countries of departure” (English and Russian only).

Replace in box 5 on all vouchers the words “Country of departure” by “Country/countries of departure” (English and Russian only).

Replace in box 24 on voucher No.2 the words “Certificate of discharge” by “Certificate of termination of the TIR operation”.

Modify in box 26 on voucher No.2 the words “Number of packages discharged” by “Number of packages for which the termination of the TIR operation is certified”.

Modify under item 3 on the counterfoil No. 2 the words “Discharged packages or articles (as specified in the manifest)” by “Number of packages for which the termination of the TIR operation is certified (as specified in the manifest)”.

Replace in No. 2 of the Rules regarding the use of the TIR Carnet the words “TIR operations” by “TIR transports”.

Replace in No. 3 of the Rules regarding the use of the TIR Carnet the words “TIR operation” by “TIR transport”.

Annex 6, Explanatory Notes 0.1 (b), 0.1 (e) and 0.1 (e) (i)

Renumber existing Explanatory Notes 0.1 (b), 0.1 (e) and 0.1 (e) (i) to become Explanatory Notes 0.1 (f), 0.1 (j) and 0.1 (j) (i), respectively.

Annex 6, new Explanatory Note 0.1 (f)

Replace the words “Article 1, subparagraph (b)” by “Article 1, subparagraph (f)”.

Annex 6, new Explanatory Note 0.1 (f) (Russian only)

In the second sentence replace the words “налог на экспортные товары” by “налог на экспортные или импортные товары”.

Annex 6, new Explanatory Note 0.1 (j) (i)

Replace the words “Article 1, subparagraph (e) (i)” by “Article 1, subparagraph (j) (i)”.

Annex 6, Explanatory Note 0.2-2

In the second sentence replace the words “TIR operation” by “TIR transport”.

Annex 6, Explanatory Note 0.2-2 (French only)

Replace the words “début du transport” by “commencement du transport”.

Annex 6, new Explanatory Note 0.6.2 bis

Add a new Explanatory Note to Article 6, new paragraph 2 bis to read as follows:

“0.6.2 bis. The relationship between an international organization and its member associations shall be defined in written agreements on the functioning of the international guarantee system.”

Annex 6, Explanatory Note 0.8.6-2 (Russian only)

Replace the words “грузов, заявленных в книжке МДП” by “категории грузов, заявленных в книжке МДП”.

Annex 6, new Explanatory Note 0.8.7

Add a new Explanatory Note to Article 8, paragraph 7 to read as follows:

“0.8.7 Measures to be taken by the competent authorities in order to require payment from the person or persons directly liable shall include at least notification of the non-discharge of the TIR operation and/or transmission of the claim for payment to the TIR Carnet holder.”

Annex 6, Explanatory Note 0.10

Replace the words “certificate of discharge of the TIR Carnet” by “certificate of termination of the TIR operation”.

Annex 6, Explanatory Note 0.10 (French only)

Add, at the end of the sentence, the word “etc,” after “de scellements douaniers,”.

At the beginning of the sentence, replace the words “avoir été obtenu” by “ayant été obtenu”.

At the end of the sentence, replace the words “a été obtenu” by “aura été obtenu”.

Annex 6, Explanatory Notes 0.11-1 and 0.11-2

Renumber existing Explanatory Notes 0.11-1 and 0.11-2 to become Explanatory Notes 0.11-2 and 0.11-3 respectively.

Annex 6, new Explanatory Note 0.11-1

Add a new Explanatory Note to Article 11, paragraph 1 to read as follows:

“0.11-1 In addition to the notification to the guaranteeing association, Customs authorities should also notify the TIR Carnet holder as soon as possible when a TIR operation has not been discharged. This could be done at the same time as the notification to the guaranteeing association.”

Annex 6, new Explanatory Note 0.11-2 (French only)

At the beginning of the sentence, replace the words “les véhicules” by “le véhicule”.

Annex 6, new Explanatory Note 0.11-2 (Russian only)

Replace the words “владельца книжки МДП” by “держателя книжки МДП”.

Annex 6, Explanatory Note 0.19 (Russian only)

In the first sentence replace the words “проверку груза” by “досмотр груза”.

In the second sentence replace the words “состояние брезента и приспособлений для закрывания” by “состояние брезента и его креплений”.

Annex 6, Explanatory Note 0.21-1 (English only)

Replace the words “other than” by “in addition to”.

Annex 6, Explanatory Note 0.21-1 (French only)

Replace the words “autres que” by “ainsi que”.

Annex 6, Explanatory Note 0.28

Delete paragraph 1 of Explanatory Note 0.28.

Delete the third sentence in paragraph 2 of Explanatory Note 0.28 as well as the paragraph number.

Delete the third (unnumbered) paragraph of Explanatory Note 0.28.

Annex 4

**OTHER AMENDMENT PROPOSALS TO THE TIR CONVENTION, 1975
Adopted by the TIR Administrative Committee on 20 October 2000**

Article 3

Replace the text of Article 3 by the following:

“Article 3

For the provisions of this Convention to become applicable:

- (a) the transport operation must be performed
 - (i) by means of road vehicles, combinations of vehicles or containers previously approved under the conditions set forth in Chapter III (a), or
 - (ii) by means of other road vehicles, other combinations of vehicles or other containers under the conditions set forth in Chapter III (c), or
 - (iii) by road vehicles or special vehicles such as buses, cranes, sweepers, concrete-laying machines, etc. exported and therefore themselves considered as goods travelling by their own means from a Customs office of departure to a Customs office of destination under the conditions set forth in Chapter III (c). In case such vehicles are carrying other goods, the conditions as referred to under (i) or (ii) above shall apply accordingly;
- (b) the transport operations must be guaranteed by associations approved in accordance with the provisions of Article 6 and must be performed under cover of a TIR Carnet, which shall conform to the model reproduced in Annex 1 to this Convention.”

Annex 2, Article 3, paragraph 11 (a)

After the last sentence of Article 3, paragraph 11 (a) insert a new sentence to read as follows:

“Neither shall a flap be required for vehicles with sliding sheets.”

Annex 2, new Article 4

Insert a new Article 4 to read as follows:

“Article 4

Vehicles with sliding sheets

1. Where applicable, the provisions of Articles 1, 2 and 3 of these Regulations shall apply to vehicles with sliding sheets. In addition, these vehicles shall conform to the provisions of this Article.

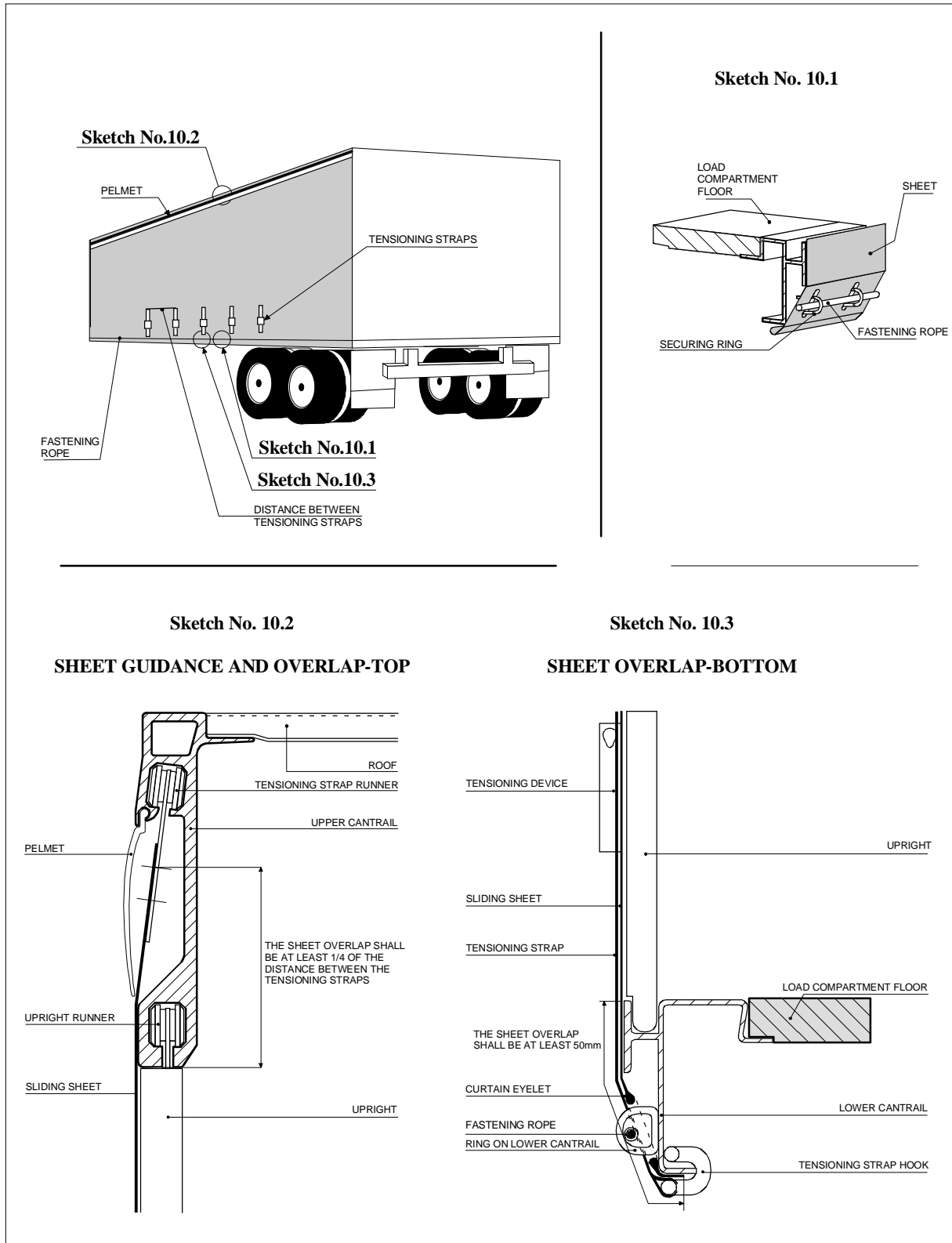
2. Notwithstanding the provisions of paragraph 3 of this Article, the sliding sheets, floor, doors and all other constituent parts of the load compartment shall fulfil either the requirements in Article 3, paragraphs 6, 8, 9 and 11 of these Regulations or the requirements set out in (i) to (vi) below.

- (i) The sliding sheets, floor, doors and all other constituent parts of the load compartment shall be assembled in such a way that they cannot be opened or closed without leaving obvious traces.
- (ii) The sheet shall overlap the solid parts at the top of the vehicle by at least 1/4 of the actual distance between the tensioning straps. The sheet shall overlap the solid parts at the bottom of the vehicle by at least 50 mm. The horizontal opening between the sheet and the solid parts of the load compartment may not exceed 10 mm measured perpendicular to the longitudinal axis of the vehicle at any place when the load compartment is secured and sealed for Customs purposes.
- (iii) The sliding sheet guidance and other movable parts shall be assembled in such a way that closed and Customs sealed doors and other movable parts cannot be opened or closed from the outside without leaving obvious traces. The sliding sheet guidance and other movable parts shall be assembled in such a way that it is impossible to gain access to the load compartment without leaving obvious traces. The system is described in sketch No. 10 appended to these Regulations.
- (iv) The horizontal distance between the rings, used for Customs purposes, on the solid parts of the vehicle shall not exceed 200 mm. The space may, however, be greater but shall not exceed 300 mm between the rings on either side of the upright if the construction of the vehicle and the sheets is such as preventing all access to the load compartment. In any case, the conditions laid down in (ii) above shall be complied with.
- (v) The distance between the tensioning straps shall not exceed 600 mm.
- (vi) The fastenings used to secure the sheets to the solid parts of the vehicle shall fulfil the requirements in Article 3, paragraph 9 of these Regulations.”

Add the following new sketch to the existing sketches appended to Annex 2:

"Sketch No. 10

EXAMPLE OF A CONSTRUCTION OF A VEHICLE WITH SLIDING SHEETS



Annex 7, Part I, Article 4, paragraph 11 (a)

After the last sentence of Article 4, paragraph 11 (a) insert a new sentence to read as follows:

“Neither shall a flap be required for containers with sliding sheets.”

Annex 7, Part I, Article 5

Replace the text of Article 5 by the following:

“Article 5

Containers with sliding sheets

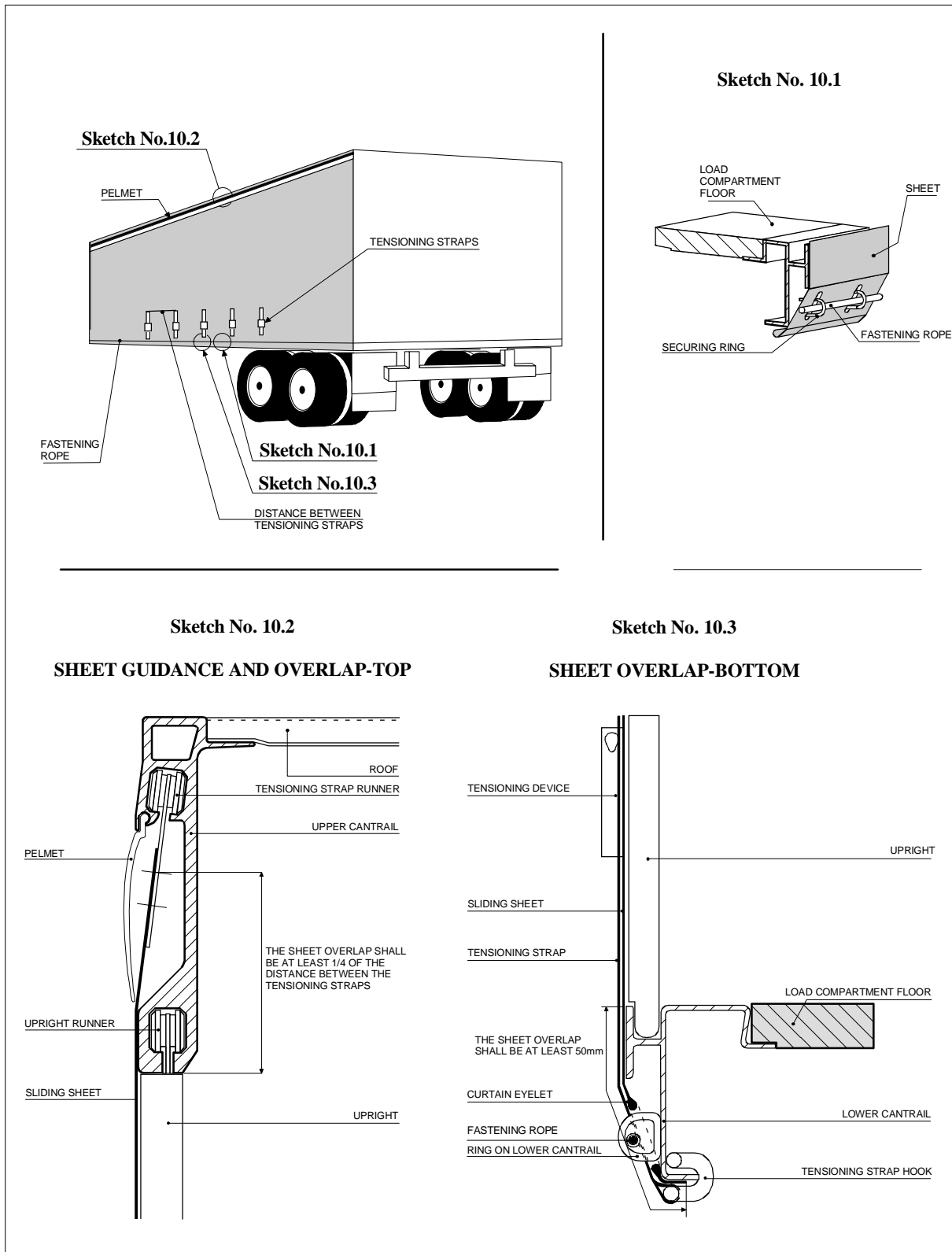
1. Where applicable, the provisions of Articles 1, 2, 3 and 4 of these Regulations shall apply to containers with sliding sheets. In addition, these containers shall conform to the provisions of this article.
2. Notwithstanding the provisions of paragraph 3 of this Article, the sliding sheets, floor, doors and all other constituent parts of the container shall fulfil either the requirements in Article 4, paragraphs 6, 8, 9 and 11 of these Regulations or the requirements set out in (i) to (vi) below.
 - (i) The sliding sheets, floor, doors and all other constituent parts of the container shall be assembled in such a way that they cannot be opened or closed without leaving obvious traces.
 - (ii) The sheet shall overlap the solid parts at the top of the container by at least 1/4 of the actual distance between the tensioning straps. The sheet shall overlap the solid parts at the bottom of the container by at least 50 mm. The horizontal opening between the sheet and the solid parts of the container may not exceed 10 mm measured perpendicular to the longitudinal axis of the container at any place when the container is secured and sealed for Customs purposes.
 - (iii) The sliding sheet guidance and other movable parts shall be assembled in such a way that closed and Customs sealed doors and other movable parts cannot be opened or closed from the outside without leaving obvious traces. The sliding sheet guidance and other movable parts shall be assembled in such a way that it is impossible to gain access to the container without leaving obvious traces. The system is described in sketch No. 10 appended to these Regulations.

- (iv) The horizontal distance between the rings, used for Customs purposes, on the solid parts of the container shall not exceed 200 mm. The space may, however, be greater but shall not exceed 300 mm between the rings on either side of the upright if the construction of the container and the sheets is such as preventing all access to the container. In any case, the conditions laid down in (ii) above shall be complied with.
- (v) The distance between the tensioning straps shall not exceed 600 mm.
- (vi) The fastenings used to secure the sheets to the solid parts of the container shall fulfil the requirements in Article 4, paragraph 9 of these Regulations.”

Add the following new sketch to the existing sketches appended to Annex 7, Part I:

"Sketch No. 10

EXAMPLE OF A CONSTRUCTION OF A CONTAINER WITH SLIDING SHEETS



Annex 5

**COMMENTS TO THE AMENDMENT PROPOSALS PREPARED UNDER PHASE II
OF THE TIR REVISION PROCESS**

Adopted by the TIR Administrative Committee on 20 October 2000

Comment to Article 11 (Information to guaranteeing associations)
(1999 TIR Handbook, page 37)

Modify the existing comment to Article 8 which becomes a comment to Article 11, paragraph 1 to read as follows:

“Notification to (a) guaranteeing association(s)

Customs authorities should notify their respective national guaranteeing association(s) as soon as possible of cases covered by Article 11, paragraph 1, that is when a TIR operation has not been discharged.”

Comment to Article 11

Add a new comment to Article 11 to read as follows:

“Notification to the TIR Carnet holder

The requirement of notification to the TIR Carnet holder referred to in Explanatory Notes 0.8.7 and 0.11-1 could be fulfilled by transmission of a registered letter.”

Comment to Article 18 (Several Customs offices of departure)
(1999 TIR Handbook, page 48)

Modify the existing comment to read as follows:

“Several Customs offices of departure and/or destination

A TIR transport may involve more than one Customs office of departure and/or destination in one or in several countries, provided the total number of Customs offices of departure and destination does not exceed four. In accordance with No. 6 of the Rules regarding the use of the TIR Carnet (Annex 1 to the Convention, Model of the TIR Carnet: Version 1 and Version 2, page 3 of the cover), for each additional Customs office of departure or destination two extra vouchers are required. The filling in of the vouchers of the TIR Carnet whenever several Customs offices of departure/destination are involved should be done in such a way that goods loaded/unloaded subsequently at different offices should be added in/crossed out from the goods manifest (boxes 9, 10 and 11) and the offices of departure/destination should endorse the goods loaded/unloaded subsequently under item 16.”

Comment to Explanatory Note 0.18-2

Add a new comment to Explanatory Note 0.18-2 to read as follows:

“Unloading of the goods

The term "unloading" referred to, in particular, in Explanatory Note 0.18-2 does not necessarily imply physical removal of the goods from the vehicle or container, for example, in cases where a transport operation continues with the same vehicle or container after a TIR transport has ended. However, if a TIR transport has ended for a part-load of the goods and continues for the rest of the load, the former shall be physically removed from the sealed load compartment or container or, in case of heavy or bulky goods, shall be separated from the remaining heavy or bulky goods for which the TIR transport continues.”

Comment to Article 21

Add a new comment to Article 21 to read as follows:

“Termination of a TIR operation at the Customs office of exit (en route) and at the Customs office of destination

Termination en route

The road vehicle, the combination of vehicles or the container have been presented for purposes of control to the Customs office of exit (en route) together with the load and the TIR Carnet relating thereto.

Partial termination

The road vehicle, the combination of vehicles or the container have been presented for purposes of control to the Customs office of destination together with the load and the TIR Carnet relating thereto followed by partial unloading.

Final termination

The road vehicle, the combination of vehicles or the container have been presented for purposes of control to the last Customs office of destination together with the load or the remaining load in case of previous partial termination(s) and the TIR Carnet relating thereto.”

Comment to Article 28

Add a new comment to Article 28 to read as follows:

“Applicable procedures after termination of a TIR operation

Article 28 provides that termination of a TIR operation shall be certified by Customs authorities without delay. Termination will be subject to the goods having been placed under another Customs procedure or another system of Customs control. This may include clearance for home use, transfer across the border to a third country or a free zone or storage in a place approved by the Customs authorities while awaiting the declaration for another Customs procedure.”

Comment to Article 28 (Return of TIR Carnets)

(1999 TIR Handbook, page 53)

Modify the existing comment to read as follows:

“Return of TIR Carnets to the holder or any other person acting on his behalf

It must be stressed that the immediate return of the TIR Carnet to the holder or any other person acting on his behalf, whether certified as terminated with or without reservation, is an essential duty of the Customs office of destination. This not only facilitates checking by the issuing association and the international organization referred to in Article 6, but also enables these organizations, on return of the Carnet, to issue a new Carnet to the holder, since the number of Carnets in use (in the holder's possession) at any one time may be limited.”

Comment to Article 28 (Possibility of using two TIR Carnets for a single transport operation)

(1999 TIR Handbook, page 53)

Modify the existing comment to read as follows:

“Possibility of using two TIR Carnets for a single TIR transport

Occasionally, the number of vouchers in the TIR Carnet are not sufficient to carry out a total TIR transport. In these cases the first part of a TIR transport has to be ended in accordance with Articles 27 and 28 of the Convention and a new Carnet has to be accepted by the same Customs office having certified the termination of the previous TIR operation and used for the remainder of the TIR transport. Proper inscription shall be made in both TIR Carnets to reflect this fact.”

Comment to Article 28 (Discharge of TIR Carnets)

(1999 TIR Handbook, page 40)

Modify the existing comment to Article 10 which becomes a comment to Article 28 to read as follows:

“Termination of a TIR operation

1. In cases where a TIR operation has been certified as terminated without reservation, the Customs administration which declares that the certificate of termination has been obtained in improper or fraudulent manner should specify in its notification of non-discharge and/or request for payment its reasons for declaring this termination improper or fraudulent.
2. The Customs authorities should not certify the termination of TIR operations subject to systematic unspecified reservations, without giving reasons, solely for the purposes of avoiding the requirements of Article 10, paragraph 1 and Article 11, paragraph 1.”

Comment to Article 28 (Indication of reservations)

(1999 TIR Handbook, page 40)

Modify the existing comment to Article 10 which becomes a comment to Article 28 to read as follows:

“Indication of reservations

Customs authorities should make any reservation about the termination of a TIR operation very clear and should also indicate the existence of a reservation by filling-in box 27 on voucher No.2 of the TIR Carnet and by placing an "R" under item No. 5 on counterfoil No. 2 of the Carnet as well as by completion of the Certified Report of the TIR Carnet, if appropriate.”

Comment to Article 28 (Alternative forms of evidence as proof for the discharge of TIR Carnets)

(1999 TIR Handbook, page 40)

Modify the existing comment to Article 10 which becomes a comment to Article 28 to read as follows:

“Alternative forms of evidence for the termination of a TIR operation

With a view to establishing alternative evidence for the proper termination of a TIR operation, Customs authorities are recommended to use exceptionally, for example, the following information provided it has been furnished to their satisfaction:

- any official certificate or confirmation of the termination of a TIR operation covered by the same TIR transport made out by another Contracting Party following the respective TIR operation or confirmation of the transfer of the goods in question to another Customs procedure or another system of Customs control, e.g. clearance for home use;

- the duly stamped corresponding counterfoils No. 1 or No. 2 in the TIR Carnet by such a Contracting Party or a copy thereof to be provided by the international organization referred to in Article 6 of the Convention which must confirm that it is a true copy of the original.”

Comment to Annex 1

Add a new comment to Annex 1 to read as follows:

“Model of the TIR Carnet and TIR Carnet forms actually printed and distributed

In order to impede falsification of TIR Carnet forms and to facilitate their distribution and registration, TIR Carnet forms actually printed and distributed may contain additional details and features which do not appear in the model of the TIR Carnet reproduced in Annex 1, such as identification and page numbers, bar-codes as well as other special protective features. Such additional details and features shall be approved by the TIR Administrative Committee.”

Comment to Annex 1 (Method of affixing additional documents)
(1999 TIR Handbook, page 72)

Modify the beginning of the comment to read as follows

“If, in line with No.10 (c) or No.11 of the Rules regarding the use of the TIR Carnet ...”

Comment to Annex 1 (Goods description in the Goods Manifest)
(1999 TIR Handbook, page 72)

Modify the heading of the comment to read as follows:

“Goods description in the Goods Manifest (boxes 9-11 of the vouchers)”

Comment to Annex 1 (Discharge of TIR Carnets)
(1999 TIR Handbook, page 73)

Modify the existing comment to read as follows:

“Termination of a TIR operation

In boxes 24 to 28 of voucher No. 2, in addition to the required inscriptions, only one Customs stamp and one signature are necessary and sufficient to certify the termination of a TIR operation. Other authorities than Customs are not entitled to stamp and sign the vouchers, counterfoils and the front cover. The filling-in by the competent authorities of the counterfoil to voucher No. 2, including one Customs stamp, the date and the signature, indicates to the holder of a TIR Carnet and the guaranteeing association that the termination of the TIR operation has been certified, with or without reservation.”

Comment to Annex 1 (Customs stamps on the counterfoil)

(1999 TIR Handbook, page 73)

Modify the second sentence to read as follows:

“Such occurrences, though not permissible, do not jeopardize the validity of the TIR transport operation as long as the TIR Carnet is accepted by the next Customs office of entry (en route).”

Comment to Annex 1 (Alternative forms of evidence as proof for the discharge of TIR Carnets)

(1999 TIR Handbook, page 74)

Modify the existing comment to read as follows:

“Alternative forms of evidence for the termination of a TIR operation

With a view to establishing alternative evidence for the proper termination of a TIR operation, Customs authorities are recommended to use exceptionally, for example, the following information provided it has been furnished to their satisfaction:

- any official certificate or confirmation of the termination of a TIR operation covered by the same TIR transport made out by another Contracting Party following the respective TIR operation or confirmation of the transfer of the goods in question to another Customs procedure or another system of Customs control, e.g. clearance for home use;
- the duly stamped corresponding counterfoils No. 1 or No. 2 in the TIR Carnet by such a Contracting Party or a copy thereof to be provided by the international organization referred to in Article 6 of the Convention which must confirm that it is a true copy of the original.”

Comment to annex 1 (Indication of reservations)

(1999 TIR Handbook, page 74)

Modify the existing comment to read as follows:

“Indication of reservations

Customs authorities should make any reservation about the termination of a TIR operation very clear and should also indicate the existence of a reservation by filling-in box 27 on voucher No.2 of the TIR Carnet and by placing an "R" under item No. 5 on counterfoil No. 2 of the Carnet as well as by completion of the Certified Report of the TIR Carnet, if appropriate.”

Annex 6

OTHER COMMENTS

Adopted by the TIR Administrative Committee on 20 October 2000

Comment to Article 3
(1999 TIR Handbook, page 32)

Replace the existing comment to Article 3 by the following comment:

“Road vehicles considered as heavy or bulky goods

If road vehicles or special vehicles regarded themselves as heavy or bulky goods are carrying other heavy or bulky goods so that both vehicle and goods at the same time fulfil the conditions set forth in Chapter III (c) of the Convention, only one TIR Carnet is needed bearing at the cover and all vouchers of the TIR Carnet the endorsement set forth in Article 32 of the Convention. If such vehicles are carrying normal goods in the load compartment or in containers, the vehicle or the containers must be previously approved under the conditions set forth in Chapter III (a) and the load compartment or the containers have to be sealed. Also an additional Carnet has to be used for such transports. Appropriate inscriptions to this effect should be made in each of the TIR Carnets utilized.

The provisions of Article 3 (a) (iii) of the Convention apply in the case of road vehicles or special vehicles being exported from the country where the Customs office of departure is located and being imported into another country where the Customs office of destination is located. In this case, the provisions of Article 15 of the Convention referring to the temporary importation of a road vehicle are not applicable. Thus, Customs documents in respect of temporary importation of such vehicles are not required.”

Comment to Article 29

Add the same comment to Article 29.

Comment to Article 28

Add a new comment to Article 28 to read as follows:

“Improved procedures in the use of TIR Carnets by transport operators

In some Contracting Parties the transport operator does not have direct contacts with the competent Customs officials at the Customs office of destination before the consignee or his agents undertake the necessary Customs formalities for clearance of goods for home use or by any other Customs procedure following the TIR transit operation. With a view to allowing the transport operator or his driver to verify that the TIR procedure is properly terminated by the competent Customs officials, the transport operator or his driver are allowed, if they so wish, to keep the TIR Carnet and to provide the consignee or his agents only with a copy of the yellow voucher No. 1/No. 2 (not for Customs use) in the TIR Carnet, together with any other required documentation. Following the clearance of goods for home use or by any other Customs procedure, the transport operator or his driver should then proceed in person to the competent Customs officials to have his TIR Carnet certified.”

Annex 7

EXAMPLES OF BEST PRACTICES
Endorsed by the TIR Administrative Committee on 20 October 2000

Procedure for the termination of a TIR operation

1. The goods and the TIR Carnet relating thereto shall be produced to the Customs office of destination or exit (en route) during the days and hours appointed for opening. However, the said office may, at the request and expense of the party concerned, allow the documents to be produced outside the appointed days and hours.
2. The office of destination or exit (en route) shall:
 - carry out controls of the documents, the load compartments and the goods contained therein, as appropriate;
 - register the TIR Carnet;
 - provide a certificate of termination by completion of boxes 24 to 28 of voucher No. 2 of the TIR Carnet;
 - complete the counterfoil to voucher No. 2 and remove it from the TIR Carnet;
 - return the TIR Carnet to the person presenting it;
 - create a record concerning the termination of the TIR operation in an authorized international control system, such as the SAFETIR system operated by the IRU, in accordance with the Recommendation of the TIR Administrative Committee of 20 October 1995 (in line with article 42 bis of the Convention).
3. Besides voucher No. 2 and counterfoil No. 2 of the TIR Carnet, the Customs office of destination or exit (en route) may issue additional documents to the person presenting the TIR Carnet (e.g. a receipt on request to be completed in advance by the person concerned) and may use complementary means of identification to facilitate disclosure of false Customs stamps in TIR Carnets. In order to detect irregularities as soon as possible the Customs authorities may verify the legality of counterfoil No. 2 of the TIR Carnet and of other additional documents during the return trip of a vehicle and/or upon exit from a country. These verifications should be carried out as soon as possible.

Remark:

Operators often have difficulty in resolving inquiries sent to them by Customs authorities about the non-discharge of TIR operations. Additional documents mentioned in paragraph 3 are not acceptable as proof of termination, but they may be useful in helping to resolve inquiries. Under the TIR procedure, the operator is given the counterfoil to voucher No. 2, but he then sends it to the national association and may therefore have no documentation that he can produce in the event of inquiries being made. Records about termination of TIR operations found in an authorized international control system, such as the SAFETIR system operated by the IRU, in accordance with the Recommendation of the TIR Administrative Committee of 20 October 1995 (in line with article 42 bis of the Convention) may also be considered valid evidence of the termination of TIR operations.

Procedure for the discharge of a TIR operation

1. Customs offices processing TIR Carnets shall keep separate registers in their Customs ledgers for TIR Carnets.
2. The Customs office of departure or entry (en route) shall retain voucher No. 1 of the TIR Carnet. With a view to assisting in the return of voucher No. 2 it may enter in the box "For official use" of voucher No. 2 the following text: "To be returned to" followed by the name and full address of the Customs office to which voucher No. 2 must be returned (where applicable, via or to a centralized office). This text should, as far as possible, be inserted by means of a stamp and must be clearly legible.
3. The Customs office of departure or entry (en route) shall ensure that box 22 in voucher No. 1 contains the name of the Customs office of destination or exit (en route) with a view to facilitating inquiry procedures.
4. The Customs office of departure or entry (en route) may inform preliminarily the Customs office of destination or exit (en route) on the dispatch of the goods transported within the TIR procedure, in order to hinder the improper or fraudulent discharge of a TIR operation.
5. The Customs office of destination or exit (en route) shall detach and send without delay (within 5 working days) following the termination of the TIR operation, the part of voucher No. 2 relating to boxes 18 to 28 to the Customs office designated in the box «For official use», where applicable, via or to a central office.
6. The Customs office of destination shall make available, without delay following the termination of the TIR operation, all information concerning the termination of the TIR operation required by the Recommendation of the TIR Administrative Committee of 20 October 1995 in an authorized international control system, such as the SAFETIR system operated by the IRU, in accordance with the Recommendation of the TIR Administrative Committee of 20 October 1995 (in line with article 42 bis of the Convention).
7. A special e-mail or teletype message containing data from voucher No. 2 of the TIR Carnet may be used as a confirmation of discharge, instead of sending by mail voucher No. 2 (or a return slip) from the Customs office of destination or exit (en route) to the Customs office of departure or entry (en route).
8. Upon receipt of the voucher No. 2 referred to in paragraph 5 above or upon receipt of the e-mail or teletype message referred to in paragraph 7 above, the Customs office of departure or entry (en route) shall without delay compare the information contained therein with the same contained in the retained voucher No. 1 of the TIR Carnet referred to in paragraph 2 above.
9. In case of several Customs offices of departure or destination, the above procedure shall apply mutatis mutandis.

10. In cases where the Customs office of destination or exit (en route) is different from that mentioned in voucher No. 2 of the TIR Carnet, that office shall inform the office mentioned in voucher No.2 without delay.

11. With a view to detecting and preventing fraud, the office of departure or entry (en route) (where applicable, the centralized office), apart from cases of doubt, shall verify a posteriori a random proportion of 1 per thousand with a minimum of 6 documents per month of all returned vouchers No. 2.

12. The Customs authorities shall take necessary measures to protect their telecommunications, ledgers, files, etc. from unauthorized access and to prevent the possibility of sending falsified confirmations of discharge.

Inquiry procedure

1. The tables below show in a succinct way the recommended inquiry procedures to be undertaken by the Customs offices of departure or entry (en route), destination or exit (en route) or the central Customs office.

2. Table 1 outlines the inquiry procedure applicable in the European Community if voucher No. 2 is not returned by the Customs office of destination or exit (en route).

3. Table 2 describes the inquiry procedure applicable in the Russian Federation if the Customs office of departure or entry (en route) has not received a confirmation by e-mail or teletype message on arrival of the goods from the Customs office of destination or exit (en route).

Table 1

Action by Customs office of departure or entry (<u>en route</u>)	Non-sensitive goods (as determined by competent authorities)	Sensitive goods (as determined by competent authorities)
(1) Send request for information to office of destination or exit (<u>en route</u>)	voucher No. 2 not returned after 3 months	Voucher No. 2 not returned after 1 month
(2) Verify the existence of a record concerning the termination of the transport operation in an authorized international control system, such as the SAFETIR system operated by the IRU	same time as above	same time as above
(2) Inform national guaranteeing association of possible non-termination (pre-notification)	same time as above	same time as above
(3) Send a reminder to the supervisory authority for the Customs office of destination or exit (<u>en route</u>)	3 months after (1)	1 month after (1)
(4) Notify the guaranteeing association and send a notification to the TIR Carnet holder of non-termination or conditional termination	3 months after (3)	1 month after (3)
(5) Request payment, as far as possible, from person(s) directly liable	3 months after (4)	3 months after (4)
(6) Send request for payment to the guaranteeing association	1 month after (5)	1 month after (5)

Remark:

The office in charge of the inquiry should inform the TIR Carnet holder or the guaranteeing association within three months whether it has accepted the alternative evidence of the termination of the TIR operation as well as in cases where, in the meantime, the office could discharge the operation by its own means (the certificate of termination has been found, etc.).

Table 2

Action to be taken by Customs authorities	Conditions for application	Responsible Customs authority
(1) Send to the Customs office of departure or entry (<u>en route</u>) a written notification on non-arrival of the goods in 15 days following expiration of the set deadline for the delivery of the goods	The goods have not been presented at the Customs office of destination or exit (<u>en route</u>) within the set deadline for the delivery of the goods	Customs office of destination or exit (<u>en route</u>)
(2) Send a reminder to the Customs office of destination or exit (<u>en route</u>)	Non-receiving of confirmation by a message or a written notification on non-arrival of the goods from any Customs office of destination or exit (<u>en route</u>)	Customs office of departure or entry (<u>en route</u>)
(3) Check the existence of information concerning the termination of the transport operation in an authorized international control system, such as the SAFETIR system operated by the IRU	Receiving a written notification on non-arrival of the goods from the Customs office of destination or exit (<u>en route</u>)	Customs office of departure, of entry (<u>en route</u>) or central Customs office
(4) Start an investigation procedure on the Customs infringement	Receiving a written notification on non-arrival of the goods from the Customs office of destination or exit (<u>en route</u>)	Customs office of departure or entry (<u>en route</u>)
(5) Inform the transport operator and/or holder of the TIR Carnet about an investigation procedure on the Customs infringement either by sending a copy of the record or by handing it over to an authorized representative of the transport operator	An investigation procedure on the Customs infringement is taken	Customs office of departure or entry (<u>en route</u>)
(6) Give particular attention to documents which may be presented as proof of the proper discharge as well as verification that a possible consignee of the goods has not committed a Customs infringement	Persons concerned have presented such documents	Customs office of departure or entry (<u>en route</u>) together with Customs office of destination or exit (<u>en route</u>)

Action to be taken by Customs authorities	Conditions for application	Responsible Customs authority
(7) Calculate the amount of Customs duties and taxes to be paid, together with default interest, and fill in a request for payment which shall be sent, if possible, to the transport operator and/or holder of the TIR Carnet or shall be handed over to its authorized representative	An investigation procedure on the Customs infringement is taken	Customs office of departure or entry (<u>en route</u>)
(8) Send the request and other relevant documents to a central body that monitors the application of the TIR procedure in a given country	A payment request is not honoured by the transport operator (or by any other person) within one month	Customs office of departure or entry (<u>en route</u>)
(9) Notify the national guaranteeing association and then lodge a claim in accordance with the provisions of the TIR Convention	A payment request is not honoured by the transport operator (or by any other person)	Central Customs body
(10) Withdraw, within three months, the notification or the claim, if the latter has been sent already	The central body has received, to its satisfaction, proof of proper discharge	Central Customs body
(11) Inform, within three months, the national guaranteeing association	The above proof is recognized to be insufficient	Central Customs body
(12) Transmit by means of tele-communications to the national guaranteeing association data on the TIR Carnets which have not been discharged for 30 days and more following expiration of the set deadline for the delivery of the goods (non-official preliminary notification). The list of such TIR Carnets should be updated regularly	Electronic data interchange (EDI) systems are used	Central Customs body or any other Customs offices

Remark: The office in charge of the inquiry should inform the TIR Carnet holder or the guaranteeing association within three months whether it has accepted the alternative evidence of the termination of the TIR operation as well as in cases where, in the meantime, the office could discharge the operation by its own means (the certificate of termination has been found, etc.).

4. A possible specimen inquiry notice form as well as a reminder letter to be recommended for use by Customs authorities are contained below.

Specimen inquiry notice
TIR Carnet - Inquiry notice

I. To be completed by the Customs office of departure/office of entry (<u>en route</u>)		
A. TIR Carnet No. Copy of voucher No. 1 attached	B. Customs office of destination/exit (<u>en route</u>)	
C. Customs office of departure/entry (<u>en route</u>) (name and full address)	D. Vehicle registration number or name of vessel, if known	
E. According to information available to this Customs office, the consignment was		
<input type="checkbox"/> 1. Produced to on <input type="text"/> <input type="text"/> <input type="text"/> <div style="text-align: center;">D M Y</div>		
<input type="checkbox"/> 2. Delivered to on <input type="text"/> <input type="text"/> <input type="text"/> <div style="text-align: center;">D M Y</div> (name and address of person or firm)		
<input type="checkbox"/> 3. The TIR Carnet holder is unable to give any information about the whereabouts of the goods		
Place and date:	Signature:	Stamp:
II. To be completed by the Customs office of destination/exit (<u>en route</u>)		
Request for additional information		
In order to carry out inquiries the Customs office of departure/entry (<u>en route</u>) is requested to send:		
<input type="checkbox"/> 1. a precise description of the goods		
<input type="checkbox"/> 2. a copy of the CMR consignment note		
<input type="checkbox"/> 3. the following documents or information:		
Place and date:	Signature:	Stamp:
III. To be completed by the Customs office of departure/entry (<u>en route</u>)		
Reply to the request for additional information		
<input type="checkbox"/> 1. The information, copies or documents requested are annexed		
<input type="checkbox"/> 2. The information, copies or documents referred to under numbers are not available <input type="text"/> <input type="text"/> <input type="text"/> <div style="text-align: right; margin-right: 20px;">1 2 3</div>		
Place and date:	Signature:	Stamp:
IV. To be completed by the Customs office of destination/exit (<u>en route</u>)		
<input type="checkbox"/> 1. Voucher No. 1 was returned on <input type="text"/> <input type="text"/> <input type="text"/> ; the duly endorsed copy of voucher No. 1 is attached <div style="text-align: center;">D M Y</div>		
<input type="checkbox"/> 2. The duly endorsed voucher No. 2 is attached to this inquiry notice		
<input type="checkbox"/> 3. Inquiries are being made and voucher No. 2 or a copy of voucher No. 1 will be returned as soon as possible		
<input type="checkbox"/> 4. The consignment was produced here without the relative document		
<input type="checkbox"/> 5. Neither the consignment nor the TIR Carnet were produced here and no information about these can be obtained		
Place and date:	Signature:	Stamp:

Specimen reminder letter
TIR Carnet - Reminder letter

I. Customs office of departure/entry (<u>en route</u>) (name and address)	II. Authority to which addressed (name and address)
III. Reference/No.	
IV. TIR Carnet (No. and date)	
V. Inquiry notice (No. and date)	
VI. Any details concerning the Customs office of destinations/exit (<u>en route</u>)	
VII. Any other information <p style="text-align: right;">- Continued overleaf -</p>	
VIII. I have not yet received any answer to the above-mentioned inquiry notice. Would you please inform me on the present position of inquiries carried out.	
IX. Reply to the authority addressed <p style="text-align: right;">- Continued overleaf -</p>	
At, <p style="text-align: center;">Signature</p> <p style="text-align: right;">Stamp</p>	

Annexes: A copy of voucher No. 1 of the TIR Carnet
A copy of the inquiry notice

List of documents to substantiate claims for non-discharge

1. Basic documentation is necessary to substantiate the request for payment. In general, such documentation should cover two main issues:

- (a) Reasons establishing the liability of the national guaranteeing association;
- (b) Amount of import or export duties and taxes to be paid by the national guaranteeing association.

2. In order to establish the reasons for the transmission of claims the following documents seem to be appropriate:

- a copy of voucher No. 1 duly filled-in and stamped by the Customs authorities - as evidence for having commenced liability of the national guaranteeing association in accordance with Article 8, paragraph 4 of the Convention;

- some documents confirming that the Customs authorities have implemented provisions of Article 8, paragraph 7 of the Convention, for instance, a copy of the registered letter sent to the TIR Carnet holder and containing the request for payment;

- a written statement (letter) by the Customs authorities outlining main points of the infringement committed and including reasons why evidences of the proper termination of the TIR operation, presented by persons concerned, if any, are recognized to be insufficient.

3. In order to substantiate 1 (b) the detailed calculation of Customs duties and taxes seems to be adequate, including determination of the Customs value of the goods and applicable tariff rates.
