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**ECONOMIC COMMISSION FOR EUROPE**

INLAND TRANSPORT COMMITTEE

Working Party on Customs Questions  
affecting Transport

Informal ad hoc Expert Group on the  
Conceptual and Technical Aspects of  
Computerization of the TIR procedure  
(Fifth session, 28 and 29 June 2004)

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

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

**(Warsaw, 28 and 29 June 2004)**

**A. ATTENDANCE**

1. The Informal ad hoc Expert Group held its fifth session on 28 and 29 June 2004 in Warsaw.
2. The session was attended by Customs representatives from Austria, Czech Republic, Finland, Italy, Netherlands, Poland, Turkey and the European Community and by representatives from the national associations of Bulgaria, Czech Republic, Hungary, Netherlands, Poland, Romania, Russian Federation and Ukraine. Experts from the International Road Transport Union (IRU) were also present. The full list of participants is presented in Annex 1.

## **B. ADOPTION OF THE AGENDA**

Documentation: ExG/COMP/2004/12, Informal document 7 (2004).

3. The Informal ad hoc Expert Group on Conceptual and Technical Aspects of Computerization of the TIR procedure (further referred to as: "the Expert Group") adopted the provisional agenda, prepared by the secretariat (ExG/COMP/2004/12). It also took note of the list of unsolved issues and open decisions (Informal document 7 (2004)). Furthermore, it decided to discuss Informal document 6 (2004) as well as issue No. 54 after the agenda item on the background to the Reference Model (0.2), and recalled that document ExG/COMP/2004/9 still contained an unsolved issue regarding the Annexes.

## **C. ACTIVITIES OF THE INFORMAL AD HOC EXPERT GROUP**

### **(a) Reference Model of the TIR Procedure**

Documentation: ExG/COMP/2003/1, version 1.2a;

Decision: 75 <sup>\*/</sup>

4. The Expert Group was informed about the latest version of the Reference Model, dating from 17 March 2004. The secretariat was requested to distribute a new update of the Reference Model after the session.

### **(0) Introduction**

#### **(0.2) Background to the Reference Model**

Documentation: ExG/COMP/2004/13;

Decision: 80

5. The Expert Group took note of document ExG/COMP/2004/13. It decided to come back to the document after having addressed the future projects of the Reference Model. The group also took note that, so far, one part of the initial Working Party mandate ("List and analyze the existing information and telecommunication systems and study to what extent the experiences gained at the national and international level can be included in the development of a computerized TIR system") had only been dealt with partly. Actually, initial lists of existing systems have been established in the

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<sup>\*/</sup>The issues discussed and the decisions taken by the Expert Group during the session are contained in Annex 2 (Issues) and Annex 3 (decisions) to this report.

Boundaries and Constraints Chapters (1.1.3 and 1.1.7) but will require further analysis at a later stage of the computerization process.

**(1) Business Domain Modelling**

Documentation: Informal document 6 (2004);

Decisions: 62-71

6. The Expert Group took note of the issues raised in Informal document 6 (2004), prepared by the IRU. It decided that the majority of issues had already been solved by the group in previous sessions and did not need further discussion. The secretariat was requested to amend Chapter 1.1.4 stating that the text of the Chapter was a statement from the WP.30. The Expert Group decided to revert to issues 47 to 49 at the appropriate moment at one of its future sessions.

7. Following a discussion on issue 54, the Expert Group requested the secretariat to present a revised Chapter 1.2 at its forthcoming meeting.

**(1.4) The Elaboration of Use Cases**

Documentation: ExG/COMP/2004/14, Informal document 5 (2004)

Decision: 76

8. The Expert Group extensively discussed and studied document ExG/COMP/2004/15 and Informal document 5 (2004) jointly. Various participants felt that the structured approach to describe the use cases as used in Informal document 5 may be difficult to read for business experts not having a particular IT knowledge and may not be appropriate to describe the use cases, as it possibly may not reflect completely the real situations. A preference was expressed for a more textual description contained in document ExG/COMP/2004/15. The Group requested the secretariat to prepare a new working document containing a revised Chapter 1.4, taking account of all observations on both documents submitted by the Expert Group at the session for discussion and, possibly, validation at its forthcoming session.

**(1.6) High level diagrams**

Documentation: ExG/COMP/2004/15, ExG/COMP/2004/16, Informal document 4 (2004)

Decisions: 77, 79

9. The Expert Group took note of document ExG/COMP/2004/15 explaining how to read a UML class diagram.

10. It also discussed Informal document 4 (2004) in which the secretariat had explained the necessity for the introduction and use of the terms “TIR Consignment” and “TIR Consignment element” in the analysis of the “as-is” situation. The Group was unable to assess the necessity to introduce such new terms and wondered whether it would not be possible to cover all alternatives by using the terms “goods”, “load” and “part-load” which are already today used in the TIR Convention. To advance on the issue, the Expert Group requested the secretariat to prepare a document for its forthcoming session, addressing the implications of the use of the various terms.

11. The Expert Group reviewed one by one Requirements 1-19, contained in Annex 1 of the Reference Model, together with the comments of the experts which had been gathered by the secretariat in document ExG/COMP/2004/16. Having made some amendments, in particular with regard to the roles performed by the associations, the group validated the majority of the Requirements. Requirements dealing with the terms “ TIR Consignment” and “TIR Consignment Element” will be dealt with at the forthcoming session of the Expert Group together with the document requested with regard to this issue (see para. 10 of this report)

**(1.7) Annexes**

Documentation: ExG/COMP/2004/16, ExG/COMP/2004/9

Decisions: 72-74

12. The Expert Group accepted the proposal made by the secretariat regarding Requirement 25 (ExG/COMP/2004/9). It also reviewed the terms of the TIR Glossary as contained in Annex 2 of document ExG/COMP/2004/16. The Group made some changes with regard to the definition of the national association and decided to put on hold any decision on the definition of “TIR Consignment” and “TIR Consignment element” until the issue be settled. Finally, it decided to come back to a number of terms related to the terms “office of departure” and “office of destination” at its forthcoming session.

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

Decision: 78

13. The Expert Group welcomed the presentation by the secretariat, in which it highlighted its vision on the future projects of the Reference Model, in particular with regard to the implementation of the step-by-step approach in order to achieve full computerization of the TIR Carnet life cycle. The group noted that the elements presented in the various steps proposed by the secretariat were in principle in line with the instructions as received from the Working Party when it mandated the step-by-step approach. However, some experts underlined that the order of the steps as presented was different from the order proposed in the original mandate. The Expert Group agreed that the "the vision on the future project" should be considered in further detail before a decision be taken by the group. Against this background, the secretariat was requested to prepare a document on the issues for the next session of the Expert Group. Finally, the delegation from the Commission offered to meet with the TIR secretariat to further elaborate ideas on the project.

14. The Expert Group also took note of the idea expressed during the discussion to create a new convention as an alternative to amending the current TIR Convention (1975). The Expert Group decided to consider this idea at one of its future sessions, bearing in mind that this issue is currently not contained in its mandate.

15. The Expert Group stressed the importance of continuing its discussions on the future aspects of its work at its forthcoming sessions, but pointed out that its first priority was to finalize the first Chapter, Business Domain modelling, in accordance with the structure of the Reference Model.

**D. DATE AND PLACE OF NEXT SESSION**

16. The Expert Group tentatively decided to hold its next session in Geneva on 26 and 27 October 2004 (to be confirmed).

**Annex 1**

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**Annex 2 – Open and discussed issues**

No	Subject	Description	Date	Source	Related decision(s)	Solved
4	0.2.1 Phases and workflow	With regard to the deliverables, ExG questions the usefulness of the inclusion of sequence diagrams in the first stages of the work to complement or even replace the current activity diagrams.	1-2.Sep.03	ExG (Budapest)	4	
17	Annex 1 - Requirements list	Requirement 25 is not precise enough.	1-2.Sep.03	ExG (Budapest)	17, 73	✓
25	1.3.1 Actors	"The term ""Transport operator (Driver)"" used in Figure 1.6 is missing from the Glossary."	1-2.Sep.03	ExG (Budapest)	25, 74	✓
36	Annex 2 - TIR glossary	The secretariat proposes to amend Annex 2 with a number of terms. See document ExG/COMP/2004/9 for more details.	18.2.2004	Secretariat	61	
38	Whole document	"The terms ""TIR Carnet holder"", ""holder of TIR Carnet"" and ""authorized transport operator"" are used indifferently through the Reference model."	1-2 Mar. 04	ExG (Geneva)	75, 57	✓
39	1.4 Elaboration of use cases	ExG is not yet in a position to finalize the descriptions of the use case descriptions presented in document ExG/COMP/2004/2.	1-2 Mar. 04	ExG (Geneva)	76, 58	
40	1.6. High level class diagram.	ExG is not yet in a position to validate Chapter 1.6.	1-2 Mar. 04	ExG (Geneva)	77, 59	
41	Chapter 2	Following WP.30 decision regarding the step-by-step approach for the development of the project, ExG underlines the necessity to elaborate a detailed description of final product in order to be able to split the work into various steps.	1-2 Mar. 04	ExG (Geneva)	78, 60	
42	Reference Model	Required adjustment in light of WP.30 decision. See Informal document 6 (2004) chapter B for more details.	14-Jun-04	IRU	62	✓
43	1.1. Vision	Proposal to include vision chapter in Chapter 2. See Informal document 6 (2004) chapter C for more details.	14-Jun-04	IRU	63	✓

No	Subject	Description	Date	Source	Related decision(s)	Solved
44	1.1.2. Objectives	Inclusion of further objectives. See Informal document 6 (2004) chapter D for more details.	14-Jun-04	IRU	64	✓
45	1.1.4. Business Opportunity and Problem Statement	Clarification of historic context of Business Statement. See Informal document 6 (2004) chapter D for more details.	14-Jun-04	IRU	65	✓
46	1.1.4. Business Opportunity and Problem Statement	Reflection of Business Opportunity. See Informal document 6 (2004) chapter F for more details.	14-Jun-04	IRU	66	✓
47	1.1.7. Constraints	Listing constraints in Annex 1. See Informal document 6 (2004) chapter F for more details.	14-Jun-04	IRU	67	
48	1.1.7. Constraints	Introduction of further constraints. See Informal document 6 (2004) chapter F for more details.	14-Jun-04	IRU	68	
49	1.1.8. Stakeholders' needs	Introduction of stakeholders' needs. See Informal document 6 (2004) chapter G for more details.	14-Jun-04	IRU	69	
50	1.2. TIR Procedure Domain	Synchronization of section with WP.30 decision. See Informal document 6 (2004) chapter H for more details.	14-Jun-04	IRU	70	✓
52	1.6. High Level Class diagram	Relocation of Chapter 1.6.2. See document ExG/COMP/2004/15 chapter D for more details.	03-Jun-04	Secretariat	79	✓
53	Annex 1 and Annex 2	The difference between TIR Consignment and Consignment is not clear. See document ExG/COMP/2004/15 and proposed explanation in Informal document 4 (2004).	08-Jun-04	ExG/Secretariat	72	
54	1.2 TIR procedure domain	The national Customs are missing from the TIR procedure package diagram.	24-Jun-04	Secretariat	71	
55	0.2 Introduction to the Reference Model	UMM does not take account of the step by step approach proposed by the working party.	1-2 Mar. 04	ExG (Geneva)		

**Annex 3 – Decisions**

<b>Decision. No</b>	<b>Issue No</b>	<b>Description</b>	<b>Date</b>	<b>Source</b>	<b>Version<sup>1</sup></b>
62	42	ExG decides to move ITDB outside the boundaries of the project (Figure 1.1)	28-29 Jun. 04	ExG(Warsaw)	1.3
63	43	ExG decides to include the description of the future system in the introduction of Chapter 2.	28-29 Jun. 04	ExG(Warsaw)	
64	44	ExG decides not to amend the objectives.	28-29 Jun. 04	ExG(Warsaw)	-
65	45	ExG requests the secretariat to amend the last paragraph of chapter 1.4 with a reference to WP.30 as the source of information.	28-29 Jun. 04	ExG(Warsaw)	
66	46	ExG decides that the introduction to Chapter 2 of the Reference Model will reflect the Business Opportunity and further describe the future of the eTIR Project.	28-29 Jun. 04	ExG(Warsaw)	
67	47	ExG decides to postpone the discussion to a future meeting.	28-29 Jun. 04	ExG(Warsaw)	
68	48	ExG decides to postpone the discussion to a future meeting.	28-29 Jun. 04	ExG(Warsaw)	
69	49	ExG decides to postpone the discussion to a future meeting.	28-29 Jun. 04	ExG(Warsaw)	
70	50	ExG considers this issue closed and decides to integrate any further discussion on this matter into issue 54.	28-29 Jun. 04	ExG(Warsaw)	-
71	54	ExG requests the secretariat to present an amended Chapter 1.2 at the forthcoming meeting.	28-29 Jun. 04	ExG(Warsaw)	
72	53	ExG requests the secretariat to prepare a document for the forthcoming meeting.	28-29 Jun. 04	ExG(Warsaw)	
73	17	ExG accepts the secretariat's proposal contained in document ExG/COMP/2004/9.	28-29 Jun. 04	ExG(Warsaw)	1.3
74	25	ExG requests the secretariat to redraft the definitions (transport operator and driver) proposed in document ExG/COMP/2004/16 providing clarification on the fact that these two actors act on behalf of the TIR Carnet holder when providing information to the TIR system.	28-29 Jun. 04	ExG(Warsaw)	
75	38	ExG takes note of the amendments to the Reference Model made by the secretariat.	28-29 Jun. 04	ExG(Warsaw)	-

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

<b>Decision. No</b>	<b>Issue No</b>	<b>Description</b>	<b>Date</b>	<b>Source</b>	<b>Version 1</b>
76	39	ExG requests the secretariat to update the text on the use cases in line with its observations and to present a revised Chapter 1.4 for further discussion and, possibly, validation at the next session.	28-29 Jun. 04	ExG(Warsaw)	
77	40	ExG requests the secretariat to update the list of requirements in line with its observations and to present a new document at the next session.	28-29 Jun. 04	ExG(Warsaw)	
78	41	ExG requests the secretariat to prepare a document for its next session taking account of its comments. Collaboration with EU in the preparation of the document is foreseen.	28-29 Jun. 04	ExG(Warsaw)	
79	52	ExG accepts the secretariat's proposal.	28-29 Jun. 04	ExG(Warsaw)	1.3
80	55	ExG decides to postpone the discussion after having addressed the future projects of the Reference Model.	28-29 Jun. 04	ExG(Warsaw)	

