

TIR documentation

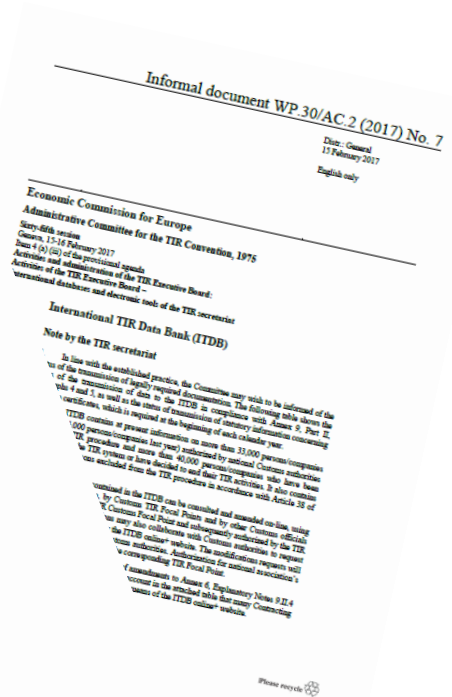
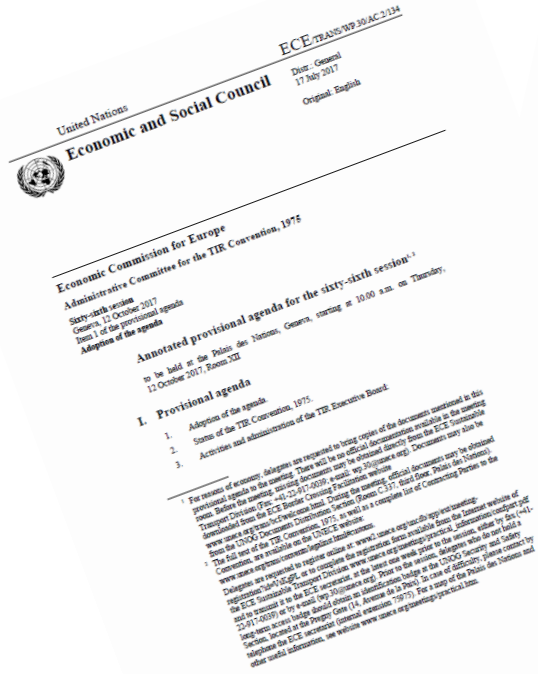
Geneva, 2018



UNECE

Content

- Meeting documents (aka. Session documents)
 - Pre-session documents
 - In-session documents
 - Post-session documents
- Other documents



Meeting documents

Pre-session documents

- Parliamentary documents, prepared at the request of United Nations bodies and entities and intergovernmental bodies in preparation for scheduled meetings.
- Pre-session documents constitute the largest category of documents produced. They include:
 - Agenda
 - Official documents
 - Informal documents

Meeting documents

Pre-session documents

Agenda

- Provisional agenda of a TIR meeting is prepared based on the report of the previous session; proposals from other TIR bodies, Contracting Parties and the international guaranteeing organization are also included.
 - The secretariat has to submit the provisional agenda 12 weeks before the meeting to the Division of Conference Management.
 - Depending on the translation, agenda is issued via the TIR website 8 weeks before the meeting in 3 official languages (English, French, Russian).
 - Amendments to the agenda may be proposed under the item “Adoption of the agenda” during the meeting.
- * When necessary, the secretariat may issue corrigendum or addendum to the agenda before the meeting.

Meeting documents

Pre-session documents

Official documents (aka. Working documents)

- Documents are prepared by the TIR secretariat according to the mandate from previous sessions of a meeting and relate to the agenda of the forthcoming session.
 - Documents submitted by the secretariat should not exceed 8,500 words (10,700 words for submission by Contracting Parties).
 - Documents should be submitted to the Division of Conference Management 10 weeks before the meeting.
 - Available in 3 official languages.
- * In case of late submission, documents may not be available at the meeting other than the original language!

Meeting documents

Pre-session documents

Informal documents

- Documents that are not subject to the rules valid for official documents, including deadlines and word limits.
- Available only in the language of submission.
- Documents that do not require translation are usually issued as informal documents.
- TIR Executive Board (TIRExB) and Informal Ad hoc Expert Group on Conceptual and Technical Aspects of Computerization of the TIR Procedure (GE.1) documents are informal documents.

Meeting documents

In-session documents

Conference Room Papers (CRPs)

- Parliamentary documents for consideration during the meetings of United Nations bodies and entities and intergovernmental bodies.
- Report of the Working Party on Customs Questions affecting Transport (WP.30) is issued as CRP in the last day of the meeting in 3 official languages, to be considered and adopted during the meeting.

Meeting documents

Post-session documents

Report

- Final reports of the meetings of United Nations bodies and entities and intergovernmental bodies, including the resolutions and decisions adopted by such entities.
- Reports of AC.2 and WP.30 are adopted in the last day of each session based on the drafts prepared by the secretariat.
- Reports are issued in 3 official languages.
- When necessary, the secretariat may issue corrigendum to the report after the meeting.

Other documents

Notifications by the Secretary- General of the United Nations in line with Articles 61 and 63 of the TIR Convention

- Notifications on the amendments to the Convention and communications, objections thereon (Article 61)

<http://www.unece.org/tir/convention/amend.html>

- Depositary notifications on accessions (Article 63)

<https://www.unece.org/trans/bcf/wp30depnot.html>

* All meeting documents, except in-session documents (CRPs), are available at UNECE website under Meeting Documents:

<https://www.unece.org/trans/bcf/welcome.html>

* Agendas, official documents and reports are also available on the Official Document System of UN:

<https://documents.un.org/prod/ods.nsf/home.xsp>

THANK YOU