



Economic Commission for Europe**Administrative Committee for the TIR Convention, 1975****Seventy-seventh session**

Geneva, 9 and 10 (a.m.) February 2022

Item 9 of the provisional agenda

Audit of the accounts of the TIR Executive Board and the TIR secretariat**Annual workplan of the P3 Information System officer staff member****Note by the secretariat****I. Mandate and background**

1. In accordance with Article 4 (c) of the ECE¹/IRU² Memorandum of Understanding (see ECE/TRANS/WP.30/AC.2/2021/8) “a detailed work plan concerning the specific activities that the P3 Information Systems officer staff member will perform in the year to come will be prepared by ECE and it will be submitted for consideration and endorsement by AC.2. The activities described in the work plan should be solely about the development and maintenance of the eTIR international system and its interconnection with the national customs systems operated by the ECE secretariat. The work plan should not include any activities required or requested by any third party outside the ECE secretariat even if those activities are connected directly or indirectly with the eTIR international system.”

II. Annual work plan

2. The following table reproduces the proposed work plan for the P3 Information Systems officer staff member for 2022. The sum of all priority 1 assignments equal to 12 months. Other foreseen assignments are also suggested in priority 2. Finally, following the Agile approach, described in the eTIR technical specifications³ that the ECE secretariat follows to develop the eTIR international system, this work plan provides a guiding plan which may need to be adapted in the course of the year in order to reflect changing priorities. With respect to the main objective of the work plan (see assignment 2), all contracting parties that have started their interconnection projects so far⁴ follow their respective project plans and the secretariat commits to assist them all to the best of its capacity in order to complete as many of these projects in 2022 as possible.

¹ United Nations Economic Commission for Europe

² International Road Transport Union

³ See document ECE/TRANS/WP.30/AC.2/2022/14

⁴ These contracting parties are Armenia, Azerbaijan, Georgia, Iran (Islamic republic of), Kyrgyzstan, Pakistan, Tajikistan, Tunisia, Turkey and Uzbekistan.

Work plan

<i>ID</i>	<i>Assignment / Activity</i>	<i>Priority</i>	<i>Workload in months</i>
1	Development of the eTIR international system		
1.1	Implement, test and document the fall-back scenarios as described in chapter 1.2 of the eTIR functional specifications	1	1
1.2	Implement, test and document the technical fallback mechanisms as described in section V.C of the eTIR technical specifications	1	0.5
1.3	Implement, test and document the changes to the eTIR specifications approved by TIB in 2022	1	0.5
2	Assist contracting parties to interconnect their national customs systems to the eTIR international system		
2.1	Assist customs authorities by, inter alia, answering their questions, guiding them on technical aspects, performing early tests, following up issues with them, executing conformance tests, etc. (eTIR Service Desk related tasks).	1	5
3	Conformance tests		
3.1	Create data sets and scenarios to be used in tests suites by all contracting parties having reached the conformance tests stage	1	0.5
3.2	Implement, test and document the various tests suites used at the different levels of the conformance tests	1	1
3.3	Implement, test and document the various tools needed to ease the work of contracting parties in performing the conformance tests	1	1
4	Recurrent tasks		
4.1	System monitoring, maintenance and upgrade (libraries, middleware, OS, language, etc.)	1	1
4.2	Correct any technical issues in the eTIR international system raised by contracting parties during their interconnection projects and bring them to the attention of TIB if required	2	0.5
4.3	Administrative tasks related to procuring software licenses and hardware equipment needed for the development and maintenance of the eTIR international system	2	0.5
4.4	Ad-hoc trainings related to specific libraries, framework or programming languages that may be needed for the development and maintenance of the eTIR international system	2	0.5
4.5	Holidays	1	1.5

III. Considerations by the Committee

3. The Committee is invited to consider and, possibly, endorse the annual workplan of the P3 Information Systems officer staff member for the year 2022.