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INLAND TRANSPORT COMMITTEE

Working Party on Customs Questions

affecting Transport

(One-hundredth-and-first session, 19-21 June 2002,
agenda item 6 (b) (ii))

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

Preparation of Phase III of the TIR revision process

**Report of the first session of the Informal Ad hoc Expert Group on the
Conceptual and Technical Aspects of Computerization of the TIR Procedure**

A. ATTENDANCE

1. The Informal Ad hoc Expert Group held its first session on 24 and 25 January 2002.
2. The session was attended by experts from the following countries: Czech Republic; Finland; France; Hungary; Italy; Netherlands; Poland; Romania; Russian Federation; Sweden; Ukraine. Experts from the European Community (EC), the United Nations Conference for Trade and Development (UNCTAD) and the International Road Transport Union (IRU) were also present.
3. Mr. J. Ille (Czech Republic) acted as Chairman of the Informal Ad hoc Expert Group.

B. INTRODUCTION AND BACKGROUND

Documentation: TRANS/WP.30/182; TRANS/WP.30/186; TRANS/WP.30/AC.2/55; TRANS/WP.30/190; TRANS/WP.30/2001/5; TRANS/WP.30/2001/13.

4. The Working Party on Customs Questions affecting Transport had identified, at its ninety-first session, the computerization of the TIR procedure as one of its main activities for Phase III of the TIR revision process (TRANS/WP.30/182, para. 29). The Working Party further defined Phase III at its ninety-third session, when it agreed that the following elements be included:

- (a) Revision of the TIR Carnet, including the insertion of additional data elements (ID-number, HS code, value of goods etc);
- (b) Use of new technologies in TIR operations also with a view to reducing the delay in notifications of non-discharge;
- (c) Increase in the number of places for loading and unloading under Customs seal (TRANS/WP.30/186, para. 42).

This view was endorsed by the TIR Administrative Committee at its twenty-seventh session (TRANS/WP.30/AC.2/55, paras. 38 and 39).

5. At its ninety-fifth session, the Working Party discussed in detail the objectives and possible approaches of the computerization process (TRANS/WP.30/190, paras. 25-30). The Working Party recognized that computerization of the TIR procedure was inevitable:

- (a) in the light of today's extremely rapid technological developments, based on Internet and Smart Card technologies, particularly affecting international transport and trade,
- (b) the ever increasing need for improved efficiency of Customs procedures and trade practices (as amended by document TRANS/WP.30/2001/13, para. 14) and
- (c) the fight against fraudulent activities which must be conducted with the most appropriate and effective means.

6. The Working Party considered that the link between national Customs procedures and the transfer of data should be possible via:

- (a) international EDI systems, as is being done in the New Computerized Transit System (NCTS);
- (b) Smart Cards that could be filled-in and carried along by the transport operator as well as filled-in, read and validated by Customs authorities, or

- (c) the present paper-based TIR Carnets, possibly supplemented by a bar-code and TIR Carnet holder identification systems.

7. The Working Party, at the same session, decided to establish an Ad hoc Group of Experts on the computerization of the TIR procedure, which should in particular:

- (a) analyze the administrative and legal requirements relevant for computerization of the TIR procedure;
- (b) study suitable technological solutions in this respect and
- (c) consider the experiences made with similar automated systems at the national as well as sub-regional levels, such as the NCTS, with a view to preparing possible alternative solutions and scenarios, specifying the benefits as well as the disadvantages of the various approaches.

8. The Ad hoc Group on the Computerization of the TIR Procedure met twice in 2001, on 19 February and on 21 June. The main focus of the first meeting of the Ad hoc Group was the presentation of various approaches available for the computerization of the TIR procedure (Smart Document and Smart Card technology, the New Computerized Transit System (NCTS) and the Automated System for Customs Data (ASYCUDA) (TRANS/WP.30/2001/5, paras. 43-72)). The second meeting of the Ad hoc Group was dedicated to a number of aspects, all related to the computerization process, part of which had already been dealt with at an earlier stage in the computerization process, but which the Ad hoc Group of Experts felt needed to be addressed once more as part of its tasks.

9. With regard to the objectives of the computerization process, the Ad hoc Group decided, with a slight change to the wording, that those identified by the Working Party at its ninety-fifth session had kept their validity (see para. 5 above).

10. The Ad hoc Group reconsidered the fundamental approaches for computerization of the TIR procedure (see para. 6 above) and agreed that, knowing that the computerization of the TIR procedure was a continuing process, involving various stages of development, none of the options could be excluded for the time being. Efforts should be pursued at the national level to prepare the national Customs legislation for the acceptance of electronic data processing and interchange techniques and the electronic signature.

11. The Ad hoc Group acknowledged that, irregardless of the finally selected approach, from a legal point of view, the amount of changes to be made to the TIR Convention could be limited and that it would basically be sufficient to amend the Convention with either a definition of the

TIR Carnet, that would include the use of portable electronic files or introduce one new article which would allow for the use of new technologies in general, including the acceptance of electronic signatures, leaving the existing text of the Convention as it stands. Special provisions dealing with the legal and technical specifications of the accepted new technologies could be inserted into a separate, newly to be created Annex.

12. With regard to the role played by the various actors in the TIR procedure in the computerization process, the Ad hoc Group agreed that the computerization process would have consequences for the persons and organizations dealing with the issuance and management of the guarantee system, as well as for Customs authorities, whose task it is to check and process the provided data and ensure the goods' unaltered arrival at the Customs office of destination. In addition, the use of automated risk management would influence the work of Customs authorities and associations at the national level, as well as the work of the international organization, the insurers and the TIRExB. However, the Ad hoc Group felt, that at that time, it was not appropriate to pursue this subject, as it depended on a variety of, as yet unknown, factors.

13. On the basis of the outcome of the work performed by the Ad hoc Group, the Working Party mandated the secretariat to convene meetings of special expert groups. These special groups should address the two major problems the Ad hoc Group of experts had encountered in the pursuit of its work:

- (a) To study the conceptual and technical aspects of the computerization process of the TIR Convention, including the financial and administrative implications of its introduction, both at the national and at the international level, and prepare a draft set of electronic messages to allow for an interchange of electronic data, nationally between Contracting Parties and with international organizations;
- (b) To study in detail the impact of the various approaches that had been identified by the Ad hoc Group of Experts on the existing legal text of the TIR Convention as well as the repercussions it could have on international private law, national administrative procedures and to draft a description of the role that the various actors (in particular: national associations, international organization, insurers and TIRExB) could play in the TIR Convention, once the paper based system would be complemented and/or replaced by a system functioning on the basis of the electronic interchange of information (TRANS/WP.30/2001/13, para. 31).

14. As the Ad hoc Group had not been able to further specify details of a computerized TIR procedure, nor the impact it could have on the various actors concerned, the secretariat felt it was

too early to discuss legal and organizational matters. Therefore, it asked the special group to dedicate its first meeting to the conceptual and technical aspects of the computerized TIR procedure, focusing, in particular, on the current and future role of all data elements.

15. Without prejudging the final choices with regard to approach and organization of a computerized TIR procedure, the special group's goal should be to design a set of electronic messages and to define the adequate security and financial requirements supporting them, so as to enable and/or simplify the interchange of electronic data at the national and international level between Contracting Parties as well as with the national associations and the international organization.

C. ADOPTION OF THE AGENDA

Documentation: ExG/COMP/2001/1.

16. The Informal Ad hoc Expert Group on the 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/2002/1). As the agenda contained in detail all the elements to be discussed by the Expert Group, the IRU proposed that the Expert Group should indicate the priorities of its work and announced the submission of a document, reflecting its views on priorities.

D. MANDATE

Documentation: TRANS/WP.30/198, para. 67.

17. The Expert Group had been prepared and convened by the secretariat in line with the mandate of the Working Party on Customs Questions affecting Transport (WP.30) at its ninety-eighth session (TRANS/WP.30/198, para. 67).

E. TERMS OF REFERENCE OF THE INFORMAL AD HOC EXPERT GROUP

Documentation: ExG/COMP/2001/2.

18. On the basis of the Expert Group's mandate, the secretariat, in cooperation with the Chairman, had prepared Terms of Reference, reflecting the work to be performed by the Expert Group (ExG/COMP/2001/2). The Terms of Reference as adopted by the Expert Group are contained in annex 1 to this document.

F. ACTIVITIES OF THE INFORMAL AD HOC EXPERT GROUP

(i) Analysis of data elements

Documentation: ExG/COMP/2001/3; ExG/COMP/2002/1.

19. In document ExG/COMP/2001/3, the secretariat has put together all data elements that are contained in the current TIR Carnet, with the exception of the certified report. The certified report (which partly consists of information already available in the TIR Carnet) is used in certain specific events, where it is supposed to give a detailed description of the situation at hand. As it is difficult to assess to what extent the certified report is suitable for computerization, the Expert Group decided to address this issue at a later stage.

20. The Expert Group discussed document ExG/COMP/2002/1 in combination with document ExG/COMP/2001/3, as it contained a condensed reproduction of the data elements mentioned therein. Therefore, changes to one document would necessarily have repercussions on the other.

21. The Expert Group endorsed the basic approach of both tables, improving and/or amending some of the boxes. In addition, the Expert Group proposed that the updated version of document ExG/COMP/2002/1 would include (if possible) information on:

- the moment of the availability of data;
- the static or dynamic nature of data, including the frequency with which they appear throughout the TIR Carnet;
- the hierarchical structure of data;
- the type and size of each data element;
- the possibility to use codes, amending or replacing data elements;
- the persons who provide data on behalf of the holder of the TIR Carnet;
- the data reported to and available in the so-called "SafeTIR/Cutewise system", administered by the IRU on the basis of a TIR Administrative Committee Recommendation.

22. An updated version of the table of document ExG/COMP/2001/3, reflecting the additions made at the meeting, is contained in annex 2 (English only) to this document.

23. Apart from the above table, document ExG/COMP/2002/1 also contained a draft conceptual data model, reflecting the various entities of the TIR procedure. Due to its technical nature, the Expert Group did not discuss the data model in detail, but decided to revert to the matter at a later stage.

(ii) Design of flow charts

Documentation: ExG/COMP/2002/2.

24. The flow chart, presented by the secretariat in document ExG/COMP/2002/2 and describing the life cycle of a TIR Carnet, was endorsed by the Expert Group. The secretariat was requested to amend the flow chart with the option of partial loading and unloading in one country and to add information with regard to the various persons who, in the course of a TIR transport, insert data, attributed to the holder, in the TIR Carnet. The Expert Group decided that the discharge procedure and the SafeTIR procedure should not be included in the existing flow chart, but requested the secretariat to present them separately.

(iii) Use of standardized codes

25. As the Expert Group decided that the codes of certain data elements be included into the updated version of the table, the issue was not further discussed under this agenda item. Participants were requested to provide the secretariat with information on the coding systems already used at the national and international level.

(iv) Information and telecommunication systems at the national and international level

Documentation: Informal document TRANS/WP.30/2001/21.

26. The secretariat informed the Expert Group of the outcome of a questionnaire, which it had sent in spring 2001 to all Contracting Parties, with the aim of obtaining information on the state of play of computerization of Customs procedures at the national level. 35 Contracting Parties, all countries with which a TIR operation could be established, had already replied. The questionnaire had particularly made clear that already today many countries insert a number of data from the TIR Carnet in their national computerized Customs system, mainly as a means of establishing discharge of their national TIR operation, but for other reasons as well. For example, such data are increasingly used for risk analysis purposes.

27. Thus, it had become evident that, irrespective of the outcome of the computerization process, the issue of this repetitious keying-in of data had to be addressed.

(v) **Technical solutions with regard to the computerization of the TIR procedure**

28. The Expert Group agreed that it was not feasible at this stage to prepare possible technical solutions before having finalized the analysis of data elements and the identification of the separate information flows.

G. DATE AND PLACE OF NEXT SESSION

29. Tentatively, the Expert Group decided to hold its second meeting at the end of September 2002, the exact date and place to be decided by the secretariat in cooperation with the Chairman.

30. In preparation for the next meeting, the secretariat was requested to update document ExG/COMP/2001/3 (enclosed as annex 2 to this document) and to amend the table contained in document ExG/COMP/2002/1 in line with the instructions by the Expert Group. In addition, the secretariat was asked to study to what extent the data in the amended table could be linked to the information available in the flow chart.

Annex 1**TERMS OF REFERENCE FOR THE TWO INFORMAL AD HOC EXPERT GROUPS
ON THE COMPUTERIZATION OF THE TIR PROCEDURE**

The Terms of Reference have been formulated in accordance with the decisions adopted by the UNECE Working Party on Customs Questions affecting Transport (WP.30) at its ninety-ninth session (23-26 October 2001 in Geneva).

The two informal Ad hoc Expert Groups shall be composed of experts designated by Contracting Parties to the TIR Convention, 1975. Non-governmental organizations, such as the IRU, as well as experts from national associations may participate at the meetings of the informal Ad hoc Expert Groups.

A. Informal Ad hoc Expert Group on the Conceptual and Technical Aspects of the Computerization of the TIR Convention.

The informal conceptual and technical Ad hoc Expert Group shall:

1. List and analyze the data elements required for the operation of a TIR transport at the national and international level, as stipulated in the TIR Convention as well as in resolutions and recommendations, adopted by the Administrative Committee (in particular Annexes 1, 4 and 9 of the TIR Convention) and make an inventory of possible new features which could be included into the electronic version of the TIR procedure. On that basis, the group shall draw up flow charts, reflecting the actual and future flow of data in the TIR procedure between the various actors involved in and at the various stages of the TIR procedure. Within the context of its work, the group shall also study the use of standardized codes, ensuring a uniform understanding and interpretation of the data elements in the TIR Carnet.
2. 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 procedure.
3. Prepare conclusions with regard to the computerization of the TIR procedure, reflecting the results of the work under 1 and 2 and taking account of the financial implications they might have on the national and international level.

B. Informal Ad hoc Expert Group on the Legal Aspects of the Computerization of the TIR Convention.

The informal legal Ad hoc Expert Group shall:

1. Study in detail the impact of the various approaches of the computerization process on the existing legal provisions of the TIR Convention as well as the repercussions it could have on national administrative procedures.
2. Draft a description of the role the various actors (in particular: national association, international organization, insurers and TIRExB) could play in the TIR Convention, once the paper based system would be complemented and/or replaced by a system functioning on the basis of the electronic interchange of information.

The two informal Ad hoc Expert Groups shall report to the Working Party on the progress of their work.

At the completion of its work, each Ad hoc Expert Group should prepare a working document, containing concrete proposals for further action, to be discussed and approved by the Working Party.

The two informal Ad hoc Expert Groups will be convened by the UNECE secretariat and shall meet as required. The UNECE secretariat will provide secretarial assistance to the two groups.

Annex 2

English only

DATA ELEMENT	BOX	REFERENCE IN CONVENTION (other than Annex 1)	REMARKS	FILLED IN BY	USED BY	MANDATORY/ OPTIONAL	SAFETIR
COVER PAGE							
Vouchers	¹		Number (4-20 ²) vouchers in the TIR Carnet	<u>Int. Org.</u>	OoDep/Entry. OoDis, Association, <u>Int. Org.</u>	³	⁴
<u>International organization</u>				<u>Int. Org.</u>	<u>OoDep/Entry</u>		
TIR Carnet reference number			10 digit alpha-numeric code	<u>Int. Org.</u>	All		
Barcode			Bar-coded 10 digit alpha numeric code (<u>reflecting the TIR Carnet reference number</u>)	<u>Int. Org.</u>	All		
Validity	1	Art. 9,1	Final date up to which TIR Carnet can legally be accepted by Customs	Association	OoDep/Entry, Association, <u>Int. Org.</u>		
Issue	2	Art. 6, Annex 9	Name of association which has issued the TIR Carnet	<u>Association/ Int. Org.</u>	all		

¹ A blank box indicates either that no information is required or available

² All Corrections to document ExG/COMP/2001/3 are underlined and in italics

³ A blank box indicates that the data element is mandatory

⁴ Information to be provided by IRU

OoDep: Customs office of departure; OoEntry: Customs office of entry en route; OoExit: Customs office of exit en route; OoDes: Customs office of destination;

OoDist: Customs office of discharge; ITDB: International TIR Data Bank;

Holder*: holder or his agent (freight forwarder, consignor, driver)

DATA ELEMENT	BOX	REFERENCE IN CONVENTION (other than Annex 1)	REMARKS	FILLED IN BY	USED BY	MANDATORY/ OPTIONAL	SAFETIR
Holder	3		Name, address and country of holder of the TIR Carnet	Association	all		
ID Number	3	Recommendation 20 October 2000	ID number for TIR Carnet holders being persons which have been authorized to utilize TIR Carnets in accordance with Annex 9, Part II	Association/ Holder*		<u>Optional</u>	
Signature	4		Signature of authorized official of the issuing association	Association	OoDep		
Stamp	4		Stamp of the issuing association	Association	OoDep		
Signature	5		Signature of the Secretary of the international organization	<u>Int. Org.</u>	<u>OoDep/Entry</u>		
Country of departure	6	Art. 18	Country (max. 3 countries) where the actual TIR transport starts	Holder*	all		
Country of destination	7	Art. 18	Country or countries where the goods will be unloaded	Holder*	<u>all</u>		
Vehicle registration	8		Registration number of the vehicle	Holder*	OoDep/Entry		
Certificate of approval	9	Art. 14	Number and date of the vehicle's certificate of approval	Holder*	OoDep/Entry	<u>Optional/ conditional</u>	

OoDep: Customs office of departure; OoEntry: Customs office of entry en route; OoExit: Customs office of exit en route; OoDes: Customs office of destination;

OoDist: Customs office of discharge; ITDB: International TIR Data Bank;

Holder*: holder or his agent (freight forwarder, consignor, driver)

DATA ELEMENT	BOX	REFERENCE IN CONVENTION (other than Annex 1)	REMARKS	FILLED IN BY	USED BY	MANDATORY/ OPTIONAL	SAFETIR
Identification number of container	10			Holder*	OoDep/Entry	<u>Optional/conditional</u>	
Various observations	11			Holder*	all	<u>Optional</u>	
Signature	12		Signature of the TIR Carnet holder	Holder*	all		
VOUCHER NO. 1/ NO. 2: NON CUSTOMS USE							
TIR Carnet number	1		10 digit alpha-numeric code	<u>Int. Org.</u>	<u>Holder/Association</u>		
Customs office of departure	2	Art. 18	Max. 3 Customs offices of departure	Holder*	<u>Holder/Association</u>		
Issued by	3		Name of the international organization	<u>Int. Org.</u>	<u>Holder/Association</u>		
Holder of the Carnet	4	Recommendation 20 October 2000	ID number for TIR Carnet holders being persons which have been authorized to utilize TIR Carnets in accordance with Annex 9, Part II	Association; Holder*	<u>Holder/Association</u>		
Country/countries of departure	5	Art. 18	One or several countries of departure	Holder*	<u>Holder/Association</u>		
Country/countries of destination	6	Art. 18	One or several countries of destination	Holder*	<u>Holder/Association</u>		
Registration No(s) of road vehicle	7			Holder*	<u>Holder/Association</u>		

Annex 2

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OoDep: Customs office of departure; OoEntry: Customs office of entry en route; OoExit: Customs office of exit en route; OoDes: Customs office of destination;
OoDist: Customs office of discharge; ITDB: International TIR Data Bank;
Holder*: holder or his agent (freight forwarder, consignor, driver)

DATA ELEMENT	BOX	REFERENCE IN CONVENTION (other than Annex 1)	REMARKS	FILLED IN BY	USED BY	MANDATORY/ OPTIONAL	SAFETIR
Documents attached to the manifest	8			Holder*	<u>Holder/Association</u>		
Load compartment(s) or container(s)	9a			Holder*	<u>Holder/Association</u>		
Marks and Nos. of packages of articles	9b			Holder*	<u>Holder/Association</u>		
Number of packages or articles	10			Holder*	<u>Holder/Association</u>		
Types of packages or articles	10			Holder*	<u>Holder/Association</u>		
Description of goods	10			Holder*	<u>Holder/Association</u>		
Gross weight in kg	11			Holder*	<u>Holder/Association</u>		
Total number of packages entered on the manifest	12			Holder*	<u>Holder/Association</u>		
I declare the...	13			Holder*	<u>Holder/Association</u>		
Place	14			Holder*	<u>Holder/Association</u>		
Date	14			Holder*	<u>Holder/Association</u>		
Signature of holder/agent	15			Holder*	<u>Holder/Association</u>		

OoDep: Customs office of departure; OoEntry: Customs office of entry en route; OoExit: Customs office of exit en route; OoDes: Customs office of destination;

OoDist: Customs office of discharge; ITDB: International TIR Data Bank;

Holder*: holder or his agent (freight forwarder, consignor, driver)

DATA ELEMENT	BOX	REFERENCE IN CONVENTION (other than Annex 1)	REMARKS	FILLED IN BY	USED BY	MANDATORY/ OPTIONAL	SAFETIR
Seals or identification marks applied	16				<u>Holder/Association</u>		
Customs office of departure	17		Crossed out				
Customs officer's signature	17		Crossed out				
Customs office date stamp	17		Crossed out				
Certificate for goods taken under control	18				<u>Holder/Association</u>		
Seals or identification marks found to be intact	19				<u>Holder/Association</u>		
Time-limit for transit	20				<u>Holder/Association</u>		
Miscellaneous	22				<u>Holder/Association</u>		
Customs officer's signature	23		Crossed out				
Custom office date stamp	23		Crossed out				
Certificate of discharge	24				<u>Holder/Association</u>		

OoDep: Customs office of departure; OoEntry: Customs office of entry en route; OoExit: Customs office of exit en route; OoDes: Customs office of destination;
OoDist: Customs office of discharge; ITDB: International TIR Data Bank;
Holder*: holder or his agent (freight forwarder, consignor, driver)

DATA ELEMENT	BOX	REFERENCE IN CONVENTION (other than Annex 1)	REMARKS	FILLED IN BY	USED BY	MANDATORY/ OPTIONAL	SAFETIR
Seals or identification marks intact	25				<u>Holder/Association</u>		
Number of packages discharged	26				<u>Holder/Association</u>		
Reservations	27				<u>Holder/Association</u>		
Customs officer's signature	28		Crossed out				
Customs office date stamp	28		Crossed out				
COUNTERFOIL NO. 1 / NO. 2							
Arrival certified by	1				<u>Holder/Association</u>		
Seals or identification marks found to be intact	2				<u>Holder/Association</u>		
Number of packages discharged	3				<u>Holder/Association</u>		
New seals affixes	4				<u>Holder/Association</u>		
Reservations	5				<u>Holder/Association</u>		
Customs officer's signature	6		Crossed out				

OoDep: Customs office of departure; OoEntry: Customs office of entry en route; OoExit: Customs office of exit en route; OoDes: Customs office of destination;

OoDist: Customs office of discharge; ITDB: International TIR Data Bank;

Holder*: holder or his agent (freight forwarder, consignor, driver)

DATA ELEMENT	BOX	REFERENCE IN CONVENTION (other than Annex 1)	REMARKS	FILLED IN BY	USED BY	MANDATORY/ OPTIONAL	SAFETIR
Customs office date stamp	6		Crossed out				
VOLET NO. 1							
Barcode			Bar-coded 10 digit alpha numeric code <i>(reflecting the TIR Carnet reference number)</i>		OoDep/Entry		
Page number					OoDep/Entry		
For official use				OoDep/Entry	<i>OoDep/Entry</i>	<i>Optional</i>	
TIR Carnet number	1		10 digit alpha numeric code	<i>Int. Org.</i>	OoDep/Entry		
Customs office of departure	2	Art. 18	Up to max. 3 offices of departure	Holder*	OoDep/Entry		
Name of the international organization	3			<i>Int. Org.</i>	<i>OoDep/Entry</i>		
Holder of the Carnet	4		Name, address and country of the holder	<i>Association, Holder*</i>	OoDep/Entry		
ID Number	4	Recommendation 20 October 2000	ID number for TIR Carnet holders being persons which have been authorized to utilize TIR Carnets in accordance with Annex 9, Part II	Association; Holder*	OoDep/Entry; ITDB		
Country/ <i>countries</i> of departure	5	Art. 18	One or several countries of departure	Holder*	OoDep/Entry		

OoDep: Customs office of departure; OoEntry: Customs office of entry en route; OoExit: Customs office of exit en route; OoDes: Customs office of destination;
OoDist: Customs office of discharge; ITDB: International TIR Data Bank;
Holder: holder or his agent (freight forwarder, consignor, driver)*

DATA ELEMENT	BOX	REFERENCE IN CONVENTION (other than Annex 1)	REMARKS	FILLED IN BY	USED BY	MANDATORY/ OPTIONAL	SAFETIR
Country/countries of destination	6		One or several countries of destination	Holder*	OoDep/Entry		
Registration No(s) of road vehicle(s)	7			Holder*	OoDep/Entry		
Documents attached to the manifest	8	Art. 19	<u>Invoice, Identification of goods; certified report</u>	Holder*; OoDep	OoDep/Entry	<u>Optional</u>	
Load compartment(s) or container(s)	9a	Art. 19		Holder*	OoDep/Entry	<u>Optional</u>	
Marks and Nos. of packages of articles	9b	Art. 19		Holder*	OoDep/Entry	<u>Optional</u>	
Number of packages or articles	10	Art. 19	Number of packages for each Customs office of destination	Holder*	OoDep/Entry		
Type of packages or articles	10	Art. 19		Holder*	OoDep/Entry		
Description of goods	10	Art. 19		Holder*	OoDep/Entry		
Gross weight in kg	11	Art. 19	<u>Or other unit (m³)</u>	Holder*	OoDep/Entry		
Total number of packages entered on the manifest	12		<u>Total number or packages, as indicated in box 10</u>	Holder*	OoDep/Entry		

OoDep: Customs office of departure; OoEntry: Customs office of entry en route; OoExit: Customs office of exit en route; OoDes: Customs office of destination;
OoDist: Customs office of discharge; ITDB: International TIR Data Bank;
Holder*: holder or his agent (freight forwarder, consignor, driver)

DATA ELEMENT	BOX	REFERENCE IN CONVENTION (other than Annex 1)	REMARKS	FILLED IN BY	USED BY	MANDATORY/ OPTIONAL	SAFETIR
<u>Office of destination</u>	<u>12</u>	<u>Article 18</u>	<u>Max. 3</u>	<u>Holder*</u>	<u>OoDep/Entry</u>		
I declare the...	13		<u>Not filled in</u>				
Place	14		Place where the document has been drawn up by the holder	Holder*	OoDep/Entry		
Date	14			Holder*	OoDep/Entry		
Signature of holder/agent	15			Holder*	OoDep/Entry		
Seals or identification marks applied	16	Art. 19; Art. 24; Art. 34; Art. 35		OoDep	<u>OoDis; Holder; Association; Int. Org.</u>		
Customs office of departure	17			OoDep	<u>OoDis; Holder; Association; Int. Org.</u>		
Customs officer's signature	17			OoDep	<u>OoDis; Holder; Association; Int. Org.</u>		
Customs office date stamp	17	Art. 8, 4; Art. 9,2		OoDep	<u>OoDis; Holder; Association; Int. Org.</u>		
Certificate for goods taken under control	18		<u>Not filled in</u>				
Seals or identification marks found to be intact	19	Art. 22		OoDep/Entry	<u>OoDis; Holder</u>		

OoDep: Customs office of departure; OoEntry: Customs office of entry en route; OoExit: Customs office of exit en route; OoDes: Customs office of destination;
OoDist: Customs office of discharge; ITDB: International TIR Data Bank;
Holder*: holder or his agent (freight forwarder, consignor, driver)

DATA ELEMENT	BOX	REFERENCE IN CONVENTION (other than Annex 1)	REMARKS	FILLED IN BY	USED BY	MANDATORY/ OPTIONAL	SAFETIR
Time-limit for transit	20	Art. 20		OoDep/Entry	<u>OoDis; Holder</u>	<u>Optional</u>	
Registered by the Customs office at	21			OoDep/Entry	<u>OoDis</u>		
Registered by the Customs office under number	21		Registration of TIR Carnet in Customs ledger	OoDep/Entry	<u>OoDis</u>		
Miscellaneous?	22	Art. 20	Itinerary stipulated, Customs office at which the load must be produced, etc.	OoDep/Entry	<u>OoDis</u>		
Customs officer's signature	23	Art 9,2		OoDep/Entry	<u>OoDis</u>		
Custom office date stamp	23	Art. 9,2		OoDep/Entry	<u>OoDis</u>		
SOUCHE NO. 1							
TIR Carnet reference number							
Page number							
Accepted by the Customs office at	1			OoDep/Entry	OoExit/Des/Dis; <u>Holder</u> , Association, <u>Int. Org.</u>		
Under no	2		Registration of TIR Carnet in Customs ledger	OoDep/Entry	OoExit/Des/Dis, <u>Holder</u> , Association, <u>Int. Org.</u>		

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Holder*: holder or his agent (freight forwarder, consignor, driver)

DATA ELEMENT	BOX	REFERENCE IN CONVENTION (other than Annex 1)	REMARKS	FILLED IN BY	USED BY	MANDATORY/ OPTIONAL	SAFETIR
Seals or identification marks applied	3	Art. 19; Art. 24; Art. 34; Art. 35		OoDep/Entry	OoExit/Des/Dis, <u>Holder</u> , Association, <u>Int. Org.</u>		
Seals or identification marks found to be intact	4	Art. 22		OoDep/Entry	OoExit/Des/Dis, <u>Holder</u> , Association, <u>Int. Org.</u>		
Miscellaneous	5	Art. 20	Route prescribed, Custom office at which the load must be produced, etc.	OoDep/Entry	OoExit/Des/Dis, <u>Holder</u> , Association, <u>Int. Org.</u>		
Customs officer's signature	6			OoDep/Entry	OoExit/Des/Dis, <u>Holder</u> , Association, <u>Int. Org.</u>		
Customs office date stamp	6			OoDep/Entry	OoExit/Des/Dis, <u>Holder</u> , Association, <u>Int. Org.</u>		
VOLET NO. 2							
Barcode			Bar-coded 10 digit alpha numeric code		OoExit/Des		
Page number							
<u>For official use</u>				<u>OoDep/Entry</u> , <u>OoExit/Des/Dis</u>			
TIR Carnet number	1		10 digit alpha numeric code	<u>Int. Org.</u>	OoExit/Des/Dis		
Customs office of departure	2		Up to max. 3 offices of departure	Holder*	OoExit/Des/Dis		

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DATA ELEMENT	BOX	REFERENCE IN CONVENTION (other than Annex 1)	REMARKS	FILLED IN BY	USED BY	MANDATORY/ OPTIONAL	SAFETIR
Name of the international organization	3			<u>Int. Org.</u>			
Holder of the Carnet	4		Name, address and country of the TIR Carnet holder	Holder*	OoExit/Des/Dis, ITDB		
ID Number	4	Recommendation 20 October 2000	ID number for TIR Carnet holders being persons which have been authorized to utilize TIR Carnets in accordance with Annex 9, Part II	Association; Holder*	OoExit/Des/Dis, ITDB		
Country of departure	5	Art. 18	One or several countries of departure	Holder*	OoExit/Des/Dis		
Country/countries of destination	6	Art. 18	One or several countries of destination	Holder*	OoExit/Des/Dis		
Registration No(s) of road vehicle(s)	7			Holder*	OoExit/Des/Dis		
Documents attached to the manifest	8	Art. 19		Holder*; OoDep	OoExit/Des/Dis		
Load compartment(s) or container(s)	9a	Art. 19		Holder*	OoExit/Des/Dis		
Marks and Nos. of packages of articles	9b	Art. 19		Holder*	OoExit/Des/Dis		

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DATA ELEMENT	BOX	REFERENCE IN CONVENTION (other than Annex 1)	REMARKS	FILLED IN BY	USED BY	MANDATORY/ OPTIONAL	SAFETIR
Number of packages or articles	10	Art. 19		Holder*	OoExit/Des/Dis		
Type of packages or articles	10	Art. 19		Holder*	OoExit/Des/Dis		
Description of goods	10	Art. 19		Holder*	OoExit/Des/Dis		
Gross weight in kg	11			Holder*	OoExit/Des/Dis		
Total number of packages entered on the manifest	12			Holder*	OoExit/Des/Dis		
<u>Office of destination</u>	<u>12</u>	<u>Art. 18</u>	<u>Max 3</u>	<u>Holder*</u>	<u>OoExit/Des/Dis</u>		
I declare the...	13			Holder*	OoExit/Des/Dis		
Place	14			Holder*	OoExit/Des/Dis		
Date	14			Holder*	OoExit/Des/Dis		
Signature of holder/agent	15			Holder*	OoExit/Des/Dis		
Seals or identification marks applied	16			OoDep	OoExit/Des/Dis		
Customs office of departure	17			OoDep	OoExit/Des/Dis		
Customs officer's signature	17	Art. 19		OoDep	OoExit/Des/Dis		

Annex 2

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DATA ELEMENT	BOX	REFERENCE IN CONVENTION (other than Annex 1)	REMARKS	FILLED IN BY	USED BY	MANDATORY/ OPTIONAL	SAFETIR
Customs office date stamp	17			OoDep	OoExit/Des/Dis		
Barcode			Bar-coded 10 digit alpha numeric code				
Certificate for goods taken under control	18		<u>Not filled in</u>				
Seals or identification marks found to be intact	19			OoDep/Entry	OoExit/Des/Dis		
Time-limit for transit	20	Art. 20		OoDep/Entry	OoExit/Des/Dis		
Registered by the Customs office at	21			OoDep/Entry	OoExit/Des/Dis		
Registered by the Customs office under number	21			OoDep/Entry	OoExit/Des/Dis		
Miscellaneous	22	Art. 20	Itinerary stipulated, Customs office at which the load must be produced, etc.	OoDep/Entry	OoExit/Des/Dis		
Customs officer's signature	23			OoDep/Entry	OoExit/Des/Dis		
Custom office date stamp	23			OoDep/Entry	OoExit/Des/Dis		

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DATA ELEMENT	BOX	REFERENCE IN CONVENTION (other than Annex 1)	REMARKS	FILLED IN BY	USED BY	MANDATORY/ OPTIONAL	SAFETIR
Certificate of <i>termination</i>	24	Art. 10		OoExit/Des	OoDis		
Seals or identification marks found to be intact	25			OoExit/Des	OoDis		
Number of packages <i>terminated</i>	26			OoExit/Des	OoDis		
Reservations	27			OoExit/Des	OoDis		
Customs officer's signature	28			OoExit/Des	OoDis		
Customs office date stamp	28			OoExit/Des	OoDis		
SOUCHE NO. 2							
Page number							
Arrival certified by the Customs office at	1	comment Art. 10		OoExit/Des	All		
Seals or identification marks found to be intact	2			OoExit/Des	All		
Number of packages <i>terminated</i>	3			OoExit/Des	All		

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DATA ELEMENT	BOX	REFERENCE IN CONVENTION (other than Annex 1)	REMARKS	FILLED IN BY	USED BY	MANDATORY/ OPTIONAL	SAFETIR
New seals affixed	4			OoExit/Des	All		
Reservations	5		Indication of existence of reservations	OoExit/Des	All		
Customs officer's signature	6			OoExit/Des	All		
Customs office date stamp	6			OoExit/Des			
BACK COVER							
Barcode			Bar-coded 10 digit alpha numeric code	<u>Int. Org.</u>	<u>Association</u>	<u>optional</u>	
TIR Carnet reference number			10 digit alpha numeric code	<u>Int. Org.</u>	<u>Association</u>	<u>optional</u>	
CARNET TIR				<u>Int. Org.</u>	<u>Association</u>	<u>optional</u>	

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