

# **Computerised TIR data exchange between Customs, IRU and Associations**

Version 3

20 January 2017



## TABLE OF CONTENTS

List of abbreviations .....	3
I. Introduction.....	4
II. TIR and IRU .....	4
III. eTIR – taking TIR to computerised environment.....	4
IV. TIR-EPD: the tool that enables TIR Holders to send Advance Cargo Information for Risk Management .....	5
V. Real-Time SafeTIR.....	5
VI. AskTIRWeb.....	6
VII. Implementing TIR Electronic Data Message Exchange between Customs and iru.....	6
VIII. Messages to be implemented .....	8
1. EPD Notification .....	8
2. Receipt confirmation* .....	9
3. Automatic Technical Rejection* .....	9
4. Customs Reference .....	9
5. EPD Rejection .....	10
6. Cancellation Request .....	10
7. Cancellation Decision.....	10
8. Amendment Request.....	11
9. Amendment Acceptance.....	11
10. Amendment Rejection .....	12
11. Control Decision .....	12
12. Release for Transit.....	12
13. No release for transit .....	13
14. Termination Notification .....	14
15. Exit notification .....	14
16. Load notification* .....	14
17. Update Seal .....	15
18. Discharge .....	15
19. TIR guarantee/transport data (EGIS).....	15
20. Reconciliation Request .....	17
21. Reconciliation Reply .....	17
22. Request of Non-arrived Movements .....	17
23. Information about non-arrived movements .....	18
Annex : Description of a typical simple eTIR transport operation as per the Pilot Project .....	19

---

## LIST OF ABBREVIATIONS

Abbreviation	Signification
B2C/C2B	Business to Customs/Customs to Business
Guarantee	TIR guarantee / TIR electronic guarantee
EPD	Electronic pre-declaration
RTS	Real-Time SafeTIR
EGIS	Electronic guarantee information service

---

## I. INTRODUCTION

This document is the technical description of the IT tools and messages to be implemented and exchanged between Customs Administrations and IRU in the frames of the computerisation of the TIR system. It is intended for Customs Administrations.

The TIR-EPD (electronic pre-declaration system), Real-Time SafeTIR (RTS) and AskTIRWeb are the IRU IT tools used for electronic TIR related data exchange between the stakeholders involved in the TIR procedure.

These tools are of key importance in the UNECE-IRU eTIR pilot project aimed at bringing the TIR procedure to a fully computerised environment.

This document focuses on the messages that are to be implemented and used by Customs Administrations and IRU for the exchange of information on TIR operations. The exchange of messages with IRU will enable all processes which take place at the Customs Offices of Departure, Entry, Exit and Destination to be covered in a fully computerised manner.

Technical information is available separately to the technical teams involved in the implementation of the messages on request at [etir@iru.org](mailto:etir@iru.org).

## II. TIR AND IRU

Customs transit systems were created to facilitate international trade and to facilitate the secure transport of goods across borders.

Among existing Customs transit systems, the global TIR System, based on the United Nations Convention on International Transport of Goods Under Cover of TIR Carnets 1975 (TIR Convention), has been providing such facilitation of international transport and trade for several decades through simplified formalities, whilst at the same time ensuring highly secure and reliable transit operations.

Since 1949, IRU has been mandated by the Contracting Parties to the TIR Convention as its implementing partner to organise and manage the TIR System.

For more than 60 years, IRU has worked in partnership with Customs to constantly improve and modernise the TIR System.

## III. ETIR – TAKING TIR TO A COMPUTERISED ENVIRONMENT

The purpose of the UNECE-IRU eTIR Pilot Project is to bring together the advantages offered by:

- the IT tools and systems already in place
- the computerised processes (or those in the transition of becoming computerised) in the field of logistics, transportation (all modes), eCustoms and other relevant domains

in order to render the TIR procedure simpler, interconnected and better adapted to the trends of modern customs procedures and logistics.

The implementation of the eTIR Pilot is straightforward: the TIR IT tools and systems described below need to be available for use by actors. IRU provides access to the TIR IT tools for TIR Carnet Holders and Associations along with the list and description of the messages to be exchanged with Customs, and assists with the actual implementation. The eTIR pilot project has already been deployed in real TIR transport operations between Turkey and Iran. As of January

---

2017, more than 70 transport operations have been performed using this framework, thus successfully demonstrating its 100% reliability to the full satisfaction of all stakeholders involved. The pilot project is gradually being extended to further customs offices and transport operators. Furthermore, the number of countries interested in taking part in the eTIR pilot is growing steadily.

#### **IV. TIR-EPD: THE TOOL ENABLING TIR HOLDERS TO SEND ADVANCE CARGO INFORMATION FOR RISK MANAGEMENT**

Over the past decade, the security of international transport and trade has become particularly important. In 2005, the World Customs Organization (WCO) adopted the “Framework of Standards to Secure and Facilitate Global Trade” (WCO Safe Framework), which included the submission of advance cargo information as one of the core elements in ensuring security along the supply chain, including road transport operations.

Since then, the advance cargo information concept has become a mandatory requirement reflected in the legislation of many countries and Customs unions, including the European Union (EU), the United States, the Eurasian Economic Union and, more recently, the People’s Republic of China.

In line with this requirement, road transport operators must send advance cargo information in electronic format in order to allow Customs to perform a risk assessment. The IRU TIR-EPD application provides a solution to this requirement as it allows TIR Carnet holders to comply with legal provisions while enjoying the benefits of facilitated transit through the use of the TIR System. Indeed, TIR-EPD enables TIR holders to send Advance Cargo Information to all National Customs systems situated on a TIR journey, in full respect of their National requirements. This application is becoming increasingly widely used, as it is the only system that enables transport operators to exchange messages with multiple countries, free of charge.

As of January 2017, TIR-EPD has been implemented in 33 TIR operational countries with many more countries interested in implementing the tool in the near future. 870,513 TIR-EPD declarations were submitted by TIR Carnet Holders in 2016. In certain countries, up to 95% of TIR Carnets are accompanied by TIR-EPD declarations.

#### **V. REAL-TIME SAFETIR**

Real-Time SafeTIR (RTS) was the IRU’s response to the UN Recommendation of 20th October 1995 to set up a control system for managing the use of TIR Carnets. From 2006, this Recommendation made the SafeTIR procedure mandatory for Customs, according to Annex 10 to the TIR Convention.

The objective of Real-Time SafeTIR is to ensure that the information relating to the termination of the TIR operation is transmitted electronically to the Guarantee Chain. This tool is also made available to Customs Authorities to enhance their Risk Management.

With RTS, SafeTIR data is automatically sent to IRU once the termination of a TIR operation is approved by Customs. Furthermore, the integration of RTS into the Customs IT System enables customs officers to receive instant access to the live TIR carnet status control service.

---

The SafeTIR reconciliation procedure is required when a discrepancy or absence of SafeTIR data is detected. With digital SafeTIR data exchanges ensured by the RTS system, the reconciliation process becomes faster, simpler and more secure.

As of January 2017, RTS has been implemented in 21 TIR operational countries. 83% of SafeTIR data is transmitted in real-time with 91% of the data transmitted in the same day.

## **VI. ASKTIRWEB**

AskTIRWeb is the IRU online tool for use by TIR National associations for managing their TIR Carnets from the point at which they are ordered from IRU to when they are returned. The tool can also process related issues such as claims, invalidation of TIR Carnets, or the management of TIR transport operators and their vehicles and permits. Within the framework of the eTIR pilot project, AskTIRWeb is used to manage the TIR authorised holder and to issue and manage electronic guarantees. Furthermore, through the use of AskTIRWeb, confirmation messages from customs are made available for Associations, which enables more efficient risk management and simplifies the process of responding to inquiries from customs.

52 out of 53 active TIR Associations are currently using the AskTIRWeb online tool.

AskTIRWeb is used to exchange information between IRU and TIR Associations. As this document is intended for Customs Authorities, this message exchange is not covered in the present document.

## **VII. IMPLEMENTING TIR ELECTRONIC DATA MESSAGE EXCHANGE BETWEEN CUSTOMS AND IRU**

The IRU IT applications enable multidirectional data exchanges between TIR stakeholders: the TIR transport operators, Associations, the Customs automated IT systems and IRU. Various messages are exchanged throughout the process. Initial advance cargo information is sent by the Holder to the Customs Office of Entry/Departure. The latter replies with a Customs Reference, release for transit, termination information and finally with a Discharge notification message indicating that the transit movement is terminated in the country.

The connectivity between IRU and the Customs IT systems is established according to the National Customs IT requirements. TIR-EPD is connected to the Customs central IT system. It is the responsibility of the National Customs IT system to make the data available to the relevant Customs Office of Departure or Entry in a secure and timely manner.

The format of the message may vary depending on the Customs IT requirements, but it usually consists of standardised Web services information exchanges.

The source code of the afore-mentioned web services is made available to Customs authorities by IRU, enabling them to rapidly implement and integrate the necessary functionality into their own IT automated Customs systems if they wish to do so. Those web services are: Business2Customs (B2C) and Customs2Business (C2B), which are available under an open-source, non-viral licence.

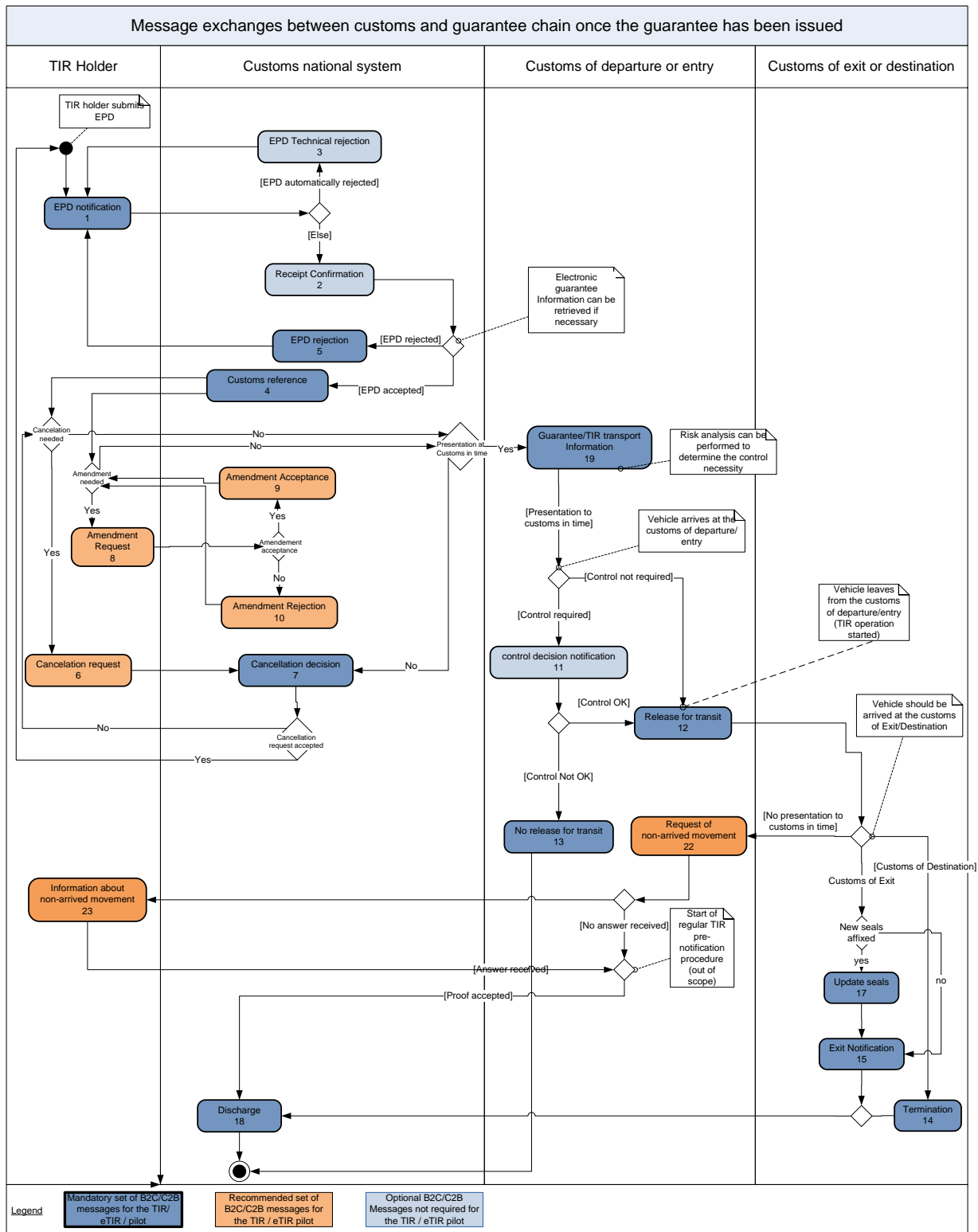
Real-Time SafeTIR web-services are intended to provide:

- Automatic transmission of SafeTIR data regarding the termination of a TIR operation;
  - Automatic validity check of TIR Carnet information against the IRU database in real time, particularly by the Customs of Departure and Entry, but also by any Customs Office; and
-

- Automation of a SafeTIR data reconciliation procedure (e.g. in case the SafeTIR data and the data on the physical TIR Carnet do not match, or if the SafeTIR data is missing).

TIR-EPD allows transport operators (TIR holders from any country) to send advance cargo information to Customs and provides for the related message exchange between the transport operator and Customs. The advance cargo information will be received by all of the Customs of Departure or Entry indicated on the itinerary.

Normal case Message flow:



Implementing a complete set of TIR-EPD and RTS messages exchanged between Customs authorities and IRU enables the full computerisation of the TIR procedure, in the view of the possible future dematerialisation of the TIR Carnet.

## VIII. MESSAGES TO BE IMPLEMENTED

The following messages should be implemented by Customs for the TIR/eTIR project:

- EPD Notification;
- Receipt confirmation\*;
- Automatic Technical Rejection\*;
- Customs Reference;
- EPD Rejection;
- Cancelation Request\*;
- Cancelation Decision;
- Amendment Request\*;
- Amendment Acceptance\*;
- Amendment Rejection\*;
- Release for Transit;
- No release for transit;
- Termination Notification;
- Exit notification;
- Load notification\*;
- Discharge;
- Update Seal;
- Request on Non-arrived Movement;
- Information about Non-arrived Movement;
- Control decision notification\*;
- TIR guarantee/transport data;
- Reconciliation Request;
- Reconciliation Reply;

*\*Optional messages*

Below we detail the minimum message content.

### 1. EPD Notification

The TIR holder transmits the advance cargo information regarding the goods transported under TIR procedure to Customs via IRU TIR-EPD. A corresponding EPD NOTIFICATION message is sent to Customs.

The following elements are included in the message:

- Message details
    - ✓ Guarantee number
    - ✓ IRU Reference number
  - Vehicle's information
    - ✓ Vehicle Registration Number
-



- ✓ Registration Country
- TIR holder information
  - ✓ TIR holder ID
- Cargo information
  - ✓ HS goods code
  - ✓ Goods description
  - ✓ Gross weight (kg)
  - ✓ Consignor details
  - ✓ Consignee details
  - ✓ Total number of packages/pieces
  - ✓ Marks and numbers
- Container information
  - ✓ Container number
- Accompanying documents reference
  - ✓ Document type
  - ✓ Document reference
- Itinerary

## 2. Receipt confirmation\*

Customs acknowledge the successful technical reception of the advance cargo information via the RECEIPT CONFIRMATION.

The following elements need to be included in the message:

- Message details
  - ✓ Guarantee number
  - ✓ IRU Reference number

## 3. Automatic Technical Rejection\*

The following elements need to be included in the message:

- Message details
  - ✓ IRU Reference number
  - ✓ Rejection date
- Functional Error
  - ✓ Error type
  - ✓ Error pointer
  - ✓ Error reason

## 4. Customs Reference

Customs allocate a unique identification number to the transport operation via the CUSTOMS REFERENCE message. The CUSTOMS REFERENCE message is generated automatically by the Customs system upon receipt of EPD NOTIFICATION

The following elements need to be included in the message:

- Message details
    - ✓ Customs Reference number
    - ✓ Guarantee number
    - ✓ IRU Reference number
    - ✓ Acceptance date
-

- TIR holder information
  - ✓ TIR holder ID

## 5. EPD Rejection

In case of a technical failure to register the Advance Cargo Information or incorrect data content, an EPD REJECTION message is generated by the Customs system with the indication of the rejection reason.

The following elements need to be included in the message:

- Message details
  - ✓ IRU Reference number
  - ✓ Rejection date
- Functional Error
  - ✓ Error type
  - ✓ Error pointer
  - ✓ Error reason

## 6. Cancellation Request

A trader at departure, who has already submitted an EPD Notification and who wishes to cancel the movement for which the Customs Reference has been already provided, shall submit this message to the Office of Departure and Entry requesting cancellation. The movement is not deemed to be cancelled until the trader has received a positive Cancellation Decision from Customs in return.

The following elements need to be included in the message:

- Message details
  - ✓ Customs Reference number
  - ✓ IRU Reference number
  - ✓ Cancellation Request date
  - ✓ Cancellation Reason
- TIR holder information
  - ✓ TIR holder ID

## 7. Cancellation Decision

On receipt of a Cancellation Request from a trader at departure/entry, Customs shall submit this message back to the trader with notification of the cancellation decision. In this case, the message is not automatic and involves intervention by a Customs Officer.

This message is also used to cancel a Customs Reference regarding a TIR transport that was not presented at the Customs Office following a limited number of days.

The following elements need to be included in the message:

- Message details
    - ✓ Customs Reference number
    - ✓ IRU Reference number
    - ✓ Cancellation decision
    - ✓ Cancellation date
    - ✓ Cancellation reason
  - TIR holder information
    - ✓ TIR Holder ID
-

## 8. Amendment Request

Amendments enable change of the EPD Notification data right until the moment when control takes place. An EPD amendment can be accepted when the status of the movement is equal to "Accepted" (i.e. Customs Reference has been allocated), that is to say no decision has been taken as of yet as to what to do with its movement: control it, release it, or refuse release.

The following elements are included in the message:

- Message details
  - ✓ Guarantee number
  - ✓ IRU Reference number
  - ✓ Customs Reference number
  - ✓ Date of amendment
- Vehicle's information
  - ✓ Vehicle Registration Number
  - ✓ Registration Country
- TIR holder information
  - ✓ TIR holder ID
- Cargo information
  - ✓ HS goods code
  - ✓ Goods description
  - ✓ Gross weight (kg)
  - ✓ Consignor details
  - ✓ Consignee details
  - ✓ Total number of packages/pieces
  - ✓ Marks and numbers
- Container information
  - ✓ Container number
- Accompanying documents reference
  - ✓ Document type
  - ✓ Document reference
- Itinerary

## 9. Amendment Acceptance

The Office of Departure/Entry receives an Amendment Request within an agreed time limit. When the formal validation process is successful, Customs system should accept the amended data and the processing of the data continues normally.

The following elements need to be included in the message:

- Message details
    - ✓ Customs Reference number
    - ✓ Guarantee number
    - ✓ Date of amendment
    - ✓ Amendment acceptance date
  - TIR holder information
    - ✓ TIR holder ID
-

## 10. Amendment Rejection

An amendment should be rejected when the movement has already been released for transit, or when the release of the movement has been refused, or when the decision to control has already been taken.

The following elements need to be included in the message:

- Message details
  - ✓ Customs Reference number
  - ✓ Guarantee number
  - ✓ Date of amendment
  - ✓ Amendment rejection date
  - ✓ Amendment rejection motivation text
- TIR holder information
  - ✓ TIR holder ID

## 11. Control Decision

This message is sent to the trader at the Customs Office of departure/entry after the MRN has been allocated. It informs the trader that the Office of Departure wishes to carry out a control of the goods.

The following elements need to be included in the message:

- Message details
  - ✓ Customs Reference number
  - ✓ Guarantee number
  - ✓ Date of control notification
- TIR holder information
  - ✓ TIR holder ID

## 12. Release for Transit

Upon arrival of the vehicles at the Customs Office of Entry at the border (for import or transit) or at the Customs Office of Departure in the country (for export), the Customs officer checks the transmitted advance cargo information and performs the Customs procedures related to TIR. In case the TIR transport is released, Customs transmit the RELEASE FOR TRANSIT message to the holder.

The following elements need to be included in the message:

- Message details
    - ✓ Customs Reference number
    - ✓ Guarantee number
    - ✓ IRU Reference number
    - ✓ Release date
  - Seals information
  - Time limit for transit (optional)
  - National itinerary (optional)
  - Customs remarks
  - Vehicle's information
    - ✓ Vehicle Registration Number
    - ✓ Registration Country
-

- TIR holder information
  - ✓ TIR holder ID
- Itinerary
- Cargo information
  - ✓ HS goods code
  - ✓ Goods description
  - ✓ Gross weight
  - ✓ Consignor details
  - ✓ Consignee details
  - ✓ Total number of packages/pieces
  - ✓ Marks and numbers
- Container information
  - ✓ Container number
- Accompanying documents reference
  - ✓ Document type
  - ✓ Document reference

### **13. No release for transit**

This message is sent by the Office of Departure/Entry, stating that the movement cannot be released. There are a number of reasons why the Office of Departure/Entry would send this message; for example, if a control was carried out and major discrepancies were found, if the guarantee is invalid, etc.

The following elements need to be included in the message:

- Message details
    - ✓ Customs Reference number
    - ✓ Guarantee number
    - ✓ IRU Reference number
    - ✓ No Release date
    - ✓ No Release motivation
  - Control Results
    - ✓ Control date
    - ✓ Control result code
  - Vehicle's information
    - ✓ Vehicle Registration Number
    - ✓ Registration Country
  - TIR holder information
    - ✓ TIR holder ID
  - Cargo information
    - ✓ HS goods code
    - ✓ Goods description
    - ✓ Gross weight
    - ✓ Consignor details
    - ✓ Consignee details
    - ✓ Total number of packages/pieces
    - ✓ Marks and numbers
  - Container information
    - ✓ Container number
-

- Accompanying documents reference
  - ✓ Document type
  - ✓ Document reference

## 14. Termination Notification

When the transport has reached its destination and the goods are cleared, Customs authorities transmit the TERMINATION NOTIFICATION message.

The following elements need to be included in the message:

- Customs operation
  - ✓ Guarantee number
  - ✓ ISO3 code of the country of termination
  - ✓ Date of termination
  - ✓ Customs Reference number
  - ✓ Name or code of Customs Office
  - ✓ Termination type (Partial/Final)
  - ✓ Termination with or without Reservation
  - ✓ Customs comments

## 15. Exit notification

Upon termination of the transit under TIR due to the transport having exited the country, Customs authorities transmit the EXIT NOTIFICATION message.

The following elements need to be included in the message:

- Customs operation
  - ✓ Guarantee number
  - ✓ ISO3 code of the country of exit
  - ✓ Date of exit
  - ✓ Customs Reference number
  - ✓ Name or code of Customs Office
  - ✓ Termination type (Exit)
  - ✓ Termination with or without Reservation
  - ✓ Customs comments

## 16. Load notification\*

At the Customs Office of Departure where the control of the goods is carried out in order to start the transit procedure under TIR, Customs authorities could transmit the LOAD NOTIFICATION message.

The following elements need to be included in the message:

- Customs operation
    - ✓ Guarantee number
    - ✓ ISO3 code of the country of load
    - ✓ Date of load
    - ✓ Customs Reference number
    - ✓ Name or code of Customs Office
    - ✓ Termination type (Load)
    - ✓ Customs comments
    - ✓ Number of packages
-

## 17. Update Seal

When the Customs of Exit remove seals to perform physical control of the goods, it shall transmit the Update Seals message with the information on the new set of seals affixed.

The following elements need to be included in the message:

- Message details
  - ✓ Guarantee number
  - ✓ Customs Reference Number
  - ✓ Message date
- TIR holder information
  - ✓ TIR holder ID
- Name or code of Customs Office
- Control Results
  - ✓ Control date
  - ✓ Control result code
- Seals information
  - ✓ Seals intact indicator
  - ✓ Seals sequence number
  - ✓ Seals ID

## 18. Discharge

Upon discharge of the transit under TIR procedure, Customs authorities transmit the DISCHARGE NOTIFICATION message.

The following elements need to be included in the message:

- Message details
  - ✓ Customs Reference number
  - ✓ Guarantee number
  - ✓ IRU Reference number
  - ✓ Discharge date
- TIR holder information
  - ✓ TIR holder ID

## 19. TIR guarantee/transport data (EGIS)

Customs will use this message at anytime to retrieve up-to-date TIR guarantee and TIR transport(s) information, such as: the information provided by the previous Customs Offices, including information on the TIR transport, cargo data (vehicle information, goods code, and seals), previous termination/exit notifications, holder ID and status of the guarantee.

The following elements will be included in the message:

- Guarantee details
    - ✓ Validity
    - ✓ Guarantee number
    - ✓ Issuing Association
    - ✓ TIR holder ID
  - Customs information (all release for transit messages previously transmitted by Customs of Departure and Entry, when available)
    - ✓ Message details
      - ✓ Customs Reference number
-

- ✓ IRU Reference number
    - ✓ Release date
    - ✓ Vehicle's information
      - ✓ Vehicle Registration Number
      - ✓ Registration Country
    - ✓ TIR holder information
      - ✓ Name
      - ✓ Address
      - ✓ City
      - ✓ Postal code
      - ✓ Country
      - ✓ TIR holder ID
    - ✓ Cargo information
      - ✓ HS goods code
      - ✓ Goods description
      - ✓ Gross weight
      - ✓ Consignor details
      - ✓ Consignee details
      - ✓ Total number of packages/pieces
      - ✓ Marks and numbers
    - ✓ Container information
      - ✓ Container number
    - ✓ Accompanying documents reference
      - ✓ Document type
      - ✓ Document reference
    - ✓ Start information
      - ✓ Seals Information
      - ✓ Time limit for transit
      - ✓ National itinerary
      - ✓ Customs remarks
  - Discharge information (all Discharge messages previously transmitted by Customs, when available)
    - Message details
      - ✓ Customs Reference number
      - ✓ Guarantee number
      - ✓ IRU Reference number
      - ✓ Discharge date
    - TIR holder information
      - ✓ TIR holder ID
    - ✓ Update Seal (message previously transmitted by Customs "*en route*" following a control with Seals change, when available)
    - ✓ Name or code of Customs Office
    - Seals intact indicator
      - ✓ Seals sequence number
      - ✓ Seals ID
  - Customs operation (termination information, when available)
    - ✓ ISO3 code of the country of termination/exit
    - ✓ Date in Customs Ledger (Termination/Exit)
    - ✓ Record Number in Customs Ledger (Termination/Exit)
    - ✓ Name or code of Customs Office
-



- ✓ Termination type (Partial/Final/Exit)
- ✓ Termination with or without Reservation
- ✓ Customs comments
- ✓ Number of packages unloaded

## 20. Reconciliation Request

These are queries from Customs authorities to provide a list of reconciliation requests prepared by IRU. The message will be transmitted using the following wsdl and xsd:

The following elements need to be included in the message:

- Request
  - ✓ Request ID
  - ✓ Request Date
  - ✓ Request Reminder Number
  - ✓ Request Data Source
- Customs operation
  - ✓ Guarantee number
  - ✓ ISO3 code of the country of termination
  - ✓ Date of termination
  - ✓ Customs Reference number
  - ✓ Name or code of Customs Office
  - ✓ Termination type (Exit/Partial/Final)
  - ✓ Termination with or without Reservation
  - ✓ Customs comments

## 21. Reconciliation Reply

Customs will use this service to transmit the replies to the Reconciliation Requests, prepared by IRU/Associations.

The following elements need to be included in the message:

- Request
  - ✓ Number Of Records
- Request Reply Record
  - ✓ Request ID
  - ✓ Request Reply Type
  - ✓ Guarantee number
  - ✓ ISO3 code of the country of termination
  - ✓ Date of termination
  - ✓ Customs Reference number
  - ✓ Name or code of Customs Office
  - ✓ Termination type (Exit/Partial/Final)
  - ✓ Termination with or without Reservation
  - ✓ Customs comments

## 22. Request of Non-arrived Movements

In the case of standard transit procedure, before starting an enquiry procedure, Customs should send a "Request on Non-arrived Movement" to the holder.

The following elements need to be included in the message:

---

- Message details
  - ✓ Customs Reference number
  - ✓ Guarantee number
  - ✓ IRU Reference number
  - ✓ Date limit for response
  - ✓ Date of request on non-arrived movement
- TIR holder information
  - ✓ TIR holder ID

### **23. Information about non-arrived movements**

Depending on the method used by the competent Customs authorities at departure, the principal is required to provide information within 28 days with the information about the Non-arrived Movement message.

Provided information may not be considered sufficient to discharge the TIR procedure, but it might be sufficient enough to continue the enquiry procedure.

The following elements need to be included in the message:

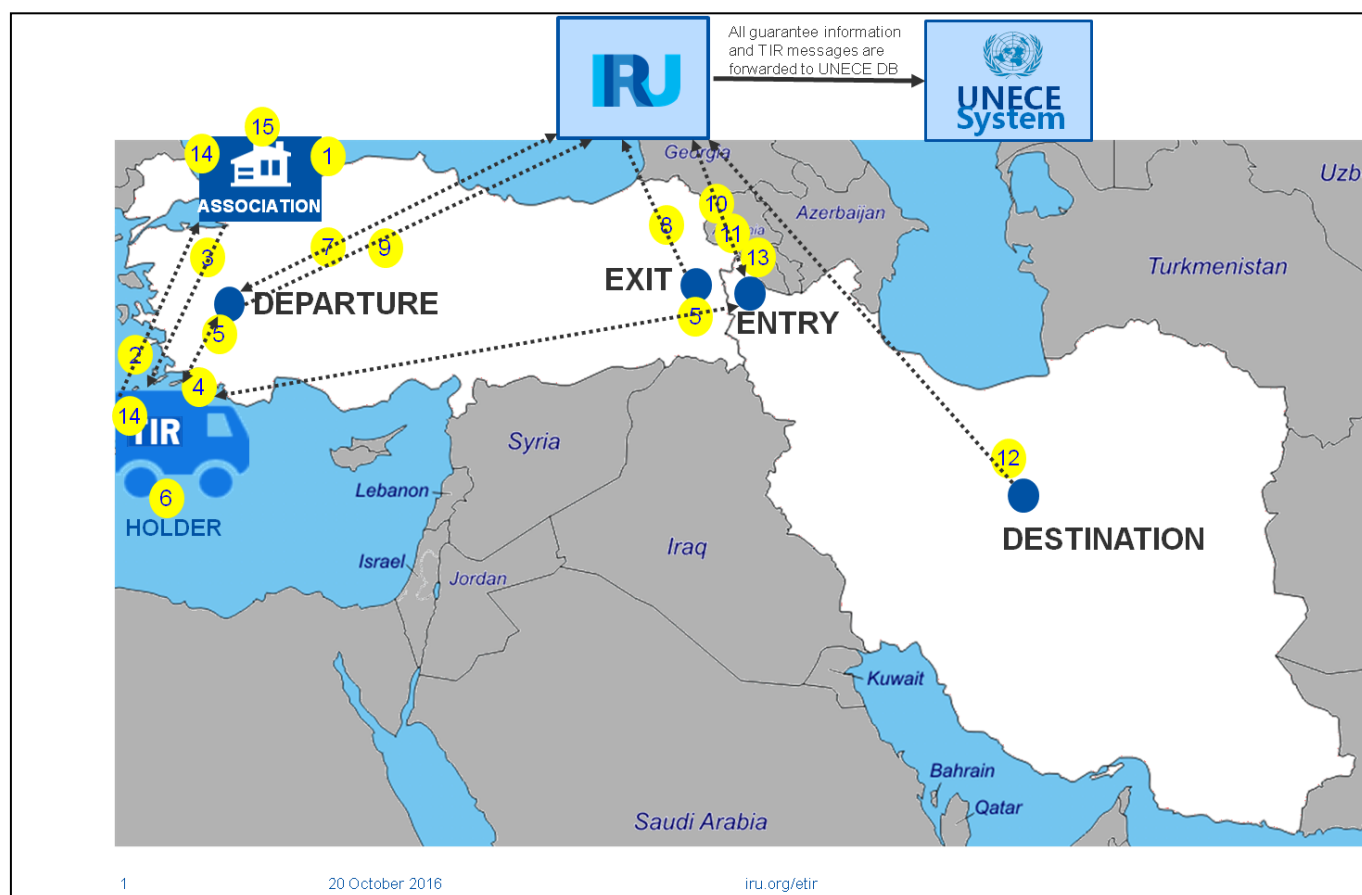
- Message details
  - ✓ Customs Reference number
  - ✓ Guarantee number
  - ✓ IRU Reference number
  - ✓ Reply date
- Enquiry
  - ✓ Information text
  - ✓ Information (on paper) available (attachments)
- TIR holder information
  - ✓ TIR holder ID

\* \* \* \* \*

---

## Annex : Description of a typical simple eTIR transport operation as per the Pilot Project

### Process Diagram



### Process Description

1. The Association creates Holders accounts in the Association Portal (AskTIRWeb).
2. Holders order eGuarantees through the Holder Portal within the available quota limits controlled by the Association. Through AskTIRWeb.
3. The Association receives the order, checks the Holder's status and accepts the order through the Association Portal (AskTIRWeb). Acceptance of the order by the Association triggers the issuance of eGuarantee unique numbers that are communicated to both the Association Portal (AskTIRWeb) and the Holder portal.
4. The Holder enters pre-declaration data through its Holder Portal and sends a pre-declaration to Customs. Please note that TIR-EPD will very soon offer the possibility for remote commercial partners to provide the Holder with the TIR information necessary for him to submit the TIR-EPD notification to Customs.
5. Customs send back a unique Movement Reference Number. Customs may check the status of the eGuarantee at any time through Real Time SafeTIR (RTS).
6. The Holder can print the eTIR carnet form himself to give to the driver, who may start the TIR transport. If the driver is somewhere else, including at the premises of the commercial partner who provided the pre-declaration data, the completed eTIR carnet form can be printed at any other place at distance.
7. The driver goes to the Customs Office of departure, where the eGuarantee status is checked against IRU Central DB. The eTIR carnet and the goods and transport documents are

checked, seals are affixed, the eTIR carnet form is completed and stamped and the Release for transit message is sent. The driver then goes to the Customs Office of Exit.

8. The Customs Office of Exit checks the seals, stamps the eTIR carnet form and sends the Exit message.
9. The message of discharge is then sent by Customs.
10. The driver proceeds to the Customs Office of entry for the next country. This Customs Office retrieves the eGuarantee status and historical information of the transport through Real Time SafeTIR (RTS). The information retrieved contains the Declaration data accepted by the previous Customs Office of Departure, including the reference of the seals affixed and the Exit message of the previous country.
11. The Customs Office of Entry checks the eTIR carnet transport documents and seals, completes and stamps the eTIR carnet form, and sends the Release for transit message. The driver goes to the Customs Office of Destination.
12. The Customs Office of Destination checks the seals and transport documents, unloads the goods, stamps the eTIR carnet form and sends the Termination message.
13. A message of discharge is then sent by Customs.
14. All the messages exchanged are available in the Association Portal (AskTIRWeb) and the Holder Portal to enable the proper monitoring of the transport.
15. The eTIR carnet form is returned to the issuing Association and scanned in order to be made available for the guarantee chain in case of any further notification raised by Customs.

In the Pilot Project, the use of an eTIR carnet form (printout) was requested by Customs authorities in order to obtain the manual signature of the Holder, as per the procedure described in the TIR Convention. Discussions have now begun within UNECE in order to include electronic messaging in the TIR Convention.

---