



Organisation intergouvernementale pour les transports internationaux ferroviaires
Zwischenstaatliche Organisation für den internationalen Eisenbahnverkehr
Intergovernmental Organisation for International Carriage by Rail

Secrétaire général
Generalsekretär
Secretary General

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**TO THE MEMBER STATES AND ASSOCIATE MEMBERS OF OTIF AND TO
REGIONAL ORGANISATIONS WHICH HAVE ACCEDED TO COTIF**

Decision on permanent representatives to OTIF

At its 16th session on 26 September 2024, the General Assembly of OTIF adopted a [decision](#) and the corresponding [explanatory notes](#) on permanent representatives

This decision gives OTIF members the option to appoint a permanent representative, thereby creating an additional point of contact and further facilitating cooperation between OTIF and its members. A permanent representative is generally authorised to participate in meetings, deal with all matters pertaining to OTIF's work, receive and send official communications and to participate in voting on behalf of the sending State or organisation. The decision is not intended to create an obligation for Member States, Associate Members and regional organisations to appoint permanent representatives, but rather to establish this possibility formally.

Should OTIF members wish to appoint a permanent representative to OTIF, they may do so by providing credentials issued and signed by the Head of State, the Head of Government or the Minister for Foreign Affairs or, in the case of regional organisations, by the competent authority of the organisation in question. Please note that only the original paper credentials signed by hand can be accepted.

To this end, the two model letters of credentials concerning the appointment of a permanent representative [with](#) or [without](#) full powers may be used by the Member States, Associate Members and regional organisations that would like to make such an appointment.



(Wolfgang Küpper)
Secretary General

cc: Embassies, Permanent Missions, and delegations of Member States, Associate Members, and regional organisations in Switzerland