



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

**Commission d'experts techniques
Fachausschuss für technische Fragen
Committee of Technical Experts**

TECH-19004

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

12th Session of the Committee of Technical Experts
Bern, 12 - 13 June 2019

Invitation and provisional agenda

In accordance with Article 16 § 2 of COTIF, the Secretary General is convening the 12th session of the Committee of Technical Experts on

12 and 13 June 2019

at the

**Universal Postal Union
Weltpoststrasse 4
3015 Bern
Switzerland**

The session will begin on Wednesday, **12 June 2019 at 10:00** and will finish on Thursday, **13 June 2019 at 13:00**.

Rules of Procedure

The rules concerning the Committee of Technical Experts (CTE) are set out in Articles 16 and 20 of COTIF and in the Committee's Rules of Procedure (version applicable as from 11.2.2009), which are available on OTIF's website (www.otif.org) under:

About OTIF > Committees > Committee of Technical Experts

Languages

The working languages will be English, German and French with simultaneous interpretation.

Agenda

The provisional agenda and provisional timetable are attached to this circular.

In accordance with Article 9 § 1 b) of the Committee's Rules of Procedure, a member of the Committee or an observer may request that an issue be placed on the agenda, provided it is notified to the Secretary General not less than six weeks before the meeting, i.e. by **1 May 2019** at the latest. The Secretary General will only send out an adapted provisional agenda if requests are received by 3 April.

Documents

According to Article 8 of the Committee's Rules of Procedure, documents relating to the meeting will be sent to the members of the Committee and observers not less than 2 months before the meeting, i.e. by **12 April 2019**. A circular letter will be sent for this purpose.

In accordance with Article 11 § 4 of the Rules of Procedure, the Secretary General must receive documents, including texts proposed for adoption, not less than 12 weeks before the meeting, i.e. by **20 March 2019**. Documents comprising not more than 200 lines of text, containing no drawings or illustrations and established in more than one working language, must be submitted 10 weeks before the meeting, i.e. by **3 April 2019** at the latest.

In order to avoid sending unwanted e-mail, electronic copies of documents will only be sent by e-mail upon request. Hard copies will be sent upon request to members of the Committee who

cannot obtain the documents via e-mail or internet. All documents will be made available on OTIF's website (www.otif.org) under:

Activities > Technical Interoperability > Committee of Technical Experts > Working Documents

Voting rights and quorum

The Committee of Technical Experts is composed of all Member States of OTIF. However, when deliberating or taking decisions in the meaning of Article 20 § 1 of COTIF, only those Member States of OTIF which have not made a declaration concerning Appendices F (APTU) and G (ATMF) in accordance with the first sentence of Article 42 § 1 of COTIF will have the right to vote. These Member States are referred to as the Contracting States. The Member States that are not Contracting States will be able to participate in the discussions on these agenda items in an advisory capacity.

A list of Member States and their application of Appendices F (APTU) and G (ATMF) is attached as Annex E.

There is a quorum in the Committee of Technical Experts when one-half of the Contracting States are represented. As no formal decisions can be taken if there is no quorum, it is very important that the Contracting States are represented at the sessions. Contracting States may, according to Article 16 § 3 of COTIF, delegate powers (including the right to vote) to another State. A model of proxy is attached as Annex F.

Regional economic integration organisation – European Union

In accordance with Article 38 §§ 2 and 3 of COTIF the regional organisation may exercise the rights enjoyed by its members by virtue of the Convention to the extent that they cover matters for which it is competent. For the purpose of the exercise of the right to vote, the regional organisation shall enjoy the number of votes equal to those of its members which are also Member States of OTIF. In accordance with Article 6(4) of the Accession Agreement, the European Union will inform the Secretary General of those agenda items in respect of which it will exercise the voting rights. The Secretary General will share this information with the members of the Committee and observers as soon as he receives it.

Observers

Associate Members of the Organisation may participate in the work of the CTE as observers in accordance with Article 39 § 2 of COTIF.

States which are not members of the Organisation and relevant international organisations and associations may be invited as observers, subject to the conditions of Article 16 § 5 of the Convention. The Secretary General intends to invite the States, organisations and associations as set out in Annex C, to this session of the Committee. Member States are asked to send any objections they may have concerning these invitations to the Secretariat by no later than **3 April 2019**.

Observers are entitled to take part in the discussions, but may not vote.

Registration

In order to organise the session efficiently, Member States, associate Members, regional organisations that have acceded to COTIF and observers invited to the session are asked to let the Secretary General know the names and functions of their representatives, using the digital registration form on OTIF's website (www.otif.org) under:

Events > Registration form

The completed form should be submitted by **22 May 2019** at the latest.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Bas Leermakers', with a long horizontal stroke extending to the right.

(Bas Leermakers)
Secretary General ad interim

Annex A:

PROVISIONAL AGENDA

1. Approval of the agenda

2. Presence and quorum

3. Election of chairman

4. For information:

- 4.1. Report from the Committee of Technical Experts' working group TECH
- 4.2. Status of the development of the NVRs in the Contracting States (presentation by OTIF)

5. For adoption:

- 5.1. Proposal for a decision to modify the NVR specification
- 5.2. Proposal for a decision to modify Annex 1 to the UTP TAF

6. For discussion:

- 6.1. Development of EU centralised vehicle register (EVR) and consequences for the OTIF national vehicle registers
- 6.2. Notifications of the national technical requirements according to Article 12 APTU (presentation by OTIF)
- 6.3. OTIF/EU mutual recognition of ECM certification bodies and other bodies
- 6.4. CTE work programme:
 - Strategy concerning the alignment of the UTPs with the TSIs revised in 2019
 - Development of the Annexes to Appendix H to COTIF

7. Any other business

8. Next session

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Annex B:**PROVISIONAL TIMETABLE**

Due to the scope of the discussions, this provisional timetable may be subject to change.

Wednesday, 12 June 2019:	10:00 – 17:00	Items 1 to 6.1
Thursday, 13 June 2019:	9:00 – 13:00	Items 6.2 to 8

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Annex C:**INVITATION TO STATES THAT ARE NOT MEMBERS OF THE COMMITTEE
AND TO INTERNATIONAL ORGANISATIONS AND ASSOCIATIONS**

Assuming tacit agreement of the majority of Member States in accordance with Article 16 § 5 of the 1999 Convention, the Secretary General invites the following States which are not members of the Organisation to attend the meeting in an advisory capacity:

- People's Republic of China
- Republic of Moldova
- Islamic Republic of Afghanistan (to become a Member of the Committee by 01.05.2019)

Assuming tacit agreement of the majority of Member States in accordance with Article 16 § 5 of the 1999 Convention, the Secretary General invites the following international organisations and associations to attend the meeting in an advisory capacity:

- The Gulf Cooperation Council (GCC)
- European Union Agency for Railways (ERA)
- International Union of Railways (UIC)
- International Rail Transport Committee (CIT)
- International Union of Wagon Keepers (UIP)
- Organisation for Cooperation between Railways (OSJD)
- Community of European Railway and Infrastructure Companies (CER)
- European Rail Freight Association (ERFA)
- European Rail Infrastructure Managers (EIM)
- Union of European Railway Industries (UNIFE)
- International Association of Public Transport (UITP)
- International Union of combined Road-Rail transport companies (UIRR)
- European Committee for Standardization (CEN)
- International Association of Private-Sidings Users (IVA)
- European Transport Workers' Federation (ETF)
- Association of notified bodies (NB-Rail Association)

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Annex D:**PRACTICAL INFORMATION****Registration**

Owing to the limited number of seats in the meeting room, it is essential that you fill out the official OTIF registration form by **22 May 2019** at the latest.

The registration form can be found on the OTIF website (www.otif.org) under:

Events > Registration Form.

Contracting States which are not going to send a delegate are kindly requested to inform the Secretariat, also by **22 May 2019** at the latest, of the Contracting State to which it intends to delegate powers. In other cases please let the Secretariat know that you do not intend to be represented at all.

Visa

Delegates must be designated by the competent authorities of their Government and inform the Secretariat of OTIF accordingly before requesting an entry visa for Switzerland, with the documents requested, from the nearest Embassy or Swiss Consulate.

Delegates who require help from the Secretariat of OTIF to obtain a visa are requested to do so at least **six weeks** before the date of the meeting, i.e. by **1 May 2019** at the latest. The Secretariat of OTIF will then be able to help with requests for visas.

Accommodation

A list of hotels in Bern is available under: <https://www.bern.com/en/where-to-stay>

Information on hotels in Bern can also be obtained from the Bern Tourist Office:

Tourist Information

Bahnhofplatz 10a

CH-3011 Bern

Tel. +41 (0)31 328 12 12

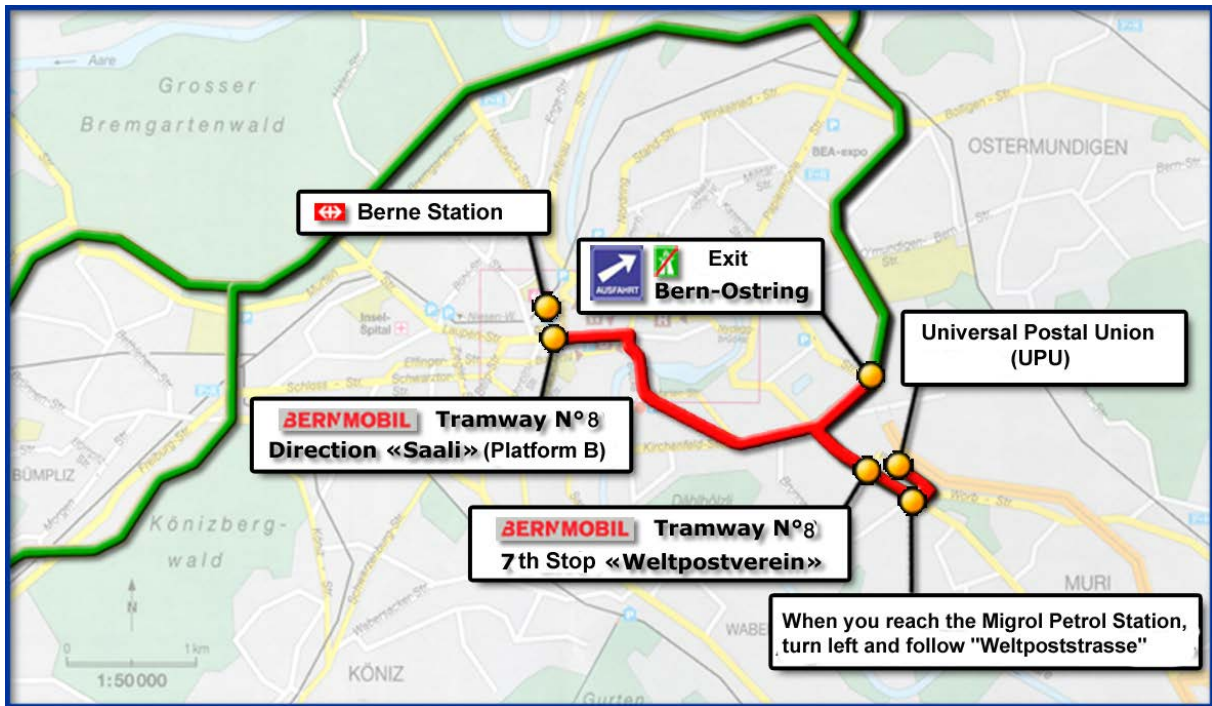
Fax +41 (0)31 328 12 77

Website: <http://www.bern.com/>

Public transport in Bern

Just outside the main railway station you will find the tram station. Take tram line 8 in the direction “Saali” from platform B. Get out at the 7th stop called “Weltpostverein”. You will find the building of the Universal Postal Union on your left hand side in the direction of travel. From the main entrance directions to the OTIF meeting room will be provided. Please see also the attached map showing the location of the Universal Postal Union.

Map showing how to get to UPU



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Annex E:**APPLICATION OF APPENDICES F and G TO COTIF (APTU and ATMF)**

	State	APTU	ATMF
1	Afghanistan ¹	x	x
2	Albania	x	x
3	Armenia	x	x
4	Austria	x	x
5	Azerbaijan		
6	Bosnia and Herzegovina	x	x
7	Belgium	x	x
8	Bulgaria	x	x
9	Switzerland	x	x
10	Czech Republic	x	x
11	Germany	x	x
12	Denmark	x	x
13	Algeria	x	x
14	Estonia	x	x
15	Spain	x	x
16	Finland	x	x
17	Liechtenstein	x	x
18	France	x	x
19	United Kingdom	x	x
20	Georgia		
21	Greece	x	x
22	Croatia	x	x
23	Hungary	x	x
24	Ireland	x	x
25	Iraq		
26	Iran	x	x
27	Italy	x	x
28	Jordan		
29	Lebanon		
30	Lithuania	x	x
31	Luxembourg	x	x
32	Latvia	x	x
33	Morocco	x	x
34	Monaco	x	x
35	Montenegro	x	x
36	North Macedonia	x	x
37	Netherlands	x	x
38	Norway	x	x
39	Pakistan		
40	Poland	x	x
41	Portugal	x	x
42	Romania	x	x
43	Serbia	x	x
44	Russia		
45	Sweden	x	x
46	Slovakia	x	x
47	Slovenia	x	x
48	Syria		
49	Tunisia	x	x
50	Turkey	x	x
51	Ukraine	x	x

¹ Afghanistan will become a Member State of OTIF on 01.05.2019

Annex F:

MODEL PROXY

[GOVERNMENT OF STATE PROVIDING PROXY, MINISTRY OF ...]

[Section of / Department of/ ...]

[Place], [date]

[Ref. N°:]

Proxy

12th Session of the Committee of Technical Experts of OTIF

Bern, 12 – 13 June 2019

In accordance with the Rules of Procedure of the Committee of Technical Experts and following consultation with [State authorised to represent], [State providing proxy] hereby notifies that it will be represented [*if need be, specification of the mandate*] at the 12th session of the Committee of Technical Experts of OTIF to be held on 12 and 13 June 2019 in Bern by [State authorised to represent].

The Minister [of/for ...]

.....
[Signature]

[Name]

[Address and other contact data]