



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-22001

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

14th Session of the Committee of Technical Experts

Berne (hybrid meeting), 14 – 15 June 2022

Invitation and provisional agenda

In accordance with Article 16 § 2 of COTIF, the Secretary General is convening the 14th session of the Committee of Technical Experts on

14 and 15 June 2022

as a hybrid meeting.

Participants will have the option of being physically present or may participate remotely. For those who wish to attend in person, the session will take place at the

**Universal Postal Union
Weltpoststrasse 4
3015 Berne, Switzerland.**

The session will begin on Tuesday, **14 June 2022 at 10:00 (Central European Summer Time)** and will finish no later than Wednesday, **15 June 2022 at 13:00 (Central European Summer Time)**. The session will be followed by the 46th session of the working group Technology (WG TECH), for which a separate invitation will be sent in due time.

Rules of Procedure

The rules of procedure concerning the Committee of Technical Experts (version applicable as from 22.6.2021), are available on OTIF's website (www.otif.org) under:

Activities > Technical Interoperability > 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.

The agenda will be determined in accordance with Article 8 of the Committee's Rules of Procedure. If the Secretary General receives requests to place other business on the agenda not less than 18 weeks prior to the meeting, i.e. by **8 February 2022**, the Secretary General will send an adapted version of the provisional agenda to the addressees. Requests received after that date will be presented at the session.

Documents

Documents relating to the meeting will be made available in accordance with Article 9 of the Committee's Rules of Procedure on OTIF's website (www.otif.org) under:

[Activities](#) > [Technical Interoperability](#) > [Committee of Technical Experts](#) > [Working Documents](#)

The Secretary General will send digital copies by e-mail at the request of any member of the Committee. Paper copies will be sent only at the request of members who cannot receive or obtain documents by electronic means.

Working documents which contain proposals for binding provisions in the meaning of Article 20 § 1 letters a), b) and d) of the Convention will be made available by **21 February 2022**.

Other working documents will be made available by **19 April 2022**.

Composition, voting rights and quorum

The Committee of Technical Experts is composed of all Member States of OTIF. However, when deliberating or taking decisions within the meaning of Article 20 § 1 of COTIF, only those Member States of OTIF which have not made a declaration concerning Appendices F (APTU UR) and G (ATMF UR) 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 UR) and G (ATMF UR) 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 session. According to Article 16 § 3 of COTIF, Contracting States may delegate powers (including the right to vote) to another State. A model 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 exercising 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 should 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 it is received.

Observers

Associate Members of the Organisation may participate in the work of the Committee of Technical Experts 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 **24 February 2022**.

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

Registration

In order to organise the meeting effectively, Member States, associate Members, regional organisations that have acceded to COTIF and observers are invited to register for the session, using the digital registration form on OTIF's website (www.otif.org) under:

Events > Registration form

The completed form should be submitted by **2 May 2022** at the latest.

Yours faithfully,



(Wolfgang Küpper)
Secretary General

Annexes:

- A – Provisional agenda
- B – Provisional timetable
- C – Invitation to states that are not members of the Committee and to international organisations and associations
- D – Practical information
- E – Application of Appendices F and G to COTIF (APTU and ATMF)
- F – Model proxy

Annex A:**PROVISIONAL AGENDA**

1. Approval of the agenda
2. Presence and quorum
3. Election of the Chair
4. Items for information:
 - 4.1. General information from the OTIF Secretariat
 - 4.2. Report from the Committee of Technical Experts' working group TECH
5. Items concerning proposals for binding provisions:
 - 5.1. Revision of the UTP TAF (Telematics applications for freight services)
 - 5.2. Modification of Annex B to the ATMF Uniform Rules (Derogations)
6. Items for discussion:
 - 6.1. Progress report on development of the Annexes to the EST UR (Appendix H to COTIF)
 - a) EST Annex A - Common Safety Method on Safety Management System requirements
 - b) EST Annex B – Common Safety Method on monitoring
 - 6.2. Procedure for dissemination of the JNS recommendations
 - 6.3. Progress report on monitoring and assessment of the implementation of APTU and ATMF Uniform Rules by Contracting States
 - 6.4. Update on vehicle registers: search and retrieval of vehicle data
 - 6.5. Work programme of the Committee
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.

Tuesday, 14 June 2022:	10:00 – 17:00
Wednesday, 15 June 2022:	9:00 – 13:00

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

Assuming the 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

Assuming the 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:

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

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

The registration form must be filled out and returned to the Secretariat by **2 May 2022** 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 **2 May 2022** at the latest, of the Contracting State to which it intends to delegate powers. A model proxy is attached as Annex F. 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 **2 May 2022** at the latest. The Secretariat of OTIF will then be able to help with requests for visas.

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Annex E:

APPLICATION OF APPENDICES F and G TO COTIF (APTU UR and ATMF UR)¹

	State	APTU UR	ATMF UR
1	Afghanistan	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 (membership suspended)		
26	Iran	X	X
27	Italy	X	X
28	Jordan (associate member of OTIF)		
29	Lebanon (membership suspended)		
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 (membership suspended)		
49	Tunisia	X	X
50	Turkey	X	X
51	Ukraine	X	X

¹ For a full and up-to-date overview of membership and membership status see http://otif.org/en/?page_id=172

Annex F:

MODEL PROXY

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

[Section of / Department of/ ...]

[Place], [date]

[Ref. N°:]

Proxy

14th Session of the Committee of Technical Experts of OTIF

Bern, 14 – 15 June 2022

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 14th session of the Committee of Technical Experts of OTIF to be held on 14 and 15 June 2022 in Bern by [State authorised to represent].

The Minister [of/for ...]

.....
[Signature]

[Name]

[Address and other contact data]