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

13th Session of the Committee of Technical Experts
Bern, 16 - 17 June 2020

Important information with regard to the coronavirus pandemic
With circular letter TECH-20001 of 27 January 2020, the Secretary General sent out the invitation and provisional agenda for the 13th session of the Committee of Technical Experts, scheduled for

**16 and 17 June 2020**

at the

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

In view of the coronavirus pandemic, many OTIF Member States are facing an exceptional situation. This includes the host state of OTIF, Switzerland. As a consequence, it is currently unclear whether the above-mentioned session can take place as previously announced.

No later than three weeks prior to the planned opening of the meeting, the Secretary General will decide whether the session will take place or whether it will be postponed. In his decision, the Secretary General will take account of the situation in the Member States, particularly Switzerland, including any travel restrictions to and from Switzerland, the number of registrations and the situation in terms of meeting logistics, such as the availability of a meeting room and interpretation.

Should it be necessary to postpone the session, you will be informed by no later than **26 May 2020**.

Member States, associate Members, regional organisations that have acceded to COTIF and observers invited to the session are asked to register, using the digital registration form on OTIF’s website (**www.otif.org**) under:

**Events > Registration form**

The completed form should be submitted by **16 May 2020** at the latest.

Delegates are encouraged to register for the session as usual, whilst taking into account the information in this letter, i.e. they should ensure that travel and hotel arrangements can be cancelled if necessary.

If the session is postponed, in accordance with Article 21 § 3 of the Rules of Procedure of the Committee of Technical Experts, the Secretary General will ask the Chair of the previous session to initiate a vote by written procedure on the proposals for decisions under provisional agenda item 6 that will have a legal effect. These proposals are already available on OTIF’s website under:

**Activities > Technical Interoperability > Committee of Technical Experts > Working Documents > 2020**

Yours faithfully,

(Wolfgang Küpper)
Secretary General