

OTIF



**ORGANISATION INTERGOUVERNEMENTALE POUR
LES TRANSPORTS INTERNATIONAUX FERROVIAIRES**

**ZWISCHENSTAATLICHE ORGANISATION FÜR DEN
INTERNATIONALEN EISENBAHNVERKEHR**

**INTERGOVERNMENTAL ORGANISATION FOR INTER-
NATIONAL CARRIAGE BY RAIL**

**Secrétaire général
Generalsekretär
Secretary General**

**A 55-25/501.2014
25.3.2014**

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**TO THE MEMBER STATES OF OTIF AND TO THE REGIONAL
ORGANISATIONS THAT HAVE ACCEDED TO COTIF**

25th Session of the Revision Committee

Berne, 25-27 June 2014

Invitation and provisional agenda

Par souci d'économie, le présent document a fait l'objet d'un tirage limité. Les délégués sont priés d'apporter leurs exemplaires aux réunions. L'OTIF ne dispose que d'une réserve très restreinte.

Aus Kostengründen wurde dieses Dokument nur in begrenzter Auflage gedruckt. Die Delegierten werden daher gebeten, die ihnen zugesandten Exemplare zu den Sitzungen mitzubringen. Die OTIF verfügt nur über eine sehr geringe Reserve.

For reasons of cost, only a limited number of copies of this document have been made. Delegates are asked to bring their own copies of documents to meetings. OTIF only has a small number of copies available.

In accordance with Article 16 § 2 of COTIF, the Secretary General is convening the 25th session of the Revision Committee from

Wednesday, 25 June to Friday 27 June 2014,

at the

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

The session will begin on Wednesday, **25 June 2014 at 10.00** and will finish on Friday, **27 June 2014 at 12.00**.

The provisional agenda and the plan of the provisional work are annexed to this circular.

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

The rules concerning the Revision Committee are set out in Articles 16 and 17 of COTIF and in the Committee's Rules of Procedure, and these are available on www.otif.org.

As the Revision Committee will deal with the revision of Appendix G of the Convention (ATMF), among other things, the Secretary General would particularly like to draw the attention of Member States to Article 16 § 1 of COTIF. When the Committee discusses and takes decisions on amendments to this Appendix, only those Member States of OTIF which have ratified the 1999 version of the Convention or which have acceded to COTIF 1999 and which have not made a declaration concerning this Appendix in accordance with the first sentence of Article 42 § 1 of COTIF (States Parties) will be members of the Committee and will have the right to vote. The Member States that are not members of the Revision Committee will be able to participate in the discussions on this agenda item in an advisory capacity.

As no formal decisions can be taken if there is no quorum in the Revision Committee, it is very important that the members of this Committee are represented at the session. In accordance with Article 16 § 3 of COTIF, Member States that are unable to participate in the session may be represented by another Member State.

States that are candidates for accession to COTIF or those which are interested in accession and interested organisations are invited as observers (see annexes). Observers will take part in the session in an advisory capacity: they will not be entitled to vote. Member States are asked to send the Secretary General any reservations concerning these invitations by **22 April 2014**.

In accordance with Article 9 § 1 b) of the Revision Committee's Rules of Procedure, a member of the Revision Committee or an invited observer may request that an issue be placed on the agenda, provided it is notified to the Secretary General at least ten weeks before the meeting, i.e. by **16 April 2014** at the latest.

In accordance with Article 11 § 3 of the Rules of Procedure, the Secretary General must also receive documents, including any proposals or suggestions on texts to be amended, not less than 10 weeks before the meeting, i.e. by **16 April 2014**. Documents comprising not more

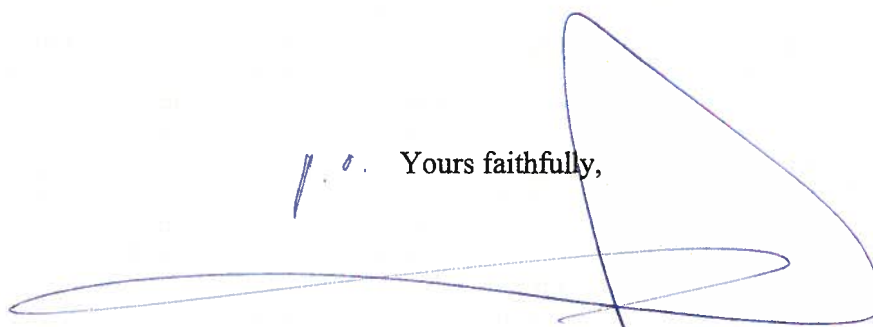
than 200 lines of text, containing no drawings or illustrations and established in more than one working language, must be submitted 4 weeks before the meeting, i.e. by **28 May 2014** at the latest.

Lastly, in accordance with Article 8 § 2 of the Rules of Procedure, documents relating to the meeting will be sent to the Member States not less than two months before the opening of the meeting.

All the documents will be placed on OTIF's website.

In order to organise the session efficiently, Member States, 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 registration form attached at annex. The completed form should be returned to the Secretary General by **23 May 2014 at the latest**.

Yours faithfully,



(François Davenne)
Secretary General

Annexes:

- Provisional agenda
- Indicative plan of work
- Invitation sent to non Member States and international organisations and associations
- Practical information, including a map showing the location of the Universal Postal Union (UPU)
- Registration form

cc:

- to non Member States that are candidates for accession or which might be interested in acceding to COTIF, as an invitation
- to the international organisations and associations concerned, as an invitation

PROVISIONAL AGENDA

1. Opening the meeting and establishing the quorum
2. Election of chair and vice chair
3. Adoption of the agenda
4. Partial revision of COTIF – basic Convention
5. Partial revision of Appendix B (CIM UR)
6. Electronic documents concerning the carriage of dangerous goods – information on the work of the RID Committee of Experts
7. Partial revision of Appendix D (CUV UR)
8. Revision of Appendix G (ATMF UR)
9. Partial revision of Appendix F (APTU UR)
10. Editorial amendments
11. Subsequent procedures
12. Any other business

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INDICATIVE PLAN OF WORK**Wednesday, 25 June 2014**

1. Opening the meeting and establishing the quorum
2. Election of chair and vice chair
3. Adoption of the agenda
4. Partial revision of COTIF – basic Convention
5. Partial revision of Appendix B (CIM UR)
6. Electronic documents concerning the carriage of dangerous goods – information on the work of the RID Committee of Experts

Thursday, 26 June 2014

7. Partial revision of Appendix D (CUV UR)
8. Revision of Appendix G (ATMF UR)
9. Partial revision of Appendix F (APTU UR)

Friday, 27 June 2014

10. Editorial amendments
11. Subsequent procedures
12. Any other business

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**INVITATION TO THE NON MEMBER STATES
as observers**

Assuming the tacit agreement of the majority of the Member States in accordance with Article 16 § 5 of COTIF, the Secretary General intends to invite the following States to take part in an advisory capacity:

- Azerbaijan
- Bahrain
- Belarus
- China
- Egypt
- India
- Israel
- Kazakhstan
- Kuwait
- Kyrgyzstan
- Libya
- Moldova
- Mongolia
- Oman
- Palestine
- Qatar
- Saudi Arabia
- Tajikistan
- Turkmenistan
- United Arab Emirates
- Uzbekistan

INVITATION TO INTERNATIONAL ORGANISATIONS AND ASSOCIATIONS

Assuming the tacit agreement of the majority of the Member States in accordance with Article 16 § 5 of COTIF, the Secretary General intends to invite the following international organisations and associations to take part in an advisory capacity:

- European Railway Agency (ERA)
- United Nations Economic Commission for Europe (UNECE)
Transport Division
- International Transport Forum (ITF)
- Economic Cooperation Organization (ECO)
- Gulf Cooperation Council (GCC)
- Organization for Security and Co-operation in Europe (OSCE)
- International Institute for the Unification of Private Law (UNIDROIT)
- Organisation for Co-operation between Railways (OSJD)
- International Association of Private Sidings Users (AIEP)
- European Committee for Standardization (CEN)
- European Committee for Electrotechnical Standardization (CENELEC)
- European Community of Railway and Infrastructure Companies (CER)
- European Intermodal Association (EIA)
- European Rail Freight Association (ERFA)
- European Rail Infrastructure Managers (EIM)
- European Shippers' Council (ESC)
- Organisation of Tariff and Transport Experts (IVT)
- International Rail Transport Committee (CIT)
- International Union of Railways (UIC)
- International Federation of Freight Forwarders Associations (FIATA)
- Rail Net Europe (RNE)
- Arab Union of Railways (UACF)
- International Union of Wagon Keepers (UIP)
- International Association of Public Transport (UITP)
- International Union for Road-Rail Combined Transport (UIRR)
- Association of European Railway Industries (UNIFE)
- European Transport Workers' Federation (ETF)

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PRACTICAL INFORMATION

Registration

Owing to the limited number of places available, the official registration form attached must be filled in and sent to the address shown on the form by **23 May 2014**.

If your State is not sending a delegate, please let the Secretariat know by **23 May 2014** which State will represent you or inform us that you will not be represented.

Visa

Delegates must be designated by the competent authorities of their government and must inform the OTIF Secretariat of this before making a request for an entry visa to Switzerland, accompanied by the documents requested, to the nearest Swiss Embassy or Consulate.

Delegates who require help to obtain their visa from the OTIF Secretariat are kindly requested to do so at least six weeks before the date of the meeting. The OTIF Secretariat will then be able to support visa requests and visas can be issued in good time.

Accommodation

Information on hotels in Berne can be obtained from the Berne Tourist Information Centre:

Tourist Information Centre, Main Station

Bahnhofplatz 10a

CH-3011 Berne

Tel. +41 (0)31 328 12 12

Fax +41 (0)31 328 12 77

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