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**ECONOMIC COMMISSION FOR EUROPE**

Administrative Committee for the TIR Convention, 1975  
(Thirty-ninth session, 6 October 2005,  
agenda item 3 (b) (iii))

**ACTIVITIES AND ADMINISTRATION OF THE TIR EXECUTIVE BOARD  
(TIRExB) \***

**Administration of the TIRExB**

**Budget of the TIRExB and the TIR secretariat for the year 2005**

**Note by the TIR Secretary**

1. The budget and cost plan for the TIR Executive Board (TIRExB) and the TIR secretariat for the year 2005 including Programme support (13% of total budget) and Operating Reserve Fund (15% of total budget and Programme support) amounted to US\$ 1,563,300.
2. The TIR Secretary presents below a detailed report on the financial situation of the TIRExB and the TIR secretariat as of 30 July 2005.
3. A complete financial report for the year 2005 will be prepared for approval by the Administrative Committee at its forthcoming session in spring 2006. The budget and cost plan for the operation of the TIRExB and the TIR secretariat for the year 2005, as approved by the Administrative Committee on 15 October 2004 (TRANS/WP.30/AC.2/75, para. 27), is contained in document TRANS/WP.30/AC.2/2004/13.

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\* The UNECE Transport Division has submitted the present document after the official documentation deadline due to planning oversight.

4. The Administrative Committee may wish to take note of the present status report.

**United Nations Economic Commission for Europe, Transport Division**

**Programme: TIR Executive Board (TIRExB) and TIR secretariat**

**Title of Trust Fund: "Transport International Routier - TIR" Account No.: ZL-RER-8001**

Status report as of 30 July 2005(in US\$)

<u>Budget line</u>	<u>Object of expenditure</u>	<u>Allotment</u>	<u>Expenditures</u>	<u>Balance</u>
1100	Project Personnel	876,000	277,753	598,247
1301	Admin. Support Personnel	215,000	80,152	134,848
1501	Travel on Official Business	30,000	9,940	20,060
1601	Mission costs	15,000	7,232	7,768
2101	Sub-contract	5,000	0	5,000
4301	Premises	25,000	0	25,000
4501	Local procurement	20,000	3,159	16,841
5101	Equipment maintenance	2,000	0	2,000
5301	Sundry	15,000	0	15,000
Total net allotment		1,203,000	378,236	824,764
Programme Support (13% of Total)		156,390		
Operating Reserve Fund (15% of Total + Programme Support)		203,910		
Grand total		1,563,300		

Specification of expenditures (as of 30 July 2005)

Project Personnel (1100)

Four experts recruited on fixed-term appointments, one expert recruited on short-term basis to assist the TIR secretariat to update the TIR Handbook in the six UN official languages.

Administrative Support Personnel (1301)

Recruitment of administrative personnel for secretarial support, data entry of information into the International TIR Data Bank and updating of the TIR web site.

Travel on Official Business (1501)

Participation of the TIR secretariat: WCO Special Forum on Customs Commercial Fraud (Brussels), EU Commission NCTS/TIR Workshop (Brussels), National TIR seminar (Bishkek).

Mission costs (1601)

Participation of TIRExB members at the twenty-sixth session of the TIRExB in Geneva.

Sub-contract (2101)

No cost occurred so far under this budget line.

Premises (4301)

No cost occurred so far under this budget line.

Local procurement (4501)

A fax machine and a portable computer have been purchased.

Operation and maintenance of equipment (5101)

No cost occurred so far under this budget line.

Sundry (5301)

No cost occurred so far under this budget line.

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