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ECONOMIC COMMISSION FOR EUROPE

Administrative Committee for the TIR Convention, 1975
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ACTIVITIES AND ADMINISTRATION OF THE TIR EXECUTIVE BOARD (TIRExB)∗

International TIR Data Bank (ITDB)

ITDBonline+ Business Analysis

Note by the secretariat

A.   BACKGROUND

1.   The Administrative Committee, at its thirty-sixth session, requested the secretariat to make a feasibility study of the possibilities to enable Customs authorities to update their "own" data online in ITDB. At its thirty-seventh session, the Administrative Committee welcomed document TRANS/WP.30/AC.2/2004/17, prepared by the secretariat, as well as the presentation reflecting the feasibility study and explaining the so-called "project brief" of the ITDBOnline+. The Administrative Committee mandated the secretariat to launch the detailed analysis and pilot project for this project and to report back to the Committee at its next sessions. At its thirty-eighth session the Committee took note of further developments regarding the ITDBOnline+ and mandated the

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

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secretariat to continue its work with the view to finalizing the framework within which the ITDBonline+ could become operational.

2.   Annex 1 to this document contains the complete business analysis of the ITDBonline+ project. It aims at describing how the ITDB is updated and consulted using a centralized web-based solution allowing direct updating by authorized Customs authorities.

3.   The Administrative Committee may wish to approve the business analysis as contained in Annex 1 to this document and mandate the secretariat to develop the ITDBonline+ web application.

Annex 1

ITDBonline+ business analysis

1. Background

The ITDB is the international repository for information concerning all persons authorized to use the TIR procedure. It contains:

- contact information
- authorization information
- history of the contact information
- withdrawal information
- exclusion information
- end of activity information
- …

The reporting mechanism to the ITDB is described in Annex 9 Part II of the TIR Convention.

Currently, countries use various procedures to feed the ITDB, some of which are more time and resource consuming than others. Among the different tools that allow the reporting of the TIR Carnet Holders data and authorization information, the ITDB2001 application is the latest tool developed by the TIR secretariat. For the consultation of the data contained in the ITDB, Customs authorities, through their TIR focal point, can contact the secretariat by any means of communication or consult the database directly on the web thanks to the ITDBonline web application.

The ITDBonline+ project aims at providing a more efficient alternative to all current solutions to feed the ITDB and to enhance the consultation and use of the data stored therein. This solution could, in the long run, replace all current procedures used today. This integrated approach will allow Customs authorities to have a common interface for all procedures dealing with the ITDB and will ensure a greater reliability of data contained therein.

2. Business Analysis

This business analysis is based on the provisions of the TIR Convention (in particular Annex 9 part II) as well as on a study of the functioning of the current authorization procedure and systems at national and international level. On that basis, it describes an integrated central solution providing all functionalities available today as well as a some new functionalities which were not available in the past.

3. Business Context

The following business context diagram represents the way the various actors of the system interact with regard to all aspects of the authorization procedure.
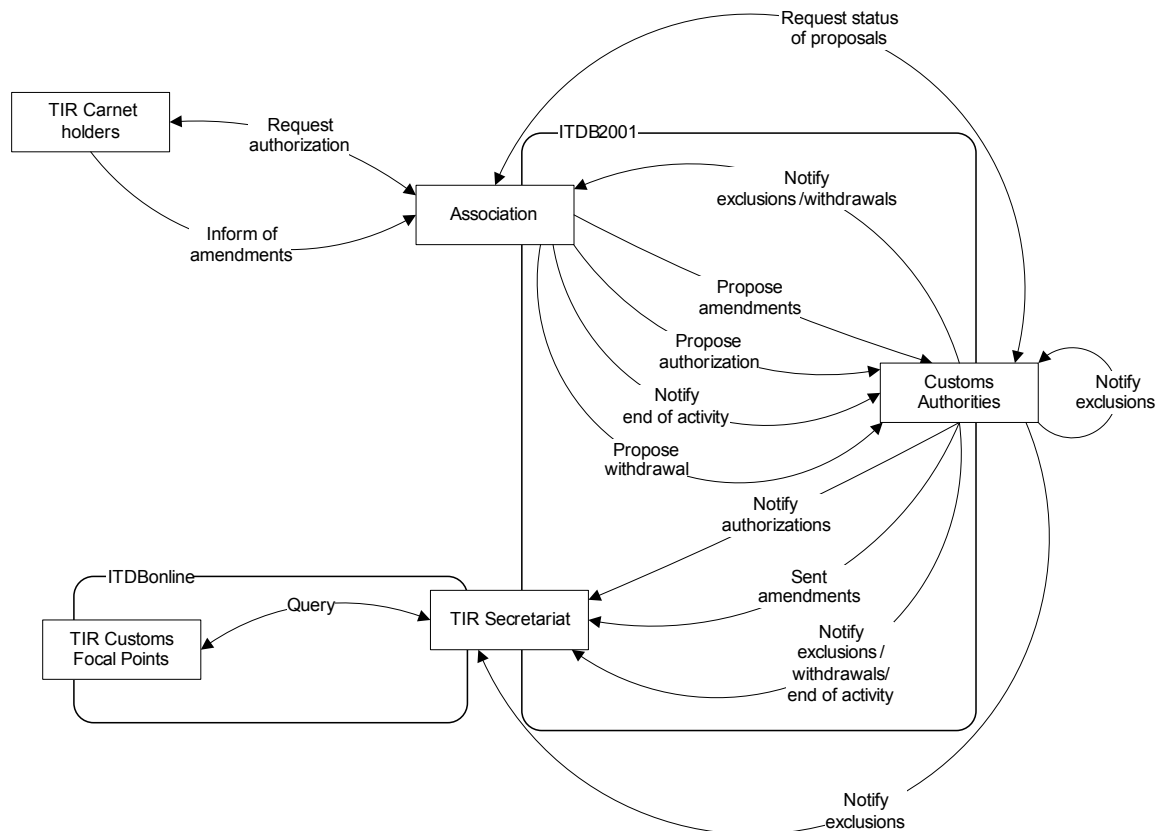

Figure 1 – Actual business context diagram (English only)

The boundaries indicate which flows are currently supported by the ITDB2001 and ITDBonline.

It has to be kept in mind that the ITDB only contains data which have been validated by Customs. Therefore, all information sent by the association to the Customs is considered as proposals and not updates. Proposals become updates when they have been accepted by Customs authorities and have been reported by the latter to the TIR secretariat as such.

The ITDBonline+ project aims at facilitating, standardizing and accelerating the reporting mechanism of the authorization procedure as well as the querying procedure. The following Business context diagram represents the information flows between the actors by using to the ITDBonline+ platform. It not only provides an alternative to all exchanges of information based on the ITDB2001 and the ITDBonline but also integrates new flows like the reporting of exclusions and the possibility for associations to query the ITDB on data concerning their member TIR Carnet holders.

It also includes the possibility to link TIR Carnet holders, in particular in cases of mergers and acquisitions, in order to keep track of their history.
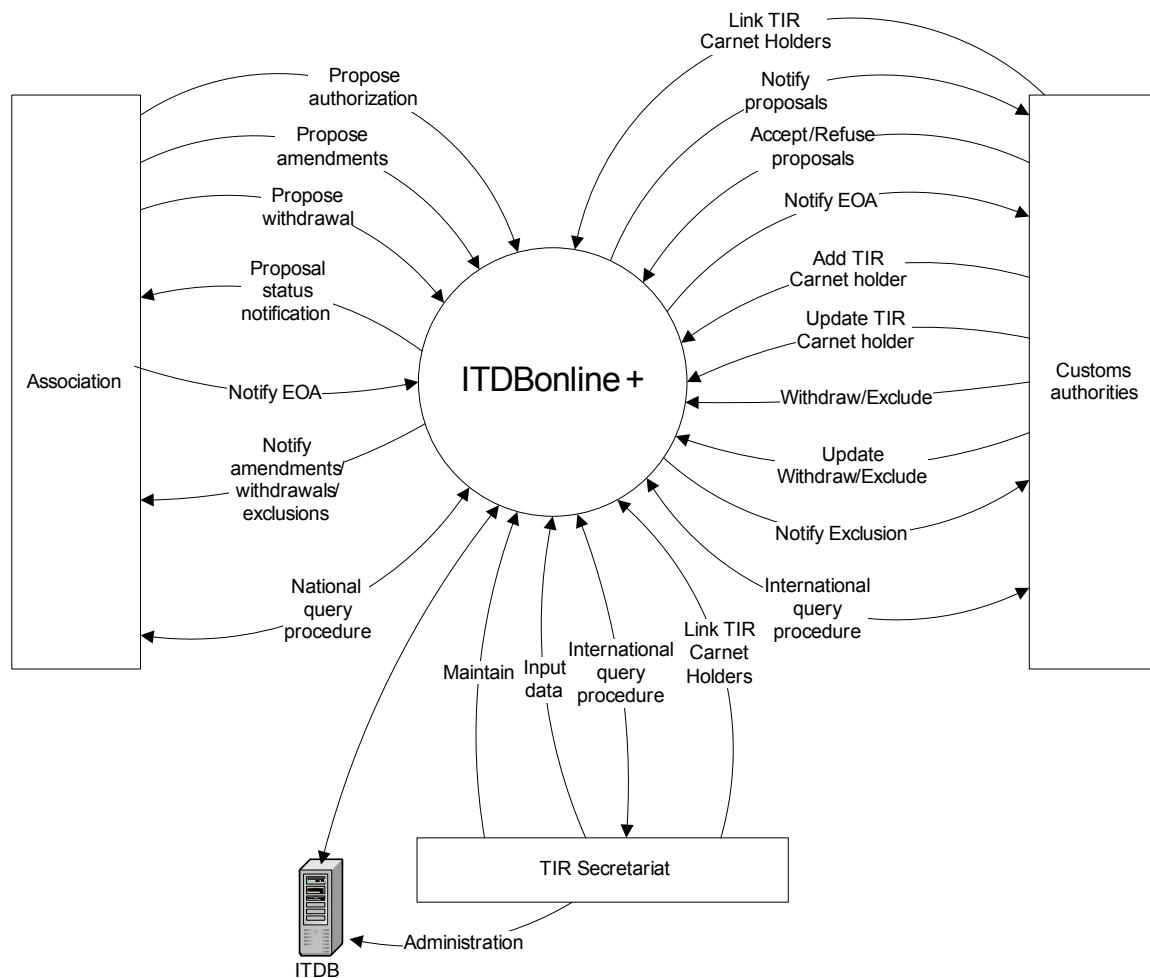

Figure 2 – ITDBonline+ business context diagram (English only)

4.   Business Package Diagram

The following graph shows the dependencies between the ITDBonline+ project and other systems already in place or some to be implemented in the future.
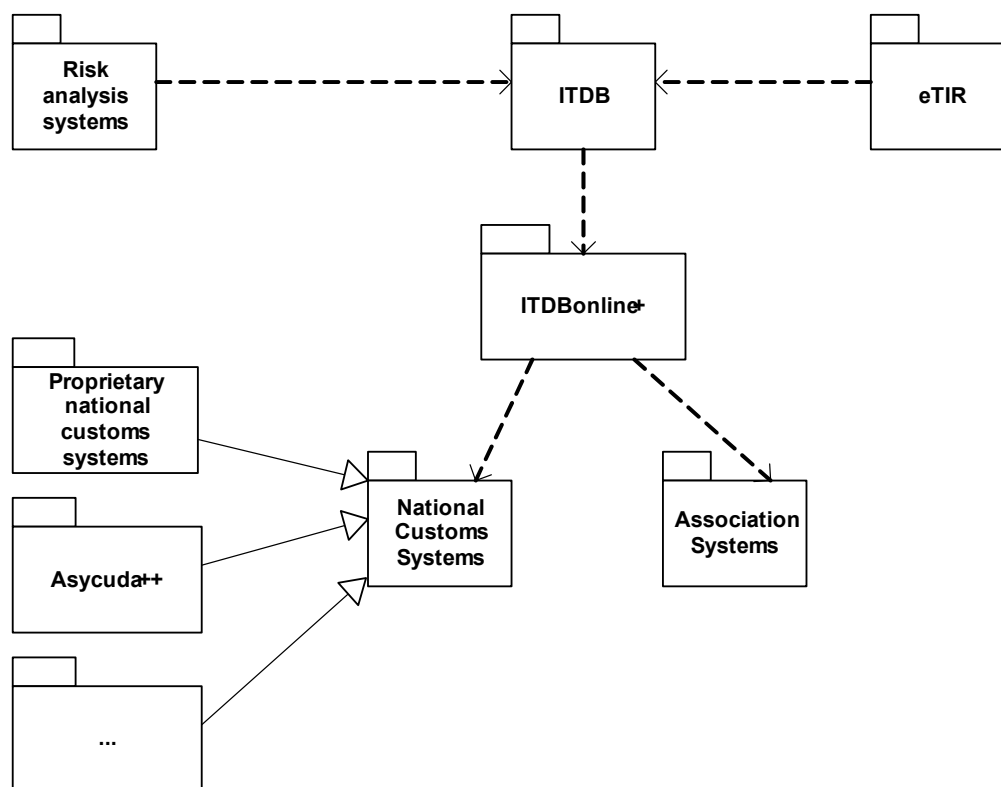
Figure 3 – General package diagram (English only)

This Package diagram shows that the ITDBonline+ is dependent of data stored by associations and Customs administrations systems. Therefore, it is necessary to provide a common interface allowing these systems to interoperate directly with the ITDBonline+ in a secure manner. Moreover, risk analysis systems at national level as well as, in the future, the eTIR will use the data in the ITDB and are indirectly dependent of the ITDBonline+ in the light of the timeliness of data they require.

5.   Use cases

The use case diagrams represent the interaction between a centralized ITDBonline+ system and the actors in order to fulfill the requirements related to all tasks performed today as well as those specific to the future system. The following sub-chapters provide details of the high-level use case below.
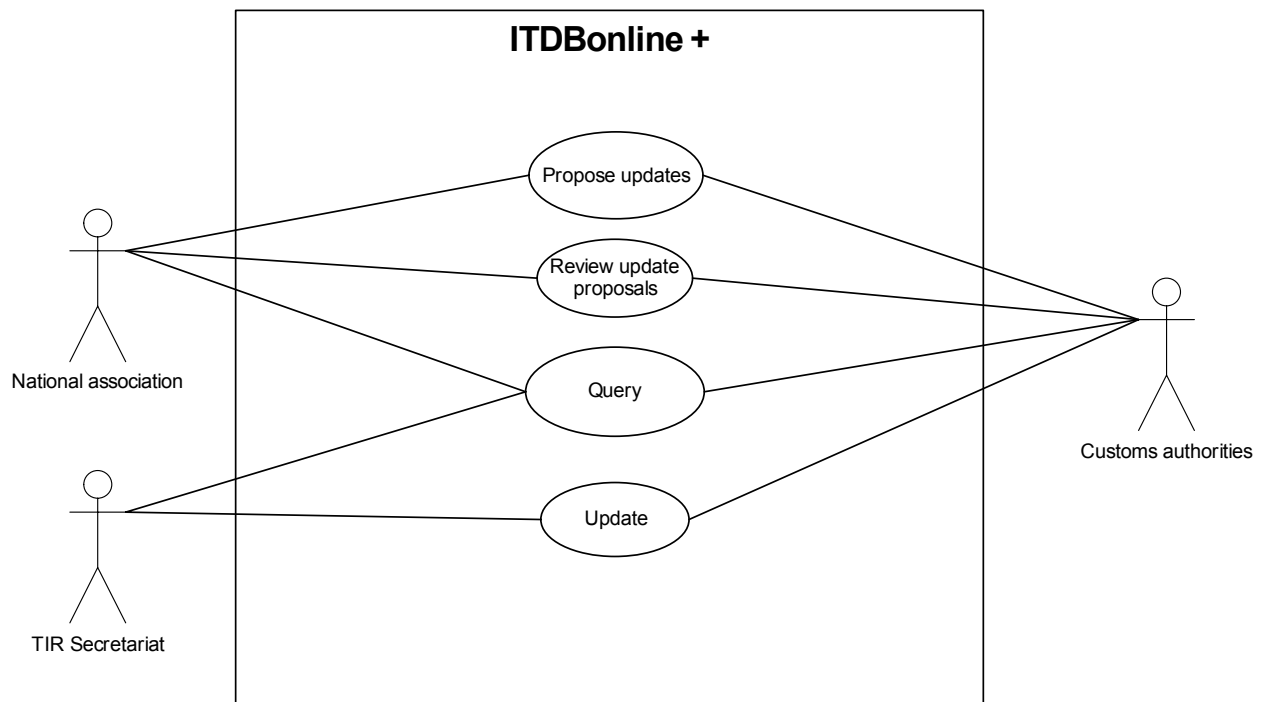

Figure 4 – High level use case diagram (English only)

5.1. Propose updates use case

Name	**Propose updates use case**
Description	This use case describes the various proposals which can be made by the national association via the ITDBonline+ to update the ITDB.
Actors	National associations, Customs authorities
Performance Goals	Allows the national association to propose additions or amendments to the ITDB in an easier, cheaper and/or faster way than contacting the Customs administration by the current communication channels.
Preconditions	The national association receives information requiring changes in the ITDB.
Postconditions	Review of the proposed changes by Customs authorities
Scenarios	In case a national association would like to: • Propose one of its members to be authorized to use the TIR system • Update information about a TIR Carnet holder being one of its members • Propose to withdraw the authorisation of one of its members • Notify that a TIR Carnet holder has ended his/her activity • Propose the rehabilitation of one of its members whose authorization has been temporarily withdrawn The national association logs-in to the ITDBonline+ and fills-in the appropriate form to submit the proposal.
Alternative Scenario	Alternatively, national associations can propose updates to Customs authorities using any other communication channel other than the ITDBonline+.
Special requirements	National association and Customs authorities should preliminary agree to both use the ITDBonline+ as an exchange platform.

Figure 5 – Propose updates use case diagram (English only)

5.2.   Review update proposals use case

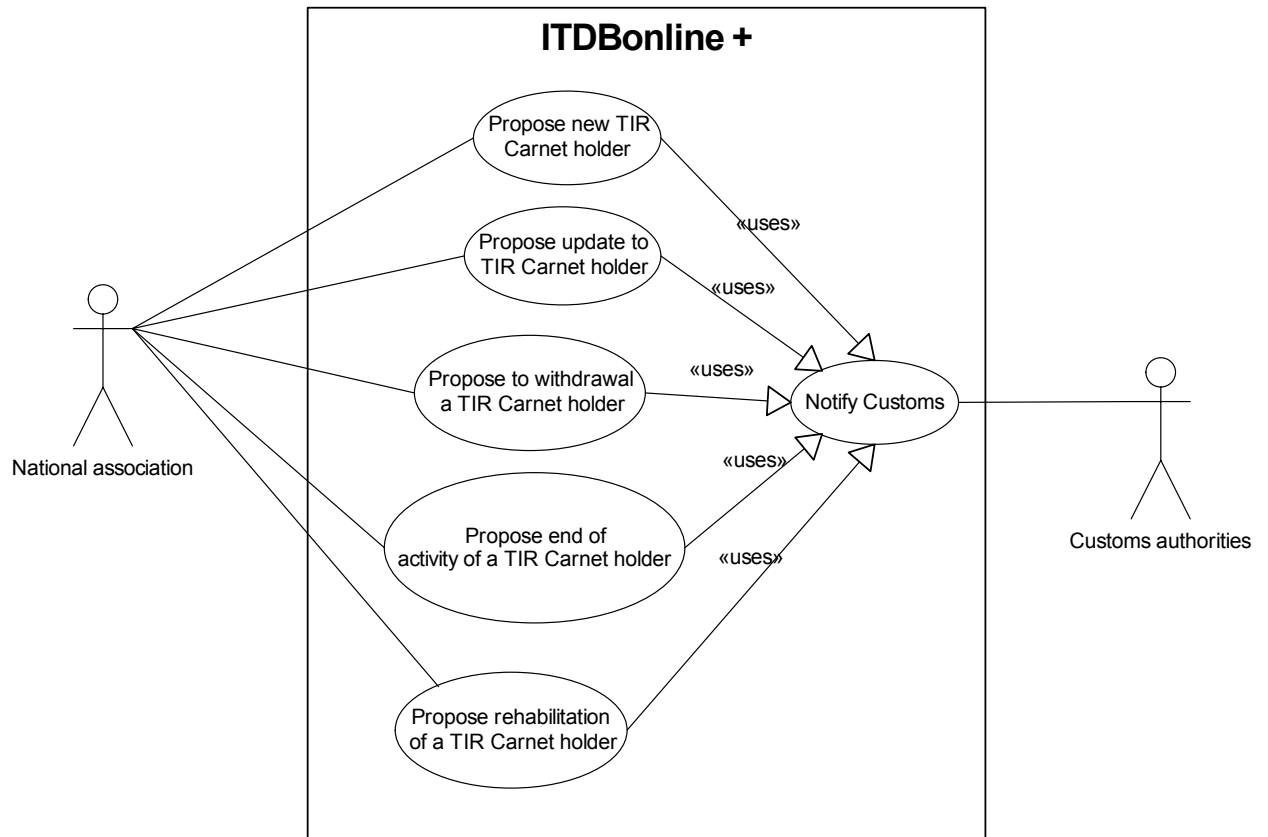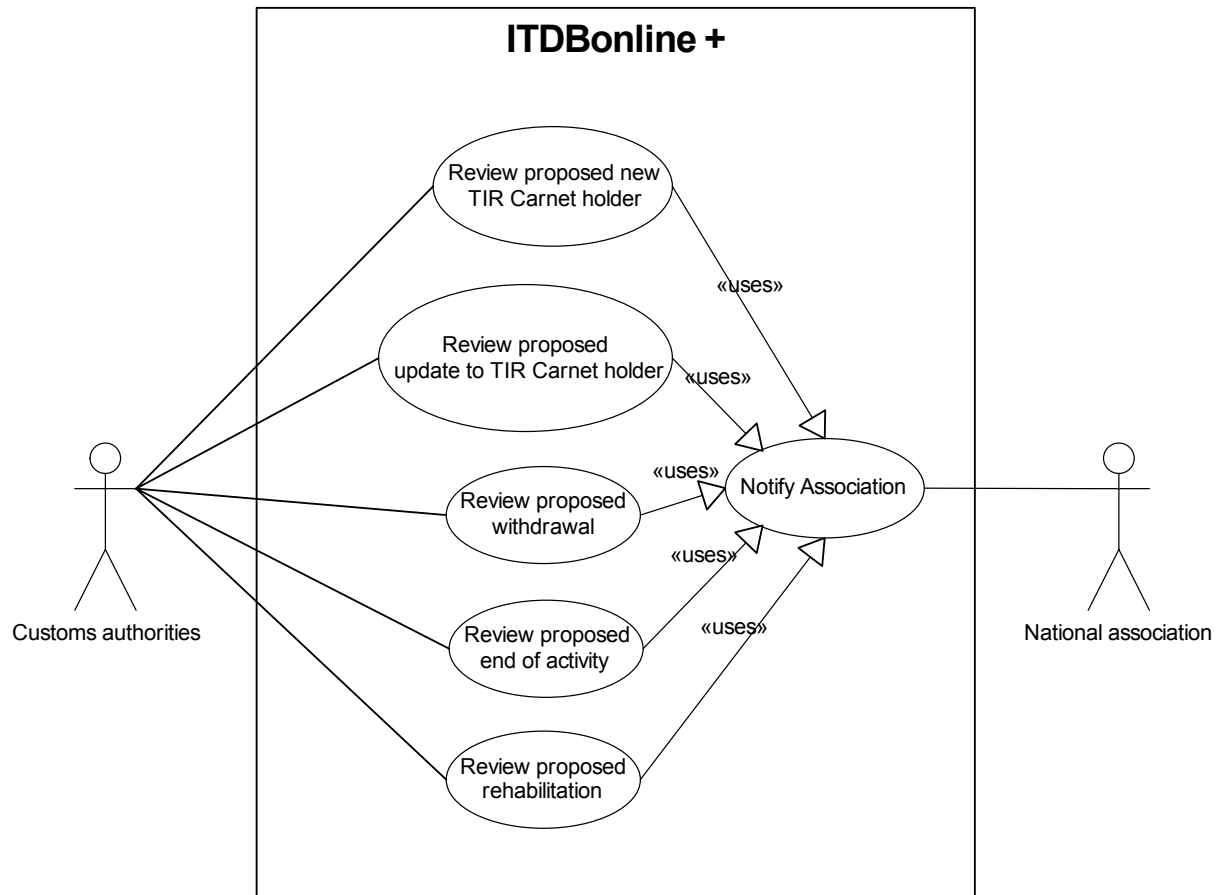| Name	**Review update proposals use case**
Description	This use case describes the reviewing mechanisms of proposals which can be made by the Customs authorities via the ITDBonline+ to (yes or no) update the ITDB.
Actors	National associations, Customs authorities
Performance Goals	Allows the Customs authorities to review the update proposals made by national association in an easier, cheaper and/or faster way than being contacted by the current communication channels.
Preconditions	The national association submits an update proposal via the ITDBonline+.
Postconditions	ITDB is updated in accordance with the decision taken by Customs authorities.
Scenarios	Customs authorities receive information that update proposal has been submitted by a national association. (optional) They log in to the ITDBonline and review the proposal by accepting or refusing it. The national association is informed of the results of the reviewing procedure.
Alternative Scenario	Alternatively, Customs authorities who would have received proposals by other channels of communication would have to enter the updates directly in the ITDBonline+ or transmit them to the TIR secretariat (see the "update use case").
Special requirements	National association and Customs authorities should preliminary agree to both use the ITDBonline+ as an exchange platform.

Figure 6 – Review update proposals use case diagram (English only)

5.3. Update use case

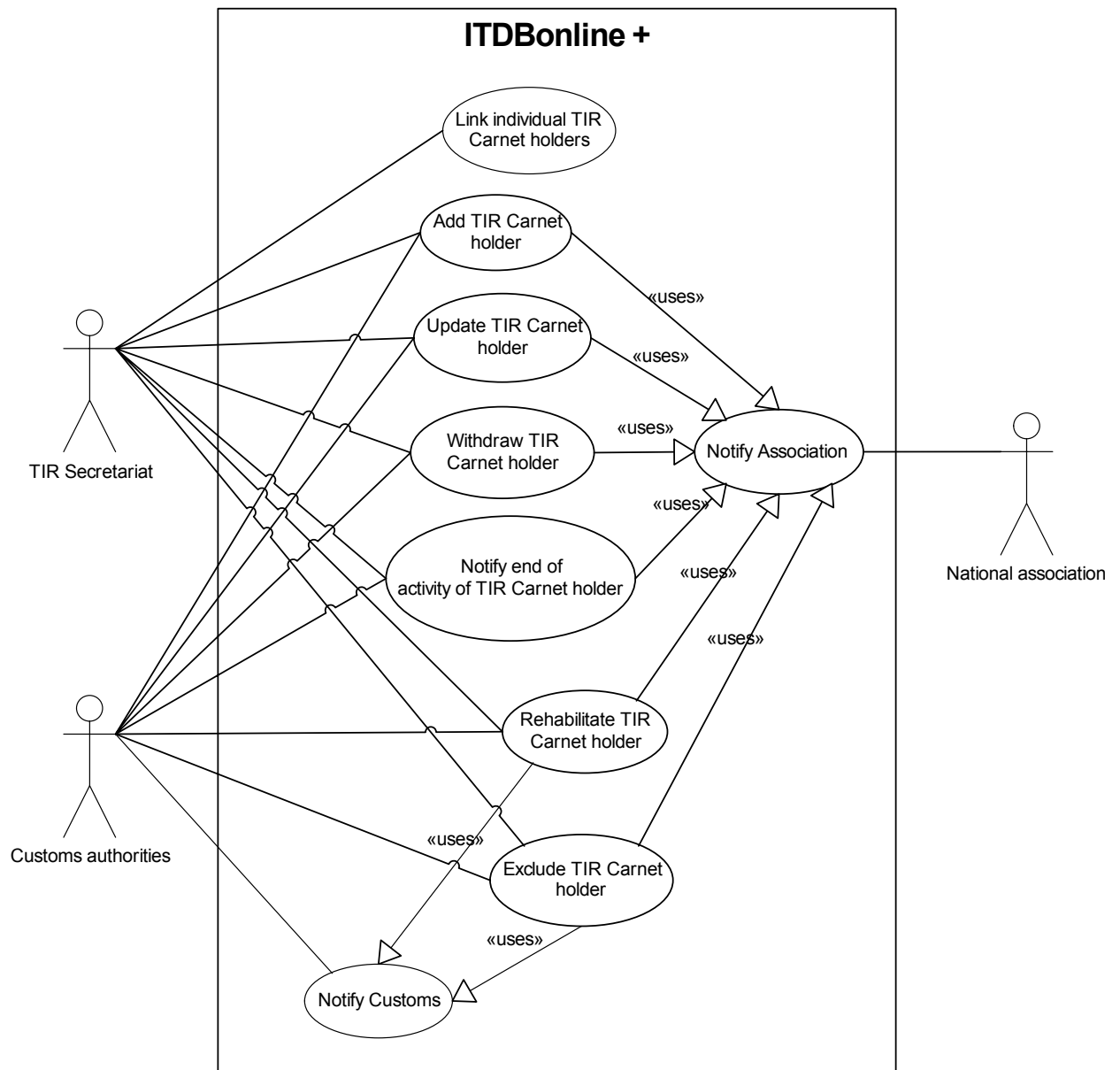| Name	**Update use case**
Description	This use case describes the updating which can be made by the Customs authorities or by the TIR secretariat via the ITDBonline+ to update the ITDB.
Actors	National associations, Customs authorities, TIR secretariat
Performance Goals	Allows the Customs authorities and the TIR secretariat to update the ITDB and inform the relevant parties of the updates in a easier, cheaper and/or faster way.
Preconditions	Customs authorities get the appropriate information by other channels. In case of updates by the TIR secretariat, the information must come from Customs authorities by a secure communication channel.
Postconditions	ITDB is updated.
Scenarios	Customs authorities or the TIR secretariat log-in to the ITDBonline and update the relevant information by using the appropriate forms. The national association or, in case of exclusion or if updates are performed by the TIR secretariat, the relevant Customs authorities are informed of the updates.
Alternative Scenario	Alternatively, Customs authorities can send information to the TIR secretariat by other communication channels and the secretariat could update the ITDB using other tools.
Special requirements	-

Figure 7 – Updates use case diagram (English only)

5.4. Query use case

Name	**Query use case**
Description	This use case describes the querying possibilities offered by the ITDBonline+.
Actors	National associations, Customs authorities, TIR secretariat
Performance Goals	Allows national association, Customs authorities and the TIR secretariat to query the ITDB in an easier, cheaper and/or faster way.
Preconditions	-
Postconditions	-
Scenarios	Two types of query can be performed : • Associations can only query the ITDB for information concerning their members. • Customs authorities and the TIR secretariat can query all records in the ITDB.
Alternative Scenario	Alternatively, the current querying procedure by fax, post or email can still be used by Customs authorities.
Special requirements	-

6. Scenarios

The following scenarios are all related to the authorization procedures and should be taken into account for the development of the ITDBonline+:

6.1. Authorization

The transport operator requests via his/her national association to be authorized to use TIR Carnets. The association checks if the operator fulfils all requirement (in particular those laid down in Annex 9, part II of the TIR Convention). If the operator fulfils all requirements, the association forwards the authorization request to its national Customs authorities, which accepts or refuses the authorization. If the authorization is accepted, the Customs authorities provide all necessary information to the TIR secretariat in order to insert the new TIR Carnet holder in the ITDB.

6.2. Withdrawal of authorization (originating from the association)

A national association, after realizing that a TIR Carnet holder no longer fulfills all requirement to use TIR Carnets, should propose to withdraw his/her authorization (temporarily or permanently). The association sends the withdrawal proposal to its national Customs authorities, which accepts or refuses the withdrawal of the authorization. If the withdrawal is accepted, the Customs authorities provide all necessary information regarding the withdrawal to the TIR secretariat to update the ITDB.

6.3.   Withdrawal of authorization (originating from the Customs)

If a TIR Carnet holder no longer fulfills all requirement to use TIR Carnets or has committed repeated or serious offences against Customs laws, Customs authorities can withdraw the authorization of this TIR Carnet holder (temporarily or permanently). The Customs authorities provide all necessary information regarding the withdrawal to the TIR secretariat to update the ITDB and inform the association concerned of their decision.

6.4.   Exclusion (Article 38)

If a foreign TIR Carnet holder has committed repeated or serious offences against Customs laws, national Customs authorities can exclude this TIR Carnet holder (temporarily or permanently). The consequence of the exclusion is that this TIR Carnet holder will no longer be authorized to perform TIR operations in the Customs territory of the Contracting Party, whose Customs administration has imposed the exclusion. Customs authorities provide all necessary information regarding the exclusion to the TIR secretariat to update the ITDB and inform the Customs authorities of the country where this TIR Carnet holder is established or residing of the exclusion together with the national association in the country where the offence has been committed.

6.5.   Updating the TIR Carnet holder data (originating from the association)

If a national association is informed of the necessity to update data regarding a TIR Carnet holder, it can propose Customs authorities to update the data. The association sends the update proposal to its national Customs authorities, who accept of refuse the proposal. If the update is accepted, the Customs authorities provide the updated data to the TIR secretariat to update the ITDB.

6.6.   Updating TIR Carnet holder data (originating from the Customs)

If a Customs administration is informed of the necessity to update data regarding a TIR Carnet holder, it provides the updated data to the TIR secretariat to update the ITDB.

6.7.   End of activity (originating from the association)

A national association, having been informed that a TIR Carnet holder ended his/her activity, informs its national Customs authorities. Customs authorities provide all necessary information regarding the end of activity to the TIR secretariat to update the ITDB.

6.8.   End of activity (originating from the Customs)

Customs authorities, having been informed (by other mean than by their national association) that a TIR Carnet holder ended his/her activity, provide all necessary information regarding the end of activity to the TIR secretariat to update the ITDB.

6.9.   National querying

Customs authorities and national associations can query the ITDB to obtain information regarding all national TIR Carnet holders or, respectively, their members.

6.10.   International querying

Customs authorities can query the ITDB to obtain information regarding all foreign TIR Carnet Holder.

6.11.   Linking TIR Carnet holders

Customs authorities can create links between various TIR Carnet holders in order to create combined history files which provide additional information in, for example, cases of merged companies.

7.   Risks

Integrating the ITDB2001 and the ITDBonline does not represent a risk in itself. Nevertheless, once developed, two potential risks have to be taken into account. Firstly, there is a risk that associations nor Customs authorities will use the ITDBonline+, resulting in the investment being wasted as well as resulting in inefficient control procedures for Customs authorities. Secondly, there is also a risk that unauthorized users might use the ITDBonline+, which would endanger the complete authorization procedure.

8.   Stakeholders

This section identifies those who have an interest in the project being implemented:

- Client
    - AC.2
- Sponsor
    - TIRExB (financial)
    - TIR secretariat (human resources)
- Testers
    - TIR secretariat
    - TIR Customs Focal Points
- Users
    - Customs authorities (including TIR Customs Focal Points)
    - National associations
    - TIR secretariat

9.   Constraints

The high level constraints of the project are:

- technology constraints

In order to obtain support from the UN services (UNOG and UNECE ISU), the system should be based on UN standards.

- time constraints

The project should be in place before step ONE of the eTIR project is launched.

- financial constraints

Financial resources are limited to the consultancy budget of the TIRExB.

- personnel constraints

Staff resources for the project are limited to the current staff in the TIR and UNECE secretariats.

- current system constraints

The facilities provided by the ITDB2001 and the ITDBonline should be maintained.

- political constraints

The ITDBonline+ should be in line with the principles laid down in the TIR Convention and in particular with its Annex 9, Part II.

- security constraints

The data stored in the ITDB are highly confidential. They should remain under high protection, making sure that they can neither be modified nor accessed by unauthorized third parties.

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