

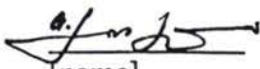


TRACECA: International Road
Transport Transit Facilitation
Progress Report
April 2000

FORM 1.2: REPORT COVER PAGE

Project Title:	TRACECA: International Road Transport Transit Facilitation	
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Countries:	Armenia, Azerbaijan, Georgia, Kazakhstan, Kyrgyzstan, Moldova, Mongolia, Tajikistan, Turkmenistan, Ukraine, and Uzbekistan.	
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PROJECT SYNOPSIS

Wider Objectives:

To assist the TRACECA states to create the most favourable conditions for road transport in terms of economic operations in line with the current UN/ECE and EU standards by establishing and equipping a regional network of permanent vocational road transport training centres. To set up the primary elements to ensure adherence to the ADR Agreement in the region and encourage the implementation of the TIR Convention in those countries which are not yet full members. Where TIR is established, to promote better management control of the TIR Convention by further development of the SafeTIR system.

Specific Project Objectives:

- To identify and prioritise transport operator licensing legislative criteria so as to encourage the professionalism of the industry through the legal requirement for operators to have internationally recognised qualifications.
- To identify and establish professional vocational training centres to be managed and operated to international standards.
- To equip the training centres with the appropriate resources including qualified trainers, course materials, lecturing equipment, examination papers, and a Business Plan.
- To monitor the standards of the training to ensure compliance with international standards.
- To identify and assist in revising the national legislation on the movement of dangerous goods by road to allow compliance with the ADR Agreement.
- To assist in introducing the TIR Convention in non-signatory countries by developing transport and guaranteeing associations, and assisting in the contractual steps towards implementation of the Convention.
- To assist in the expansion of SafeTIR by the procurement and installation of further equipment.

Target Group:

The overall project recipients will be the Partner States, their international road transport industry representatives, their controlling Ministries and State Customs Authorities.

Outputs:

- Model transport legislation for National and International operator licensing criteria.
- Eleven vocational training centres for the road transport industry offering transport operator courses to an international standard, with trained management and trainers in CPC, ADR and TIR capable of delivering approved courses.
- Resources at each centre including course materials, examination papers and equipment.
- Increased TRACECA state-adherence to the TIR Convention and the ADR Agreement.
- Enhancement of the established SafeTIR systems to enable improved response times.

Inputs:

Technical assistance consisting of 1815 person days of EU Specialists and 420 person days of local inputs, excluding Centre Managers and Trainers. The majority of the work will be undertaken in the region with regular working visits to each TRACECA state. Funding of equipment for the training centres and IT equipment to support the SafeTIR system.

Project Start Date: 06th October 1999

Project Duration: 18 months

1 SUMMARY OF PROJECT PROGRESS SINCE START

The project started in October 1999, with mobilisation later that month. The Consultant's teams have been active in the region since then with visits to 10 of the 11 countries (excluding Tadjikistan) during each reporting period. The Inception Report was published in December 1999 being followed 3 months later by this Progress Report 1.

The progress achieved in each of the Project Modules to date is as follows:

1.1 Module A

- Training Centres have been assessed in 10 countries
- The Training Centres to be the recipients of the Module. have been agreed in 9 countries and are being finalised in the remaining 2
- The proposed management team of the Training Centres for the training programme in the UK has been nominated in 10 countries
- Proposed trainers have been selected in two countries and discussions leading up to the selection of trainers have started in the remainder.
- Draft tenders for the procurement of training equipment and ADR training materials have been submitted to Tacis for approval and currently undergoing final revision
- Over 60% of the training materials, including examinations papers have been translated into Russian
- Translation of training materials into Mongolian has been started
- Legal questionnaires have been completed in all 11 countries
- Relevant Transport Legislation has been obtained and analysed in 11 countries
- Legal Specialists have visited 9 countries for detailed assessments
- A current situation report on the legal position in respect of all aspects of road transport licensing is in its final stages prior to publication next month
- Draft model legislation has been prepared on operator licensing
- The business planning process has begun in 2 countries

1.2 Module B

- The position on TIR and SafeTIR has been assessed and situation report issued
- Technical assistance has been provided in Mongolia to assist in the TIR consultation process
- Technical assistance has been provided in Moldova to assist in the implementation of ADR
- Documentation has been provided to Ministries and Transport Associations in countries that have not ratified either TIR or ADR to explain the Conventions/Agreements
- Assessment of the SafeTIR implementation situation and identification of constraints has been completed

1.3 Module C

- A Standard Office of Destination (O/D) specification has been agreed with IRU

- Detail procurement requirements have been agreed with the 5 relevant countries
- Draft international tender documentation has been prepared

2 SUMMARY OF PROJECT PLANNING UNTIL COMPLETION

The project is scheduled for completion on the 6th March 2001. The following tasks will be undertaken between April 2000 and that date:

2.1 Module A

- The arrangements for the remaining 2 Training Centres will be finalised
- 22 management personnel from the Training Centres in 11 countries (2 persons per country) will come to the UK for training in June 2000
- Trainers will be selected and approved in all 11 countries in time for CIS Regional Training commencing in July 2000
- CIS Regional Training of trainers will be provided in Certificate of Professional Competence (International CPC), the carriage of dangerous goods by road (ADR), TIR and international Customs documentation and procedures, as well as training for managers as Dangerous Goods Safety Advisers (DGSA). This will be accomplished through a rolling programme starting in July 2000
- Course materials and examination papers will be provided in Russian and Mongolian
- An independent examination system will be established, wherever possible, to ensure that the in-country testing procedure for CPC and ADR will be bought up to international standards
- A library of relevant transport documentation, as hard copy or CD ROM and disk, will be established at each Centre
- Courses delivered by local trainers will be monitored to ensure quality standards are achieved
- Equipment will be provided to each Centre through the international tendering and procurement procedure according to the standard equipment list
- Legal Reports will be issued which will identify the current situation in each country in respect of domestic and international road transport operator licensing with recommendations for change and model legislation where appropriate.

2.2 Module B

- Assistance will be provided to those countries not yet started on the TIR implementation process, in co-ordination with IRU
- Facilitation to assist in the completion of the accession process to implement TIR and SafeTIR will be given in countries already in the relevant implementation stages, in co-operation with IRU

- Technical Assistance will be given on support equipment and procedures to collect data for entry into the SafeTIR system, in association with IRU
- Legal Reports will be issued which will identify the current situation in each country in respect of carriage of dangerous goods and accession to the ADR Agreement with recommendations for change and model legislation where appropriate.

2.3 Module C

- Provision of equipment through international tendering and procurement procedures will be given, to support the performance of SafeTIR in those countries where SafeTIR is operating, according to the agreed equipment specification lists
- The installation of purchased equipment in Customs premises will be monitored.

3 PROJECT PROGRESS IN REPORTING PERIOD

The format of the Progress Report has been adjusted from the Inception Report format which was based on the three Modules in the Terms of Reference, to a country-by-country basis. Although the project remains an integrated regional project, it is clear that the national Recipients are specifically interested in their own country and have expressed a wish to see them identified separately. The new presentation format will make it easier to identify the progress in each TRACECA state in respect of each Module, whilst only slightly increasing the size of the Report.

All 11 countries, except Tadjikistan, were visited during the Progress Period to undertake the following tasks:

Module A

- Assess and agree selection of Training Centres
- Identify the current legislation in respect of operator licensing
- Agree equipment requirements

Module B

- Assess the legal situation in respect of ADR/TIR
- Assist in extending TIR/SafeTIR

Module C

- Situation assessment for purchasing requirements
- Assess and agree equipment requirements

The individual country reports by Module are as follows:

3.1 Armenia

3.1.1 Module A

It has been agreed with the Ministry of Transport that the Training Centre will be operated and managed by AIRCA, who are a member of IRU. The exact location of the facilities has to be finalised. Initial proposals are that when AIRCA becomes fully operational as a TIR Carnet issuing organisation, they will move to new premises that will incorporate training facilities. The alternative is to use existing training facilities within the University or a training institute. The facilities have been promised to be in place prior to the in-country training.

Details of transport legislation were obtained, which have been analysed and will be presented in the Legal Report.

3.1.2 Module B

The AIRCA Secretary General attended an IRU Training Seminar in Moscow with project representatives. This process is part of Stage 3 of the TIR Accession Programme. Following this visit, AIRCA had meetings with Customs and have completed all the required documentation which has been submitted to IRU, with the exception of the SafeTIR Agreement necessary to move to Stage 4 implementation. This document is expected to be signed by mid-April.

Existing legislation on the Carriage of Dangerous Goods by Road has been obtained and the compliance with ADR requirements is being examined.

3.1.3 Module C

Actions within this module are not applicable until TIR has been implemented, but it is expected at this stage that SafeTIR information may be collected through the existing ASYCUDA system as an add-on package.

3.2 Azerbaijan

3.2.1 Module A

In the absence of a Ministry of Transport, Azerautonagliyyat manage the activities of the National Carriers Association (ABADA) and the Freight Forwarding Association (AEA). ABADA is the IRU member but currently sees itself as a Guaranteeing Association, rather than a National Association, and are concerned at becoming involved in commercial training because of a possible conflict of interest within the ongoing developments to create a Ministry of Transport (TACIS TNAZ9801).

A room for the Training Centre has been identified within the offices of Azerautonagliyyat and nominations for the Training Centre Director and Manager have been submitted and provisionally agreed, subject to these issues being resolved. As a potential alternative, the Azerbaijan Technical University has facilities which also may be suitable for training.

A list of trainers is being generated and will include tutors from many sources, including the Azerbaijan Technical University.

Details of transport legislation have been obtained and will be presented in the Legal Report.

3.2.2 Module B

On the 25th January 2000, SafeTIR test transmissions between ABADA and IRU started and it is understood that these are progressing satisfactorily.

Azerbaijan wish to become signatories to ADR but the necessary legislation has to be in the Azeri language in order to be submitted to parliament. Given the complexity of the Convention translation this is a significant constraint. Existing legislation on the Carriage of Dangerous Goods by Road has been obtained and the compliance with ADR requirements is being examined.

3.2.3 Module C

Azeri Customs already has a fully operational national computer network and have not submitted a request for additional equipment at this stage.

3.3 Georgia

3.3.1 Module A

It has been agreed with the Ministry of Transport that a Training Centre will be established within the Ministry of Transport's building and a Training Manager has been proposed. The Georgian International Road Carriers Association (GIRCA) who are the IRU member do not wish to take on responsibility for such a Centre, but would be involved in providing trainers for the training programme. In addition, the National Freight Forwarding Association has indicated that they will provide trainers. Details of transport legislation have been obtained and will be presented in the Legal Report.

3.3.2 Module B

Whilst Georgia has signed the TIR Convention and GIRCA are issuing carnets, Customs have not implemented TIR or SafeTIR. The problem appears to relate to internal procedural issues and assistance has been provided. They now seem to be clear on what steps are necessary to make further progress.

Legislation on the Carriage of Dangerous Goods by Road has been obtained and the compliance with ADR requirements is being examined.

3.3.3 Module C

Actions within this module are not applicable until TIR and SafeTIR has been agreed by Customs.

3.4 Kazakhstan

3.4.1 Module A

It has been agreed with the Ministry of Transport that the Training Centre will be operated and managed by KazATO, who are members of the IRU. Their new training facility is nearly completed and they are already providing courses for drivers. It has also been agreed that the training programme will be shared with NIIAT, who intend to establish a freight forwarding training centre. One manager from each centre will go to the UK for training in June 2000, and there are an equal number of nominated trainers from KazATO, from NIIAT and other organisations. Unconfirmed nominations for the Training Managers and Trainers have been received and are currently being reviewed.

Details of transport legislation have been obtained and will be presented in the legal report.

3.4.2 Module B

Implementation of SafeTIR has been delayed due to TIR problems in 1999 and the requirement for a signature of the new SafeTIR Agreement. As a result, the servers have not yet been supplied, but are expected within the next reporting period.

Legislation on the Carriage of Dangerous Goods by Road has been obtained and the compliance with ADR requirements is being examined.

3.4.3 Module C

Customs are not yet in a position to nominate the location of the additional equipment for the Offices of Discharge but there are anticipated to be 6 as per the TOR. These will be included in the international tender documentation for supply following installation and testing/trials of the servers.

3.5 Kyrgyzstan

3.5.1 Module A

It has been agreed with the Ministry of Transport that the Training Centre will be operated and managed by Kyrgyz AIA, who are members of the IRU. There is an identified need to separate vocational training from student training and therefore a new organisation is required, rather than providing a link with existing training facilities that are oriented towards student training. The exact location of the facility has to be finalised and will either be within the Ministry or at a new location close by. The Training Centre and AIA will be in one building. It is important that an early decision is taken on whether to refurbish existing facilities within the Ministry or move to an outside site so that the Centre is ready when the CIS Regional Training of Trainers programme is undertaken in Bishkek.

Nominations for the management training and trainers have been provided and are being finalised. It has been agreed that some of the trainers will be provided from the Technical University and others from the Automobile College. This will enable some elements of the training to be included in transport degree courses within both institutions.

Appropriate legislation in relation to operator licensing has been obtained from the Ministry of Transport and AIA and will be presented in the Legal Report.

3.5.2 Module B

The AIA Secretary General and the TIR specialist attended the IRU Training Seminar in Moscow with project representatives. This process is part of the Stage 3 of the TIR Accession Programme. Following the initial meeting which was attended by project representatives, AIA had meetings with Customs to complete the Customs Evaluation Questionnaire and obtain their signature to the new SafeTIR Agreement, both of which are essential towards moving to Stage 4.

3.5.3 Module C

Customs are now fully aware of the nature of the SafeTIR system. They will require 11 sets of equipment at 4 Terminals and 7 Regional offices to supply the Office of Destination data to the central server that will be located in central Customs. Specifications have been agreed, including the need for radio modems due to specific communication difficulties. The equipment will only be provided when trials of the IRU supplied equipment have been completed successfully.

3.6 Moldova

3.6.1 Module A

It has been agreed with the Ministry of Transport that the Training Centre will be operated and managed by AITA, who are members of the IRU. If the proposed refurbishment, at AITA's expense, of an existing building, anticipated to commence in June 2000, does not occur, the existing training facilities are considered to be suitable. Nominations for both the Training Managers and trainers have been submitted and personnel agreed. In addition, a Business Plan is now in the process of being developed in co-operation with the AITA Training Manager.

Details of transport legislation have been obtained and will be presented in the legal report.

3.6.2 Module B

National legislation is currently undergoing the consultation process within Government Departments to enable the ADR Agreement to be implemented. This is now well advanced and most departments have sent back their comments.

3.6.3 Module C

Customs already have computers at all the Offices of Destination. Both Customs and AITA consider that the Customs server is too small at 64mb, mainly because it is also being used for the national control system. They have requested up-grading to a 512mb unit to be compatible with AITA and this will be included within the tender. However, the servers at both AITA and Customs are the responsibility of IRU and a new server would only be supplied subject to IRU agreement.

3.7 Mongolia

3.7.1 Module A

It has been agreed with the Ministry of Infrastructure Development that the Training Centre will be operated and managed by the Technical University. The selection was made on the basis that the University is already providing some vocational training of in transport, in association with the National Road Transport Association (NARTA), as well as full time degree courses covering aspects of transport operations. Given the relative size of the Mongolian transport market, it was important that the Centre be linked to an existing institution. Nominations for the training management course are being processed.

Details of transport legislation have been obtained and will be presented in the legal report.

3.7.2 Module B

Translated copies of the TIR Convention have been circulated to the relevant Government Departments. The lack of an active trade association and IRU membership may create problems. However, the Chamber of Commerce is interested in acting as the Guaranteeing Association as it already provides this service for the ATA Convention and is in contact with IRU. It has been suggested that the Chamber of Commerce make contact with the Mongolian Road Transport Association to progress the matter further.

3.7.3 Module C

Actions within this module are not applicable until application for TIR Convention agreed.

3.8 Tadjikistan

The security situation in Tadjikistan remains problematic and no visits were made in this period. An earlier application to visit was rejected by the Task Manager but this has subsequently been approved, subject to prevailing conditions. Representatives of the Ministry of Transport and the National Association (ABBAT) have been met in Almaty, Kazakhstan.

It has been agreed with the Ministry of Transport that the Training Centre will be operated and managed by ABBAT. They already have a transport academy and have nominated managers for the UK training course.

3.9 Turkmenistan

3.9.1 Module A

It has been agreed with the Ministry of Motor Transport that the Training Centre will be located in their building. THADA is the representative of the road transport industry under the direct control of the Ministry and is an IRU member. THADA will therefore have an active role in the Centre. Nominations have been received for the management training in UK and work has started to identify the local trainers.

Details of transport legislation have been obtained and will be presented in the legal report.

3.9.2 Module B

THADA have received the IRU TIR Basic File and assistance has been given in completing the questionnaire. Whilst goods are being loaded and discharged under TIR conditions in Turkmenistan, the validity of this practice is questionable until Turkmenistan becomes a signatory to the Convention.

Legislation on the Carriage of Dangerous Goods by Road has been obtained and the compliance with ADR requirements is being examined.

3.9.3 Module C

Actions within this module are not applicable until TIR introduced.

3.10 Ukraine

3.10.1 Module A

It has been agreed with the Ministry of Transport that the Training Centre will be operated and managed by AsMAP, who are members of IRU. AsMAP have recently relocated to new offices and they will refurbish the old offices, at their own expense, to provide training facilities. The Ministry wish to involve the State Motor Transport and Design Institute (DNDI) and therefore a manager from each organisation has been nominated for the management training in UK. Personnel for both the management training and course trainers have been identified. In addition, work has begun on the AsMAP and DNDI Business Plans for Training Centres.

Details of transport legislation have been obtained and will be presented in the legal report.

3.10.2 Module B

TIR and SafeTIR are fully operational but delays are being experienced in applying to join ADR because of the need to translate all materials into Ukrainian prior to submission to the government departments. It was found that ADR certificates were being issued without appropriate training or Ukraine being a signatory to the Convention, but it is understood that this practice has now stopped.

3.10.3 Module C

Customs already have a comprehensive national computer network. They have a national control system and this results in data processing congestion in central Customs. As a result, they require 2 new 512 MB servers with associated accessories. These will be included in the international tender. However, the servers at both AITA and Customs are the responsibility of IRU and a new server would only be supplied subject to IRU agreement.

3.11 Uzbekistan

3.11.1 Module A

It has been agreed with the Ministry of Transport that the Training Centre will be operated and managed by AIRCUZ, who are an IRU member. They are currently refurbishing rooms for this training centre on the ground floor of their offices. Submissions are being processed for the management trainees. It is expected that many of the trainers will come from the Tashkent Automobile Road-Construction Institute (TADI), who have been providing CPC courses as a result of a previous Takis project for two years.

Details of transport legislation have been obtained and will be presented in the legal report.

3.11.2 Module B

Problems have been encountered in commencing trials of the SafeTIR server. This is principally due to damage to a previous hard disk and the resultant decision not to commence trials until an IRU technician is present. Dates for this visit are to be agreed between AIRCUZ and IRU, and it has been suggested by the project team that this could constitute a suitable use of IRU funding under the project budget.

Legislation on the Carriage of Dangerous Goods by Road has been obtained and the compliance with ADR requirements is being examined.

3.11.3 Module C

Customs have requested 9 sets of equipment for the border crossings and 7 sets of servers for the regional Customs offices. These will be included within the international tender.

3.12 Procurement

The new Task Manager has reconfirmed that the procurement of both the Training Centre equipment and Customs Computer equipment should be tendered under international tender conditions and should not be split into packages for direct tendering. Some Tacis CUs and the TRACECA Co-ordinating Unit have expressed their concerns at utilisation of the international purchasing strategy.

The Consultant has submitted a draft procurement tender package for the Training Centre Equipment consisting of 22 packages – one standard training equipment package and one ADR materials package for each country. Comments have been received from the Tacis Procurement Department and changes are currently being made before the tenders are re-submitted. The Customs Computer Equipment tender was delayed due to the lack of a standard package for each country and the need to further consult Customs in the relevant countries that either have or are close to signing SafeTIR agreements. This has now been completed and the proposals will shortly be forwarded to Tacis for approval.

3.13 Legal Report

The Legal Report will be issued as a separate deliverable consisting of two parts. Part 1 will identify and discuss the current situation and is being finalised for issue in April 2000. This will be followed by Part 2 in the next reporting period, which will provide specific recommendations for change and will include model legislation in respect of operator licensing and the carriage of dangerous goods by road. It is clear that the situation is not identical in each country and therefore individual proposals will be provided.

The Legal Reports will concentrate particularly on operator licensing and dangerous goods as per the TOR, but will necessarily include other aspects in relation to legislation of the road transport industry.

3.14 Translation of Training Materials

The translation of all the training materials has continued with the objective of completion by June 2000. The Task Manager has agreed to the translation of these materials also into Mongolian due to their individual circumstances. This process has started with the objective of completion by June 2000 for the UK course materials, with the remainder in time for CIS Regional course delivery.

3.15 Evaluation of Training Centres

Training Centres in 10 of the 11 countries have been evaluated according to three criteria:

- Ministry of Transport approval in each country
- IRU association arrangements in each country
- Scott Wilson's institutional assessment survey

A blank institutional assessment survey is provided in Appendix 1.

3.16 Changes from the Inception Programme

The progress achieved during the reporting period is the same as that indicated in Sections 3.5 and 3.7 of the Inception Report with the following exceptions:

3.16.1 Module A

The Task Manager has indicated that refurbishment of the classrooms should not form part of the equipment budget that is being tendered and therefore this element has been deferred. Due the requirement for international tendering, a standard equipment specification has been used based on Appendix 3 of the Inception Report. The preparation of the tenders scheduled for January was completed in February and issuing projected for February is not expected to take place until April as final approval has yet to be obtained.

A start has been made to the preparation of business plans in Ukraine and Moldova in advance of the indicated programme, which was previously scheduled to commence in May.

3.16.2 Module B

There have been no changes. However, it has been agreed to divide the countries to four categories:

- Category 1: Those countries that have not applied to join TIR or are in the early stages of the application process – Tadjikistan, Turkmenistan and Mongolia
- Category 2: Those countries that are in the process of the TIR application process – Armenia and Kyrgyzstan
- Category 3: Those countries that are implementing members of TIR but have not fully implemented SafeTIR – Azerbaijan, Georgia, Kazakhstan and Uzbekistan
- Category 4: Those countries that have implemented TIR and SafeTIR and where no further assistance is required – Moldova and Ukraine.

The object is focus on assisting countries to reach the next category during the project.

3.16.3 Module C

Due to the lack of a standard purchasing package for international tender, it was agreed that further consultation with Customs in the relevant countries was necessary. A procurement package has now been agreed and will shortly be submitted to Takis for approval.

3.17 Progress Overview

Table 2.4 below provides details of the Consultant's progress according to the Inception Workplan and TOR. The Project is currently progressing well on schedule, the only deviations are as follows:

- The Legal Assessment Report has been delayed by one month due to the need to translate legal documents into English and the volume of material needed to be collected to gain a comprehensive overview of the subject areas. This delay does not affect any aspect of the remainder of the project.
- The Business Planning process has been started three months ahead of schedule in order to avoid a perceived clash of project inputs and provide training centres with an opportunity to prepare business plans in advance of the UK training course in June 2000.
- The installation of equipment (procurement for Training Centres) has been delayed by up to 2 months due to the delays following the Inception Report in agreeing the tender procedure to be followed. It is not expected that this will prove to be a significant factor in delaying any other aspect of the project, and the tenders are expected to be received back by the Consultant by the end of July 2000, therefore giving ample time for installation of equipment before the end of the project in March 2001.
- The internal network extension by computer equipment (procurement for Customs Offices of Destination) has been delayed by up to three months

due to the same reasons as stated above, and also the delay in receiving details of each country's requirements for equipments, as the tender is not now expected to be a standard package. However, it is anticipated that the tender will be ready for launch by the beginning of May 2000 and the Consultant will receive tenders back by the end of August 2000, therefore giving ample time for installation of equipment before the end of the project in March 2001.

FORM 2.2: PROJECT PROGRESS REPORT

Project Title : TRACECA: International Road Transport Transit Facilitation						Project number : TNREG 9802								Countries : Armenia, Azerbaijan, Georgia, Kazakhstan, Kyrgyzstan, Moldova, Mongolia, Tadjikistan, Turkmenistan, Ukraine, Uzbekistan								Page : 1 of 1	
Planning period : January – March 2000						Prepared on : March 2000								EC Consultant : Scott Wilson									
Project objectives: To assist the eleven countries of the region to create the most favourable conditions for road transport in terms of economic operations in line with the current UN/ECE and EU standards.																							
		TIME FRAME												INPUTS									
		2000												PERSONNEL man days				EQUIPMENT AND MATERIAL		OTHER			
		January				February				March													
No	ACTIVITIES <i>Project month</i>	4				5				6				EC Consultant		Local Personnel		Planned	Utilised	Planned	Utilised		
1	<u>Module A</u>																						
1.2	Procurement plan	xx	xx	xx	xx	xx	xx	xx	xx	xx	xx	xx	xx	50	40	40	20						
1.3	Assessment of legal base			x	x	x	x	x	x	x	x	x	x	50	50	100	50						
1.4	Assessment of training institutes					x	x	x	x	x	x	x	x	50	41	100	110						
1.5	Training of managers in EU																						
1.6	Selection of trainers																						
1.7	Development of business plans									xx	xx	xx		0	35	0	40						
1.8	Equipping of centres																	-	-				
1.9	Delivery of training courses																						
1.10	Monitoring and evaluation																						
2	<u>Module B</u>																						
2.1	Confirmation of ADR / TIR status			xx	xx	xx								5	5	10	30						
2.2	Assessment of legal base								xx	xx	xx	xx		15	16	100	70						
2.3	Assistance in extending TIR								xx	xx	xx			10	10	35	30						
2.4	Assistance in extending SafeTIR								xx			xx	xx	20	12	50	23						
2.5	Assistance in implementing ADR																						
3	<u>Module C</u>																						
3.1	Procurement plan	x	x	x	x	x	x	x	x	x	x	x	x	21	12	40	10						
3.2	Prioritisation of Customs O/D				x									5	5	0	30						
3.3	Purchase & installation of equipment								x			x		10	2	50	10	-	-				
	Project co-ordination	xx	xx	xx	xx	xx	xx	xx	xx	xx	xx	xx	xx	50	30	0	20						
TOTAL														286	258	525	443	-	-	-	-		

FORM 2.3: RESOURCE UTILISATION REPORT

Project Title : TRACECA: International Road Transport Transit Facilitation		Project number : TNREG 9802			Countries : Armenia, Azerbaijan, Georgia, Kazakhstan, Kyrgyzstan, Moldova, Mongolia, Tadjikistan, Turkmenistan, Ukraine, Uzbekistan		Page : 1 of 1	
Planning period : January – March 2000		Prepared on : March 2000			EC Consultant : Scott Wilson			
Project objectives: To assist the eleven countries of the region to create the most favourable conditions for road transport in terms of economic operations in line with the current UN/ECE and EU standards								
RESOURCES/INPUTS		TOTAL PLANNED	PERIOD PLANNED	PERIOD REALISED	REALISED PREVIOUSLY	TOTAL REALISED	AVAILABLE FOR REMAINDER	
PERSONNEL							Balance	
A1	Category 1 in EU	138	40	55	0	55	83	
A2	Category 1 in CIS/CEC	939	250	237	0	237	702	
A3	Category 2 in EU	71	20	15	0	15	56	
A4	Category 2 in CIS/CEC	388	0	9	0	9	379	
A5	Category 3 in EU	254	80	99	0	99	155	
A6	Category 3 in CIS/CEC	25	0	21	0	21	4	
A7	Local Experts (Subs of W Company)	90	25	37	0	37	53	
A8	Local Experts and Researchers	590	300	268	0	268	322	
A9	Interpreters	460	50	67	0	67	393	
A10	Translators	400	30	16	0	16	384	
A11	Drivers	720	50	56	0	56	664	
TOTAL		4075	845	880	0	880	3195	

FORM 2.4 : OUTPUT PERFORMANCE PLAN

Project title : TRACECA International Road Transport Transit Facilitation	Project number : TNREG 9802	Countries : Armenia, Azerbaijan, Georgia, Kazakhstan, Kyrgyzstan, Moldova, Mongolia, Tadjikistan, Turkmenistan, Ukraine, Uzbekistan	Page : 1 of 1
Planning period : January – March 2000	Prepared on : March 2000	EC Consultant : Scott Wilson	
Output Results	Deviation original plan + or -	Reason for deviation	
Legal Assessment Report	- 1 month	Difficulty in accessing necessary legal documents	
Commissioned Training Centres	0		
Business Plan for each Centre	+ 3 months		
Completion of Training Course in EU	0	Brought forward to avoid perceived clash of project inputs in the next period and start business planning before UK course commences	
Completion of Training Courses in region	0		
Equipment installed at each Centre	-2 months		
Courses completed, approved and monitored	0	Delays in agreeing tender procedure and approval of tender documentation	
All countries signed and implemented TIR Convention	0		
All countries signed and implemented ADR	0		
All countries with TIR implement SAFETIR	0	Delays in agreeing tender procedure and need to agree specifications with each country as now not standard package	
Internal network extended by communications equipment	- 3 months0		

4 PROJECT PLANNING FOR THE NEXT REPORTING PERIOD

The Consultant's project team will be active throughout the TRACECA region in the next reporting period (April – July 2000). It is expected that visits will be made to all 11 countries, though the situation in relation to Tadjikistan will be constantly reviewed depending on the security situation. The key tasks will be as follows:

Module A

- Confirm management trainees for UK Management Course
- Provide Management Training Course
- Confirm trainers for CIS Regional Training of Trainers Programme
- Provide CIS Regional Training courses in CPC, Dangerous Goods and Customs Procedures
- Prepare initial drafts of the remaining Business Plans
- Complete international tender for training equipment
- Issue Legal Report Part 1 – Current legal situation
- Prepare and issue Legal Report Part 2 – Model legislation and recommended adjustments to existing legislation.

Module B

- Prepare and issue Legal reports covering ADR within Module A above
- Assist non-TIR countries to complete the IRU Basic File
- Facilitate, with IRU, implementation of TIR in Armenia, Georgia and Kyrgyzstan
- Assist in implementation of SafeTIR in Kazakhstan and Uzbekistan in co-operation with IRU.

Module C

- Issue international tender for Customs Computer Equipment
- Identification of additional equipment requirements in countries implementing SafeTIR.

4.1 Training Programme

The Training Programme will start during the reporting period and will consist of two elements:

- Management Training in the UK

- CIS Regional Training of Trainers Programme in-country

The UK Management Training will take place June 10-18th 2000 at the Freight Transport Training Centre at Wadhurst in the UK. The course is designed to provide the management teams of the new Training Centres with the appropriate skills to operate a road transport training facility and see one in operation. The details of the course are shown in Appendix 2.

The main CIS Regional Training programme will commence in July. Trainers will be trained in-country in the following disciplines:

- Certificate of Professional Competency – 2 week course
- Carriage of Dangerous Goods by Road (ADR) – 1 week course
- Dangerous Goods Safety Advisor (DGSA) – 1 week course
- Customs Procedures and TIR – 1 week course

A profile of these courses is shown in Appendix 3. The programme will commence in Moldova and Ukraine in July 2000, with the remainder of the training following a rolling programme as shown in Appendix 4.

Prior to the CIS Regional Training, a training specialist will visit each country to finalise the programme, confirm the names of the trainees (already completed in Moldova and Ukraine) and brief the trainees. An administrator will attend the courses to facilitate the training and monitor performance.

The examination procedure will be discussed and a start will be made to agree a procedure that will ensure that it is compatible with international standards. This is important in ensuring that the certification resulting from attendance at the national courses receives international accreditation.

4.2 Translation

The UK course materials will be translated into Russian and will be quality checked by the beginning of June 2000.

The remainder of the Training Materials for CIS Regional Training and examination papers will be translated into Russian and be subjected to quality control check by the end of June 2000. This is to ensure that they are available for the CIS Regional Training the Trainers programme commencing in July 2000.

The Mongolian translation of materials has been prioritised as:

- UK course material - due in June 2000
- CIS Regional Training material - due by delivery of the Mongolian courses in August 2000.

Again, all materials will undergo a quality control check.

4.3 Business Plans

Business Plans will be prepared for each of the Training Centres. The objective of this programme is to ensure sustainability of the Centre by being able to demonstrate its capability to be self-financing, either initially or within 2 years of opening. These plans are considered confidential to each Centre and will only be circulated to the Task Manager and relevant Tacis personnel responsible for that country.

4.4 Legal Reports

The Legal Report Part 1 will indicate the current legal situation in each country based on the Legal Questionnaire and the visits by the legal specialists in the current reporting period. This is being finalised and translated and will be issued in April 2000.

The Legal Report Part 2 will indicate model legislation in respect of operator licensing and carriage of dangerous goods by road. Recommendations on changes or adjustments to existing legislation in each country will be provided with the objectives of:

- Enforcement of the need for professional competency to operate a road transport operation (in support of the training programme)
- Compliance with the ADR Agreement allowing international transporters to transport goods to existing ADR member states, as well as enabling the country to apply for membership of the Agreement.

4.5 TIR and SafeTIR

The programme for the implementation of TIR and SafeTIR will be undertaken in co-operation with IRU. The overall strategy is to facilitate the implementation by assisting the Trade/Guaranteeing Association and Customs in each country in the process of moving up to the next category, as described at the end of Section 4. The programme is country specific and proposed action is included within the country action plans.

4.6 Procurement

The procurement consists of two elements:

- Training Centre Equipment
- Customs Computer Equipment in support of SafeTIR.

The draft tender documentation for the Training Centre Equipment has been submitted to Tacis with comments received back. Changes are being made and the document will shortly be finalised. It is anticipated that publication in the Official Journal of the EC, national advertising and issuing tenders will be undertaken in

April. This would enable the evaluation of the bids and recommendations on procurement to be submitted in late July.

The tender documentation for the SafeTIR support equipment will be submitted in early April, now that the specifications have been agreed. It is programmed to advertise and issue tenders in May, subject to the approval process.

4.7 Country Action Plans

The following country Action Plans exclude the following tasks that are common to all countries:

- Management Training
- Translation
- Legal Reports
- Procurement

4.7.1 Armenia

The Project Team will concentrate on the on-going TIR application process with the objective of obtaining IRU final approval to issue carnets. It is anticipated that the IRU approval team will visit within the reporting period.

4.7.2 Azerbaijan

The Project Team will finalise the arrangements for the Training Centre, prepare a Business Plan and identify potential trainers.

4.7.3 Georgia

The Project Team will finalise the arrangements for the Training Centre, prepare a Business Plan and identify potential trainers and will concentrate on attempting to resolve the problems relating to Customs acceptance of the TIR system. This would enable implementation of the SafeTIR test programme.

4.7.4 Kazakhstan

The Project Team will prepare a Business Plan for the KazATO Training Centre and interview and confirm the trainers and will monitor the resolution of the SafeTIR implementation with IRU and confirm the need for support equipment and its proposed physical location.

4.7.5 Kyrgyzstan

The Project Team will prepare a Business Plan for the Kyrgyz AIA Training Centre and interview and confirm the trainers and will concentrate on the on-going TIR application process with the objective of obtaining IRU final approval to issue carnets. It is anticipated that the IRU approval team will visit within the reporting period.

4.7.6 Moldova

The CIS Regional Training of Trainers programme will commence in July 2000. All four courses will be completed within the reporting period. The Training Centre is expected to be fully operational at the end of July 2000.

4.7.7 Mongolia

The Project Team will visit in early May 2000 to finalise the arrangements for the Training Centre with the Ministry of Infrastructure Development and confirm the participants for the Management Training Course. The active participation of the road transport association (NARTA) will be discussed both in respect of training and TIR.

4.7.8 Tadjikistan

The situation in respect of site visits will be kept under review, as there is as yet no Tacis representation in the country. The training representatives from the ABBAT Training School are expected to attend the Management Training Course to ensure that the overall objectives of the project can be implemented on schedule despite the difficulties.

4.7.9 Turkmenistan

The Project Team will prepare a Business Plan for the THADA Training Centre and interview and confirm the trainers and will assist in completion and submission of the TIR Basic File as part of the TIR accession process.

4.7.10 Ukraine

The CIS Regional Training of Trainers programme will commence in July 2000. Only the Carriage of Dangerous Goods by Road (ADR), Dangerous Goods Safety Advisor and Customs Procedures and TIR courses will be completed within the reporting period with the remainder of the training being completed in the subsequent work period.

4.7.11 Uzbekistan

The Project Team will prepare a Business Plan for the AIRCUZ Training Centre and interview and confirm the trainers and will monitor the resolution of the SafeTIR implementation with IRU and confirm the need for support equipment and its proposed physical location.

4.8 Changes from Inception Programme

There are no changes to the programme indicated in the Inception Programme. The procurement programme may be subject to change in respect of approval procedures beyond the control of the Consultant.

The programme shown in Forms 2.2, 2.3 and 2.4 indicates that the project will be completed on schedule and that it will achieve all the project objectives contained in the Project Synopsis Section 1.

4.9 Glossary

Following requests a Glossary of Terms has been provided in Appendix 5.



Form 1.6. PLAN OF OPERATIONS FOR THE NEXT PERIOD (Work programme)

Project Title : TRACECA: International Road Transport Transit Facilitation					Project number : TNREG 9802					Countries : Armenia, Azerbaijan, Georgia, Kazakhstan, Kyrgyzstan, Moldova, Mongolia, Tadjikistan, Turkmenistan, Ukraine, Uzbekistan					Page : 1 of 1			
Planning period : April – July 2000					Prepared on: March 2000					EC Consultant : Scott Wilson								
Project objectives : To assist the eleven countries of the region to create the most favourable conditions for road transport in terms of economic operations in line with the current UN/ECE and EU standards.																		
			TIME FRAME												INPUTS			
			2000												PERSONNEL man days		EQUIPMENT AND MATERIAL	OTHER
			April			May			June			July						
No	ACTIVITIES	Project month	7			8			9			10			EC Consultant	Local Personnel		
1	Module A																	
1.2	Procurement plan		X	X	X	X	X	X	X	X	X	X	X	X	X	20		
1.3	Assessment of legal base	X	X	X	X	X	X	X	X	X	X	X	X	X	X	25	60	
1.4	Assessment of training institutes					X	X	X	X	X	X	X	X	X	X	30	50	
1.5	Training of mangers in EU									X						30	50	
1.6	Selection of trainers					X	X	X	X	X	X	X	X	X	X	30	50	
1.7	Development of business plans					X	X	X	X	X	X	X	X	X	X	30	50	
1.8	Equipping of centres															70	100	
1.9	Delivery of training courses																	
1.10	Monitoring and evaluation																	
2	Module B																	
2.1	Confirmation of ADR / TIR status																	
2.2	Assessment of legal base	X	X	X	X	X	X							X		15	60	
2.3	Assistance in extending TIR			X			X			X					X	10	30	
2.4	Assistance in extending SafeTIR				X			X			X					10	30	
2.5	Assistance in implementing ADR							X			X				X		30	
3	Module C																	
3.1	Procurement plan	X	X													10		
3.2	Prioritisation of Customs O/D																	
3.3	Purchase & installation of equipment																	
	Project co-ordination	X	X	X	X	X	X	X	X	X	X	X	X	X	X	50		
TOTAL															330	510		

Appendix 1 Scott Wilson Institutional Assessment Survey

Institutional Survey

NAME OF INSTITUTE:

1. INSTITUTE/ORGANISATION: Evaluation of the capacity of the training institute and the two nominated delegates who will be travelling to the UK	Please put a cross across the one box which best answers the question
--	--

1.1 Management: Is there a clear management structure to the institute/organisation, and are there well-defined lines of authority and responsibility?	Very Poor	Poor	Average	Good	Very Good
	1	2	3	4	5

1.2 Financial standing: Is the training institute self reliant financially and are it's finances on a sound footing generally?	No	Yes
	0	5

1.3 Organisational capacity: How well organised is the institute/organisation, and is there a clear organisational structure?	Very Poor	Poor	Average	Good	Very Good
	1	2	3	4	5

1.4 Do they have a good network of contacts?	No	Yes
	0	5

1.5 International experience: Has international experience been gained from co-operation agreements or membership of international organisations?	No	Yes
	0	5

1.6 Foreign languages: Ability of training staff to communicate in English.	No English	Some English	Good English
	0	3	5

1.7 Contact with Ministry of Transport: Is there regular contact with the MOT?	No	Yes
	0	5

Institutional Survey

1.8 Knowledge of international Road Transport procedures:	Very Poor	Poor	Average	Good	Very Good
	1	2	4	6	8

1.9 Relationship with road transport industry:	No contact	contact	Regular contact	relationship
	0	2	5	8

1.10 Experience in transport:	None	Incidental	Regular	Extensive
	0	2	5	8

1.11 Experience in road transport:	None	Incidental	Regular	Extensive
	0	2	5	8

1.12 Experience in training:	None	Incidental	Regular	Extensive
	0	2	5	8

1.13 Experience in vocational training:	None	Incidental	Regular	Extensive
	0	2	5	8

1.14 Experience in road transport management training:	None	Incidental	Regular	Extensive
	0	2	5	8

1.15 Experience in CPC/ADR/TIR/DGSA road transport management training:	None	Incidental	Regular	Extensive
	1	2	5	8

SUB-TOTAL XXXXXXXXXX

Institutional Survey

2. TRAINERS/ RESOURCE PERSONS					
Assessment of the 12 persons who will be trained, and who will subsequently deliver training to others					
2.1 Experience in training:	Very Poor	Poor	Average	Good	Very Good
	1	2	3	4	5
2.2 Experience in vocational training:	Very Poor	Poor	Average	Good	Very Good
	1	2	3	4	5
2.3 Experience in road transport management training:	Very Poor	Poor	Average	Good	Very Good
	1	2	3	4	5
2.4 Experience in CPC/ADR/TIR/DGSA road transport management training:	Very Poor	Poor	Average	Good	Very Good
	1	2	3	4	5

SUB-TOTAL XXXXXXXXXX

Institutional Survey

3. TRAINING FACILITIES	
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3.1 Venue:	Modest facilities	Experience in renting suitable training venues or classrooms	Own buildings with classrooms	Dedicated training room for TRACECA training
	1	3	4	5

3.2 Location of venue: Is the venue easily accessible ?	No	Yes
	0	5

3.3 Classroom facilities: status of classroom facilities	Very Poor	Poor	Average	Good	Very Good
	1	2	3	4	5

3.4 Curricula/programmes training programmes: Does the institute/organisation have relevant curricula/training programmes?	No	Some	Yes
	0	3	5

3.5 Course materials: What is the status of the institute/organisations existing course materials	Very Poor	Poor	Average	Good	Very Good
	1	2	3	4	5

3.6 Accommodation: Availability of local low-cost accommodation	Very Poor	Poor	Average	Good	Very Good
	1	2	3	4	5

SUB-TOTAL

TOTAL

Appendix 2 UK Management Training Course

Outline of the 1 week course for Managers and Administrators of the Training Programme to take place at the Freight Transport Training Centre in the UK. Two people from each of the 11 countries will be attending.

Day 1

09.00 – 09.30	Course introduction and explanation of programme.
09.30 – 13.00	Identifying training needs in the Transport Sector
14.00 – 15.30	Explanation of CPC/ADR/DGSA Regimes
15.30 – 17.00	Course design/Lesson planning/Programming

Day 2

09.00 – 13.00	Training Equipment use and operations
14.00 – 15.30	Preparing visual aids
15.30 – 17.00	Planning the courses schedule/Organising instructors/sourcing lecturers

Day 3 (for Centre Managers)

09.00 – 17.00	Developing training centre business plans, Pricing Policy, Controlling costs/expenses, Sourcing Training materials/Updating/Computerised packages
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Day 3 (for Administration Officers)

09.00 – 13.00	Course Administration
14.00 – 17.00	Staff Management

Day 4

09.00 – 11.00	Training Evaluation Techniques
11.00 – 12.00	Handling Complaints
12.00 – 13.00	Establishment and equipment maintenance
14.00 – 16.00	Accounting/Book-keeping/invoicing procedures
16.00 – 18.30	Free Time

Day 5

09.00 – 09.30	Examination Procedures
10.30 – 13.00	Training Databases
14.00 – 15.30	Sales & Marketing
15.30 – 16.30	Course Review

A possible visit to an international road transport company may be added to the programme as Day 6.

Appendix 3 CIS Regional Training of Trainers Courses

CPC, ADR, TIR and DGSA in-country training

This is the outline of the training programme for 12 trainers to be trained in each of the 11 countries by Tutors from Europe providing training in each country. Each course is of a 1 week duration.

CPC Core Subjects

Day 1	Structure of law Operator's liability for negligence etc. Business and company law Social Security legislation Discrimination legislation Safety legislation
Day 2	Financial Management Commercial business conduct General Insurance
Day 3	Speed limits Parking, waiting, loading and unloading Traffic offences and legal action Vehicle taxation
Day 4	Marketing Commercial conduct of the business Insurance, methods of operating and goods in transit Operators licensing
Day 5	Weights and dimensions of vehicles and loads Vehicle selection Vehicle condition, fitness and maintenance

CPC International Freight

Day 1	International institutions Permits and quotas Carnet de passage en douane Taxation
Day 2	ATP agreement Alternative systems and facilities Customs documentation and procedures Community transit procedures

Day 3	Import and export to and from preference giving non-EU countries (including EFTA) Commercial documentation and procedures The TIR convention ATA carnet UK import procedures
Day 4	Drivers' hours, ages and licences Tachographs and records The ADR agreement
Day 5	Conditions of carriage and Int. insurance Goods in transit insurance Motor insurance Operations including route planning INCOTERMS Loading of vehicles and the transit of goods
CPC Passenger	
Day 1	Definitions Driver handling Operator licensing Vehicle technical condition
Day 2	Drivers hours and tachographs Speed limits Vehicle taxation
Day 3	The business aspects of operating buses The organisation of bus services Behaviour of drivers, conductors and passengers
Day 4	Laws concerning public subsidies Concessions Competition and monopoly law Types of international services EU laws for bus operators
Day 5	Driver documentation Vehicle items Voluntary organisations Road traffic accidents Specific country requirements

Customs and International Trade

Day 1	An introduction to customs Customs planning The customs tariff classification
Day 2	Community / common transit The TIR convention to include a detailed explanation of the SafeTIR system.
Day 3	The single administrative document Export procedures
Day 4	Import procedures Temporary exports and imports Special customs procedures and facilitation
Day 5	Commercial documentation and procedures INCOTERMS 1990 and 2000

ADR Driver Training

Dangerous Goods in Packages and Tankers

Day 1	Core Module
Day 2	Core Module continued Packages Module Class 4 (Flammable Solids) Module
Day 3	Class 2 (Gases) Module Class 3 (Flammable Liquids) Module Class 5 (Oxidisers and Organic Peroxides) Module Class 6 (Toxics) Module Class 8 (Corrosives) Module Class 9 (Miscellaneous) Module
Day 4	Tanker Module
Day 5	Class 7 (Radioactives) Module Class 1 (Explosives) Module

DGSA Training Course

Day 1	Core Module Introduction Classification Identification
Day 2	Product Containment Marking & Labelling Documentation Compliance Environmental Protection Training Legal Framework for the DGSA
Day 3	Road Module Transport Units Documentation Compliance Filling Stowage, Loading and Segregation Operational procedures Environmental Protection Training
Day 4	Classes 2, 3, 4, 5, 6, 8 & 9 Classification Legal framework
Day 5	Class 1 Explosives Classification of Explosives Operational procedures Emergency response Environmental protection Training Class 7 Radioactives Classification of Radioactives Operational procedures Emergency response Training

Appendix 4 Training Programme For CIS Regional Training

TRACECA Training Schedule

Training Course		CPC	Administrators	ADR	DGSA	Customs	Administrators
Countries							
Armenia	Instructors	Cameron – Freight Evans - Passenger 15-27 Jan 2001	Debra Power	Van Rijn 27 Nov – 1 Dec 2000	Taylor 27 Nov – 1 Dec 2000	DW Green 27 Nov – 1 Dec 2000	Debra Power
	Dates						
Georgia	I	Kamphausen– Freight Jonker – Passenger 16-27 Oct 2000	Lesley McDougall	Van Rijn 4-8 Dec 2000	Taylor 4-8 Dec 2000	DW Green 4-8 Dec 2000	Debra Power
	D						
Azerbaijan	I	Cameron – Freight Evans – Passenger 4-16 Dec 2000	Elena Stebbings	Van Rijn 23-27 Oct 2000	Taylor 23-27 Oct 2000	Bijlsma 23-27 Oct 2000	Elena Stebbings
	D						
Turkmenistan	I	Kamphausen– Freight Jansen – Passenger 7-18 Aug 2000	Elena Stebbings	Van Rijn 16-20 Oct 2000	Taylor 16-20 Oct 2000	Bijlsma 16-20 Oct 2000	Elena Stebbings
	D						
Uzbekistan	I	Kamphausen– Freight Sewell – Passenger 4-15 Sept 2000	Elena Stebbings	Scrimgeour 15-19 Jan 2001	Taylor 15-19 Jan 2001	D W Green 15-19 Jan 2001	Elena Stebbings
	D						
Tadjikistan	I	Kamphausen– Freight Sewell – Passenger 4-16 Dec 2000	Peter Chaudhry	Scrimgeour 22-26 Jan 2001	Taylor 22-26 Jan 2001	D W Green 22-26 Jan 2001	Peter Chaudhry
	D						
Kazakhstan	I	Cameron – Freight Evans – Passenger 6-17 Nov 2000	Debra Power	Scrimgeour 18-22 Sept 2000	Taylor 18-22 Sept 2000	Cameron 18-22 Sept 2000	Debra Power
	D						
Kyrgyzstan	I	Cameron – Freight Evans – Passenger 16-27 Oct 2000	Mark Maunsell- Thomas	Scrimgeour 11-15 Sept 2000	Taylor 11-15 Sept 2000	Cameron 11-15 Sept 2000	Debra Power
	D						
Mongolia	I	Kornmann –Freight Claeson – Passenger 4-15 Sept 2000	Mark Maunsell- Thomas	Scrimgeour 21-25 Aug 2000	Taylor 21-25 Aug 2000	DW Green 21-25 Aug 2000	Debra Power / Mark Maunsell- Thomas
	D						
Moldova	I	Evans– Freight Sewell – Passenger 3-14 July 2000	Debra Power	Scrimgeour 17-21 July 2000	Taylor 17-21 July 2000	Bijlsma 17-21 July 2000	Debra Power/ Lesley McDougall
	D						
Ukraine	I	Cameron – Freight Evans – Passenger 7-18 Aug 2000	Lesley McDougall	Scrimgeour 10-14 July 2000	Taylor 10-14 July 2000	Bijlsma 10-14 July 2000	Debra Power / Lesley McDougall
	D						

Appendix 5 Glossary Of Terms

CPC (Certificate of Professional Competence) - A given number of CPCs are required by staff employed in European transport companies at National or National and International level to enable the company to obtain an operating licence. It is a legal requirement as well as being used to ensure operating staff are aware of their responsibilities.

TIR (Transport International Routier.Fr) - An international Convention introduced by the Economic Commission for Europe under the auspices of the United Nations. It is a paper/carnet transit control system that provides duty guarantees in transit thereby avoiding the need to open the vehicles at each border crossing.

TIR Carnet. A document containing pairs of vouchers (carnets/volets) with corresponding counterfoils bound in a cover with one voucher being given up on entry to each country and another on exit, if a transit country. It is the paper tracking system that confirms the guarantee process.

SafeTIR - A computer based system that captures dispatch details from the country of origin and destination to confirm delivery and thus provide fast clearance of the liability inherent in a movement of goods by indicating that they have been safely delivered. It is not a tracking system for the journey as it does not contain entries from the transit countries but can give early warning of problems and delays, as the transit time is set within limits.

TIR O/D - The Customs Office of Discharge (of the financial liability "bond" on the TIR load) is the point of final Customs clearance, although it may or may not be the point of cargo unloading. If it is not the actual point of unloading it is likely to be close by the point of unloading as the movement between the TIR O/D is not covered by the TIR duty guarantees.

ADR (Agreement Dangerous Routier.Fr) - The European Agreement governing the International Carriage of Dangerous Goods by Road.

DGSA (Dangerous Goods Safety Advisor) - This is the management training on ADR, as distinct from the driver training on ADR, and is for managers and supervisors involved in transport and the handling of dangerous goods. It therefore has a wider application than transport alone, such as packaging, storage etc.

ATP - The Agreement on the International Carriage of Perishable Foodstuffs and on the special equipment to be used for such carriage (ATP).

ATA Carnets - Part of the Carnet de Passage (Chambers of Commerce sponsored) system for the temporary import of goods that will be exported later, such as an exhibition stands for exhibitions that then are re-exported to another country.