

*(Unofficial translation for reference only)*

Appendix 3  
to the Protocol of the General meeting  
of the ALE "IA "TITR"  
No. 18  
dated 21 October 2022

APPROVED:  
By decision of the General Meeting  
ALE "International Association  
"Trans-Caspian International  
Transport Route"  
dated 21 October 2022 (protocol No.  
18)

**Regulation on the Working Group  
for the Development of the Trans-Caspian  
International Transport Route  
of the Association of Legal Entities "International Association  
"Trans-Caspian International Transport Route"**

## **Section I GENERAL PROVISIONS**

1. The Working Group (hereinafter referred to as the WG) is a working body of the Association of Legal Entities "International Association "Trans-Caspian International Transport Route" (hereinafter referred to as the Association).

2. The WG operates on the basis of the Association's Charter and this Regulation.

3. In order to develop materials on specific issues not covered by the action plan and for their subsequent consideration by the WG, unscheduled meetings of the WG shall be convened, and, if necessary, expert groups shall be created and meetings of expert groups of Association members shall be convened.

## **Section II COMPOSITION**

1. The WG shall consist of authorized representatives of the Association members, nominated by the Association members and approved by a decision of the Association's Board.

2. The WG shall consist of:

- The head of the WG shall be approved by a decision of the Board;
- members of the working group.

3. The working group also includes a secretary, elected from among the members of the working group or from among the employees of the Association's Executive Body.

## **Section III GOALS AND OBJECTIVES, AREAS OF ACTIVITY**

1. The goals and objectives of the WG are:

1) to promote the development and improvement of international multimodal transport, primarily along the Trans-Caspian International Transport Route (hereinafter referred to as TITR), including sea and rail transport, and the creation of a unified transport process technology;

2) to seek and attract additional volumes of transit and foreign trade cargoes on the TITR;

3) promoting the formation of a coordinated and effective transport and tariff policy in the field of international transport via the TITR;

4) forming an effective tariff policy in the field of international transportation via the TITR;

5) promoting the application of flexible tariff rates and the provision of other preferential conditions to attract new or increase existing transport volumes;

6) developing measures to increase the competitiveness of the TITR compared to other alternative routes;

7) promoting the reduction of administrative barriers related to border and customs procedures and the processing of cargo and containers at ports and junction stations in TITR countries.

2. To achieve its objectives, the WG carries out the following activities:

1) preparing proposals for the development of regulatory documents governing the transportation process on the TITR;

2) preparing proposals to increase the volume of cargo transportation via TITR based on an analysis of the transport market situation;

3) preparing proposals for optimizing the costs and price of integrated services, as well as improving the quality of services provided;

4) approving tariff rates at WG meetings, followed by notification of the General Meeting through the TITR secretariat;

5) preparing proposals to eliminate factors hindering the attraction of transit and foreign trade cargo to TITR;

6) preparing recommendations for promoting the image and recognition of TITRs and enhancing their international authority;

7) submitting proposals to the Association's draft action plan.

#### **Section IV MEETINGS**

1. The head of the WG shall convene meetings of the WG to consider issues within the scope of the WG's activities.

2. The decisions and recommendations of the WG shall be recorded in the Protocol. The Protocol shall come into force in the absence of objections from the members of the Association within 15 calendar days from the date of signing and shall be binding for execution.

3. If it is impossible to reach a decision on an agenda item under consideration, the issue shall be submitted by the Secretary General to the Board for consideration.

4. The Protocol of the meetings shall be signed by the members of the WG and the chair of the meeting.

5. WG meetings shall be held both at the location of the Association's executive body and at the location of the Association's members.

6. Meetings shall be held at least once every quarter.

7. The host party and venue for the next WG meeting shall be determined at the WG meeting.

8. Working Group meetings may be held in the form of video conferences. Working Group meetings held in the form of video conferences shall be equivalent to face-to-face meetings.

9. The Protocol of the Working Group meeting held via videoconference shall be signed by the head of the Working Group and the Secretary of the meeting. The text of the Protocol shall be agreed upon by the participants of the General Meeting within two working days by means of a letter sent to the Executive Body's email address.

## **Section V AGENDA OF THE MEETING**

1. The agenda of the meeting shall consist of:
  - issues arising from the Association's current action plan;
  - issues proposed for consideration by the members of the Association or the Executive Body of the Association no later than fifteen calendar days before the start of the meeting.
2. The agenda of the meeting shall be adopted at the meeting by a majority vote of the participants.

## **Section VI ORGANIZATION AND PARTICIPATION IN WG MEETINGS**

1. The WG meeting shall be convened at least once a quarter in accordance with the approved plan of activities of the Association. If necessary, unscheduled WG meetings may be convened by decision of the Secretary General.
2. WG members shall send the Secretary General a list of issues to be discussed, with accompanying materials, no later than twenty-five calendar days before the start of the relevant WG meeting.
3. The Secretary General shall send the members of the WG a draft agenda, including materials on the agenda items, no later than fifteen calendar days before the start of the meeting. If the quorum required for the meeting to be valid is not present, the Secretary General shall notify the members of the WG of the cancellation of the meeting 5 calendar days in advance and propose an alternative date for the meeting.
4. At the suggestion of the members of the Working Group and with the written consent of the interested members of the Working Group, the Secretary General may decide to change the venue and date of the meeting or to cancel it, as well as decide to hold an unscheduled meeting and determine its venue and date.
5. Invited persons may participate in the meetings of the WG, in agreement with the members of the WG, without the right to vote.

## **Section VII VALIDITY OF THE MEETING AND VOTING PROCEDURE**

1. A meeting of the WG shall be valid if at least two-thirds of the WG members are present.
2. Decisions and recommendations on financial and tariff matters included in the agenda of the meeting shall be adopted unanimously. Decisions on other matters shall be adopted by a simple majority of the votes of the WG members present at the meeting. In the event of a tie vote, the decision supported by the Head of the WG shall be deemed adopted.

3. Voting at the WG meeting shall be carried out on the principle of one WG member, one vote.

4. A member of the WG shall not have the right to represent the interests of another member of the WG and exercise their voting rights at a WG meeting.

5. Voting at meetings shall be conducted openly.

### **Section VIII**

## **RIGHTS AND OBLIGATIONS OF WORKING GROUP MEMBERS AND THE CHAIRMAN OF THE WORKING GROUP**

1. WG members participating in the meeting have the right to:

- make proposals;
- express their opinions;
- participate in voting.

2. WG members participating in the meeting are obliged to:

- actively participate in the meetings of the WG;
- provide reliable information on agenda items;
- not disclose confidential information of the Association;
- carry out instructions given by the Association's management bodies.

3. Meetings are chaired by the Chairman of the Working Group, and in his absence, he is replaced by the head of the delegation of JSC "NC "Kazakhstan Temir Zholy" or JSC "Georgian Railway".

4. The chair of the meeting shall ensure compliance with the provisions of the Association's basic documents, the decisions of the Association's governing bodies, and this Regulation.

### **Section IX**

## **FINAL PROVISIONS**

1. The original Protocol of the WG meeting shall be kept by the Association.

2. Amendments and additions to this Regulation shall be made by decision of the Association's Board.