



# **BSEC PERMIT USER GUIDE**

**2014**

Printed by the Organization of the Black Sea Economic Cooperation (BSEC)  
in partnership with the International Road Transport Union (IRU)  
and the Union of Road Transport Associations in the BSEC Region (BSEC-URTA)

**Table of contents**

**Preamble** ..... pag. 3

Chapter 1: **Definitions** ..... pag. 4

Chapter 2: **Issuance and limits**..... pag. 5

Chapter 3: **Usage**..... pag. 5

Chapter 4: **Validity and withdrawal** ..... pag. 5

Chapter 5: **Mutual assistance** ..... pag. 5

Annex 1: **Model of the BSEC Permit** ..... pag. 6

Annex 2: **Model of the BSEC Hologram**..... pag. 8

## Preamble

On 25 June 1992, the Heads of State and Government of eleven countries: Albania, Armenia, Azerbaijan, Bulgaria, Georgia, Greece, Moldova, Romania, Russia, Turkey and Ukraine signed in Istanbul the Summit Declaration and the Bosphorus Statement giving birth to the Black Sea Economic Cooperation (BSEC). Later in April 2004, the Republic of Serbia became the 12<sup>th</sup> Member State of the Organization.

Since its inception, BSEC paid special attention to cooperation in transport focusing mainly on how to utilize effectively intra-region capacity and growing transit potential of the Black Sea region. In 1992, the BSEC established the Working Group on Transport, which has its regular meetings and it carries out its functions as a working organ of this cooperation.

The meetings of the Ministers of Transport of the BSEC Member States constitute *de-facto* a decision making regular high-level transport forum with its mechanism of implementation - working group, steering committees and expert groups.

Besides, the work on actual facilitation of road transport of goods is going on under a special Memorandum of Understanding on Facilitation of Road Transport of Goods in the BSEC Region (signed in Kyiv in 2002 and entered into force on 20 July 2006). The Steering Committee, which was established by the signatories Member States in accordance with this MoU, works on very important issues such as the simplification of visa procedures for professional truck drivers, gradual liberalization of bilateral and transit road transport, promotion and implementation of key UN conventions and international agreements, harmonization of social rules applicable to the crews of trucks, monitoring of border waiting times, introduction of the International Vehicle Weight Certificate, harmonization of charging policies, etc.

At the 4<sup>th</sup> meeting of the Steering Committee in Istanbul on 9 September 2009 seven Member States, namely Albania, Armenia, Georgia, Moldova, Romania, Serbia and Turkey expressed their interest and readiness to participate in a Pilot Project of the BSEC Permit.

At the 6<sup>th</sup> meeting of the Steering Committee in Istanbul on 12 April 2011, the seven Participating BSEC Member States to the Pilot Project decided to continue the Project in 2012, too.

The Council of Ministers of Foreign Affairs of BSEC Member States in Istanbul on 12 December 2012 decided to turn the Pilot Project into a permanent activity of the Organization.

During the Meeting of the BSEC Steering Committee for Facilitation of Road Transport held in Istanbul on **26** November 2013, the Ukrainian delegation informed that Ukraine will join the BSEC Permit Project starting with 1 January 2014. **Armenia**, Georgia, Moldova, Romania and Ukraine informed **BSEC PERMIS** that they will accept in 2014 on reciprocal basis the extension of usage of the BSEC Permit to 3<sup>rd</sup> country transport operations, too.

The BSEC Permit is a single document printed and distributed by the BSEC PERMIS in an amount and according to the usage rules as agreed upon at the abovementioned meeting of the Steering Committee.

In this connection Participating Member States mandated the BSEC PERMIS to print **3,200** BSEC Permits and distribute **400** copies to each of the Participating Member States within December 2013.

It is the duty of competent authorities of each Participating Member State to deliver according to their own criteria, these BSEC Permits to their national transport operators.

The BSEC Permit is used for a single round trip only and the empty or loaded trucks holding such a BSEC Permit will be allowed during this single round trip to transit through the territories of all Participating Member States, to perform bilateral road transport operation with the Participating member States and / or to carry goods for 3<sup>rd</sup> country on a reciprocal basis without having to present any other bilateral or transit permit.

The **3,200** BSEC Permits will be printed and distributed by the BSEC PERMIS during December 2013, and stay in force from 1<sup>st</sup> January 2014 until 31<sup>st</sup> January 2015.

The BSEC PERMIS will monitor the usage of the BSEC Permits in 2014 take note of any bottlenecks and make a detailed statistical analysis of the actual usage, which will be presented to the Steering Committee for consideration and decision on next steps for development of the project.

This User Guide was prepared and printed in collaboration by the BSEC PERMIS, the IRU and the BSEC-URTA in order to provide detailed information about main principles and usage guide rules of the BSEC Permit.

## Chapter 1: Definitions

The definitions of the terms are as follows:

- **BSEC:** The Organization of Black Sea Economic Cooperation.
- **Member State:** A country, which is a member of the BSEC Organization.
- **Non Member State:** A country, which is not a member of the BSEC Organization.
- **Participating Member State:** Any country, which is a member of the BSEC Organization and participates in the BSEC Transit Permit Project.
- **Registration Country:** The country, where the subject vehicle is registered as mentioned on the registration plate of the vehicle.
- **BSEC Permit:** The permit, which is valid for a single round journey in transit and / or **bilateral road transport operations through or to / from Albania, Armenia, Georgia, Moldova, Romania, Serbia and Turkey** and has a specific validity period.
- **Competent Authority:** The Authority in a Participating Member State, which is authorized to carry out activities related to the present BSEC Permit.
- **Multilateral character:** The possibility of using the BSEC Permit for runs in transit and / or **bilateral road transport operations through or to / from** Participating Member States.
- **International carriage:** A journey by a laden or unladen vehicle, whose points of departure or arrival are in two different countries, with transit through one or more Member or non-Member countries; in the latter case, the BSEC Permit is obviously not valid on the territory of the non-member country.
- **Transport for hire or reward:** A transport operation performed by a transport undertaking for remuneration.
- **Transport for own account:** Transport that is not for hire or reward, certified by documents on board the vehicle.
- **Third Country Transport:** Transport of a good from a country, which is not the Registration Country of the vehicle to a country other than the Registration Country.
- **Cabotage:** A road transport operation, where goods are loaded and unloaded at two separate points within one country by a vehicle, which is registered in another country.
- **Transport undertaking (transport operator, carrier, haulier):** Any individual or corporate entity exercising the profession of international carrier of goods by road and who is duly authorized to perform international transport operations by the competent authority in the country of establishment.
- **Transit:** A journey across the territory of a country in which goods are neither loaded nor unloaded.
- **Vehicle:** A motor vehicle registered in a Member country, or a combination of coupled vehicles in which at least the motor vehicle is registered in a Member country and exclusively intended for the carriage of goods. The vehicle can be the property of the transport undertaking or can be put at its disposal through a hiring or leasing contract.
- **Hired vehicle:** Any vehicle, which, for remuneration and for a given period, is held by an undertaking that engages in the carriage of goods by road for hire or reward or for its own account by virtue of a hiring or leasing contract with the undertaking that owns the vehicle.
- **Contingent:** the number of permits made available every year to a Participating Member State. The principles for the calculation of this contingent are set up by the BSEC Steering Committee for Facilitation of Road Transport of Goods in the BSEC Region.
- **PERMIS:** the Permanent International Secretariat of the BSEC Organization.
- **State (Country) of establishment:** Participating Member State, where the haulier/haulage company is legally established.
- **IRU:** The International Road Transport Union.
- **BSEC-URTA:** The Union of Road Transport Associations in the BSEC Region.

## Chapter 2: Issuance and limits

The BSEC Permit is a multilateral permit established by the Participating Member States for the international carriage of goods by road for hire or reward by transport undertakings using vehicles registered in a Participating BSEC Member State. It is established for a transport operation being performed in transit through and / or bilateral to / from the territory of one or more Participating BSEC Member States. 3<sup>rd</sup> country transport operations are allowed to be performed under the coverage of the BSEC Permit on a reciprocal basis for hauliers from Albania, Georgia, Moldova, Romania and Ukraine. The BSEC Permit does not allow Cabotage. The BSEC Permit is printed and distributed to the Participant BSEC Member States by the PERMIS. The BSEC Permit is printed bilingually in English and Russian languages. When a journey is undertaken using a coupled combination of vehicles, the BSEC Permit is obtained from the competent Authority in the country in which the tractor is registered. The BSEC Permit covers the coupled combination of vehicles, even if the trailer or the semi-trailer is not registered in the name of the holder of the transport license, or is registered in another Member State. If goods are transported via a BSEC country where the use of the BSEC Permit is restricted, the said country may be transited with a bilateral permit, ECMT permit or some other means of transport (including rolling road) according to the bilateral arrangements agreed upon by the authorities of the subject country and the country of registration.

## Chapter 3: Usage

A BSEC Permit may be used by only one vehicle (coupled combination of vehicles). It has to be carried on board the vehicle during a full round trip. It does not exempt the carrier from requirements relating to any other authorizations for the carriage of exceptional loads in terms of size or weight or for specific categories of goods (for example, dangerous goods). A BSEC Permit may be used for vehicles hired or leased without a driver, by the transport undertaking to which it has been issued. The vehicle must be at the exclusive disposal of the undertaking using it when hired and must be driven by the staff of this undertaking. The BSEC Permit may not be transferred by an undertaking to a third party.

The following documents must be carried on board the vehicle:  
the contract of hire or lease, or a certified conformed extract from that contract giving in particular the name of lessor, name of the lessee, the date and duration of the contract and registration number of the vehicle. Where the driver is not the person hiring the vehicle, the driver's employment contract or certified extract from that contract giving in particular the name of the employer, the name of the employee and the date and duration of the employment contract or a recent salary payment receipt. If need be, equivalent documents issued by Competent Authorities of the member country may serve as replacements for the documents referred to above. The documents should also at least be translated as an annex in English or Russian.

## Chapter 4: Validity and withdrawal

The BSEC Permit is valid for one calendar year from 1<sup>st</sup> January to 31<sup>st</sup> December of the year marked inside the box "Validity" on the front page. However, any remaining permits shall stay in use and be accepted by the Participating BSEC Member States until 31 January of the next calendar year. The BSEC Permit is invalid if the following mandatory particulars are not entered on it indelibly: name or business name and full address of the transport undertaking, signature and stamp of the body issuing the permit, validity year, date of issue of the permit. The BSEC Permit known as lost, replaced but found later is not valid anymore. In cases where a BSEC Permit is lost or stolen, the issuing Authority or body must be notified by the holder, immediately. In this regard the issuing authority or body will notify the BSEC PERMIS, which will circulate this information to the other Participating BSEC Member States as soon as possible. The BSEC Permit must be returned to the Issuing Authority or body within two weeks which follow the expiry of its validity. If a Participating BSEC Member State has introduced restrictions related to noise and exhaust emissions on the usage of the BSEC Permit on its territory (e.g. RO "at least EURO 3 safe"), the BSEC Permit is to be valid only accompanied by certificate(s) of conformity proving that the vehicle / combination of vehicles is/ are in accordance with the relevant requested standards.

## Chapter 5: Mutual assistance

The Participating Member States are to give each other mutual support in applying the provisions governing the use of the BSEC Permit, monitoring their observance and penalizing any infringements. In order to facilitate the process of mutual assistance, it is the duty of each Participating Member State to inform its relevant competent authorities about introduction, template and usage rules of the BSEC Permit, appropriately.

The BSEC PERMIS in collaboration with the BSEC-URTA and the IRU will assist to the Participating Member States wherever necessary and facilitate their mutual assistance as above.