

Government of Pakistan
Ministry of Commerce and Textile
(Commerce Division)

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No. 5(1)/2019-Admn-I/MoC

Islamabad, the 19th March, 2019

CIRCULAR

Subject: - **TBT TRANSPARENCY WORKSHOP (IN ENGLISH) GENEVA, 17-21 JUNE, 2019**

A self-explanatory e-mail of Permanent Mission of Pakistan to the WTO, Geneva, dated 15th March, 2019 is enclosed herewith for uploading on the website of this Division for information of officers.

2. Interested officers who fulfill the eligibility criteria may forward their nomination to Admn-I/MoC Section with approval of the concerned Additional Secretary by **22-03-2019** positively.

Encl: **As above**



(Ali Qayyum Raja)
Deputy Director (MoC)

Database Administrator,
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Islamabad.



WORLD TRADE ORGANIZATION

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FAX

To: Heads of Delegations Members and Observers to the WTO	Email: List attached
From: Bridget Chilala <i>R. Valdez</i> Director Institute for Training and Technical Co-operation	Date: 05/03/2019
Number of Pages (including this one): 06	Reg. Ref: TC19-10

TBT TRANSPARENCY WORKSHOP (in English)* Geneva, 17-21 June 2019

Invitation to present candidates

The WTO Secretariat is organizing a Workshop on TBT Transparency in Geneva from 17 to 21 June 2019. This workshop will focus on the implementation of the TBT Agreement's transparency provisions and procedures and in particular on the Secretariat's online transparency tools that facilitate the dissemination and submission of notifications, internal coordination and engagement of stakeholders.¹ It will also facilitate networking and exchange of experiences among TBT Enquiry Points/Notification Authorities. Participants will also attend the TBT Committee's Workshop on Transparency taking place on 18 June 2019, which will include follow up discussions on the transparency recommendations contained in the 8th Triennial Review (G/TBT/41).

This workshop is targeted at government officials with responsibilities for TBT transparency procedures, in particular those working in TBT Enquiry Points, Notification Authorities, and/or those responsible for submitting or tracking TBT notifications. Participants will be invited to engage actively in the information sessions, discussions and hands-on training.

The WTO will fund the participation of 30 (thirty) participants from WTO Member and Observer developing countries, LDCs, economies in transition and countries in the process of accession to the WTO. The fellowship covers the following: a round trip airplane ticket in economy class; daily subsistence allowance; a terminal expenses allowance; and accommodation for the duration of the course. Eligible and interested governments/economies in transition are invited to present candidates to be considered for funding.

The following criteria will be considered in the selection of funded candidates:

- Working in the TBT Enquiry Point/Notification Authority with responsibility for preparing notifications and/or tracking incoming ones.
- Demonstrated knowledge of the transparency provisions of the TBT Agreement
- Accurate and timely completion of the application form.
- Fluency in English. Full command of English is important to be able to participate actively in discussions and hands-on training sessions.

For any enquiries on the workshop, please contact Serra Ayrál (serra.ayral@wto.org) or Úna Flanagan (una.flanagan@wto.org) from the Trade and Environment Division.

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¹ ePing – the SPS/TBT Notification alert system, TBT Information Management System (TBT IMS), TBT Notification Submission System (TBT NSS) and WTO ISO Standards Gateway.

..... The attached Application Form must be returned, completed and signed by the candidate as well as by the nominating national authority which presents the candidate, via the Permanent Mission/Embassy to the WTO, at the latest by 26 MARCH 2019. Selected participants will receive confirmation directly. Additional administrative information, travel details and ticket will be sent shortly after the selection has taken place.

***Français/Español**

L'Organisation mondiale du commerce organise un atelier sur la transparence de l'Accord OTC à Genève du 17 au 21 juin 2019. Ce cours étant donné en anglais, l'invitation et le formulaire de candidature sont distribués en anglais uniquement.

La Organización Mundial del Comercio organiza un Taller sobre la Transparencia en el Acuerdo OTC en Ginebra desde el 17 hasta el 21 de junio de 2019. Este curso será dado en inglés, por consiguiente, la invitación y el formulario de candidatura serán distribuidos únicamente en inglés.



WTO APPLICATION FORM

WTO WORKSHOP ON TBT TRANSPARENCY.

GENEVA (Switzerland), 17-21 June 2019

DEADLINE: 26 MARCH 2019

PART I

To be completed by the Applicant in ENGLISH (in CAPITAL LETTERS if handwritten)

MANDATORY: ALL THE INFORMATION ASKED IN THIS SECTION AND A PHOTOCOPY OF YOUR PASSPORT

Mr.

Mrs.

Miss

Ms

Surname	
Given name	
Birth date <i>day/month/year</i>	
Nationality	
Title/Position	
Ministry/ Government entity	
City	
Country/Separate Customs Territory	
Mobile phone n°	
Telephone n°	
Email addresses*	* Important: all communications, documents and air-ticket will be sent by e-mail and in order to avoid incorrect entries, please write your email address clearly

Travel preference, if any (taken into consideration but not guaranteed)

Higher (university) education

When?	Where?	Title of qualification

Work experience

Brief description of your current responsibilities	
Please describe how your work relates to the implementation of the TBT transparency provisions/procedures	
On which date did you take up your current functions?	
What was your previous post?	
Please indicate any particular issues which you would like to see covered by the course	

WTO training undertaken

Please indicate any WTO-organized training courses you have participated in (with dates)	
Please indicate WTO e-Learning courses you have successfully completed	
Please indicate other WTO related course(s) undertaken & dates	

Additional information about the activity

TBT Transparency Workshop will be delivered in English. Therefore, participants are required to have full command of English. By signing this application form the Applicant and Nominating Authority certify that the Applicant has full command of English.

PART II	To be completed by the Nominating Authority
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The Nominating Authority	
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- Officially nominates:

Name of candidate	
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- to attend the WTO TBT Transparency Workshop;
- confirms that the candidate has direct responsibility in TBT transparency matters and has full command of English, which would enable him/her to successfully and actively participate in the workshop; and,
- is fully aware that this nomination is subject to the decisions of the WTO Selection Committee and to the conditions described in the Annex to this application, which we have thoroughly read and accepted.

**PLEASE CLEARLY INDICATE IF YOU ARE REQUESTING WTO FINANCING FOR THIS CANDIDACY
(CHECK THE APPROPRIATE BOX)**

YES

NO

Details of the **official responsible for nominating this candidate:**

Surname	
Given Name	
Title/Position	
Organization/Entity	
Telephone	
Email address	

By signing this form, the Candidate and the Nominating Authority certify that all the information included is complete and correct

Date & signature (Candidate)	Date, <u>signature</u> & STAMP (Nominating Authority)

ANNEX: CONDITIONS FOR PARTICIPATION IN WTO TECHNICAL ASSISTANCE ACTIVITIES**Travel, air-tickets, visas, transit visas, accommodation and subsistence allowances**

1. Countries are implementing very strict visa policies. Please check your Schengen visa and transit visas requirements several weeks in advance. Make the necessary arrangements in your country to obtain them for your full roundtrip. The WTO is not authorized to intervene in this matter and is not responsible for visa fees and other financial issues.
2. You will not be consulted for your travel itinerary. However, your preference will be taken into consideration but is not guaranteed.
3. The organizers will provide you with a round-trip airplane ticket in economy-class, a terminal expenses allowance, accommodation, and a daily subsistence allowance for the duration of the activity in Geneva (or full board accommodation for regional activities).
4. Administrative and logistical details will be communicated by e-mail to the selected participants directly.

Please note that the WTO Secretariat DOES NOT assume financial or any other responsibility for items not explicitly mentioned in this Note as being covered. This means that the WTO Secretariat assumes NO responsibility for, among others, the following items:

1. **Expenses incurred in connection with foreign travel formalities (visas, transit visas, taxes, travel to get visas, medical examinations, vaccinations, etc.), expenses during the journey resulting from lack of transit visa or from insufficient passport validity.**
2. Salaries of the participants during their participation in the Activity.
3. Travel or other expenses of any additional persons accompanying the participants.
4. **Travel, medical or accident insurance, or medical expenses regardless of their cause, during the journey to/from the activity or while attending it, including emergency treatment, hospitalization, ambulance or other transportation, evacuation and repatriation.**
5. Loss or damage to the personal effects of the participants during travel or attendance at the Activity.
6. Any modification made by you regarding the hotel booking and the related logistical arrangements.
7. Any personal service or facility you may request during your stay in the hotel where you are accommodated by the WTO, such as: business centre, internet connections, phone calls, room service, laundry, mini-bar or any kind of ground transport.
8. Any modification made BY THE AIRLINE OR BY YOU in connection with the itinerary or the air-tickets issued by the WTO Travel Agency in Geneva. Any additional fees, charges and/or penalties for the air-ticket modifications WILL BE COVERED BY YOU AND NOT BY THE ORGANIZERS.
9. Any damages made by you to the facilities to which you have access during your stay (i.e. hotel room) which will be your responsibility.

I, the undersigned Applicant, declare that I have carefully read this application form and that I accept the aforementioned conditions:

Date, name, signature of the candidate & stamp

THIS COMPLETED FORM SHOULD BE SUBMITTED BY YOUR PERMANENT MISSION/EMBASSY, WITH A PDF COPY OF YOUR PASSPORT TO THE FOLLOWING EMAIL ADDRESS ONLY, AT THE LATEST BY THE DEADLINE MENTIONED ON PAGE 1

logistics.unit@wto.org

(OR fax: +4122 / 739 57 24)

INCOMPLETE/ILLEGIBLE FORMS, OR FORMS NOT PRESENTED BY THE PERMANENT MISSION, OR PRESENTED BY THE PERMANENT MISSION AFTER THE DEADLINE, WILL NOT BE ACCEPTED