

**Government of Pakistan**  
**Ministry of Commerce**  
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No. 5(1)/2022-Admn-I/HR-I

Islamabad, the 9<sup>th</sup> February, 2023

**CIRCULAR**

**SUBJECT: - WTO WORKSHOP ON NOTIFICATION OF QUANTITATIVE RESTRICTIONS 24-26 APRIL 2023 GENEVA**

Please find enclosed herewith a copy of self explanatory email along with its enclosure, received from Permanent Mission of Pakistan to the WTO Geneva on the above mentioned subject for placing on the website of the Ministry of Commerce.

2. Interested (BS-18 & Above) officers, who fulfill the eligibility criteria may send their nominations, duly approved by their respective Head(s) of the Wing(s) to HR-I Section, latest by 16-02-2023 positively. Nominations received after the deadline will not be entertained.

Encl: As Above



**(Muhammad Imtiaz)**  
Section Officer (HR-I)

**Database Administrator,**  
**Ministry of Commerce,**  
**Islamabad**

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**Invitation\_WTO Workshop on Notification of Quantitative Restrictions\_24-26 April 2023\_Geneva**

1 message

haja.ranaivo@wto-pakistan.org &lt;haja.ranaivo@wto-pakistan.org&gt;

Wed, Feb 8, 2023 at 8:57 PM

Reply-To: haja.ranaivo@wto-pakistan.org

To: Deputy Director MoC Ministry of Commerce &lt;ddcommercedivision@gmail.com&gt;

Cc: "ashfaqdcwto@gmail.com" &lt;ashfaqdcwto@gmail.com&gt;, Sadia Sultan &lt;sowto2.moc@gmail.com&gt;, "fahad.raza@wto-pakistan.org" &lt;fahad.raza@wto-pakistan.org&gt;

Dear Sir,

Please find attached an Invitation to submit nominations for this workshop organized by the WTO Secretariat on QR.

Attached to this message please find the following documents:

- Invitation letter
- Application Form (to join duly completed with a copy of your passport)
- Draft Programme

Completed nominations along with scanned copies of passports may be conveyed to this Mission before 24th February 2023. Nominations sent directly to the WTO as well as after the deadline will not be considered.

Best regards,

Haja

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Haja Ranaivo  
**Trade Development Officer**  
Delegation Coordinator

Permanent Mission of Pakistan to the WTO  
37-39 Rue de Vermont. 1211 Genève  
Tel 022 748 70 25 - Fax 022 748 70 29

Before printing, please think about the environment

***Save Trees - Think Before Print. Do not print this email unless necessary!***

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**3 attachments**

 Invitation letter QR Workshop\_WTO23-4.pdf  
71K

 Application Form QR Workshop\_WTO23-4.docx  
38K


 **Draft Programme QR Workshop\_WTO23-4.pdf**  
80K



# WORLD TRADE ORGANIZATION

Direct line: (+41 22) 739 6440  
Email: logistics.unit@wto.org

**EMAIL**

To: Heads of Delegation Members to the WTO	E-mail: List attached
From: Bridget Chllala Director Institute for Training and Technical Cooperation	Date: 08/02/2023
	
Number of Pages (Including this one): 8	Div. Ref: WTO23-4

## **CAPACITY BUILDING WORKSHOP ON THE NOTIFICATION OF QUANTITATIVE RESTRICTIONS\***

### **INVITATION TO PRESENT CANDIDATES**

The Secretariat of the World Trade Organization (WTO) is organizing a Capacity Building Workshop on the Notification of Quantitative Restrictions that will take place in Geneva, Switzerland, from **24 to 26 April 2023**.

The Workshop is a specialized training activity that seeks to improve Members' understanding of the WTO rules on quantitative restrictions and increase their compliance with the transparency obligations under the "Decision on the Notification of Quantitative Restrictions" (G/L/59/Rev.1). The draft programme of the workshop is attached.

WTO developing and least-developed Members that are eligible to benefit from training and technical cooperation activities are invited to nominate one capital-based official to participate in the workshop. The nominee must be directly responsible for the preparation and/or coordination of notifications on quantitative restrictions.

**Twenty five (25) places** will be made available for applicants from WTO developing and least-developed Members that are eligible to benefit from training and technical cooperation activities. For these participants, the WTO will bear their expenses (i.e., return economy class ticket, terminal expenses allowance, daily subsistence allowance and accommodation for the duration of the Workshop).

In order to maximize the impact of this Workshop, nominees will be required to indicate:

- i) whether work on the preparation of the notification on quantitative restrictions has been undertaken by their respective government, including the challenges that have been faced; and
- ii) the steps that will be taken to prepare the notification upon return to work.

Funded participants will be required to prepare a draft notification at the Workshop, with the assistance of the Secretariat. Nominees who have already undertaken work on this notification or who are familiar with his/her government's trade restrictions or prohibitions will be given priority in the selection process. From the nominees that meet these requirements, preference will be given to developing or least-developed WTO Members that have never submitted a QR notification. If the quota of funded participants is not filled, the participation of capital-based officials from Members that have submitted partial or incomplete QR notifications will be considered.

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## WTO OMC

- 2 -

Self-funded applicants from any other Member will also be accepted, but they will need to bear their own expenses in full.

..... 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 24 February 2023**. Applications for this Workshop should be submitted along with a current CV indicating successful completion of the relevant training on WTO Agreements. Please note that, in light of the logistical complexity of the activity, the Secretariat will not be in a position to process applications received after this deadline.

The Application Form with a copy of passport should be returned by email to the **WTO Institute for Training and Technical Cooperation, Logistics Unit: [logistics.unit@wto.org](mailto:logistics.unit@wto.org)**.

Selected participants will receive confirmation directly. Relevant administrative information, travel details and ticket will be sent shortly after the selection has taken place.

The WTO Secretariat reserves the right to postpone or cancel this activity in the event of force majeure, if sufficient funding cannot be secured in time, or for any other reason that render the execution of the activity impracticable for the organizers.

### **\*Français/Español**

L'Organisation mondiale du commerce organise un cours de renforcement des capacités sur la notification de restrictions quantitatives, à Genève, du 24 au 26 avril 2023. Ce cours étant donné principalement en anglais, l'invitation et les formulaires de candidature et de nomination sont distribués en anglais uniquement.

La Organización Mundial del Comercio organiza un taller de capacitación sobre la notificación de restricciones cuantitativas, en Ginebra, del 24 al 26 de abril de 2023. Este curso será dado principalmente en inglés, por consiguiente, la invitación y los formularios de candidatura y de nominación serán distribuidos sólo en inglés.



WTO OMC

**CAPACITY BUILDING WORKSHOP ON THE NOTIFICATION OF  
QUANTITATIVE RESTRICTIONS**

GENEVA, SWITZERLAND  
24-26 APRIL 2023

DRAFT PROGRAMME

**1 MONDAY, 24 APRIL 2023: OPEN-ENDED WORKSHOP AND TRAINING**

Time	Session	Speaker(s)
09:30-10:00	<b>Welcome and Introduction</b>	Market Access Division
10:00-13:00	<b>10 years of the Decision on Notification Procedures for Quantitative Restrictions</b>  <b>Introduction to quantitative restrictions (QR) and the notification requirements</b>  <b>Evolution of the QR notification and QR database</b>  <b>Experience sharing sessions by members</b>	Market Access Division
13:00-14:30	<i>Lunch break</i>	
14:30-17:30	<b>Presentation: How to prepare a QR notification</b>  <b>Practical exercise – Quiz</b>	Market Access Division

**2 TUESDAY, 25 APRIL 2023: WORKING SESSIONS ON QR NOTIFICATIONS**

Time	Session
09:30-12:30	<b>Group work: drafting a QR notification</b> <b>Coaching sessions</b>
12:30-14:30	<i>Lunch break</i>
14:30-17:00	<b>Coaching sessions (cont.)</b> <b>Presentations by participants and discussions</b>

**3 WEDNESDAY, 26 APRIL 2023: FORMAL CMA MEETING AND WRAP-UP SESSION**

Time	Session
10:00-13:00	<b>Formal meeting of the Market Access Committee</b> - Agenda item on QR notifications
13:00-14:00	<i>Lunch break</i>
14:00-15:00	<b>Wrap-up session</b> - Feedback from participants on the QR examined by the Committee - Closing and evaluation

[On Monday, 24 April, the session in the morning will also be open to delegates. Interpretation in the three WTO official languages will be provided. Attendance to the workshop is open to registered participants (Geneva-based delegates and capital-based officials). To register, please send an email to: [cma@wto.org](mailto:cma@wto.org) no later than 6 April 2023.]



# **WTO APPLICATION FORM**

## **CAPACITY BUILDING WORKSHOP ON THE NOTIFICATION OF QUANTITATIVE RESTRICTIONS**

**GENEVA, 24-26 APRIL 2023**

**DEADLINE: 24 FEBRUARY 2023**

**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**

**Ms**

<b>Surname</b>	
<b>Given name</b>	
<b>Birth date</b> <i>day/month/year</i>	
<b>Nationality</b>	
<b>Title/Position</b>	
<b>Ministry/ Government entity</b>	
<b>City</b>	
<b>WTO Member</b>	
<b>Mobile phone n°</b>	
<b>Email addresses*</b>	<b>* Important: all communications and documents will be sent by e-mail</b>

**Higher (university) education**

When?	Where?	Title of qualification

**Work experience**

Brief description of your current responsibilities	
On which date did you take up your current functions?	
What was your previous post?	

**WTO training undertaken**

Have you successfully completed a WTO e-Learning course(s)? If so, which one (with dates)?	<input type="checkbox"/> YES If so, which one (with dates)? <input type="checkbox"/> NO
Other WTO course(s) undertaken & dates	

Check the appropriate box

In your daily work, are you responsible for:

The notification of quantitative restrictions to the WTO?

Yes  No 

Other type of notifications to the WTO?

Yes  No 

Please describe what challenges you have faced in preparing the notification of quantitative restrictions, including the steps that have been taken to prepare it.

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**Please describe the steps that you would take upon returning to your country to prepare and submit a notification on Quantitative Restrictions**

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**What is the objective that you would like to achieve by participating in this activity?**

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**Additional information about the activity**

**Background: Preference will be given to nominees having a demonstrated background in quantitative restrictions and direct responsibility in preparing WTO notifications on quantitative restrictions. The Organisers reserve the right to select candidates and to decline the candidature of nominees who do not meet these requirements.**

**Language skills: This activity will be delivered in English. Participants are required to have full command of English. By signing this application form the Applicant and Nominating Authority certify that the Applicant meets this requirement.**

<b>PART II</b>	<b>To be completed by the Nominating Authority</b>
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The Nominating Authority	
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- Officially nominates:

Name of candidate	
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- to attend the Capacity Building Workshop on the Notification of Quantitative Restrictions, to be held in Geneva, Switzerland, on 24-26 April 2023;
- confirms that the candidate has policy responsibility and/or a demonstrated background in quantitative restrictions and related notification matters, has full command of English and will be able to successfully and actively participate in the programme; 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.

**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**

<b>Date &amp; signature (Candidate)</b>	<b>Date, signature &amp; STAMP (Nominating Authority)</b>

## 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 or medical or accident insurance, medical treatment or hospitalisation during travel or participation in the Activity.
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  
Institute for Training and Technical Cooperation  
Email: [Logistics.unit@wto.org](mailto:Logistics.unit@wto.org)**

**INCOMPLETE/ILLEGIBLE FORMS, OR FORMS NOT PRESENTED BY THE PERMANENT MISSION,**

**OR PRESENTED BY THE PERMANENT MISSION AFTER THE DEADLINE, WILL NOT BE ACCEPTED**