

**GOVERNMENT OF PAKISTAN  
MINISTRY OF COMMERCE**

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No. 5(1)/2023-Admn-I/HR-I

Islamabad, the 7<sup>th</sup> July, 2023

**CIRCULAR**

**SUBJECT: - INVITATION TO ATTEND THE THEMATIC COURSE ON SERVICES ASPECTS OF ELECTRONIC COMMERCE-GENEVA, SWITZERLAND 10-13 OCT, 2023**

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 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 (along with their C.V and details of availed Foreign Training/Workshops etc), latest by 14-07-2023 positively. Nominations received after the deadline will not be entertained.

Encl: As Above

  
(Imran Ali)  
Section Officer

✓ Database Administrator,  
Ministry of Commerce  
Islamabad



# WORLD TRADE ORGANIZATION

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

**EMAIL**

To: Heads of Delegation  
WTO Members and Observers List attached

From: Bridget Chillala  
Director  
Institute for Training and Technical Cooperation

Date: 04/07/2023

Number of pages: 11

Ref: TC23-16

## **Thematic Course on Services Aspects of Electronic Commerce (In English)\***

**Geneva, 10-13 October 2023**

### **Invitation to present candidates**

The WTO Secretariat is organizing a Thematic Course on Services aspects of Electronic Commerce (In English) from 10 to 13 October 2023 in Geneva. The Course is a "Level 3" specialized training activity implemented within the WTO progressive learning framework and it represents the highest level of learning among WTO training activities.<sup>1</sup>

The course aims to provide an extended training for trade officials engaged in negotiations on e-commerce and trade in services. It will explore the relationship and interdependence of e-commerce with services trade, and its relationship with existing GATS disciplines. The course will also address various services sectors that are enablers of e-commerce or are enabled by it.

#### **COURSE OBJECTIVES**

The main objectives of the advanced course are to:

- enhance participants' understanding of the relationship between the GATS and e-commerce;
- allow participants to gain knowledge as to the trade regime for key services sectors that are enablers of e-commerce as well as sectors that are enabled by e-commerce;

The course will be delivered through a mix of lectures, exercises, and peer learning.

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<sup>1</sup> For further details about the WTO Progressive Learning Strategy see the Biennial Technical Assistance and Training Plan 2022-2023 (WT/COMTD/W/260/Rev.1). The TA Plan can also be accessed through the following URL link: [http://www.wto.org/english/tratop\\_e/devel\\_e/teccop\\_e/tct\\_e.htm](http://www.wto.org/english/tratop_e/devel_e/teccop_e/tct_e.htm)

## WTO OMC

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### INVITATION TO PROPOSE CANDIDATES & CANDIDATE PROFILE

The course targets government officials, at mid-to senior level with at least two years of relevant work experience, who are directly engaged in the formulation of e-commerce policy and/or discussions and negotiations on trade and e-commerce in the WTO or regional context.

Members and Observers eligible to benefit from training and technical cooperation activities are invited to submit the names of **one or two officials** meeting the requirements set out below, for consideration in the selection process.

Candidates are required to have an advanced understanding of the General Agreement on Trade in Services and e-commerce issues. They should be willing to share experiences, prepare short contributions, and participate actively in all sessions.

Candidates should have completed a WTO training activity (E-Learning<sup>2</sup> or a face-to-face/virtual course) on trade in services and/or e-commerce or have demonstrably commensurate knowledge or professional experience.

Candidates should also possess an excellent ability to communicate in English both orally and in writing and a one-page CV must be attached to the application.

### COSTS COVERED FOR SELECTED PARTICIPANTS

The Secretariat of the WTO makes available thirty (30) fellowships for this activity. The WTO Secretariat will provide an economy round-trip air-ticket (excursion fare, if applicable), hotel accommodation and other necessary arrangements to the participants for the duration of the stay. Other administrative arrangements shall be communicated directly to the nominees by email in due course. If your country/separate customs territory does not wish to be represented, please let us know in conformity with the deadline below.

..... 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, to the Logistics Unit, Institute for Training and Technical Cooperation [logistics.unit@wto.org](mailto:logistics.unit@wto.org), no later than FRIDAY, 21 JULY 2023**. Nominations received from other sources will not be taken into consideration.

In light of the complex arrangements involved in the organization of these activities, the WTO Secretariat will not be in a position to process the names of further nominees identified beyond this deadline. Permanent Missions and candidates will be informed of the selection results.

The WTO Secretariat reserves the right to postpone or cancel the activity in the event of overriding circumstances beyond its control.

### **\*Français/Español**

L'Organisation mondiale du commerce organise un cours thématique sur les aspects du commerce électronique liés aux services, à Genève, du 10 au 13 octobre 2023. 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 Curso Temático sobre los Aspectos del Comercio Electrónico relacionados con los Servicios, en Ginebra, del 10 al 13 de octubre de 2023. Este curso se impartirá en inglés, por lo que la invitación y el formulario de candidatura se distribuirán en inglés solamente.

<sup>2</sup> Please visit the E-Learning website, where you will find information about online courses at <https://www.learning.wto.org/>

## WTO APPLICATION FORM



Thematic Course on Services Aspects of Electronic Commerce  
(In English)

GENEVA (Switzerland), 10-13 October 2023

**DEADLINE: 21 July 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**

Female

Male

Not Declared

<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>Country/Separate Customs Territory</b>	
<b>Mobile phone n°</b>	
<b>Telephone n°</b>	
<b>Email addresses* (professional &amp; personal)</b>	<b>* Important:</b> all communications, documents and air-ticket will be sent by e-mail

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

**Higher (university) education**

When?	Where?	Title of qualification

**Work experience & motivation**

Please describe briefly your current overall responsibilities	
Please describe, in a little more detail, your current responsibilities as they relate to e-commerce and trade in services (70-100 words)	
When did you take up your current functions?	
What was your previous post?	
Do you have supervisory functions? If yes, of how many persons do you supervise, and what functions does the supervised staff carry out?	
What is your objective for this training? How do you expect that the thematic course on services aspects of e-commerce will be useful for the performance of your professional duties and your professional development? (70-100 words)	
Please indicate any particular topics that you would like to see covered by the course.	
Please briefly describe one important e-commerce issue that your country is currently addressing or needs to address in the future (70 words)	

**WTO training undertaken**

Have you successfully completed a WTO TA on trade in services or e-commerce? (Elearning course(s) and/or face to face course) If so, which course(s), and when?	Course title	Date
Have you successfully completed <u>other</u> WTO TA (Elearning course(s) and/or face to face course), and if so, which course(s), and when?	Course title	Date
Other non-WTO course(s) relevant to trade in services or e-commerce undertaken:	Course title	Date

**Additional information about the activity**

**Language skills:** The Thematic Course on Services Aspects of Electronic Commerce 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.

<b>PART II</b>	<b>To be completed by the Nominating Authority</b>
The Nominating Authority	

- Officially nominates:

Name of candidate	
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- to attend the WTO Thematic Course on Services Aspects of Electronic Commerce;
- confirms that the candidate has direct responsibility in WTO matters and has full command of English, which would enable him/her to successfully and actively participate in the Course; 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**

Date & signature (Candidate)	Date, signature & STAMP (Nominating Authority)

**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.

**The WTO Secretariat DOES NOT assume financial or any other responsibility for:**

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 airtickets 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](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**