

GOVERNMENT OF PAKISTAN
MINISTRY OF COMMERCE
(WTO WING)

No. 1(32)/2023-WTO-II

Islamabad, the 30th November, 2023

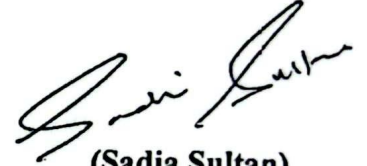
CIRCULAR

SUBJECT: - SINGAPORE-WTO WORKSHOP ON E-COMMERCE SINGAPORE
FROM 15 TO 18 APRIL 2024

Please find enclosed herewith a copy of self explanatory email along with its enclosures, 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/relevant officers, who fulfill the eligibility criteria may send their nominations, duly approved by their respective Head(s) of the Wing(s) to WTO-II Section (along with application forms and C.Vs) latest by 4-12-2023 positively. Nominations received after the deadline will not be entertained.

Encl: As Above




(Sadia Sultan)
Section Officer (WTO-II)
sowto2.moc@gmail.com
staffwto2@gmail.com
30-11-2023

Database Administrator,
Ministry of Commerce,
Islamabad

Direct line: (+41 22) 739 50 18
Email: logistics.unit@wto.org

EMAIL

To: Heads of Delegation WTO Members and Observers	Email: List attached
From: Ms Bridget Chilala Director Institute for Training and Technical Cooperation 	Date: 24 November 2023
Number of Pages (including this one): 12	Ref: ECOM24-1

SINGAPORE - WTO WORKSHOP ON E-COMMERCE

Singapore

15 - 18 April 2024

The Secretariat of the World Trade Organization is organizing with the Government of Singapore, through the Singapore Cooperation Programme (SCP) and the Ministry of Trade and Industry (MTI), a **Workshop on E-Commerce**.

..... This Workshop will be held in **Singapore, from 15 to 18 April 2024**. An indicative Draft Programme of the Workshop is attached.

THE WORKSHOP

The main objective of this Workshop is to develop a broad understanding of e-commerce related elements in trade and how the digital economy has presented benefits for businesses and consumers. The Workshop will provide a deep dive into relevant topics, including from the perspectives of businesses, as well as the relevant discussions at the WTO, including the Work Programme on E-Commerce and the Joint Statement Initiative on E-Commerce. The Workshop will also provide a forum for participants to exchange views and share national and regional experiences with respect to the opportunities and challenges in this field.

INVITATION TO PROPOSE CANDIDATES FOR PARTICIPATION

You are invited to submit the names of **three capital-based officials**, for consideration in the selection process. The nominees should be middle to senior level officials who have proven professional experience and responsibilities in the area of Trade and E-Commerce, ideally relating to one or more of the subject areas covered by the programme. Preference will be given to nominees who also participate in discussions on the above issues in international and multilateral fora. However, if selected, only one participant per Member will be provided with financial support from Singapore.

Participants are required to be fluent in **English** which will be the working language of this event.

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WTO OMC

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If you have any queries regarding the programme of the Workshop on E-Commerce, please contact Mr Usman Ali Khilji, Head for Asia and Pacific Economies Regional Desk at the Institute for Training and Technical Cooperation (ITTC), WTO (e-mail: usmanali.khilji@wto.org; Tel: +41 22 739 69 36)

CRITERIA FOR THE SELECTION OF PARTICIPANTS

The WTO Secretariat will conduct a selection process to fill the **30 available spaces** for the Workshop. Applications will only be considered from candidates whose experience and current job description is directly relevant to Trade and E-Commerce in at least one of the subject areas of the Workshop. Prior participation in WTO training activities in these areas (or equivalent training provided by another competent international organization) would be considered an advantage. Alternatively, applicants may also show commensurate knowledge or professional experience.

For entry into Singapore, participants would be required to comply with prevailing public health as well as entry requirements as indicated at <https://www.ica.gov.sg/enter-transit-depart/entering-singapore>.

COST COVERED FOR PARTICIPANTS

The workshop is sponsored by the Singapore Government under the Singapore - World Trade Organization Third Country Training Programme.

Selected participants will be provided with:

- An economy-class round-trip air-ticket to Singapore. Airport transfers are not included;
- Workshop fees including lecture fees, administrative fees, and course materials;
- Accommodation for the entire duration of the workshop, including one day before and one day after the workshop. Complimentary breakfast is provided in the hotel from the first day of the course to one day after the workshop;
- A daily allowance of One Hundred and Twenty Singapore Dollars (S\$120) from the first day to the last day of the workshop. A proportionate reduction in the daily allowance will be made if you are unable to attend the full duration of the workshop;
- Transportation between hotel, workshop venue and site visits (if required); and
- Basic insurance coverage (Group Hospitalisation and Surgical; Group Personal Accident) for participants during their stay in Singapore, in accordance with the policy of a local insurance company. [This does not cover any pre-existing conditions, illnesses and/or any outpatient medical/dental treatment, or COVID-19 related expenses and medical evacuation. As such, participants are strongly encouraged to purchase your own medical and travel insurance.]

Other administrative and logistical arrangements will be communicated directly to the selected participants in due course.

THE APPLICATION PROCESS

Completed application forms, formally endorsed by the authorities, must be submitted by the Permanent Mission in Geneva or the contact point for WTO affairs in capital. Nominations received from other sources will not be taken into consideration.

Application forms, including participants' details, passport biodata page, and airport for departure, should be transmitted to the WTO Institute for Training and Technical Cooperation, Logistics Unit (email: logistics.unit@wto.org) **NO LATER THAN 8th DECEMBER, 2023**.

In light of the complex arrangements involved in the organization of this Workshop, the Secretariat would not be in a position to process the names of further nominees identified beyond this deadline.

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 en collaboration avec le gouvernement de Singapour, par le biais du programme de coopération de Singapour (SCP) et du ministère du commerce et de l'industrie (MTI) un atelier sur le commerce électronique, à Singapour, du 15 au 18 avril 2024. Ce séminaire étant donné en anglais, l'invitation et les formulaires de candidature et de nomination sont distribués en anglais uniquement.

La Organización Mundial del Comercio está organizando junto con el Gobierno de Singapur, a través del Programa de Cooperación de Singapur (SCP) y el Ministerio de Comercio e Industria (MTI) un taller sobre Comercio Electrónico, en Singapur, del 15 al 18 de abril de 2024. Este seminario será impartido en inglés, por consiguiente, la invitación y los formularios de candidatura y de nominación se distribuyen sólo en inglés.



WTO APPLICATION FORM

Singapore - WTO Workshop on e-Commerce (in English)*

Singapore, 15 - 18 April 2024

DEADLINE: 8 DECEMBER 2023

PART I	To be completed by the Applicant in ENGLISH (in CAPITAL LETTERS if handwritten)
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MANDATORY: ALL THE INFORMATION ASKED IN THIS SECTION, AND A PHOTOCOPY OF YOUR PASSPORT

<input type="checkbox"/> Mr	<input type="checkbox"/> Mrs	<input type="checkbox"/> Miss	<input type="checkbox"/> Ms	<input type="checkbox"/> Dr	<input type="checkbox"/> Prof	
Family name (as it appears in the passport)						
First name (as it appears in the passport)						
Date of birth (day/month/year)						
Gender						
Country/ Separate Customs Territory						
Organization						
Department						
Designation/Position						
Time in current position (From: month/year)						
Office Address						
City and Postal code						
Member/Observer						
Telephone (professional)						
Mobile telephone number						
E-mail addresses	1) which you wish us to use: 2) other					

Higher (university) education

From YYYYMM to YYYYMM	Where?	Title of qualification

Work experience

Brief description of your current responsibilities:	
From (YYYYMM) to (YYYYMM)	
What was your previous post?	

WTO training undertaken

Have you successfully completed a WTO E-Learning course(s), and if so, which course(s)?	
Date(s)?	
Other WTO training course(s) undertaken:	

▼ PART TWO: To be completed by the National Nominating Authority:

The Nominating Authority:	
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- officially nominates:

Name of candidate:	
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Language: The 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.

Details of the Official responsible for nominating this candidate:

Family name	
First name	
Title/Position	
Organization/Entity	
E-mail address:	
Telephone:	

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

Candidate

Date:

OFFICIAL
STAMP

Nominating Authority

Date:

ANNEX: CONDITIONS FOR PARTICIPATION IN WTO TECHNICAL ASSISTANCE ACTIVITIES

I. Regulations

1. The course is jointly organised by the WTO and the Government of Singapore.
2. Participants are required to observe the course schedule and carry out instructions and abide by conditions as may be stipulated by the nominating Authority or Government, the WTO and the Government of Singapore, with respect to the course.
3. Administrative details will be communicated to the selected participants directly.

II. The WTO Secretariat does not assume financial or any other responsibility for:

1. Salaries of the participants during their participation in the Course.
2. Medical insurance, medical treatment or hospitalisation during participation in the Course.
3. Loss or damage to the personal effects of the participants during attendance at the Course.

INCOMPLETE/ILLEGIBLE APPLICATION FORMS OR FORMS RECEIVED AFTER THE DEADLINE OR NOT PRESENTED BY THE PERMANENT MISSION/EMBASSY WILL NOT BE CONSIDERED

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

Applicant's Name and Signature

OFFICIAL
STAMP

The application form should be submitted by the Permanent Mission/Embassy to the WTO ITTC Logistics Unit ONLY, by the deadline, AT THE LATEST BY FRIDAY 6 OCTOBER 2023:

logistics.unit@wto.org