

**GOVERNMENT OF PAKISTAN
MINISTRY OF COMMERCE**



No. 5(1)/2022-Admn-I/HR-I

Islamabad, the 24th August, 2022

CIRCULAR

SUBJECT: - INVITATION LETTER // WTO VIRTUAL WORKSHOP ON IMPORT LICENSING AND NOTIFICATIONS // 27-29 SEP. 2022 // VIR 22-20

Please find enclosed herewith a copy of self explanatory letter received from the WTO, Mission Geneva on the above mentioned subject for placing on the website of the Ministry of Commerce.

2. Interested officers of the Ministry 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 **31-08-2022** positively.

Encl: **As Above**


(Aqsa Liaqat)
Section Officer (HR-I)

**Database Administrator,
Ministry of Commerce,
(Islamabad.)**



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 Chilala Director Institute for Training and Technical Cooperation	Date: 19/08/2022
Number of Pages (including this one): 6	Div. Ref: VIR22-20

WTO VIRTUAL WORKSHOP ON IMPORT LICENSING AND NOTIFICATIONS

Zoom platform, 27 (English), 28 (French) or 29 (Spanish) September 2022

Invitation to Present Candidates

The Secretariat of the World Trade Organization is organizing a virtual Workshop on Import Licensing to take place via Zoom platform, on 27, 28 or 29 September 2022. The workshop consists of two live sessions per day. Day 1 (September 27, 2022) is in English; Day 2 (September 28, 2022) is in French, and Day 3 (September 29, 2022) is in Spanish. The Workshop is a specialized training activity that intends to familiarize Members with the Agreement on Import Licensing Procedures, its notification requirements, and to assist Members in preparing their respective notifications. A draft programme for the event is attached.

WTO Members are invited to nominate their capital-based official(s). The candidates ideally should be directly responsible for the preparation of notifications and/or have demonstrably commensurate knowledge and professional experience in preparing and analysing notifications under the WTO Agreement on Import Licensing Procedures. Depending on the preferred language of the activity, the candidates will only have to be available for four hours on one specific day. While candidates who are fluent in more than one WTO official language may apply for more than one language session to maximize their chances to be selected, they will only be selected for one language session.

In order to maximize the impact of this Workshop, selected candidates will be asked to participate in practical exercises, including the preparation of draft notifications under the guidance of the Secretariat. Candidates who are familiar with their government's import licensing regime will be given priority in the selection process.

Twenty (20) places will be made available to applicants from eligible WTO Members for each of the three sessions (sixty places in total).

..... 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 14 September 2022**. 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 should be returned by email to the **WTO Institute for Training and Technical Cooperation, Logistics Unit: logistics.unit@wto.org**.

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WTO Virtual Workshop on Import Licensing and Notifications
Zoom platform
27 (English), 28 (French) or 29 (Spanish) September, 2022

Programme

DAY 1 - 27 September, 2022 (SESSION IN ENGLISH)

Before live-session	Participants are to take an <u>online course on the Agreement on Import Licensing Procedures</u> available in English, French and Spanish
09:00 – 10:30	Pre-workshop quiz (tbc) Overview of the Agreement on Import Licensing Procedures - Presentation
10.30 – 11.00	Break
11.00 – 13.00	Notification requirements (Art. 1.4(a), 8.2(b), 5.1-5.4, and 7.3) - Practical session Post-workshop quiz (tbc)

DAY 2 – 28 September, 2022 (SESSION IN FRENCH)

Before live-session	Participants are to take an <u>online course on the Agreement on Import Licensing Procedures</u> available in English, French and Spanish
12:00 – 13:30	Pre-workshop quiz (tbc) Overview of the Agreement on Import Licensing Procedures - Presentation
13.30 – 14.00	Break
14.00 – 16.00	Notification requirements (Art. 1.4(a), 8.2(b), 5.1-5.4, and 7.3) - Practical session Post-workshop quiz (tbc)

DAY 3 – 29 September, 2022 (SESSION IN SPANISH)

Before live-session	Participants are to take an <u>online course on the Agreement on Import Licensing Procedures</u> available in English, French and Spanish
14:00 – 15:30	Pre-workshop quiz (tbc) Overview of the Agreement on Import Licensing Procedures - Presentation
15.30 – 16.00	Break
16.00 – 18.00	Notification requirements (Art. 1.4(a), 8.2(b), 5.1-5.4, and 7.3) - Practical session Post-workshop quiz (tbc)



WTO APPLICATION FORM

**WTO VIRTUALWORKSHOP ON IMPORT LICENSING AND NOTIFICATIONS
ZOOM PLATFORM, 27 (English), 28 (French) or 29 (Spanish) SEPTEMBER
2022**

DEADLINE: 14 SEPTEMBER 2022

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

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

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	

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

Background: Preference will be given to nominees having a demonstrated background in import licensing/import control policies and direct responsibility in preparing WTO import licensing notifications. 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 (27 September), French (28 September) and Spanish (29 September). Participants are required to have full command of English, French or Spanish. By signing this application form the Applicant and Nominating Authority certify that the Applicant meets this requirement.

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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<ul style="list-style-type: none"> • to attend the WTO Virtual Workshop on Import Licensing and Notifications, to be via ZOOM platform, on 27 (English), 28 (French) or 29 (Spanish) September 2022; • confirms that the candidate has policy responsibility and/or a demonstrated background in import licensing and related notification matters, has full command of English, French or Spanish 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

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

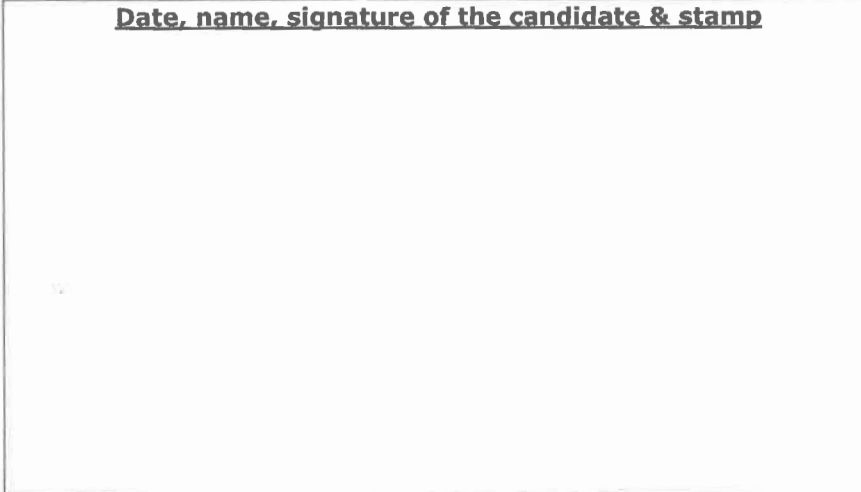
ANNEX: CONDITIONS FOR PARTICIPATION IN WTO TECHNICAL ASSISTANCE ACTIVITIES

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 the participant's preparations for undertaking the Workshop:VIR22-20.
2. Salaries of the participants during their participation in the Activity.

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 MENTIONNED ON PAGE 1

**Logistics Unit
Institute for Training and Technical Cooperation
Email: 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