



**UNECE**

UNITED NATIONS ECONOMIC COMMISSION FOR EUROPE



**Georgia**  
**Ministry of Finance**  
**Revenue Service**

**Regional Conference on**

**TRADE FACILITATION,  
THE SINGLE WINDOW CONCEPT, AND  
HARMONIZATION OF TRADE DATA REQUIREMENTS  
IN THE SOUTH CAUCASUS**

**Preliminary programme**

**Tbilisi**  
**Georgia**

**23-24 June 2009**

## Day One: 23 June 2009

### **9:30 Registration**

### **10:00 Welcome address**

**Irakli Siradze**, Deputy Chief of Revenue Service of Georgia

#### **Moderators:**

Samson Uridia, Assistant Deputy Chief of Revenue Service of Georgia and  
Mario Apostolov, Regional Adviser on trade facilitation, UNECE

### **10:10 Introduction to the Single Window concept, the objectives and outputs of the seminar**

*Discussion*

### **10:40 International standards and best practice**

*UNEFACT Recommendations and Standards for the Single Window and Data Harmonization*

**Tom Butterly**, UNECE Trade Division

*WCO Standards and Practical Aspects of Single Window Implementation*

**Gareth Lewis**, World Customs Organization

### **11:30-11:40 coffee break**

*International Standards in use for e-Customs and Trade Information Exchange in Europe*

**Jean-Luc Delcourt**, European Commission, DG TAXUD

*The Swedish Single Window Model: Best practice and the use of international standards*

**Mats Wicktor**, Swedish Customs

*Discussion*

### **13:00 Lunch**

### **14:00 Tour de table**

*Country representatives' short statements on state of play on the following issues:*

- Single Window
- electronic trade documents/ declarations
- electronic Customs
- trade data harmonization / alignment with international standards
- level of interaction among agencies

*Trade facilitation and e-Customs solutions in Turkey*

Representative of Turkey

### **15:00 The international perspective**

*(panel: Mario Apostolov, Regional Adviser, UNECE Trade Division; Gareth Lewis, Technical Officer, WCO; Jean-Luc Delcourt, European Commission, DG TAXUD; Mats Wicktor, Manager, Future Customs project, Swedish Customs*

- Relationship between and activities of UNECE, UN/CEFACT, EC, WCO, UN/EDIFACT, UNCTAD/ASYCUDA, etc.
- Review of UNECE Recommendation 33: define Single Window functions and scope; review Single Window models and key factors for its implementation

*Discussion*

### **15:30-15:45 coffee break**

### **15:45 The EU's vision: a Single Window system in Europe**

*The EU Single Window Project and Data Harmonization – Prospects for the South Caucasus*

**Eva Kanovska**, European Commission, DG TAXUD

*The Single Administrative Document: Integration of trade information flows between Europe, the South Caucasus and beyond*

**Jean-Luc Delcourt**, European Commission, DG TAXUD

*Cooperation between Sweden and Norway*

**Mats Wicktor**, Swedish Customs

## Day Two: 24 June 2009

9:30 *Prerequisites for the creation of a Single Window system*

**Tom Butterly**, UNECE Trade Division

### **10:00 The technical work on building a Single Window system**

- **Introduction to data harmonization and data models**

(panel: *Tom Butterly, UNECE Trade Division; Gareth Lewis, Technical Officer, WCO; Mats Wicktor, Swedish Customs;*)

- standard data sets and data models (codes and definitions of data elements agreed among participating agencies and aligned with international standards (e.g. UNTDED, WCO DM data set, different country requirements, WCO SAFE, Core Component Library)
- introducing the UN Trade Data Elements Directory (UNTDED): navigating it to find data element definitions and coding
- introduction to the WCO Data Model and Maintenance procedure
- structured data sets: cross-sectoral structured data models: introduction to Core Components

*11:30-11:45 coffee break*

### **11:45 Introducing draft Recommendation 34 (data harmonization) and standardization tools**

*Introduction to Recommendation 34: Data Harmonization*

**Tom Butterly and Mario Apostolov**,  
UNECE Trade Division

*Standardization tools (US DHIPT and ITDS, WCO Framework of Standards, Revised Kyoto Convention)*

**Gareth Lewis**, World Customs  
Organization

*Discussion*

### **12:30 Introduction to draft Recommendation 35: Legal aspects of implementing the Single Window for Cross-Border Trade**

**Bill Luddy**, Chair, UNCEFACT Legal Working Group

**13:00 Lunch**

### **14:00 Possibilities to implement a Single Window using ASYCUDA**

*Multi-agency controls; e-docs; notification by SMS or e-mail; unique Inspection Act; interoperability*

**Constantin Ciuta**, Senior Customs Adviser,  
ASYCUDA World Project, UNCTAD

*Discussion*

*15:00 - 15:15 coffee break*

### **15:15 Practical exercise of data harmonization involving 2-3 documents / several SEE countries**

Background: data requirements in SEE in 2-3 selected documents (presentation of a background study of data requirements gathered in advance of the conference)

*International expert(s) will demonstrate in practice how currently required data for 2-3 documents can be (a) analyzed and (b) mapped to international data sets (WCO Data Model and UNTDED), in order to (3) build a standard data set. Demonstration of some tools for data harmonization.*

*Discussion*

### **16:15 Questions, discussion, elements of a possible work plan**

### **16:45 Conclusions**

### **17:00 End**