

**Operating Steering Committee for Trade Facilitation (OSC)
(MCD 2/25-1-2013/FEK 19A)**

Workgroup: LEGISLATIVE ISSUES

OSC responsible	Mrs Vasiliki Lountzi
Project Manager	Vassilis C. Karamitsanis Attorney-at-Law E.M.L.E. - Counsel to the Minister of Development vkaramitsanis@ypanyp.gov.gr
Project Manager(s) From OSC Support Team	
Members	Chrysoula Papadimitriou Agriculturist – Member of ΕΣΕ – Advisor to the General Secretary, Ministry of Rural Development & Food cpapadimitriou@hq.minagric.gr
	Ourania Papageorgiou Member of OSC - Executive of Exports Procedures Directorate, Ministry of Development opapageorgiou@m nec.gr
	Dimitris Tsagalakis Executive of Customs Procedures Directorate, Ministry of Finance dtsagalakis@2001.syzefxis.gov.gr
Intern	George Zografos LLB Law Student, University of Kent george.z10@hotmail.co.uk

The work-group's competencies and responsibilities include:

- Determining the actions and issues that are to be considered and examined, as well as their documentation and acceptance. In addition, the group is to prioritise its actions reflecting a hierarchy accorded by the Road Map, Greece's MOU commitments, the findings of the BPA studies, other potential findings and propositions, market stakeholders' requests, international developments etc,
- Determining the intermediate and final objectives, the timeframe within which they are to be achieved, as well as the intermediate and final deliverables,
- Identifying the necessary resources (human capital, financial resources etc),
- Identifying the areas in which technical support, international best practices and knowhow are of necessity,

- Supervision so as to ensure the effective implementation of the actions and deliverables,
- The establishment of an information feeding and updates mechanism reporting to OSC
- The co-operation with stakeholders from the business community etc.

The group is to convene on a regular basis. The Project manager has the responsibility of initiating and organising the meetings, while the OSC responsible may also assume that role. In every meeting, a formal record of the main points arising from the discussion is to be kept and the team is to decide which one member (and one substitute) will take on this responsibility.

In the interest of more efficient supervision and effective completion of the actions, and in order to ease the completion of its tasks; the team may assign to specific members (in teams of 2-3 people) tasks on which they are to focus, relating to certain areas of specialisation. This division of labour will be done where it is deemed beneficial and with the Project Manager's consent and responsibility.

The Project Manager is responsible for the drafting of a detailed project plan regarding the actions within the group's competency, which are to be decided. The group may also decided to draft more than one project plan, in order to ease the systematic implementation of separate yet interrelated actions. The responsibility of drafting and supervising the implementation of each project plan is assigned to the project manager- member of the group.

Every project plan is proposed and approved by OSC. The supervision of the implementation of every project plan is a responsibility of each respective project manager, and accounts for the main workload of his/her group. The ESE responsible along with the project manager(s) is to update OSC following every meeting (or with unscheduled updates if need be) on the progress of the projects and on other matters within the group's competency.

A further duty for each group is to establish a permanent co-operation and two-way communication channel with the relevant agencies and stakeholders.

Project manager – project plan

Namely, the project manager is responsible for:

- The drafting of the project plan, which must be agreed on by the rest of the group,
- Regularly updating the team members on the course of implementation,
- Reporting to the group on any potential difficulties and matters which arise,
- The group's interaction with different agencies and stakeholders etc.

The project plans are the work group's main documents, and are necessary in order to ease the supervision of the implementation of each project, achieving all the pre-agreed targets. The project plans must include, amongst other things:

- The reference to the Roadmap action or any other action source (eg BPA findings, market or business community issues etc),
- The objectives
- The final and intermediate deliverables, and the desirable outcomes
- The expected improvements for stakeholders including some key performance indicators
- The implementation phases and timeframe
- The description of activities
- Dependencies, contingencies and risks (required additional funding, support by other agencies etc)

The primary objective of the project plan is to enable OSC and other relevant stakeholders to track and therefore supervise the implementation of each project.

It is the project manager's responsibility to determine the manner and method of implementation for each project, while the work-group's responsibilities include checking the credibility of the plan and supervising the progress of its implementation.

Deliverables-actions

- The mapping of the relevant national and European Union, primary (laws, presidential decrees., EC regulations) and secondary (ministerial decisions, circulars, EC directives etc.) legislation which governs the export procedures, ranging from the pre-customs' stage to the product's arrival at the exporting destination.
- The identification of the regulatory or legislative matters in need of a solution, in light of the entirety of the export process and the recommendation of legally viable solutions to the OSC, with special emphasis on the customs fees currently burdening exporters.
- An immediate proposal regarding legislative or regulatory interventions to be made to OSC covering matters of relative urgency in the export procedures. Especially on matters relating to Greece's contractual obligations.
- Simplification of the relevant legislation and a reduction of customs
- The compilation of a brief guide, in the mid-term, in both Greek and English, the content of which will include useful guidelines from a legal perspective for the exporters from Greece with pending title "The exporters' Decalogue"

Workgroup : Legislative Issues

