

## The Workshop

The United Nations Conference on Trade and Development (UNCTAD) and United Nations Economic Commission for Europe's Centre for Trade Facilitation and Electronic Business (UN/CEFACT) are organizing a two-day workshop to strengthen the work of national and regional trade facilitation bodies.

Trade facilitation bodies can play an important role in helping countries simplify and standardize their trade procedures and trade information flows. By involving all stakeholders (private and public) in the design and implementation of trade facilitation measures, they help to ensure that the trade facilitation needs are properly identified and that the proposed solutions are effective.

However, not all countries have a well-functioning national trade facilitation "platform". Nor are all trade facilitation bodies equally successful in their work.

The workshop aims to identify best practices in establishing effective national and regional trade facilitation bodies and ensuring their sustainability. It will highlight the needs and main challenges in facilitating trade at the national and regional level. It will also present the latest developments in trade facilitation tools and instruments.

This workshop forms part of the UNCTAD technical assistance project "*Support to trade facilitation platforms in developing countries*", which is funded by the Government of Sweden.

## What will be covered

### Day 1: National and Regional Trade Facilitation Bodies: country's experiences

Day one will include presentations by several trade facilitation organizations, which will describe:

- Their organizational aspects
- Mandate and main goals
- Financing
- Main activities
- Lessons learned.

Interactive discussion sessions will be held in the second part of the day to allow participants express their views and share their experiences on what works and what does not work in practice. Outcomes of the discussions will be presented at the beginning of Day two.

### Day 2: Facilitating trade in the changing environment

Day two will focus on the international context of trade facilitation activities.

During the morning session, experts from international organizations will describe what trade facilitation tools and instruments they can make available to trade facilitation bodies.

In the afternoon, a panel composed of representatives of trade facilitation bodies and international organizations will discuss the role of these bodies in the current trade facilitation environment, especially in the light of the negotiations at the World Trade Organization.

## Speakers

Speakers will include representatives of national and regional trade facilitation bodies, and experts in trade facilitation trends and techniques from UNECE, UN/CEFACT, UNCTAD and the World Bank.

## Who should attend

The workshop is targeted at national and regional trade facilitation organizations.

## Registration

To participate, please return the completed registration form before 24 October 2006 to:

**Ms. Birgit VIOHL**  
UNCTAD Trade Facilitation Section  
Tel: (+41) 22 917 52 91  
Fax: (+41) 22 917 00 50  
Email: [birgit.viohl@unctad.org](mailto:birgit.viohl@unctad.org)

As space is limited, early registration is advisable.

Limited funds to cover travel expenses are available for selected participants from developing and least-developed countries. Persons applying for financial assistance should send Ms. Birgit VIOHL the following documents by **September 29**:

- Short motivation letter
- Curriculum vitae
- Full contact information
- Registration form.

Funded participants will be expected to prepare a brief (two-to-three page) paper on issues related to the activities of their organization.

**For further information please contact:**

**Maxence ORTHLIEB**

Chief, UNCTAD Trade Facilitation Section  
or Ms. Birgit VIOHL  
Tel. (+41) 22 917 52 91  
Fax (+41) 22 907 00 50  
E-mail: [birgit.viohl@unctad.org](mailto:birgit.viohl@unctad.org)

**Tom BUTTERLY**

Team Leader, Trade facilitation  
UNECE Global Trade Solutions Section  
or Ms. Azhar JAIMURZINA  
Tel. (+41) 22 917 26 60  
Fax (+41) 22 917 06 29  
E-mail: [azhar.jaimurzina@unece.org](mailto:azhar.jaimurzina@unece.org)

**Background information  
on national trade facilitation bodies**

**UN/CEFACT Recommendation No. 4:  
National Trade Facilitation Bodies**

[www.unece.org/cefact/recommendations/rec04/  
/rec04\\_ecetrd242e.pdf](http://www.unece.org/cefact/recommendations/rec04/rec04_ecetrd242e.pdf)

**UNCTAD Trade Facilitation Handbook  
(Part I) "National Facilitation Bodies:  
Lessons from Experience"**

[www.unctad.org/en/docs/sdtet1b20051\\_en.pdf](http://www.unctad.org/en/docs/sdtet1b20051_en.pdf)

**Global Facilitation Partnership for  
Transportation and Trade**

[www.gfptt.org/](http://www.gfptt.org/)

**UNCTAD / UNECE  
Workshop  
Strengthening National and  
Regional Trade Facilitation  
Organizations**

**31 October – 1 November 2006**

**Geneva, Palais des Nations  
Room V**

**Organized by**

**United Nations Conference  
on Trade and Development (UNCTAD)**

**and**

**United Nations Centre for Trade  
Facilitation and Electronic Business  
(UN/CEFACT)**



---

**UNITED NATIONS**