



# WORLD TRADE ORGANIZATION

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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
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## **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](mailto:logistics.unit@wto.org)**.

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The WTO Secretariat reserves the right to postpone or cancel this activity in the event of overriding circumstances beyond its control or reasons that render the execution of the activity impracticable.

Selected participants will receive confirmation directly.