



WORLD TRADE ORGANIZATION

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To: Heads of Delegation Members and Observers to the WTO	E-mail: List attached
From: Bridget Chilala  Director Institute for Training and Technical Cooperation World Trade Organization	Date: 06 March 2018
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**Regional Workshop on Trade in Services for Central and Eastern Europe, Central Asia
and Caucasus Countries
23 - 25 May 2018
Joint Vienna Institute, Vienna, Austria**

The Secretariat of the World Trade Organization is organizing in partnership with the Joint Vienna Institute a **Regional Workshop on Trade in Services for Central and Eastern Europe, Central Asia and Caucasus countries**. It will be held in **Vienna, Austria, from 23 to 25 May 2018**.

THE WORKSHOP

The main objective of this Workshop is to assist government officials from the beneficiary countries in enhancing their knowledge and understanding of trade in services, relevant policy and regulatory instruments, and new approaches to negotiating issues. The Workshop will also provide an opportunity to train participants on existing tools for services trade analysis, and provide a forum for participants to exchange views and share national and regional experiences with respect to opportunities and challenges in services trade.

INVITATION TO PROPOSE CANDIDATES FOR PARTICIPATION

Your Government is invited to submit the names, for consideration in the selection process, of up to **four capital-based officials** with substantive professional responsibilities in trade in services. These have to be officials in charge of, or participating in, service trade negotiations (at the bilateral, regional and/or multilateral level) or, alternatively, officials with responsibility for the regulation or supervision of a given service sector and working together with the trade in services officials. Participants are required to be fluent in **English** which will be the working language of this event.

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CRITERIA FOR THE SELECTION OF PARTICIPANTS

The WTO Secretariat will conduct a selection process to fill the **30 available spaces** for the seminar. Applications will only be considered from candidates who have experience and current job descriptions directly relevant to the subject of the Workshop (i.e., trade in, or regulation/supervision of services) as described above. At equal level of competence, preference will be given to applicants for whom the training will be most relevant, and who have already undertaken the WTO E-Learning course on the GATS – or equivalent training provided by another competent international organization (further information available on: <https://etraining.wto.org/>). Alternatively however, applicants may also show commensurate knowledge or professional experience.

COSTS COVERED FOR PARTICIPANTS

An economy-class round-trip air ticket (excursion fare, if applicable), daily subsistence allowance for the duration of the Workshop only will be financed, as well as terminal expenses for selected participants (allowances to be paid on the opening day of the activity). Other administrative arrangements shall be communicated directly to the selected participants in due course.

The WTO Secretariat reserves the right to postpone or cancel the activity in the event of overriding circumstances beyond its control.

THE APPLICATION PROCESS

..... We kindly ask you to complete and return the attached registration form. We also request that care be exercised in clearly entering details of the name, title, full address, telephone and e-mail address of your nominee. Finally, please specify the family name in capital letters. **The completed registration form should be returned to the Logistics Unit, WTO Institute for Training and Technical Cooperation (Tel: +41 22 739 6440; Fax: +41 22 739 57 24; Email: logistics.unit@wto.org) NO LATER THAN FRIDAY 23 MARCH 2018.**

In light of the complex arrangements involved in the organization of this seminar, the Secretariat would not be in a position to process the names of further nominees identified beyond this deadline.