Training Workshop on "Single Window" for Iraq
16-17 January 2018,
UN House Beirut, Lebanon

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Agenda

Tuesday 16th January 2018	
10:00- 10:15	**Opening statement** **ES/EDID Director**
10:15- 11:30	**Session 1: Introduction to Single window system and International Standards for Single Window** This session will present a general introduction to the SW system and its main functions, the benefits and costs and the challenges facing the implementation of a single window system in a developing country's context. The session will also focus on the UNECE Single Window Recommendation 33 and the related UNECE recommendation 34 on Data Simplification and Standardization for International transactions. It will introduce the concept of Single Window Architectures and single Window master plan **Speaker: Lance THOMPSON**
11:30-12:00	**Coffee break**
12:00- 13:00	**Session 2**: **Single Window implementation choices and Business Process Analysis** This session will present the various choices for implementing a single window system as outlines in the AACE guide and the Business Process Analysis methodology (BPA), largely used for the analysis of a business with a view to understanding the processes and improving the efficiency and effectiveness of its operations. **Speaker: Lance THOMPSON**
13:00 – 14:00	**Lunch break**

| 14:00- 15:00 | **Session 3: Single Window environment and International experience in establishing a Single Window**

This session will present the actual situation of Single Window Environment, will introduce the WCO Compendium on Single Window and will highlight the international experiences in setting up a SW.

Speaker: Lance THOMPSON |
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Wednesday 17th January 2018	
9:00- 10:30	**Session 4: Experiences from Single Window implementation in MS: the cases of Tunisia and Morocco**
This session will review the status and process of developing a single window system in Tunisia and Morocco highlighting the challenges and lessons learned and the benefits resulting from implementing the system in terms of the saving and efficiency.

Speaker 1: Mustapha Mezghani, Tunisia
Speaker 2: Jalal Benhayoun, Morocco |
| 10:30-11:00 | **Coffee break** |
| 11:00-12:00 | **Session 5: Elaborating a National Trade Facilitation Roadmap to support the establishment of a Single Window**

A National Trade Facilitation Roadmap (NTFR) provides a strategic vision and an action-oriented plan, including a single window component, for trade facilitation agreed by all key stakeholders in order to reach pre-defined goals that will be measured with the help of performance indicators. This presentation introduces the components of an NTFR and how it can be a tool to support the implementation of complex trade facilitation measures such as the single window.

It presents a tailor-made methodology and document structure, based on lessons learned from trade facilitation experts around the world. This first presentation will explore the benefits and the process of establishing such a NTFR.

Speaker: Lance THOMPSON |
| 12:00- 13:00 | **Session 6: The content of a trade facilitation implementation roadmap**

Focusing on the establishment of a single window, this part of the day will be dedicated to learn how a NTFR should be drafted, including: Vision statement, baseline current situation, identifying goals, performance indicators (focus on single window), activities, identifying activities prioritization and Implementation schedule, governance structure, resources mobilization and risks and assumptions. |

	Speaker: Jalal Benhayoun
13:00- 14:00	**Lunch break**
14:00- 15:00	**Session 7: Reducing delays at borders** This session will explore some trade facilitation measures aimed at streamlining import, export and transport procedures, including: -Risk management -Pre-arrival processing -Authorized Economic Operator **Speaker: Mustapha Mezghani**
15:00- 16:00	**Session 8: brainstorming** This session will brainstorm and discuss a plan for Single window implementation in Iraq highlighting foreseen opportunities and challenges. **Moderator: Lance THOMPSON**
	Conclusion