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**ANNUAL REPORT 2021
TRADE FACILITATION AGREEMENT FACILITY (TFAF)**

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EXECUTIVE SUMMARY

This report sets out the activities and outcomes of the WTO's Trade Facilitation Agreement Facility (the Facility, or TFAF) for the calendar year 2021, as required by the Operational Guidelines. The report is organised according to the TFAF's priorities provided in G/TFA/3.

OVERALL ACTIVITIES

In 2021 TFAF focused on delivery of the grant programme and the completion of a major overhaul of the website's content management system. TFAF also launched the procurement process for an external evaluation. At the request of a Member in the WTO TF Committee, a moratorium was applied to all TFAF technical assistance activities, not including the grant programme, from October 2020 to late October 2021. The delivery of the TFAF grant programme was also impacted by the continued COVID-19 pandemic and its knock-on effects on travel and remote-working.

GRANT PROGRAM

In 2021, **two expressions of interest were circulated on behalf of LDC Members** covering 11 provisions of the TFA. Both **immediately led to a development partner stepping forward to offer assistance** to the applicant Members.

Expert consultants engaged by the TFAF **completed project preparation grant projects with six Members and one regional group**. Collectively these projects sought to identify support for the implementation of 38 provisions of the TFA.

Development partners stepped forward to assist in response to four of the PPGs, while efforts to identify others are on-going. Any unmet needs can be developed into an application for a TFAF implementation grant, upon request of the Member.

One Member was awarded a project preparation grant, to be delivered in the first quarter of 2022 on 2 provisions of the TFA.

One application was submitted for a project implementation grant covering 3 provisions of the Agreement but was rejected by the selection committee on the grounds that they did not judge the interventions proposed in the application would lead to the implementation of the provisions in question.

TECHNICAL ASSISTANCE ACTIVITIES

On 28 October 2021, TFAF received Members' approval¹ to resume technical assistance activities after the creation of an on-line password protected activity tracker that provides information on activity requests and enables Members a comment period.

WEBSITE

The TFAF website had a total of **92,715 visitors** in 2021, generating **162,179 unique page views**.

The final phase of the website's upgrade (the first since its launch, with the aim of enhancing the website's user experience and improving security) also took place in 2021, followed by the official relaunch of the English version of the website in November 2021. The upgraded website platform was necessary to support a password protected activity tracker that contributed to the lifting of the activity moratorium.

PROGRESS

By the end of 2021, a total of 18 expressions of interest had been circulated by the TFAF grant programme. This represents just under **30% of eligible² Members whose needs have either**

¹ JOB/TF/231

² Developing country Members who have ratified the TFA and presented Category C notifications.

been matched with a development partner or have led to a draft application for a TFAF project preparation grant. In 2021 seven unmatched expressions of interest were developed into a successful TFAF project preparation grant project. Of those seven, **four completed PPGs led to a development partner(s) stepping forward to propose implementation** assistance for a total of 33 provisions of the TFA notified under Category C. Discussions to identify a partner for two other PPGs continue, while one was submitted as an application for a TFAF project implementation grant.

BUDGET

The full list of donors include: Australia, Austria, China, Czech Republic, Finland, France, New Zealand, Norway and the United Kingdom, plus three legacy donors, Ireland, Separate Customs Territory of Taiwan, Penghu, Kinmen and Matsu and the United States³.

In 2021, the TFAF **spent a total of 307,744.61 Swiss Francs** (CHF) from total funds of CHF 4,958,312.19⁴. The closing balance on 31 December 2021 was CHF 4,650,567.58.

TRADE FACILITATION AGREEMENT

The WTO Trade Facilitation Agreement entered into force on February 22, 2017, when more than two-thirds of the WTO Membership had domestically ratified a Protocol of Amendment and notified the WTO of their acceptance of this Protocol. The WTO Committee on Trade Facilitation was also created when the Agreement entered into force. The Committee held seven formal and six informal meetings in 2021.

At the beginning of 2021, 152 of the WTO's 164 Members had successfully ratified the Agreement. Two additional ratifications⁵ were received in 2021, bringing the total to 154, just under 94% percent of the Membership.

The TFA contains numerous notification requirements. The A, B, C related notification requirements have specific deadlines. These are the notifications required for developing and LDC Members taking advantage of the provisions allowing them to self-determine the date of implementation for each TFA measure. All ABC-related notification deadlines for developing Members finished in 2019. The year 2021 contained a deadline requiring LDC Members to notify their indicative implementation dates for provisions notified in Category C by February 22. Other notification deadlines are based on the implementation schedule of the Member. Over the course of the year, developing and LDC Members submitted 78 notifications relating to the ABC requirements, transparency, and technical assistance and capacity building. Ten LDC Members and one developing Member submitted notifications relating to the arrangements of the technical assistance and capacity building.

TRADE FACILITATION AGREEMENT FACILITY

The TFAF was created to assist developing and LDC members find the support they need to implement the TFA. It came into force in 2015. It is operated by the WTO Secretariat and funded by WTO Members on a voluntary basis.

In October 2020, a Member in the WTO TF Committee objected⁶ to the draft TFAF 2021 workplan and requested a moratorium on all TFAF technical assistance activities because it felt that the TF Committee should have a more formal role in the governance of the TFAF. Responding to this moratorium, the Chair of the Committee held eight⁷ rounds of consultations with Members in 2021, four of which were small group meetings and four with the full TFC Membership. In October 2021 Members agreed that technical assistance activities could resume with new procedures⁸ adopted

³ Legacy donors provided funds to the trade facilitation needs assessment trust fund that were transferred to the TFAF trust fund when it was created.

⁴ Including opening balance, interest on investments and new contributions received in 2021.

⁵ One of which being the United Kingdom which had previously ratified the Agreement as a Member State of the European Union.

⁶ G/TFA/M/13 (21 December 2020) Paragraph 2.93

⁷ 20 May, 9 June, 7 July, 28 July, 15 September, 1 October, 14 October

⁸ JOB/TF/231

that require activity request forms submitted by Members to be posted on an online activity tracker accessible to Members with a period for them to comment on the activity. Discussions to agree a formal update to the governance framework of the facility continued into 2022.

The Operational Guidelines require an independent evaluation of the TFAF to be commissioned by the fifth anniversary of the entry into force of the TFA. In December 2021, the Facility launched the procurement process to engage experts to carry out this evaluation.

A. GRANT PROGRAMME⁹

Expressions of interest:

The first step of the TFAF grant program is the circulation of an expression of interest from the requesting Member to the development partners with the aim of finding implementation support. In addition, in response to the circulation of the expressions of interest, development partners frequently provide information about on-going programs which further adds to the awareness/knowledge of TFAF staff.

In September an Expression of Interest from **Vanuatu**, an LDC, was circulated, identifying needs related to the implementation of the following Category C-designated provisions of the TFA:

Art. 5.3 - Test Procedures

Art. 7.4 - Risk Management

Art. 7.6 - Establishment and Publication of Average Release Times

Art. 7.7 - Authorized Operators

Art. 10.3 - Use of International Standards

Art. 10.4 - Single Window

The Trade Facilitation Support Program (TFSP) of the World Bank Group immediately responded to offer implementation assistance with all six provisions.

In November a request from **Malawi**, an LDC, was circulated, identifying needs related to the implementation of the following Category C-designated provisions of the TFA:

Art. 3 - Advance Rulings

Art. 4 - Right to Appeal or Review

Art. 7.4 - Risk Management

Art. 7.5 - Post-Clearance Audit

Art. 7.6 - Establishment and Publication of Average Release Times

The TFSP immediately responded to offer implementation assistance with two provisions and to explore the possibility of supporting the others. If no support is forthcoming for any of the needs, an application for a TFAF PPG will be launched.

Outcome: Two expressions of interest were circulated in 2021 which led to implementation partners stepping forward to assist with 8 provisions of the TFA.

⁹ <https://www.tfafacility.org/grant-program>

1.1 Project Preparation Grants (PPGs):

If the circulation of the expression of interest does not identify a suitable partner, the Member is then eligible to apply for a Project Preparation Grant. The Project Preparation Grant is used to engage an expert consultant to assist the Member to articulate their TFA implementation needs for specified TFA provisions that the Member had notified in Category C, and to identify development partners to support implementation. If implementation support is not found for any of the TFA provisions that are subject of the PPG, then the Member is eligible to apply for a TFAF Project Implementation Grant(s).

In 2021, implementation support was identified through the PPG process for seven Members for a total of 38 TFA provisions.

The following table provides details on each PPG in chronological order

Member	Comments / response to EoI	Grant duration	Measures included in request	Overall budget (CHF)	Outcome of completed PPG
Grenada	EU emailed on 27/01 to say no duplication foreseen No support on these aspects by the EU as of yet.	PPG launched 01/10/2020 Final report 07/01/2021	Art. 1.4 Notification Art. 3 Advance Rulings Art. 4 Procedures for Appeal or Review Art. 6.1 General Disciplines on Fees and Charges Art. 6.2 Specific Disciplines on Fees and Charges Art. 7.2 Electronic Payment Art. 7.6 Average Release Times Art. 10.4 Single Window	7,137.04	Global Alliance for Trade Facilitation stepped forward in May 2021, bilateral discussions on-going UNCTAD also in contact
Namibia	IRU responded to propose technical expertise to respond on Art.11 needs.	PPG launched 04/01/2021 Final Report 31/03/2021	Art. 1.2 - Information Available Through Internet Art. 3 - Advance Rulings Art. 6.1 General Disciplines on Fees and Charges Art. 7.4 - Risk Management Art. 7.5 - Post-clearance Audit Art. 7.6 - Average Release Times Art. 7.7 - Authorized Operators Art. 7.8 - Expedited Shipments Art. 10.4 - Single Window Art. 10.6 - Customs Brokers Art. 11 - Transit	18,261.00	WEF stepped forward in May 2021, bilateral discussions on-going UNCTAD also in contact

Member	Comments / response to EoI	Grant duration	Measures included in request	Overall budget (CHF)	Outcome of completed PPG
Dominican Republic	No response from donors received signalling no fears of duplication.	PPG launched 01/02/2021 Final report 31/03/2021	Art. 7.4 - Risk Management Art. 7.9 - Perishable goods Art. 10.4 Single Window	16,254.70	TFAF Project Implementation grant application for 3 articles launched on 04/10/2021
Guyana	No national trade program for EU, covered by TRADECOM & EPA support program - no overlap foreseen.	PPG launched 01/04/2021 Final report 09/06/2001	Art. 1.3 - Enquiry Points Art. 3 - Advance Rulings Art. 5.3 - Test Procedures Art. 7.3 - Separation of Release Art. 7.4 - Risk Management Art. 7.5 - Post-Clearance Audit Art. 7.7 - Authorized Operators Art. 7.9 - Perishable goods Art. 8 - Border Agency Cooperation Art. 10.4 - Single Window	21,384.67	Global Alliance for Trade Facilitation stepped forward in May 2021, bilateral discussions on-going UNCTAD also in contact
Mongolia	World Bank Group Trade Facilitation Support Programme (TFSP) doing trade portal, Time Release Study and support to NTFC	PPG Launched 01/04/2021 Final report 30/09/2021	Art. 3 Advance Rulings Art. 8 Border Agency cooperation Art 10.3 Use of International Standards Art 10.4 Single window	14,029.80	TFAF hosted development partner coordination meeting: EU plan to assist Art. 8 and 10.4 TFSP plan to assist Art. 3 Consultant gave guidance to NTFC on how to implement Art. 10.3 including attendance at WCO meetings, no further assistance needed.
CARICOM Regional project	EU emailed on 19/02 to say no	PPG undertaken	Art. 7.4 - Risk Management	30,968.07	As the first regional project, discussions are on-going to identify implementation

Member	Comments / response to EoI	Grant duration	Measures included in request	Overall budget (CHF)	Outcome of completed PPG
covering 11 Members: Dominica, Grenada, Guyana, Antigua and Barbuda, Barbados, Belize, Jamaica, Saint Kitts and Nevis, Saint Lucia, Saint Vincent and the Grenadines, and Trinidad and Tobago.	duplication foreseen	in two phases: 01/06/2021 – 31/07/2021 and 01/10/2021 - 31/12/2021			partners, or to consider as TFAF project implementation grant application.
Jamaica	EU emailed on 14/02 to say no duplication foreseen. Discussions between EU and GoJ in 2020.	PPG Launched 01/08/2021 Final report 30/09/2021	Art 6.1. General disciplines on fees and charges.	13,239.00	Reports revised based on additional inputs from Member. Discussions on-going to identify development partner or to develop as TFAF implementation grant application.

Outcome: Seven TFAF Project Preparation Grant (PPG) projects were completed in 2021, with four identifying implementation partners.

All PPG reports are available to Members upon request. The report of the Namibia grant is attached in annex I as an example of the work produced.

In the first full year of conducting PPG projects, a number of lessons were learned leading to the emergence of best practices:

- Project preparation grants represent a great opportunity to identify implementation partners. To date more than half of completed PPGs have resulted in at least one partner stepping forward. Continuous attention will be paid to engaging development partners in the process and communicating the outcomes to them. Regular updates to partners reporting on upcoming, in-progress and recently completed grants have been successful in identifying possible implementation assistance.
- All grant projects in 2021 were delivered remotely due to the travel restrictions and sanitary rules associated with the COVID 19 pandemic. This approach is possible but requires strong coordination by the applicant Member to mobilise domestic stakeholders. Where this is lacking, it can be difficult to ensure the engagement to collect necessary inputs. While certain aspects of grant projects may be possible to be carried out remotely, when travel is possible grant projects will incorporate travel to applicant Members.
- When the grant program was created, it was expected that Members would submit an expression of interest for one or two of their Category C provisions, however, a number of Members have submitted an application for most or all of their Category C provisions. As a result, we have realized the importance of the Expression of Interest and, if necessary, the PPG grant report to assist many Members to identify potential donors.
- Progress has been made with two expressions of interest circulated for LDCs in 2021 and more in 2022. We expect more requests from LDCs after more have submitted their Category C definitive dates by the August 22, 2022, deadline. We will continue to reach out to the Members, but especially after this deadline.
- To identify suitable experts, the TFAF maintains a database of self-identified and recommended consultants. Experts for specific PPG projects are identified according to knowledge and experience of working on customs issues and the TFA, understanding of the process of designing projects for development assistance, language skills, experience of the country of region, proximity and time difference (for remotely-delivered projects) and recommendations from implementing partners. The TFAF will continue to balance a risk-based approach to ensure a quality outcome, alongside a desire to engage a pool of experts, with these goals in mind work will continue to develop and refine the database of consultants.
- The TFAF gathers feedback from the PPG expert consultants on the PPG template, supporting materials, and process and uses this feedback to improve the process and outcomes.
- Accurate estimates for the length of a project are difficult. As the projects are output driven, if the inputs are not received in good time, it can be necessary to extend projects. This needs to be communicated to experts in advance to ensure their availability to complete the work.
- As development partners step forward to offer implementation, TFAF steps back to allow bilateral discussions to take place. It is clear that TFAF needs to maintain communication with the applicant Member, so that the grant application can be reactivated as necessary if any needs are unmet following the conclusion of discussions with development partners.

2.1 Project Implementation Grants (PGs):

In 2021 one Member applied for a project implementation grant after the completion of their project preparation grant. The application was duly considered by a selection committee comprising representatives of developing and LDC Members and implementation partners. After due consideration, the committee did not approve the grant. The committee was not convinced that the interventions proposed in the application would directly lead to the implementation of the provisions of the TFA identified.

B. TECHNICAL ASSISTANCE ACTIVITIES

No technical assistance activities were conducted in 2021 due to the moratorium. Throughout 2021 the Facility supported the discussions in the WTO TF Committee on its governance. Revisions to procedures were proposed to increase transparency and avoid duplication of events by allowing Members a time period to ask for further information or comment on activity requests. These **revised procedures¹⁰ were approved by the Committee in late October 2021** allowing technical assistance activities to recommence with the launch of the activity tracker.

Any Member that has requested a username and password for the activity tracker has access to this information. An email is sent to these Members to inform them when a new activity is posted. Members are generally given two weeks to comment on the request before TFAF can commit to conduct the activity.

This was the first step in the creation of a new governance framework¹¹ that was approved by Members in 2022.

Please refer to the document in Annex 1 which was circulated¹² to Members by the Chair of the TF Committee to describe the steps followed by the TFAF when receiving an activity request:

¹⁰ These revised procedures were included in a new governance framework that was created and approved by Members in 2022 that supplement the TFAF Operational Guidelines to take into account the evolution of the needs of Members as expressed through the Committee.

¹¹ G/TFA/3

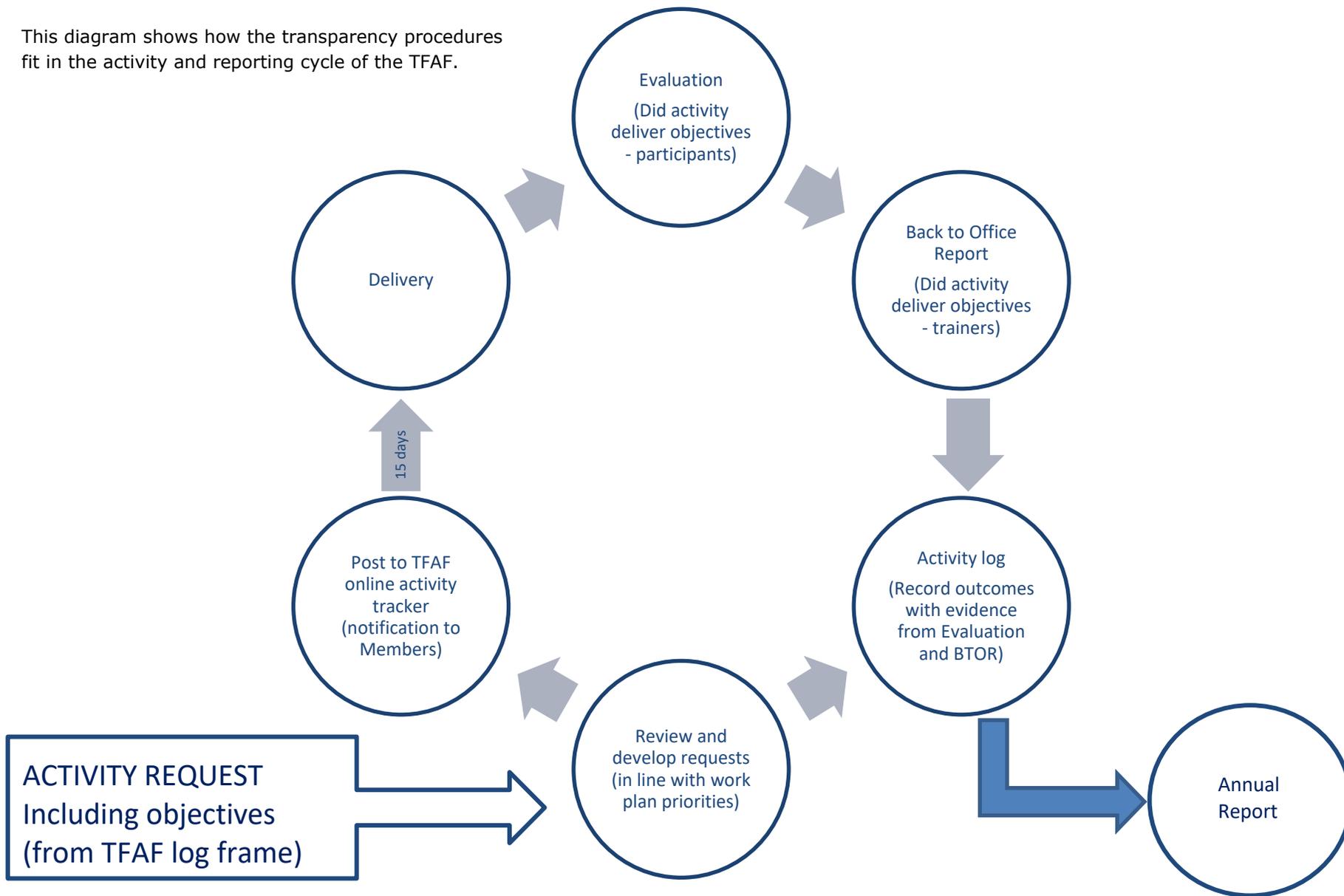
¹² JOB/TF/231

The online activity tracker compiles the activity requests and is accessible to Members who have requested access:



Member	Activity Type	Objectives	Dates	Status	Member Query	View Details
Senegal	National	Preparation of TFA notifications	5 May 2022	To be delivered by partners		Download
Maldives	National	Preparation of TFA notifications Enhance the operation of the national trade facilitation committee Find assistance for implementation of the provisions of the TFA	26 June-07 July 2022	Registered		Download
Mongolia	National	Enhance the operation of the national trade facilitation committee	01-04 February 2022	Completed		Download
ALADI Asociación Latinoamericana de Integración	Regional	Enhance the operation of the national trade facilitation committee	01-04 February 2022	Completed		Download

This diagram shows how the transparency procedures fit in the activity and reporting cycle of the TFAF.



C. TFAF WEBSITE

- **TFAFacility.org website**

The TFAF website serves multiple functions. First, it provides transparency to the administration and work of the TFAF by publishing operational rules and guidelines, workplans and reports, as well as information about TFAF events. Second, it provides a platform to make resources available, in an easily accessible manner, that can assist Members to implement the TFA. For example, the TFA resources provides tools, instruments, guidelines, and case studies for each provision of the TFA. To assist developing and LDC Members to find implementation support, the website contains information and contact points for development partners and a searchable database of past and ongoing implementation assistance projects. Third, it provides a forum for Members and partner organizations to advertise relevant events or highlight trade facilitation success stories.

Outcome: In 2021, the website received **92,715 visitors**, generating a total of **162,179 unique page views**.

The Top 10 most visited core* pages were:

1. Homepage
2. The Trade Facilitation Agreement
3. Notifications
4. Article Resources
5. Ratifications
6. Covid-19 Repository
7. About the Facility
8. E-learning
9. Contact points and profiles
10. TFAF Grants Awarded

*Core pages denotes main pages on the website and excludes content such as news items

The top 10 visiting countries were:

1. Mexico
2. Colombia
3. Indonesia
4. Peru
5. India
6. United States
7. Ecuador
8. Spain
9. France
10. Argentina

This year, work concluded on the first major upgrade of the website's content management system since its launch in 2014. In addition to providing strengthened security, this upgrade allowed for the expansion and enhancement of the site's features and functions, as well as easier dissemination of information all while making the site more user-friendly. The relaunch of the redesigned website took place in English in November 2021, following a user-testing phase. The launch of the French and Spanish versions followed in early 2022.

The process of migration involved a complete redesign in addition to the transfer of existing information from the old site to the new site.

Several improvements were made to the website, most notably an improved user experience via a new, modern, and easy to navigate design. The website is now also a fully mobile-responsive site, meaning members, partners and external audiences can access it without issues on any mobile device. Improvements also allow for easier access to contact point information, resources, guidelines, case studies, reports, events and more. Another major change is automatic data syncing between the TFA database and the TFAF site, allowing for up-to-date sharing of notification and ratification information and ensuring greater cohesion between the website and database.

To enhance support for Members in 2021, the following new webpages and tools were added/enhanced:

- **Grant Tracker**
Formally the Grants Awarded page, the Grant tracker has been expanded to include a section on Expressions of Interest that resulted in successful matchmaking of needs with implementation partners.
- **TFAF Activity Tracker**
A password protected activity tracker was added at the request of Members to enhance transparency around TFAF's activities. The activity tracker lists both national and regional activities requested by Members with the purpose of fulfilling objectives ranging from preparation of TFA notifications to enhancing the operation of their National Trade Facilitation Committees. The page tracks the requesting members, proposed/final activity dates, whether the activity was delivered by partners or the facility as well as providing a downloadable file to view more details about the activity. The on-line Activity Request form was updated to collect additional information needed for the Activity Tracker.

CROSS-CUTTING ISSUES

Prioritising the needs of LDCs is a cross-cutting issue for the TFAF, demonstrating a continued focus on the needs of LDC Members, circulation of expressions of interest on behalf of two LDC Members led to the identification of development partners for the implementation of eight provisions of the TFA.

Each of the seven project preparation grants contains a section on cross-cutting issues which seeks to contextualise the proposed implementation of the TFA provisions within the applicant Member's national policies on gender, environment and climate change.

RISKS

In 2021 the two highest impact risks were the continued impact of the COVID-19 pandemic that limited direct contact with Members, and the moratorium on activities requested by a Member in the WTO TF committee. Both risks were managed throughout the course of the year through a combination of remote working and by participating in the small group consultations convened by the Chair and responding to issues raised by Members. As described in section C above, updated transparency procedures were proposed that ultimately led to the lifting of the moratorium.

A risk register will be maintained for all activities in 2022, with lessons and mitigations measures identified for the subsequent annual report.

2021 FUNDS

TFAF expenditure rose from CHF 294,921.74 in 2020 to CHF 307,744.61 in 2021. **This represents an annual increase of CHF 12,822.87 , or just over 4%.** The increase in expenditure, despite the moratorium on TA activities was due to the increase of TFAF grants. It is still significantly lower than previous years due to the combined effects of the moratorium and the COVID 19 pandemic.

The remaining balance in favour of development partners reflects the need to maintain sufficient funds to cover future grant awards.

All the figures in the following tables are in Swiss Francs (CHF)

Opening Balance as at 1 January 2021¹³	4,935,746.44
Australia (<i>contribution to TFAF and transfer from TTFNA</i>)	508,565.56
Austria (<i>contribution to TFAF</i>)	132,930.85
China (<i>contribution to TFAF</i>)	642,686.09
Czech Republic (<i>contribution to TFAF</i>)	21,281.74
Finland (<i>contribution to TFAF</i>)	269,960.20
France (<i>contribution to TFAF</i>)	264,901.30
Ireland (<i>transfer from TTFNA</i>)	21,775.84
New Zealand (<i>contribution to TFAF</i>)	29,828.05
Norway (<i>contribution to TFAF and transfers from TTFNG and TTFNA</i>)	2,809,851.78
Separate Customs Territory of Taiwan, Penghu, Kinmen and Matsu (<i>transfer from TTFNA</i>)	21,212.61
United Kingdom (<i>contribution to TFAF</i>)	225,719.19
United States (<i>transfer from TTFNA</i>)	27,239.03

Contributions Current Year	
Czech Republic	22,565.03

TOTAL FUNDS 2021 **4,958,312.19**

TOTAL EXPENDITURES **307,744.61**

BALANCE IN FAVOUR OF DEVELOPMENT PARTNERS **4,650,567.58**

BALANCE PER DEVELOPMENT PARTNER

Australia	473,148.34
Austria	123,673.36
China	597,928.53
Czech Republic	40,947.29
Finland	251,159.79
France	246,453.20
Ireland	20,259.34
New Zealand	27,750.78
Norway	2,614,169.76
Separate Customs Territory of Taiwan, Penghu, Kinmen and Matsu	19,735.33
United Kingdom	209,999.79
United States	25,342.07

TFAF: Trust Fund for Trade Facilitation Facility

TTFNA: Trust Fund for Trade Facilitation National Needs Assessments

TTFNG: Trust Fund for Participation of Capital-Based Officials in Negotiating Group Meetings

¹³ Including interest deductions

ANNEX 1 DOCUMENT CIRCULATED¹⁴ TO MEMBERS BY THE CHAIR OF THE TF COMMITTEE TO DESCRIBE THE STEPS FOLLOWED BY THE TFAF WHEN RECEIVING AN ACTIVITY REQUEST.

Use of Online Request Form and Tracker Dashboard¹⁵

1. A Member makes a request to TFAF for technical assistance and capacity-building support (TACB).
2. The TFAF checks the request to make sure that it conforms with the type of activities delivered by TFAF and that all necessary information has been provided. TFAF will work with the applicant to fill any information gaps, as required.
3. After check by TFAF is complete, the request is posted on the request activity tracker.
4. A notification of the new request is sent to Members who have requested such notification from the system.
5. Any Member having questions can direct them to the activity requester.
6. The final outcome is envisaged to be one of the following, although exclusively so:
 - a) TFAF will arrange for the delivery of the activity in terms of the requested TACB needs;
 - b) Another Member, in collaboration with the requesting Member, will arrange for delivery of the activity in terms of the requested TACB needs;
 - c) A combination of both (Member and TFAF) in collaboration with the requesting Member will arrange for delivery of the activity in terms of the requested TACB needs.

The online activity request form¹⁶ asks the following:

WTO Member or Member Group (e.g. regional organization representing WTO Members or other groups such as LDC Group)*

If a Member Group is requesting the activity, please list the invited WTO Members/Observers
Please provide the name of the person with whom we can discuss this request:*

All national activity requests must be approved by your Geneva Mission or Permanent Representation, please provide the name of the official that can confirm this

For a national event, do you have an operational National Trade Facilitation Committee (NTFC)?

Please verify and confirm that the contact point information for your National Trade Facilitation Committee is correct on the contact points and profiles page.

If you need to update your contact point information, kindly use this form

Has this request for a national activity been approved by your NTFC?

For All Activities

- Proposed start date of activity
- Proposed end date of activity
- Working Language

The objective of the activity is to (Please identify the broad aim, more detail can be given in expected outcomes below [All TFAF activities must contribute to one of these aims]):

- Ratify the TFA
- Preparation of TFA notifications
- Enhance the operation of the national trade facilitation committee

¹⁴ JOB/TF/231

¹⁵ Otherwise referred to as activity tracker

¹⁶ https://wto.formstack.com/forms/tfaf_ta_virtual

- Find assistance for implementation of the provisions of the TFA

Brief description of activity

Participants will include (tick as many as apply):

- Ministry of Trade
- Ministry of Finance
- Customs
- Ministry of Agriculture
- Other government organizations
- Private Sector
- Members of the National Trade Facilitation Committee
- Academia
- Other:

Level of TFA knowledge of participants:

- Beginner
- Intermediate
- Expert
- Mixed

Estimated number of participants

Expected outcomes from a successful workshop (select all that apply):

- Ratification of the TFA
- Find assistance for implementation of the provisions of the TFA
- Submit notifications within agreed deadlines
- Enhance the operation of the national trade facilitation committee

Please select options to measure the success of the activity.

Please identify risks that could limit the successful outcomes of the workshop:

- Political Risks
- LDC Capacity issues
- Changes in government
- Financial transfer problems
- Political disengagement of donors
- Lack of backing for notification process

Technical Risks

- Capacity constraints
- Difficulties in engagement between private sector and NTFC
- Insufficient supply of experts with necessary expertise to respond to requests for support
- Problems with project formulation (scope, detail, duplication, ...)
- Requests out of sync with donor programming cycles
- Turnover of staff leading to delays in processes
- Lack of engagement/response to technical requests by donor partners
- Insufficient, sustainable or predictable funding throughout the life of the Facility
- Technical training does not convert to political commitment through silos
- Language issues (outside of WTO working languages) leading to lack of clear understanding

OPTIONAL INFORMATION:

What bilateral or multilateral donor/development partners are active in your country?

Has your country engaged with in-country donor/development partner representatives?

What support have you received from these donors/development partners with regard to the implementation of the TFA?

ANNEX 2 LOG FRAME

Result	Outcomes (Necessary steps to achieve the result, as established by the TFAF Operational Rules)	TFAF Outputs (TFAF actions that contribute to the outcomes)	Indicators (To measure that a specific output is contributing to an outcome)	Sources and Means of Verification [SMV] (To measure progress of the indicators)	Risks (Outside of TFAF control but with potential to limit its contribution)
Members have simplified border clearance	1. Find assistance for implementation of the provisions of the TFA	A.1. Matchmaking activities	Increased awareness of TFA provisions among target group. Category C commitments implemented	Primary SMVs Participant feedback WTO TF Committee Minutes Needs assessment results ABC notifications received	'Political Risks' - Changes in government - Insufficient political capital: e.g. TFA is an executive priority but TFA (or related provisions) not passed by Parliament - New laws and regulations not implemented - Political disengagement of donors - Lack of backing for notification process Technical Risks - LDC Capacity constraints - Difficulties in engagement between private sector and MCTF - Insufficient supply of experts with necessary expertise to respond to requests for support - Problems with project formulation (scope, detail, duplication, ...) - Requests out of sync with donor programming cycles - Turnover of Members' staff leading to delays in processes - Lack of engagement/response to technical requests by donor partners - Insufficient, sustainable or predictable funding throughout the life of the Facility - Technical training does not convert to political commitment through lack of internal communication or silos - Lack of demand by developing and LDC members - More stringent WTO financial rules concerning DSA discourages senior participants from attending workshops - Language issues (outside of WTO working languages) leading to lack of clear understanding
		A.2. Grant Program	Application for support to implement category C commitments submitted Funding Secured for implementation of category C commitments	TFAF Back to Office Reports (BTORs) Information/feedback from Members Information/feedback from donors Information/feedback from international organisations	
	2. Ratify the TFA	B.3. National workshops	Increased interconnectedness within target groups (within countries e.g. Border Agencies or across borders with other Members). Increased awareness of case studies or best practices in other Members	Secondary SMVs World Trade Reports Trade Policy Reviews (TPRs) World Bank Doing Business	
		B.4. Regional and sub-regional workshops	Increased awareness of necessary changes to domestic guidelines, procedures or legislation to align with TFA	World Economic Forum Enabling Trade Report	
	3. Submit TFA Section II notifications within agreed deadlines	B.5. National needs assessments	Domestic procedures (legislation, guidelines, procedures) completed to implement TFA provisions New institutions related to TFA implementation in place	OECD TF Indicators Official notifications to TF Committee as recorded on www.TFAdatabase.org	
		C.6. Thematic workshops	Significant changes to the organograms of existing institutions related to TFA implementation	TFAF Annual Report	
	4. Enhance the operation of their national trade facilitation committees	C.7. Website	Increased understanding of application process / programming for technical assistance Funding secured for implementation of category C commitments	WTO Back to Office Reports (BTORs) Academic research	
		D.8. Participation in external events	Members have submitted TFA section II notifications (Category A, B and Cs) Member has ratified TFA Member has notified 'transparency' or 'TACB' provisions of TFA		

ANNEX 3 NAMIBIA PPG REPORT

Document available upon request from TFAF
