The following communication, dated 9 May 2006, is being circulated at the request of the Delegations of Japan, Korea, Mongolia, New Zealand, Singapore, Switzerland, and the Separate Customs Territory of Taiwan, Penghu, Kinmen and Matsu.

PROPOSAL ON THE INTRODUCTION OF SINGLE WINDOW/ONE-TIME SUBMISSION

1. This submission is to present the key elements on the establishment and application of single window/one-time submission which are summarized from existing proposals. Also identified are the elements that need further discussions among Members for greater clarification and specification.

I. INTRODUCTION

- The main purpose of single window/one-time submission is to allow parities involved in trade and transport to lodge required information and documents with a single entry point on a one-time basis, to fulfil all imports, exports, and transit-related regulatory requirements.

II. KEY ELEMENTS OF SINGLE WINDOW

- All documentation and data requirements for exportation and importation are submitted, one time only, to a single entry point and distributed to all the relevant authorities.

- Coordination is endeavoured among the relevant authorities in introducing a single window/one-time submission environment.

- A single window does not necessarily imply the implementation and use of high-tech information and communication technology (ICT), although facilitation can be enhanced if relevant ICT technologies are identified and adopted.

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1 Japan, Mongolia, Chinese Taipei and Peru (TN/TF/W/17), Korea (TN/TF/W/18), Peru (TN/TF/W/30), Turkey (TN/TF/W/45), EC (TN/TF/W/46), Chile (TN/TF/W/70). See also Canada (TN/TF/W/20), Singapore (TN/TF/W/58), Thailand (TN/TF/W/61), Egypt (TN/TF/W/69).

III. ELEMENTS THAT NEED FURTHER DISCUSSION

- Use of international standards where applicable.\(^3\)

- A single point of decision making for the release of cargo.

- Means of achieving single window/one-time submission environment (including the option of using electronic form).

- Notification of single window through the Secretariat.

- Built-in Flexibilities

  • Recognising each Member will have its own unique requirements and conditions;
  
  • Phase-in approach for implementation: for example, initial introduction of single window for items that are subject to normal customs procedures, such as non-dutiable and/or non-controlled goods, and progressive extension of application to those with specific procedural or inspection requirements.

- Special and Differential Treatment, possibly including

  • Longer implementation time, temporary exemptions of commitments for developing countries and least-developed countries.

- Technical Assistance and Capacity Building

  • Identify specific needs and priorities (e.g., feasibility study, review of legal issues, developing project management plan);
  
  • Human resource training session by relevant international organizations and Members;
  
  • Building up co-coordination capacity with regard to documentation and data requirements among the relevant agencies (including the option of using electronic form).

\(^3\) International standards and practices include Recommendation No. 33 and its Guidelines by UN/CEFACT, Transitional Standard 3.35 of the WCO Revised Kyoto Convention and Article 5.5 of the IMO Convention on Facilitation of International Maritime Traffic.