



Brussels, 24 September 2014.

SUMMARY DOCUMENT
(Item I. (d) on the Agenda)

Introduction

1. As part of the discussions on the Future Role of the Permanent Technical Committee (PTC) held at its 199th/200th Sessions in March 2013, a proposal was made to develop a Summary Document (SD) for each PTC meeting, to provide an overview of the subjects to be discussed and on the actions expected from the PTC. The objective of the SD is to provide more guidance to the PTC delegates on topics of focus and where input from Members is required.
2. In line with the abovementioned, the Secretariat produced an SD for this meeting's sessions, based on the draft agenda and taking into account the proposal of the Correspondence Group on the Future of the PTC to have the items/sub-items classified into four different categories (for more information, please see Annex I to doc. PC0327):
 - A. Report Back on Work in Progress;
 - B. Decision and Guidance;
 - C. Exploration and progression of Key Technical Issues; and
 - D. Fostering Innovation in Customs Practice.

A. Report Back on Work in Progress

3. **Report back items include discussion of the work of the various sub-groups and committees reporting to PTC, as well as work undertaken by the Secretariat. The discussion on these items will be a short process. The agenda items will be supported by the respective papers of the various sub-committees, committees and working groups of the PTC, as well as other papers produced by the Secretariat or oral reports. Members will be expected to have read through the papers and will be given an opportunity to pose any questions or to launch a relevant discussion.**

II. WTO Trade Facilitation Agreement (TFA)

b) Inter-sessional developments

Document: PC0396

4. This sub-item serves to provide information on the main outcomes of discussions relating to the WTO Trade Facilitation Agreement (TFA) in WCO meetings and events which took place in the intersession (other than in the TFA Working Group), including meetings with other international organizations.
5. The PTC is invited to take note.

c) Outcomes of the 2nd Meeting of the TFAWG

Document: PC_TFA2

6. This sub-item is meant to update delegates on the key outcomes from the 2nd Meeting of the TFAWG which will take place on 29 and 30 September 2014.
7. The PTC is invited to take note.

III. Economic Competitiveness Package

a) Progress report of the ECP Action Plan

8. The ECP Action Plan was endorsed at the Policy Commission's 68th Session in December 2012. It sets out 21 actions, indicating deadlines where appropriate, and the bodies responsible for the specific actions and requires the Secretariat to make a report to the PTC regularly.
9. The Secretariat has produced a table to show the progress made up to date. The PTC is invited to take note of the progress made with the implementation of the ECP Action Plan.

c) The update of ECP Toolkit

10. The Secretariat developed the ECP Toolkit with the objective of raising awareness of the links in trade facilitation measures between the WCO instruments/tools and the proposed WTO TF Articles.
11. The updated ECP Toolkit reflects the latest findings in terms of the mentioned links.
12. The updated of ECP Toolkit will not require discussion but taking note only.

IV. Update and Reports

13. In order to make the PTC more efficient, a decision had been taken to group together all reports of WCO working bodies relevant for the PTC under one item and to
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provide the delegates with an opportunity to potentially raise any questions or concerns, but at the same time to avoid spending time on items which would not require discussion.

14. Below are the reports of different working groups and of other inter-sessional developments under topics which will not be discussed in more detail under any other agenda item.
15. The PTC delegates will be invited to take note.

a) Inter-sessional developments

Document: PC0381

b) Report of the 13th Meeting of the Administrative Committee on Istanbul Convention 10th Meeting of the Contracting Parties to the ATA Convention

Document: PA0091

c) Report of the 10th Meeting of the Counterfeiting and Piracy Group

Document: TR0031

d) Air Cargo Security

- **Report of the 8th Meeting of the Technical Experts Group on Air Cargo Security**

Document: FA0038

- **Outcomes of the 1st meeting of the ICAO-WCO Joint Working Group on Advance Cargo Information**

Document: PC_ICAO1

e) Outcomes of the 13th Meeting of the SAFE Working Group

Document: PC_SAFE13

f) Situation Regarding Acceptances of WCO Recommendations

Document: PC0394

X. Information Management

a) Report of the 66th Meeting of the Information Management Sub-Committee

Document: PM0351

16. The Report of the 66th Meeting of the IMSC has been endorsed by the IMSC at its 67th Meeting in June 2014.
17. The PTC is invited to adopt the report.

XI. Advance Passenger Information/Passenger Name Record (API/PNR)

a) Outcomes of the 8th Meeting of the WCO/IATA/ICAO API/PNR Contact Committee

Document: PC_API8

18. This report-back item updates on the key discussion points and decisions made by the 8th API/PNR Contact Committee Meeting.
19. The PTC is invited to take note.

XIV. Other Business

a) Update on upcoming WCO events

20. The Secretariat will provide an update on the upcoming WCO events.
21. The PTC is invited to take note.

B. Decision and Guidance

22. **These items will include discussions on the work of the various sub-groups and committees reporting to PTC, or work undertaken by the Secretariat. The aim of this section will be to facilitate the provision of guidance and/or the delivery of decisions that will enable this work to progress.**
23. **The topics under B items at this Meeting include: customs-business partnership, customs compliance and data quality, regional integration including development of a Transit Handbook, IT developments including the update of the Single Window Compendium, Globally Networked Customs, Coordinated Border Management and other topics.**
24. **In addition, the PTC will be invited to elect the Chairperson and Vice-Chairperson of the PTC.**

I. Opening and Adoption of the Agenda

c) Election of the Chairperson and the Vice-Chairperson of the PTC

25. The PTC elects a Chairperson and a Vice-Chairperson each year. The Chairperson and Vice-Chairperson are elected for a period of one year and are eligible for re-election.
26. The PTC is invited to elect the Chairperson and Vice-Chairperson amongst its delegates, for the 2014/2015 calendar year.

d) Adoption of the Draft Agenda and the Summary Document*Document: PC0375**PC0376*

27. The Secretariat has in consultation with the Chairperson prepared a Draft Agenda. In line with the proposal put forward by the 199th/200th Sessions of the PTC, the Secretariat has also prepared a Summary Document, the objective of which is to provide the delegates with clear and concise information on the substance of agenda items and guidance on the actions required from the PTC.
28. The PTC is invited to adopt the Draft Agenda and the Summary Document.

III. Economic Competitiveness Package**b) Revised ECP Action Plan***Document: PC0379*

29. At the Permanent Technical Committee (PTC) sessions in March 2014, Members agreed to revise the ECP Action Plan. The Secretariat was asked to draft a revised Action Plan and submit it to the next sessions of the PTC. At its meeting in June 2014, the Policy Commission also took note of the schedule to revise the Action Plan.
30. Based on the progress made by the WCO to date on the ECP, the Secretariat has drafted an ECP Action Plan for Phase II covering the period from January 2015 to December 2016.
31. Members are invited to examine the draft ECP Action Plan for Phase II and to make any relevant comments with a view to improving it.

V. Customs-Business Partnership**a) Customs-Business Partnership Guidance***Document: PC0382*

32. At the 121st/122nd Sessions of the WCO Council held in Brussels from 27 to 29 June 2013, the Council endorsed the proposal that the WCO should develop guidance to assist Members with the development of a process for regular consultation of and robust partnership with trade, with the objective of strengthening Customs-Private Sector engagement. The 201st/202nd Sessions of the PTC held in November 2013 had endorsed the outline of the contents, while the 203rd/204th Sessions of the PTC discussed in detail the draft text in a break-out session providing further guidance.
33. The final draft is now being submitted to the PTC for endorsement and further guidance in terms of possible improvements, before its presentation to the Policy Commission in December 2014. Only a short amount of time will be allocated to this sub-item.

b) Business Lens Checklist for SMEs

Document: PC0383

34. At the last PTC sessions, the development of a Model Business Lens Checklist for Small and Medium-sized Enterprises (SMEs) was proposed and the Delegate of Canada gave a presentation to share its experiences in this regard.
35. The Model Business Lens Checklist for SMEs is a tool that assists Members to develop their own business lens checklist, which may allow more input from SMEs in the process of designing, modifying and reviewing policies and procedures.
36. Based on the contribution from Canada and discussions at the PTC, a first draft Model Business Lens Checklist for SMEs was discussed at the last PTC meeting when relevant comments were made.
37. Based on these inputs an improved draft of the tool is now being submitted to the PTC for endorsement and only a short amount of time will be allocated to this sub-item.

VII. Customs Compliance and Data Quality

a) Outcomes of the Expert Group on Data Quality

Document: PC0386

38. The Expert Group on Data Quality was set up by the SAFE Working Group and worked on four different areas:
- Guiding principles for data quality with the view of it becoming a WCO resolution/recommendation.
 - Guidelines on acceptable and unacceptable terms for the description of goods.
 - Extend the current data mapping exercise by DMPT to include information about who is delivering the data elements to Customs.
 - Determine other areas/topics regarding data quality for consideration by other committees and/or groups in WCO after the sunset of the expert group.
39. The Expert Group met for the third time on 9 September 2014. The third meeting was initially scheduled to take place in the spring of 2014, but due to the cancellation of the April 2014 SAFE Working Group and other circumstances, the meeting was postponed until September 2014. The Expert Group will present its results to the SAFE Working Group in October 2014, prior to the PTC. The consolidated outcomes of discussions will be put forward to the PTC for any further guidance/discussion and endorsement. The delegates to the PTC are requested to confer and coordinate with their colleagues that attend the SAFE Working Group to facilitate the discussions in the PTC.

b) Customs Compliance Framework including Voluntary Disclosure and Data Quality

Document: PC0387

40. The objective of the item is to present the Draft Guidance for Customs Compliance and Data Quality, the first draft of which was presented at the March 2014 PTC.

41. An updated Draft will be expecting endorsement by the PTC, for further submission to the June 2015 Policy Commission and Council. As this document was already discussed in more detail in the previous meetings, only a short discussion might be required.

IX. Regional Integration

c) Transit Handbook

Document: PC0389

42. At its 201st/202nd Sessions, the PTC agreed to develop a Transit Handbook. It was also agreed that innovative practices on cooperation with other government agencies for transit would be shared through this tool. Members were encouraged to provide the Secretariat with their national experiences on transit to make the Handbook more informative.
43. This first draft will be presented to the PTC for discussion and further guidance.

X. Information Management

b) Highlights from the 67th Meeting of the Information Management Sub-Committee

Document: PC0390

- ***Update on the IMSC Work Programme***
- ***Product Identification Codes (PIC)***
- ***Electronic payment***

44. This sub-item updates on the key discussion points and decisions made from the 67th Information Management Sub-Committee (IMSC).
45. The PTC is invited to take note on the main outcomes including the status of adoption of the WCO Data Model, to adopt the IMSC Work Programme and to provide guidance as regards Product Identification Codes, electronic payment and the update of the WCO Recommendation on the use of the WWW by Customs.

c) Updated Single Window Compendium and Repository

Document: PC0391

46. The revised Single Window Compendium, which was discussed in detail at the 67th Meeting of the Information Management Sub-Committee, will be available to Members for any further comments or guidance.
47. The PTC is invited to adopt the Revised Single Window Compendium and only a short discussion might be required.

XI. Advance Passenger Information/Passenger Name Record (API/PNR)

b) Update of the Recommendation concerning the use of API/PNR

Document: PC0392

48. PTC will receive an update on the discussion outcomes on the proposal to update this recommendation at the API/PNR Contact Committee.
49. PTC is invited to provide guidance on the way forward for this Recommendation.

XII. Globally Networked Customs

a) Presentation of Utility Block

- **Presentation by Serbia**
- **Presentation Argentina (tbc)**

50. Serbian Customs will be updating the PTC on the SEED Utility Block and Argentina Customs will be updating on the INDIRA Utility Block. Both Utility Blocks had been developed as part of the proof-of-concept phase for GNC.
51. Members are requested to take note of the developments made and to provide comments on the Utility Block.

b) Report from the eATA Working Group (September 2014)

Document: PC_eATA_09

52. The European Union will provide an update on the work of the eATA Working Group and its ongoing efforts in developing an eATA Utility Block with its drafting partners: China, Switzerland and Turkey.
53. Members are requested to take note of the developments made and to provide comments on the Utility Block.

XIII. Coordinated Border Management

○ **Revised CBM Compendium**

Document: PC0393

54. The first full draft of the CBM Compendium developed by the Secretariat will be available to Members for any further comments and guidance. Parts of the Draft have already been discussed in the previous PTC meetings and the joint PTC/EC Meeting, therefore the discussion may be only a short process.
55. If the PTC has not further comments or guidance, the draft Compendium will be endorsed.

XIV. Other Business

b) Topics to be proposed for the agenda of the next meeting

56. At the 199th/200th Sessions of the PTC in March 2013, during the discussions on its future, it was concluded that the Members will be given more opportunity to contribute to the shaping of the agenda.
57. The PTC is invited to propose items for the next meeting of the PTC. The delegates are encouraged to put forward non-paper(s) which will give more detail on the background of the topic.

C. Exploration and Progression of Key Technical Issues

58. **These items will allow for discussion of key technical issues, which Members and observers are facing, ideally common across a number of Members and/or regions. The time allotted to these items will be sufficient to allow for active participation by all delegates in fully exploring the issues raised.**
59. **The topics for exploration and progression include the following: WTO Trade Facilitation Agreement and the need for updating/developing further tools, development of Guidelines for Transparency and Predictability, issues arising from the increase of e-commerce, the Time Release Study and Regional Integration.**

II. WTO Trade Facilitaion Agreement (TFA)

a) Panel discussion: “The Mercator programme and priorities and challenges in TFA implementation”

60. The panel is meant to bring together speakers from WCO Members, the WTO and international organizations/development partners to discuss and try to identify the areas and TFA provisions which will pose the biggest challenge in preparing for implementation in the future, as well as to identify how Members can prioritise implementation of commitments. This will have an impact on the future development of the Mercator Programme.
61. The PTC is invited to come prepared to actively contribute to the discussions, as well as to share their national practices (Members) and experiences gained through trade facilitation projects (international organizations, development partners and other stakeholders).
62. Delegates are requested to prepare for the plenary discussion and share their views about how the Mercator Programme can support Members effectively especially having in mind the challenges faced so far, as well as the priorities identified.

d) Update of the Analysis of Section I

*Document: PC0377
PC_377_Annex*

63. The Analysis of trade facilitation measures contained in Section I was developed to provide relevant information and guidance in terms of implementation of TFA provisions by using WCO instruments and tools, to ensure a harmonized approach by Customs administrations. The Analysis also contains remarks regarding Article 23 on institutional arrangements, which is now part of Section III of the TFA, after the legal scrubbing of the text has been carried out by the WTO Preparatory Committee.
64. The Analysis of Section I was discussed at the last PTC meeting, when recommendations for improvements have been raised by Members. These recommendations, but also the work carried out on the different articles in a number of WCO working bodies and within the Secretariat, are reflected in the Update of the Analysis of Section I.
65. Delegates are invited to carefully examine the Analysis Rev.1 and provide guidance in terms of possible improvements and its further use.
66. In addition, delegates are invited to identify high-priority measures to be carried out in support of preparation for TFA implementation (in line with paragraphs 11. and 12. of the document).

V. Customs-Business Partnership

c) Guidelines for Transparency and Predictability

Document: PC0384

67. Transparency and predictability of regulations and procedures at borders are widely recognized as an essential element of trade facilitation. The Secretariat had already discussed internally the possibility of developing Transparency and Predictability Guidelines which would in more detail address publication and consultation matters, in particular in the context of Articles 1 and 2 of the TFA.
68. The PTC is invited to consider developing comprehensive WCO Guidelines on transparency and predictability, and possible ways forward in this respect.

VI. E-Commerce

Document: PC0385

a) Issues arising from the increase in e-commerce

69. The PTC had at its last meeting identified e-commerce as one of its high priority topics to be dealt with in more detail in the future. In the ever changing requirements of the global trading environment with the growth of e-commerce, Customs and Post/Express service providers need to realign and adopt their processes. The objective of this sub-item is to bring forth some of the key issues such as dematerialization of supporting documents, the growing number of 'faceless traders', *de minimis* and electronic exchange of data between Post and Customs, concerning Customs and Post/Express industry for discussion and guidance by the PTC.

70. Delegates are invited to contribute actively to the discussion, share their experiences and best practices and provide guidance on the way forward.
71. The delegates are also invited to provide input on the tasks to be included under the topic of E-commerce within the PTC Work Programme 2013-2016.
- **Presentation by Korea**
72. Korea Customs Service will present their experiences in addressing issues they face with the growth of e-commerce.
73. The PTC is invited to take note.
- b) Goods return service**
- **Presentation by an express carrier**
 - **Presentation by UPU**
74. The issue of goods return service has been raised by the UPU at the 33rd Meeting of the WCO/UPU Contact Committee in November 2013. It has been suggested that a practical solution and a set of recommendations should be developed for refunding duties paid after the return of goods to the supplier.
75. The experiences and insight of express carriers on goods return service as well as issues identified by Posts and presented by the UPU will be of benefit to the Members.
76. The delegates are invited to take note.
- c) Electronic exchange of data between Post and Customs**
- **Presentation by Post**
 - **Presentation by Customs**
 - **Presentation by GEA**
77. With the rapid growth in e-commerce, there is an increasing thrust on electronic exchange of advance information between Posts/express industry and Customs for carrying out risk analysis including security risk and facilitating legitimate consignments. The sub-item is intended to provide an update of the ongoing work being done by the virtual group set by the WCO/UPU Contact Committee and initiate a detailed discussion from all perspectives.
78. The objective is to come out of these discussions with possible solutions to promote such exchange and to level the playing field. A presentation from GEA to include their experiences and processes would be an added value.
79. The delegates are invited to discuss and provide guidance on the way forward.

VIII. Time Release Study

a) Introduction by the Secretariat – result of the survey

Document: PC0388

80. Establishment and publication of average release times has been introduced as a best endeavor obligation in the WTO TFA (Article 7.6). WTO Members are encouraged to use the WCO Time Release Study to implement these provisions. A recent WCO survey on the use of the TRS will give an overview of the current situation. This will serve as an introduction to the panel discussion that will follow, and will provide delegates with the opportunity to further explore this topic.

81. The PTC will take note of the results of the survey.

b) Panel discussion on Time Release Study

82. The panel discussion will bring together a number of Members who will present their experiences in implementing the TRS on national and regional levels, involving other border agencies and the private sector.

83. Delegates are expected to come prepared to share their own experiences, lessons learnt and challenges identified. The panel discussions will be introduced by presentations from a number of countries that have recently conducted a TRS in their country or region.

84. Delegates are invited to provide guidance on the future steps, including in terms of preparations for TFA implementation and to contribute actively to these discussions.

c) Benefits of using the TRS software, presentation by Angola

85. This presentation is intended to shed more light on the benefits of using the WCO TRS software.

86. The PTC is invited to take note.

IX. Regional Integration

a) Break-out session

Document: PC0395

b) Plenary session

87. International trade is a fundamental part of national growth and development strategies. In order to boost intra- and inter-regional trade, countries seek associations with other countries and take steps to achieve regional economic integration (REI). Sometimes the physical, economic and political geography poses many challenges to economic development and many countries are landlocked or small island nations. National economies and populations may be quite small, but cover large geographic expanses with poor connective infrastructure. Regional integration and cooperation offers the means to overcome these obstacles and to be competitive in the regional and global marketplace. Customs always plays a key role in this process, especially in the

implementation phase. Therefore, Members are looking for recommendations and methodological support from the WCO in this area.

88. In the break-out session, the PTC will explore questions such as:
- What is the role that the WCO should play in REI?
 - How could the WCO assist Members involved in REI?
 - Would a mapping of WCO standards and common Customs methods to different REIs offer support to Members?
 - What strategic approach should be taken, having in mind the number of priority topics voiced by Members?
89. The results from the break-out sessions will be reported to the plenary session of the PTC for further discussion and the PTC delegates are requested to come prepared for these discussions.
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