

Draft PTC Work Programme 2019-2022

Introduction

The Work Programme of the Permanent Technical Committee (PTC) follows the WCO Strategic Plan and supports implementation of its goals and objectives. It will be regularly updated to reflect the decisions taken by the Committee and the governing bodies of the WCO and to reflect the progress made.

Work Programme 2019-2022

The Work Programme (WP) should be considered as a living document and will be updated to reflect the changes taking place in the Customs environment and to reflect the new demands of the Membership or decisions of the Policy Commission and Council. Topics which are being proposed for inclusion in the Work Programme, would first need to be discussed in a PTC meeting. In accordance with the PTC Agenda setting guidelines, two or more Members (and possibly Observer(s)) would be expected to put forward a document for discussion in order to allow the PTC to have a clear understanding of the topic and the reasons for its inclusion in the Work Programme.

The Work Programme 2019-2022 aims to consolidate all the topics the Committee will be dealing with in a three-year period. This Work Programme refers to the three financial years: 2019/2020, 2020/2021 and 2021/2022. It is aligned with the WCO Strategic Plan 2019-2022 and the Implementation Plan for Financial Year (FY) 2019/2020.

The PTC WP 2019-2022 shows the critical role that the PTC plays in achieving WCO's key strategic goal – to provide leadership, guidance and support to Customs administrations. More specifically, the PTC focuses on Facilitation, as its key Strategic Objective (SO1) and on the following Strategic Processes: Economic Competitiveness Package (SP1) and Sharing knowledge and best practices (SP6). The PTC also has a role to play in the Learning and Development to support WCO processes: Research and analysis (LD1) and Use of technology and data (LD2). References to the particular elements of the WCO Strategic/Implementation Plan have been included to provide clear links between the PTC's tasks and the objectives of the organization.

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No	Topic	Tasks	WCO Strategic Plan ¹	Type of task ²	Responsible body ³	Performance Indicators	Timeline	Progress
1.	Economic Competitiveness Package	Review the progress in implementing the ECP Action Plan	SG SO1 SP1	M	PTC	Progress in implementing the Action Plan reported to the PTC	Ongoing	
		Revise the ECP Action Plan	SP6 SP7 LD1 LD2	M	PTC	First Draft of the revised Action Plan	October 2019 April 2020 April 2022	
					Revised Action Plan submitted to the Policy Commission	December 2019 June 2020 June 2022		
	Update the ECP Toolkit		M	PTC	Update of the ECP toolkit published	Ongoing		

¹ Strategic Goal (**SG**): Provide leadership, guidance and support to Customs administrations; Strategic Objectives (SOs): **SO1** – Facilitation; **SO2** – Revenue collection; **SO3** – Protection of Society; Strategic Processes (SPs): **SP1** – Economic Competitiveness Package; **SP2** – Revenue Package; **SP3** – Compliance and Enforcement Package; **SP4** – Organizational Development Package; **SP5** – Join Operations and exchange of information; **SP6** – Sharing of knowledge and best practices; **SP7** – Technical assistance, training and tools for implementation of international standards; **SP8** – Technical assistance, training and tools on people management; Learning and Development to support WCO Processes (LDs): **LD1** – Research and Analysis; **LD2** – Use of technology and data; **LD3** – Raise profile of WCO and promote Customs role; Organizational Capacity (ORGs): **ORG1** – Specialized and focused work allocation; **ORG2** – Use of budget resources and accountability.

² The Work Programme differentiates two types of tasks: 1. **M** for 'Maintenance' which refers mainly to ongoing activities and update of existing tools; and 2. **A** for 'Advanced' which refers mainly to new tools and more advanced initiatives.

³ Apart from the PTC itself, responsible bodies include only those reporting to or informing the PTC and have a role to play in the completion of a task (discussion, guidance, endorsement). Other responsible bodies not mentioned here could, for example, be the Enforcement Committee (i.e. in the case of Coordinated Border Management), but as it does not report to the PTC, it is not included in this table either.

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No	Topic	Tasks	WCO Strategic Plan ¹	Type of task ²	Responsible body ³	Performance Indicators	Timeline	Progress
2.	Small Island Economies (SIEs) initiative	Develop a Guidance for Customs administrations in SIEs	SG SO1 SO3 SP1 SP6 SP7	A	PTC	Guidance for Customs administrations in SIEs adopted and published	June 2020 (for adoption) October 2020 (for publication)	
3.	Time Release Study	Ensure that WCO Members report to PTC and share best practices related to TRS	SG SO1 SP1 SP6 SP7	M	PTC	Number of reports received by the Secretariat with permission to share the results with WCO members	Ongoing	
		Support the use and implementation of the Time Release Study	LD2	M	PTC	Number of presentations given by WCO members during PTC meetings	Ongoing	
		Keep TRS tools up to date		A	PTC	Update of TRS tools discussed by the PTC and recommendations put forward	Ongoing	
4.	Performance Measurement	Follow and potentially contribute to the	SG	A	WG on Performance	The initiative discussed by the	On-going	

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		Secretariat's engagement with the World Bank Group on "Doing Business" survey	SO1 SP1 SP6		Measurement, PTC/PC/Council	PTC		
		Provide Guidance on the reports from the Working Group on Performance Measurement		A	Working Group on Performance Measurement, PTC, PC, Audit Committee etc.	Reports from the meetings of the Working Group on Performance Measurement discussed and guidance provided	Ongoing	
		Follow up on and potentially contribute to the implementation of a global Customs revenue benchmarking database	SG SO1 SO2 SP1 SP2 SP6 LD2	A	PTC, Finance Committee, Policy Commission Council	Customs revenue benchmarking database presented to the PTC	To be determined, depending on the interest from Members	
5.	Supply Chain Security	Provide guidance and input to the review of the SAFE Framework of Standards	SG SO1 SO3 SP1	M	SWG	Update on the SAFE FoS during the 2021 review cycle reported to the PTC	June 2021	
		Provide guidance on	SG	A	SWG	Progress on the	June 2021	

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No	Topic	Tasks	WCO Strategic Plan ¹	Type of task ²	Responsible body ³	Performance Indicators	Timeline	Progress
		the development of new tools during the 2021 review	SO1 SO3 SP1 SP6 SP8 LD1 LD2			development of new tools discussed and guidance provided by PTC.		
		Discuss/approve technical issues forwarded by the SAFE WG	SG SO1 SO3 SP1 SP6 SP7 LD1 LD2	M	PTC	Number of issues discussed and approved	Ongoing	
		Provide capacity building support to Members with the implementation of the SAFE Framework of Standards, AEO programmes and	SG SO1 SO3 SP1 SP6	M	SWG	Details of capacity building support provided presented and discussed. The number of Technical and Operational	Ongoing	

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No	Topic	Tasks	WCO Strategic Plan ¹	Type of task ²	Responsible body ³	Performance Indicators	Timeline	Progress
		MRAs and accredit more Technical and Operational Advisors in this areas				Advisors increased		
6.	Integrated Supply Chain Management	Raise awareness on the ISCM Guidelines and explore further its key concepts, in particular, integrated Customs control, authorized supply chain, and connectivity between and among Customs administrations together with other stakeholders Provide guidance on the update of the ISCM Guidelines and its potential incorporation into the SAFE FoS	SG SO1 SO3 SP1 SP6 SP7 LD1 LD2	M	PTC SWG Information Management Sub-Committee (IMSC)	Knowledge and presentations shared on Members' initiatives, best practices and other related projects in this domain	Ongoing	
						Provided guidance on the comprehensive update of the ISCM Guidelines to reflect new developments and opportunities and its potential incorporation into the SAFE FoS.	June 2021	
7.	Natural Disaster Relief	Monitor implementation of the 2011 WCO Resolution on the Role of Customs in Natural Disaster Relief (NDR)	SG SO1 SP1 SP6	M	PTC	Papers on implementation measures relating to the Resolution on NDR submitted to the PTC	Periodically	

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No	Topic	Tasks	WCO Strategic Plan ¹	Type of task ²	Responsible body ³	Performance Indicators	Timeline	Progress
		and other related WCO tools and initiatives	SP7 LD2					
8.	Glossary of International Customs Terms	Update the Glossary of International Customs Terms	SG SO1 SP1	M	PTC	New terms proposed to be included in the Glossary	Ongoing	
		Give guidance on the way forward for the definitions proposed by the Secretariat and reviewed by the Virtual Group, which do not form part of any WCO instrument		M				
9.	Postal Traffic	Take actions to promote the use of Joint WCO-UPU Customs/Post EDI messages and the joint WCO-UPU Guidelines for exchange of electronic advance data (EAD) between Customs and posts on postal items with a	SG SO1 SO3 SP1 SP6 SP7 LD2	M	PTC WCO/UPU Contact Committee IMSC	Progress with the EAD implementation reported to the PTC.	Ongoing	

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		view of enhancing facilitation and security of postal supply chain.						
		Support and provide guidance to the work of the WCO/UPU Contact Committee including the development of new tools	SG SO1 SO3 SP1 SP6 SP7 LD2	A	PTC WCO-UPU Contact Committee	WCO/UPU CC reports, work programme, draft tools approved and issues arising resolved Joint WCO-UPU Guidelines on data capture and compliance with CN22/CN23 postal forms developed and approved	Ongoing June 2020	
10.	Regional integration	Advocate and support the implementation of the RKC and the use of TRS and other	SG SO1 SP6	A	PTC	The number of meetings or tools in which the implementation of	Ongoing	

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No	Topic	Tasks	WCO Strategic Plan ¹	Type of task ²	Responsible body ³	Performance Indicators	Timeline	Progress
		WCO tools in Regional Integration Projects	SP7 LD2			RKC and the use of TRS and other WCO tools in Regional Integration Projects discussed		
11.	Transit	Develop a Compendium of Best Practices in the Area of Transit	SG SO1 SP1 SP6 SP7	A	PTC	Transit Compendium endorsed	June 2020	
12.	Customs-Railway cooperation	Develop Customs-Railway Guidelines	SG SO1 SP1 SP6 SP7 LD2		PTC DMPT API/PNR	Railway Guidelines discussed and approved by the PTC and Council	June 2020	
13.	Data Quality	Provide guidance on the future direction of this topic	SG SO1 SP1 SP6 LD2	A	PTC Virtual Working Group on Data Quality	Data Quality discussed and guidance on the way forward identified	Ongoing	
14.	Immediate	Support maintenance	SG	M	PTC,	Members'	Ongoing	

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No	Topic	Tasks	WCO Strategic Plan ¹	Type of task ²	Responsible body ³	Performance Indicators	Timeline	Progress
	Release Guidelines	and implementation of updated IRG	SO1 SP1 SP6 SP7 LD2			experiences, initiatives, and best practices shared		
15.	E-Commerce	Discuss issues emanating from growth in e-commerce and provide strategic guidance and potential solutions	SG SO1 SO3 SP1 SP6 SP7 LD1 LD2	A	PTC	Specific issues stemming from growing e-commerce, in particular those relating to facilitation, procedures, and revenue collection identified and discussed	Ongoing	
		Promote and provide capacity building support and strategy to Members with the implementation of the Framework of Standards on Cross-Border E-Commerce in a harmonized and	SG SO1 SO3 SP1 SP6 SP7	M	PTC	Implementation scenario discussed by the PTC and guidance provided	Ongoing	

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		effective manner, in terms of the June 2018 Council Resolution on the Framework	LD1 LD2					
		Compendium of E-Commerce case studies	SG SO1 SO3 SP1 SP6 SP7 LD1	A	PTC	Compendium of E-Commerce case studies developed and approved.	June 2020	
		Carry out further work on enriching the Framework of Standards on Cross-Border E-Commerce and developing associated technical guidance and case studies	SG SO1 SO3 SP1 SP6 SP7 LD1 LD2	A	PTC	Carried out further and finalised the work on the outstanding items (i.e. E-Commerce, Revenue Collection Approaches, and E-Commerce Stakeholders : Roles and Responsibilities)	June 2020	
16.	Future of Customs	Discuss strategic foresight as a means of designing the Future	SG SO1	A	PTC Virtual Working Group on the	A number of presentations held and papers	Ongoing	

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		of Customs	SP1 SP6 LD1		Future of Customs (VWG FC)	developed for the Recommendations on the way forward agreed by the PTC		
		Update the Study Report on Disruptive Technologies	SG SO1 SP1 SP6 LD1 LD2	M	PTC VWG FC	Updated Study Report approved by the PTC	March 2020	
17.	Inward and Outward Processing Procedures	Update Handbook on inward and outward processing procedures	SG SO1 SP1 SP6 LD2	M	PTC RKC/MC	Updated Handbook approved by the PTC	March 2020	
18.	Special Customs Zones / Free Zones	Produce research paper on SCZs /Free Zones	SG SO1 SO3 SP1 SP6 LD1	Advanced	PTC	Research paper developed and submitted to the PTC	October 2019	

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			LD2					
		Development/revision of WCO tools	SG SO1 SO3 SP1 SP6 SP7 LD1 LD2	A	PTC	Guidance on Free zones adopted by the PTC	April 2020	
19.	WTO Agreement on Trade Facilitation (TFA)	Seek means to support implementation of commitments stemming from the WTO Agreement on Trade Facilitation through the “overall track” of the Mercator Programme	SG SO1 SP1 SP6 SP7 LD2	M	PTC Working Group on the WTO Trade Facilitation Agreement (TFAWG)	At a joint meeting with the Working Group on the TFA (TFAWG) or at the PTC proper, a number of topics discussed and implementation issues resolved	Ongoing	
					PTC Working Group on the WTO Trade Facilitation Agreement (TFAWG)	Number of technical guidance tools developed	Ongoing	

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No	Topic	Tasks	WCO Strategic Plan ¹	Type of task ²	Responsible body ³	Performance Indicators	Timeline	Progress
		Respond to Members' concerns raised at the TFAWG/CBC regarding specific TFA provisions and consider implications in terms of Capacity Building and Technical Assistance requirements within the framework of the Mercator Programme	SG SO1 SP1 SP6	M	PTC Capacity Building Committee (CBC) TFAWG	Sharing experiences of successful implementation of particular TFA provisions	Ongoing	
20.	Coordinated Border Management	Update of the CBM Compendium.	SG SO1 SO3 SP1 SP6 SP7 LD2	M	PTC TFAWG SAFE WG	Update CBM Compendium with Single Window initiatives	Autumn 2020	
		Engage with other International Organizations concerning CBM	SG SO1 SP1 SP6 SP7	A	PTC TFAWG SAFE WG	Continue engaging; The number of meetings or tools reflecting engagement with IPPC, OiE, Codex	Ongoing	

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No	Topic	Tasks	WCO Strategic Plan ¹	Type of task ²	Responsible body ³	Performance Indicators	Timeline	Progress
			LD2 LD3			Alimentarius, World Health Organization, IMO and other relevant organizations		
21.	Customs-Tax Cooperation	Develop Guidance on Customs' role in the collection of indirect taxes on imported goods	SG SO1 SP1 SP6 SP7 LD1	A	PTC	Guidance on Customs' role in the collection of indirect taxes on imported goods developed and approved	June 2020	

No	Topic	Tasks	WCO Strategic Plan ⁴	Type of task	Responsible body	Performance Indicators	Timeline	Progress
22	AEOs	Provide input on the AEO Compendium	SG	M	PTC	Annually updated AEO Compendiums	Ongoing	

⁴ Strategic Goal (**SG**): Provide leadership, guidance and support to Customs administrations; Strategic Objectives (SOs): **SO1** – Facilitation; **SO2** – Revenue collection; **SO3** – Protection of Society; Strategic Processes (SPs): **SP1** – Economic Competitiveness Package; **SP2** – Revenue Package; **SP3** – Compliance and Enforcement Package; **SP4** – Organizational Development Package; **SP5** – Join Operations and exchange of information; **SP6** – Sharing of knowledge and best practices; **SP7** – Technical assistance, training and tools for implementation of international standards; **SP8** – Technical assistance, training and tools on people management; Learning and Development to support WCO Processes (LDs): **LD1** – Research and Analysis; **LD2** – Use of technology and data; **LD3** – Raise profile of WCO and promote Customs role; Organizational Capacity (ORGs): **ORG1** – Specialized and focused work allocation; **ORG2** – Use of budget resources and accountability.

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No	Topic	Tasks	WCO Strategic Plan ⁴	Type of task	Responsible body	Performance Indicators	Timeline	Progress
		where necessary/relevant	SO1 SO3 SP1 SP6 SP6 LD1		SAFE WG	presented		
		Provide guidance on new areas of work relating to AEO programmes (including AEO 2.0) and MRAs	SG SO1 SP1 SP6 LD1 LD2	A	PTC SAFE WG	New streams of work relating to AEO programmes and MRAs discussed at the PTC and guidance provided	Ongoing	
23	Customs-Business Partnership	Support strengthening of Customs to Business Partnerships, as well as the update of the Customs-Business Partnership Guidance.	SG SO1 SP1 SP6 LD1	M	PTC SAFE WG TFAWG	New and emerging opportunities of enhanced cooperation discussed	Ongoing	
						Best practices and working experiences, including SMEs' engagement, and	Ongoing	

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No	Topic	Tasks	WCO Strategic Plan ⁴	Type of task	Responsible body	Performance Indicators	Timeline	Progress
						new opportunities presented and incorporated into the Customs to Business Partnership Guidance to further enhance the Guidance.		
24	Customs Brokers	Continue work on policy considerations including the 'optional' use of Brokers as detailed in the WCO Study Report on Customs Brokers and the WCO Customs Brokers Guidelines	SG SO1 SP1 SP6 LD1	M	PTC TFAWG	Discussed the promotion and use of the WCO Brokers guidelines, associated legal/regulatory frameworks and working experiences concerning brokers and guidance provided	Ongoing	

No.	Topic	Tasks	WCO Strategic Plan ⁵	Type of task	Responsible body	Performance Indicators	Timeline	Progress
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Technical assistance, training and tools on people management; Learning and Development to support WCO Processes (LDs): **LD1** – Research and Analysis; **LD2** – Use of technology and data; **LD3** – Raise profile of WCO and promote Customs role; Organizational Capacity (ORGs): **ORG1** – Specialized and focused work allocation; **ORG2** – Use of budget resources and accountability.

25.	Data Model	Produce annual updates of the Data Model to reflect the standard up-to-date requirements of Members that are adopting the instrument	SG SO1 SP1 LD2	M	PTC IMSC Data Model Project Team (DMPT)	Annual updates produced and submitted to the PTC	Ongoing	
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		A decision on potential Migration to version 4.0 reached	April 2020	
		WCO DM version 4.0,0 produced and published	December 2021	
		Update report on global adoption of the WCO Data Model presented	Ongoing annual	

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					Annual survey on the status of global adoption of the WCO DM upgraded into Repository of Members' data requirements	2021	
	Produce and Maintain Information Packages to cover a wider array of cross-border regulatory	SG SO1 SP1 SP6	A	PTC IMSC DMPT	Information packages finalized and submitted to the PTC	Ongoing	

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		procedures including all Customs major types of licenses, certificates and permits used in international trade	SP7 LD2			Support provided to connectivity and interoperability in e-commerce environment	Ongoing	
						Support to the adoption of the WCO Data Model for the IPPC's e-Phyto project provided	Ongoing	
		Accelerate adoption by Members and regional organizations by promoting 'My Information Packages'	SG SO1 SP1 SP6 SP7 LD2	M	PTC IMSC DMPT	One example of "My Information Packages" produced	Ongoing	
26.	API Guidelines	Produce updates of the PNRGOV Message Implementation Guide	SG SO1 SO3 SP1 SP6	M	PTC WCO/IATA/ICAO API/PNR Contact Committee (including Members' only meeting)	PNRGOV Guidelines 21.1 finalized and presented to PTC	2021	

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		Maintain the WCO/IATA/ICAO API Guidelines	LD2	M	PTC WCO/IATA/ICAO API/PNR Contact Committee (including Members' only meeting)	Update of the Guidelines submitted and approved by the PTC	Ongoing	
						XML version of the API PAXLST Message Implementation Guide	June 2020	
27.	UCR	Promote implementation of UCR	SG SO1 SP1 LD2	M	PTC IMSC SAFE WG	UCR implemented in a project and presented	Ongoing	

No.	Topic	Tasks	WCO Strategic Plan ⁶	Type of task	Responsible body	Performance Indicators	Timeline	Progress
28.	Globally Networked Customs	Monitor progress of proof-of-concept for Utility Blocks	SG SO1	M	PTC IMSC	Progress on Utility Blocks presented	Periodically	

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No.	Topic	Tasks	WCO Strategic Plan ⁶	Type of task	Responsible body	Performance Indicators	Timeline	Progress
		Further enhancement of guidance documentation to assist Members in developing and submitting Utility Blocks	SP1 SP6 SP7 LD1 LD2	M	PTC IMSC	GNC Handbook updated Experience on the engagement with other international organizations for development of UBs shared	Ongoing	
		Establish a GNC UB Repository for the sharing of completed Utility Blocks		M	PTC IMSC	Enhance the GNC UB Repository on Members' web site	Ongoing	

No	Topic	Tasks	WCO Strategic Plan ⁷	Type of task	Responsible body	Performance Indicators	Timeline	Progress
29	Single Window	Update the	SG	M	PTC	SW Compendium		

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No	Topic	Tasks	WCO Strategic Plan ⁷	Type of task	Responsible body	Performance Indicators	Timeline	Progress
		Compendium on 'How to Build a Single Window Environment' by reviewing/enhancing Vol.2 Part IX on Performance Management	SO1 SP1 SP6 SP7 LD1 LD2		IMSC	updated and approved by the PTC	September 2020	
		Engage with other International Organizations concerning Single Window		M	PTC IMSC	Other international organizations presented their projects on Single Window	Ongoing	
		Enlarge the pool of global experts through the accreditation process	SG SO1 SP1 SP6 SP7 LD2	M	PTC IMSC	Two Global/Regional Workshops conducted and PTC informed about the number of experts accredited	April 2020	
		Develop and Update the WCO RAMMAP-SWIM Single Window Interactive Map (SWIM) database on Single Window e-services	SG SO1 SP1 SP6 SP7	A	PTC IMSC	WCO SWIM database updated and presented to the PTC	October 2019 April 2020	

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		and procedures	LD1 LD2					
30	Product identification	Examine product identification systems Identify specific issues for further work	SG SO1 SP1 SP6 SP7 LD1 LD2	A	PTC IMSC	Members practices and initiatives reported their initiatives	Ongoing	
						Discussion on this topic at other working bodies reported to the PTC	Ongoing	
31	ICT Guidelines	Produce an update of the WCO ICT Guidelines	SG SO1 SP1 SP6 SP7 LD2	M	PTC IMSC RKC/MC	An update of the ICT Guidelines approved	June 2021	

