

TFAWG Work Programme and Annual Work Plan 2021-2022

I. INTRODUCTION

The **TFAWG Work Programme** is a multi-year strategic document that includes the activities of the TFAWG with regard to the implementation of the TFA. It contains, per key deliverable of the TFAWG's Terms of Reference (ToR), the **tasks** and **sub-tasks** that need to be carried out in the context of the implementation of the TFA. The description of the tasks and sub-tasks in the Work Programme are at a general level. The concrete **actions** that need to be taken to fulfil these tasks and sub-tasks are laid down in the **TFAWG Annual Work Plan**.

The Work Programme is a living document and will be regularly updated by the TFAWG on the basis of developments in the WTO concerning the TFA. In the course of time, certain tasks or sub-tasks may have been completed or are in need of refinement. Certain tasks also could be inactive for a certain period of time. It may also be possible that in due course there will be a need for additional tasks or sub-tasks which need to be reflected in the Work Programme.

The TFAWG shall identify, for each Financial Year, the concrete actions to be taken for each task and sub-task in its Annual Work Plan.

The TFAWG shall review the Work Programme and Annual Work Plan with a view to endorse it for the Policy Commission and Council in June of any given year to give its approval for the next Financial Year.

II. ALIGNMENT WITH WCO STRATEGIC PLAN 2019/2022

The TFAWG Work Programme is aligned with the WCO Strategic Plan 2019/2022. The TFAWG focuses on "Facilitation", as its key Strategic Objective (SO1) and on different Strategic Processes. The TFAWG also has a role to play in the Learning and Development to support WCO processes.

- **Strategic Goal (SG)**

Provide leadership, guidance and support to Customs administrations;

- **Strategic Objectives (SOs):**

SO1 – Facilitation;

- **Strategic Processes (SPs):**

SP1 – Economic Competitiveness Package;

SP6 – Sharing of knowledge and best practices;

SP7 – Technical assistance, training and tools for implementation of international standards;

- **Learning and Development to support WCO Processes (LDs):**

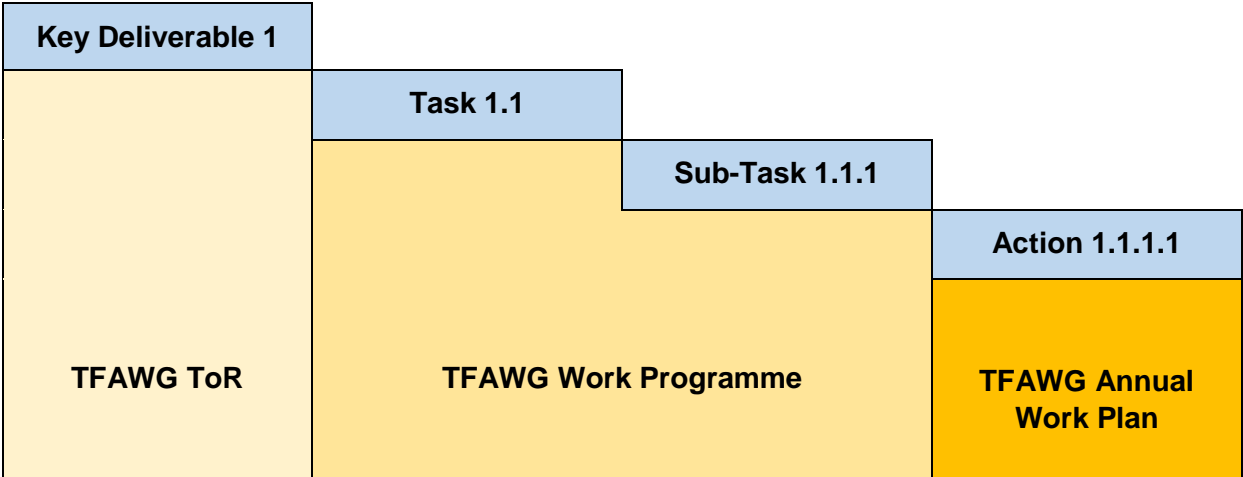
LD3 – Raise profile of WCO and promote Customs role;

III. FORMAT OF THE WORK PROGRAMME AND ANNUAL WORK PLAN

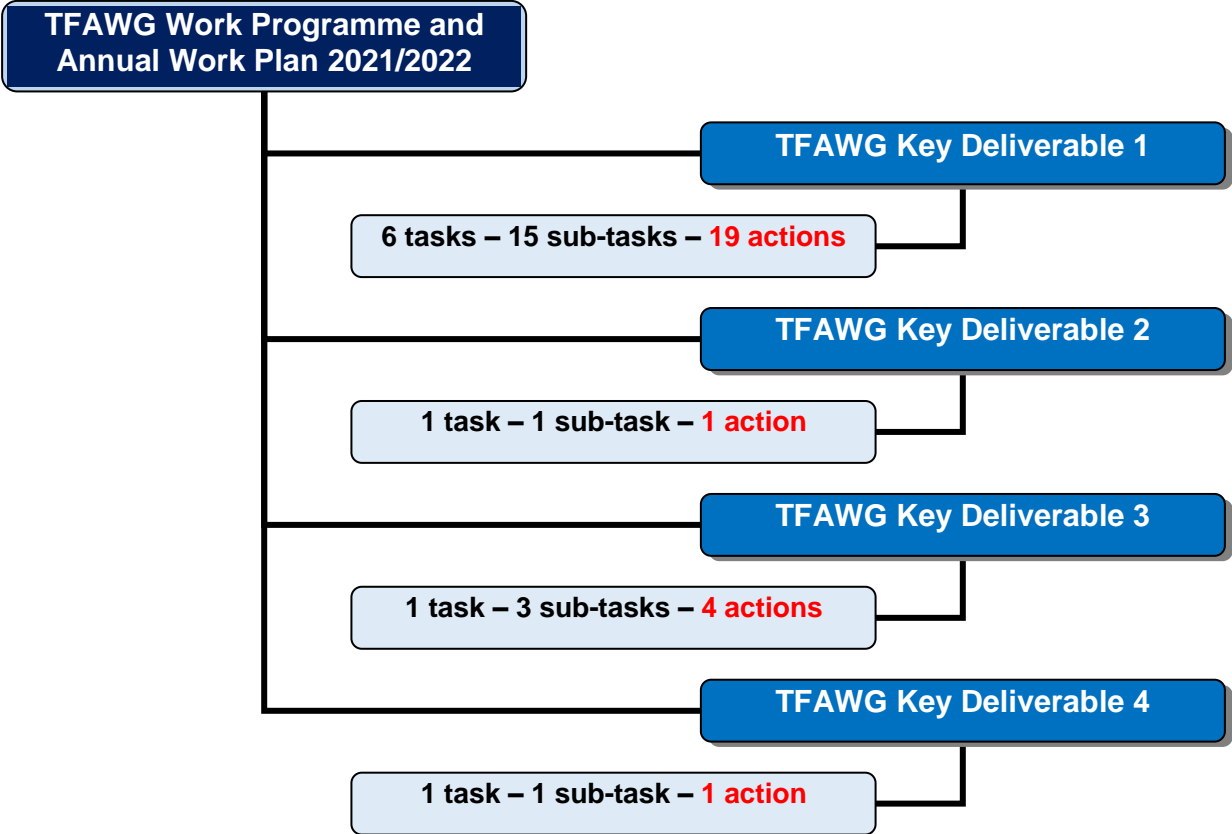
The work conducted by the WCO for the implementation of the TFA is firstly categorized within the four **Key Deliverables** of the TFAWG.

For each Key Deliverable specific **Tasks** and **Sub-Tasks** have been defined.

For each Financial Year, the TFAWG shall identify concrete **Actions** to be taken for Sub-Tasks. For example;



The outline of the TFAWG Work Programme and Annual Work Plan 2021/2022 is as follows;



IV. MONITORING AND EVALUATION

For each Financial Year, the WCO Secretariat shall develop a **Progress Report** based on the corresponding WCO Work Programme and Annual Work Plan and present it for approval to the TFAWG. Based on such Progress Report, the TFAWG will report to the competent WCO bodies in accordance with the ToR.

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1ST KEY DELIVERABLE OF THE TFAWG

Analyse, prepare and evaluate relevant actions and measures in relation to practical aspects of meeting expectations arising from the WTO TFA.

Task 1.1 Strategic positioning of WCO and its Members with regard to the implementation of the WTO TFA						
No	Sub-Task	WCO Strategic Plan	Objective	Start	Timeline	Comments
1.1.1	Conduct high-level meetings with external stakeholders	SO1 LD3	Ensure influence and impact, including in WTO Trade Facilitation Committee (TFC)	12/2013	Ongoing activity	PARTIALLY COMPLETED In the WCO, mostly at the SG/DSG level, including with Trade Ministers. In Member Administrations, mainly at the Director General level. From May 2018, the WCO and Annex D organizations are invited to take part in TFC meetings.
1.1.2	Encourage Members (Customs) continue to play an active role in National Committees on Trade Facilitation	SO1 SP6 SP7 LD3	Ensure impact of WCO/Customs tools and experience and share national practices	As soon as these Committees are set up	Ongoing activity	PARTIALLY COMPLETED Crucial Members' responsibility. Letter sent by SG to Members in 2/2014. Research carried out by UNCTAD on TF Committees will be helpful. 12/2014, the WCO Secretariat sent out an NCTF survey. The Secretariat also developed an NCTF Guidance. Members to encourage key stakeholders like Government agencies (OGA's) and Traders to be fully involved. In the meantime, most of the Members have established their National Committees on Trade Facilitation with active involvement from Customs. The WCO has provided and continues to provide its support and advocacy to that end.

ACTIONS FOR FY 2021/2022

No	Action	Responsible body	Indicator	Timeline	Updates
1.1.1.1	Customs administrations should coordinate with permanent missions to the WTO to address any technical issue related to implementation	Members	Nature of contacts between Customs administration and permanent missions to the WTO	2021/2022	
1.1.2.1	Customs administrations shall work in the context of their NCTFs to promote the importance of CBM, Public-Private Sector dialogue and provide information on relevant WCO tools in that respect	Members	Categories of actions to promote and substantiate the work NCTF meetings	2021/2022	
1.1.2.2	Customs administrations shall offer assistance in the context of their NCTFs to other government agencies to establish CBM and Public-Private Sector Dialogue where feasible when requested	Members	Nature of assistance	2021/2022	
1.1.2.3	At the request of Members, the WCO Secretariat will offer technical assistance to Members in the area of CBM where possible	Members WCO Secretariat	Number of requests received	2021/2022	

Task 1.2 Internal and External Communication and Outreach						
No	Sub-Task	WCO Strategic Goal	Objective	Start	Timeline	Comments
1.2.1	Develop a communication and outreach strategy	SO1 LD3	Ensure constant and timely communication between the WCO/Customs and the WTO and external partners	12/2013	Ongoing activity	PARTIALLY COMPLETED Strategy has been developed. Communication is ongoing. Members to present proposals for improving the communication strategy of the WCO and making it more effective.
1.2.2	Share relevant and up to date information with Members and other stakeholders	SO1 SP1 LD3	Make relevant information easily accessible to all stakeholders	12/2013	Ongoing activity	Updates have been performed as necessary and this will continue.
1.2.3	Raise awareness and launch debate at the Regional DG meetings (SG)	SO1 SP6	Raise awareness, encourage Members to attend National Committees on Trade Facilitation and work on positioning Customs well	01/2014	Ongoing activity	COMPLETED Subject has been raised prominently by the Secretary General at all six regional meetings in the first part of 2014. Supplemented by Attachés' and Ambassadors' briefings in Brussels with detailed explanations on intent of the WTO TFA provisions/negotiators. Preparation for implementation of TFA also raised by SG at the 2015 Regional DGs Meetings.
1.2.4	Outreach to regional structures RILO/RTC/ROCB	SO1 SP6	Identify and disseminate knowledge and raise awareness of getting involved in National Committees on Trade Facilitation	12/2013	Ongoing activity	COMPLETED In the meantime, most of the Members have established their National Committees on Trade Facilitation with active involvement from Customs. WCO has provided and continues to provide its support and advocacy to that end, including through the regional structures.

ACTIONS FOR FY 2021/2022

No	Action	Responsible body	Indicator	Timeline	Updates
1.2.1.1	Members of the TFAWG will coordinate with the Secretariat to present proposals for improving the communication strategy of the WCO and making it more effective	Members	Nature and scope of proposals submitted	2021/2022	
1.2.2.1	Keep information on the WCO Website up to date	Secretariat	Updates done during the FY	2021/2022	

Task 1.3 Coordination with Members and Private Sector/Institutional Partners						
No	Sub-Task	WCO Strategic Plan	Objective	Start	Timeline	Comments
1.3.1	Conduct TFAWG meetings	SO1 SP6	Prepare for discussions at WTO; Coordinate donors and implementation	12/2013	Ongoing activity	Up to now 12 meetings held.
1.3.2	Coordinate with other stakeholders	SO1 LD3	Seek continuous cooperation and enhance coordination	10/2017	Ongoing activity	

ACTIONS FOR FINANCIAL YEAR 2021/2022

No	Action	Responsible body	Indicator	Timeline	Updates
1.3.1.1	Continue conducting break-out sessions	WCO Secretariat	At least one break out session in the 14th TFAWG	2021/2022	
1.3.1.2	Members to submit national experiences to the TFAWG for	Members	Nature and scope of	2021/2022	

	inclusion in the TFA Implementation Guidance		submissions		
1.3.2.1	Seek for continuous participation of other international organizations such as sanitary in the TFAWG	WCO Secretariat	Invitation of relevant International Organizations and encourage them to participate in.	2021/2022	
1.3.2.2	Members shall seek for enhanced coordination with other governmental agencies such as sanitary authorities for the purpose of implementation of the TFA and coordinating for prioritizing TA/CB	Members	Nature of coordination activities	2021/2022	
1.3.2.3	Continue with WCO high-level political engagement and transmitting the importance of coordination with other border agencies	Members WCO Secretariat	Nature of instances of high level political engagement	2021/2022	
1.3.2.4	Promote TRS as a TFA implementation measurement tool	Members WCO Secretariat	Identification of relevant events where the TRS can be promoted	2021/2022	
1.3.2.5	Seek continuous participation of the members of the WCO Private Sector Consultative Group (PSCG) in TFAWG meetings	WCO Secretariat Members	Number of PSCG members attending the TFAWG meeting		PSCG members are regularly invited to TFAWG meetings.
1.3.2.6	Seek continuous participation of Annex D organizations in TFAWG meetings	WCO Secretariat	Number of Annex D members attending the TFAWG meeting		Annex Ds are regularly invited to TFAWG meetings.

Task 1.4 Liaison with the WTO TFC						
No	Sub-Task	WCO Strategic Plan	Objective	Start	Timeline	Comments
1.4.1	Interact with the TFC	SO1 LD3	Represent the Customs position	22/02/2017	Ongoing activity	Since 2018, the WCO Secretariat has been invited to TFC meetings on ad hoc basis.

ACTIONS FOR FY 2021/2022

No	Action	Responsible body	Indicator	Timeline	Updates
1.4.1.1	Participate in TFC meetings and provide updates on WCO Mercator Programme activities	WCO Secretariat	Number of TFC meetings participated in and information provided	2021/2022	
1.4.1.2	Invite the TFC Chair to the TFAWG meetings	WCO Secretariat	Send the invitation	2021/2022	

Task 1.5 Technical Assistance/Capacity Building						
No	Sub-Task	WCO Strategic Plan	Objective	Start	Timeline	Comments
1.5.1	Refine TFA Implementation Guidance Performance Indicators	SO1 SP7	Help WCO Members self-assess their national situation regarding the TFA implementation more accurately	09/2014	Ongoing activity	PARTIALLY COMPLETED The WCO has also developed the TFA Maturity Model as a Self-Assessment Guide.
1.5.2	Provide TF specific assistance under	SO1 SP6	Assess needs and provide tailor-made assistance	12/2013	Ongoing activity,	Capacity Building Directorate sends out requests for needs assessments in the area of Capacity

Task 1.5 Technical Assistance/Capacity Building						
No	Sub-Task	WCO Strategic Plan	Objective	Start	Timeline	Comments
	the Mercator Programme	SP7			depending on Members' requests	Building and Technical assistance, as part of a regular annual cycle. However, <i>ad hoc</i> requests for assistance are also considered. Support is provided through the WCO Mercator Programme.
1.5.3	Match needs with resources/donor coordination whilst making use of existing tools to ensure results and maximize resources	SO1 SP7	Provide necessary assistance whilst ensuring donor and project coordination	12/2013	Ongoing activity, depending on needs and donors' offers	Overall coordination conducted within CBD. Includes regional and national donor coordination/steering committee meetings and meetings with ROCBs. The governments of Sweden, Finland UK, Germany, Korea, Japan, China and India along with the EU have committed to supporting the Mercator Programme. To avoid duplication, effective donor coordination is a key requirement.
1.5.4	Screen accredited experts list to determine the need for accreditation of additional experts, including in additional areas	SO1 SP7	Ensure availability of a sufficient number of experts to respond to Members' requests	12/2013	Ongoing activity	Mercator Programme Advisors (MPAs), Technical and Operation Advisors (ToAs) for RKC, AEOs, TRS, Single Window, Transit, Risk Management, PCA, Customs laboratories, etc.

ACTIONS FOR FY 2021/2022

No	Action	Responsible body	Indicator	Timeline	Updates
1.5.2.1	Promote MY Mercator Operating Model	WCO Secretariat (CBD)	Total number of MY Mercator beneficiary countries	2021/2022	

1.5.2.2	Provide Mercator Programme technical assistance support on technical measures	WCO Secretariat	Number of technical assistance missions delivered	2021/2022	
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Task 1.6 Analysis of WTO TFA and assessment of impact on WCO instruments						
No	Sub-Task	WCO Strategic Plan	Objective	Start	Timeline	Comments
1.6.1	Identify challenges faced by Members in meeting the TFA requirements	SO1 SP1	Prioritize the TFAWG work on those areas where Members face greater challenges to implement the TFA	12/2013	Ongoing activity	Based on Members´ needs, the Annual Work Plan shall remain objective and action driven, identifying concrete areas of work to help Members meet such challenges. Sharing experiences and outcomes resulting from TFA implementation is encouraged for other Members to learn from such experiences. The agendas of the TFAWG meetings aim to address and discuss implementation, including challenges, of as many technical measures under the TFA as possible.
1.6.2	Keep abreast the development and update of the WCO instruments and tools under other WCO bodies	SO1 SP1	Inform Members on newly developed or revised instruments and tools	03/2019	Ongoing activity	Through the updates on the Mercator Programme under the TFAWG meeting agendas, the delegates are regularly informed about the overall-track, including all newly developed or revised instruments and tools. The Policy Commission is provided with an update on the Economic Competitiveness Package twice a year, which provides information on all trade facilitation related instruments and tools. Furthermore, all the latest trade facilitation instruments/tools are readily available on the WCO public website.

ACTIONS FOR FINANCIAL YEAR 2021/2022

No	Action	Responsible body	Indicator	Timeline	Updates
1.6.2.1	Provide updates and discuss, as appropriate, development of new tools or update of existing ones as envisaged by the ECP Action Plan, PTC Work Programme etc. i.e. CBM Compendium, Compendium of Best Practices in the Area of Transit and others.	TFAWG Secretariat	Provide further guidance as appropriate	FY2021/2022	

2ND KEY DELIVERABLE OF THE TFAWG

Submit timely reports to the Policy Commission, Permanent Technical Committee and Capacity Building Committee as appropriate that shall:

- a) provide recommendations of the TFAWG based on an analysis of the needs assessments which includes technical assistance,
- b) describe the WCO's activities for the technical assistance and capacity building effort to support implementation of the WTO TFA;

Task 2.1						
No	Sub-Task	WCO Strategic Plan	Objective	Start	Timeline	Comments
2.1.1	Report to the appropriate working bodies (PTC, CBC as well as PC) for guidance and advice	SO1 SP6	Ensure proper coordination and also working on instructions	03/2014	Ongoing	Reports to appropriate WCO working bodies to take place according to the TFAWG ToR.

ACTIONS FOR FINANCIAL YEAR 2021/2022

No	Action	Responsible body	Indicator	Timeline	Updates
2.1.1.1	Provide report to PTC, CBC and PC in FY	Chair TFAWG	Reports provided	2021/2022	

3RD KEY DELIVERABLE OF THE TFAWG

Monitor the progress of the implementation of WCO instruments and tools that support Members in applying the TFA including through comprehensive reporting of WCO Mercator Programme missions;

Task 3.1						
No	Sub-Task	WCO Strategic Plan	Objective	Start	Timeline	Comments
3.1.1	Encourage Members and/or the Secretariat to monitor the implementation of WCO instruments and tools that support them in applying the TFA and share their experiences in the TFAWG	SO1 SP1 SP6 SP7	Ensure effective implementation of WCO tools and instruments	10/2018	Ongoing	WCO Regional structures like ROCB RTC to be used to support the implementation of WCO tool and instruments. The WGPM is mandated to develop KPIs to measure the implementation and impact (in terms of awareness and use) of the Main WCO tools in the future WCO Performance measurement mechanism, in consultation and coordination with the relevant working bodies. According to the current WGPM work plan, and subject to revisions, KPIs will be developed for discussion at the next WGPM meeting in April 2021, however a progressive approach has been taken in the development of the PMM, allowing for further input before the finalization of the design of the mechanism. The WGPM Work Plan is subject to revision at every WGPM meeting.

Task 3.1						
No	Sub-Task	WCO Strategic Plan	Objective	Start	Timeline	Comments
						The ownership and responsibility on the assessment is to be decided by the WGPM.
3.1.2	Encourage Members to share their experiences in using TRS	SO1 SP1 SP6	Ensure effective implementation of TRS	03/2014	Ongoing	More TRS required and the WCO Secretariat support is key.
3.1.3	Comprehensive reporting of WCO Mercator Programme missions to the TFAWG	SO1 SP1 SP6	Monitor the progress of implementation	01/2019	Ongoing	Under the Mercator Programme updates, the TFAWG is regularly updated on the progress in TFA implementation.

ACTIONS FOR FINANCIAL YEAR 2021/2022

No	Action	Responsible body	Indicator	Timeline	Updates
3.1.1.1	Members shall indicate during the TFAWG meetings which WCO instruments and tools they implement in order to apply the TFA	Members	Scope and characteristics of Members submissions	2021/2022	
3.1.1.2	Liaise with the WGPM on the updates in regards to the development of the WCO Performance Measurement Mechanism	Secretariat	Proposals provided by the WGPM concerning the measurement of the implementation/usage/awareness of the TFA related tools from the scope of the WCO Main Tools Proposals provided by the TFAWG on TFA related aspects of performance measurement	2021/2022	

3.1.2.1	Sharing national/regional TRS practices in TFAWG meetings	Secretariat Members	Scope and characteristics Members/Regional Organizations TRS practices	2021/2022	
3.1.3.1	Sharing national/regional achievements and experiences in receiving Mercator Programme assistance in TFAWG meetings	Beneficiaries	Scope and characteristics of shared experiences	2021/2022	

4TH KEY DELIVERABLE OF THE TFAWG

Establish and maintain an Annual Work Plan, including timelines and key deliverables, for TFA-related activities.

Task 4.1						
No	Sub-Task	WCO Strategic Plan	Objective	Start	Timeline	Comments
4.1.1	Review the TFAWG Work Programme and produce the TFAWG Annual Work Plan	SO1 SP6	Set the objectives for the TFAWG and Members	12/2013	Ongoing	For each Financial Year the TFAWG reviews the Work Programme and amends it where needed. The TFAWG also develops an Annual Work Plan for each Financial Year.

ACTIONS FOR FY 2021/2022

No	Action	Responsible body	Indicator	Timeline	Updates
4.1.1.1	Review and approve TFAWG Work Programme and Annual Work Plan for FY 2022/2023	TFAWG	Approved TFAWG Work Programme and Annual Work Plan	14 th TFAWG meeting	