UNECE
UNITED NATIONS ECONOMIC COMMISSION FOR EUROPE

in cooperation with the

ECONOMIC AND SOCIAL COMMISSION FOR ASIA AND THE PACIFIC
ECONOMIC COMMISSION FOR LATIN AMERICA AND THE CARIBBEAN
ECONOMIC AND SOCIAL COMMISSION FOR WESTERN ASIA
ECONOMIC COMMISSION FOR AFRICA
UNITED NATIONS CONFERENCE ON TRADE AND DEVELOPMENT
UNITED NATIONS INDUSTRIAL DEVELOPMENT ORGANIZATION
WORLD BANK
EUROPEAN COMMISSION
ORGANIZATION FOR ECONOMIC COOPERATION AND DEVELOPMENT
WORLD TRADE ORGANIZATION
WORLD CUSTOMS ORGANIZATION
INTERNATIONAL CHAMBER OF COMMERCE

SECOND INTERNATIONAL FORUM
ON TRADE FACILITATION

SHARING THE GAINS OF GLOBALIZATION
IN THE NEW SECURITY ENVIRONMENT

14-15 MAY 2003
United Nations Office at Geneva, Switzerland, Hall XX

PROGRAMME

web page: http://www.unece.org/trade/forums/forum03/index.htm

COMMITTEE FOR TRADE, INDUSTRY AND ENTERPRISE DEVELOPMENT (CTIED)
UNITED NATIONS CENTRE FOR TRADE FACILITATION AND ELECTRONIC BUSINESS
(UN/CEFACT)

11 May 2003
## Provisional schedule for the UNECE Trade Facilitation week, 12-16 May 2003

<table>
<thead>
<tr>
<th>Day 1</th>
<th>Day 2</th>
<th>Day 3</th>
<th>Day 4</th>
<th>Day 5</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Monday, 12 May</strong></td>
<td><strong>Tuesday, 13 May</strong></td>
<td><strong>Wednesday, 14 May</strong></td>
<td><strong>Thursday, 15 May</strong></td>
<td><strong>Friday, 16 May</strong></td>
</tr>
<tr>
<td>a.m.</td>
<td>Plenary Session of the UN Centre for Trade Facilitation and Electronic Business (UN/CEFACT)</td>
<td>UN/CEFACT plenary session</td>
<td>International Forum:</td>
<td>CTIED Policy Segment on strategies to enhance trade facilitation in UNECE Member States. Review of Forum Chairman’s Conclusions and follow-up</td>
</tr>
<tr>
<td></td>
<td>Hall XX</td>
<td>Hall XX</td>
<td>How to achieve benefits for all?</td>
<td>Hall XX</td>
</tr>
<tr>
<td>p.m.</td>
<td>UN/CEFACT plenary session</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Hall XX</td>
<td>Joint Session of the Committee for Trade, Industry and Enterprise Development (CTIED) and UN/CEFACT</td>
<td>Open Regionalism in trade facilitation</td>
<td>Workshop on technical issues in trade facilitation</td>
</tr>
<tr>
<td></td>
<td>Hall XX</td>
<td>Hall XX</td>
<td>• experience of the UN regional commissions</td>
<td>Hall VII</td>
</tr>
<tr>
<td>The International Forum on Trade Facilitation (IFTF), Hall XX</td>
<td><strong>Wednesday, 14 May 2003</strong></td>
<td><strong>Thursday, 15 May 2003</strong></td>
<td><strong>Friday, 16 May 2003</strong></td>
<td></td>
</tr>
<tr>
<td>Time</td>
<td>Time</td>
<td>Time</td>
<td>Time</td>
<td></td>
</tr>
<tr>
<td>8:30</td>
<td>Registration / Coffee</td>
<td>8:30</td>
<td>Coffee</td>
<td></td>
</tr>
<tr>
<td>9:30</td>
<td>Opening Session</td>
<td>8:30</td>
<td>Seminar on United Nations electronic Trade Documents (UnDocs): Digital paper for trade on your desktop</td>
<td></td>
</tr>
<tr>
<td>10:00</td>
<td>Session I: How to achieve benefits for all from trade facilitation?</td>
<td>9:45</td>
<td>Session III (organized in collaboration with ICC): Mechanisms of Cooperation: The role of the business community</td>
<td></td>
</tr>
<tr>
<td>13:15</td>
<td>Lunch</td>
<td>13:15</td>
<td>Lunch</td>
<td></td>
</tr>
<tr>
<td>14:00 – 16:00</td>
<td>Workshop in Hall VII: IPR and trade facilitation: Identifying Opportunities and Roadblocks</td>
<td>14:00-15:00 Presentation on the Perceptions and Priorities of selected developing countries on the inclusion of trade facilitation in the WTO negotiations, DFID, UK</td>
<td></td>
<td></td>
</tr>
<tr>
<td>15:00</td>
<td>Session II: Trade facilitation policy and new security initiatives</td>
<td>15:00</td>
<td>Session IV: Open Regionalism</td>
<td></td>
</tr>
<tr>
<td>15:00</td>
<td>-</td>
<td>15:00</td>
<td>The experience of the UN regional commissions and interregional cooperation.</td>
<td></td>
</tr>
<tr>
<td>16:00</td>
<td>-</td>
<td>16:00</td>
<td>Technical issues in trade facilitation</td>
<td></td>
</tr>
<tr>
<td>18:00</td>
<td>-</td>
<td>18:00</td>
<td>The Way Forward and Conclusions</td>
<td></td>
</tr>
</tbody>
</table>
OVERVIEW OF THE FORUM

BACKGROUND

Trade facilitation, i.e. the simplification, harmonization, automation and speeding up of the international flows of goods and trade information, has the potential of bolstering economic growth. In an increasingly globalized economy, it contributes directly to promoting supply chain linkages and reducing non-tariff barriers to trade. Above all, by saving precious resources, it has a strong potential for development. Nevertheless, the benefits of multilateral trade facilitation have not been evenly distributed. The United Nations, in its Millennium Development Goals has committed all Member States and the UN organizations to work towards alleviating poverty, promoting sustainable trade and development, and spreading the beneficial impact of globalization and multilateral cooperation on a more equitable basis. In order for all countries to reap the benefits of increased efficiency through optimal trade procedures, targeted policy and practical measures should be adopted.

The second International Forum on Trade Facilitation in May 2003 will focus on trade and transport facilitation and customs cooperation, within the perspective of the needs of development and the heightened security requirements. More specifically, the Forum will discuss the effect of the new security challenges on global supply chains. The conduct of international trade has undergone fundamental changes, as the security emphasis has shifted from threats to trade to threats from trade. While some major actors in international trade focus on the identification and minimization of risks to the security of international flows of goods (especially in container trade), others are concerned with the new security requirements, which will impose an additional burden on their fragile economies. There is a great risk that transition and developing countries will not be able to share the benefits of globalization, and that they will be marginalized. The implications of these challenges and changes on the weakest participants in the global trading system will be felt more strongly. The United Nations should address these problems by providing a neutral forum for their discussion. It should look into the development of new international instruments in the area.

The Forum will build upon the broader definition of trade facilitation at the first International Forum on Trade Facilitation in May 2002. Trade facilitation is a complex area, which involves government regulations and control, business efficiency, transportation, information and communication technology and the financial services. The work on trade facilitation involves various actors with different agendas, which makes agreement on a joint course of action difficult to achieve. Therefore, it is important that all stakeholders - governmental agencies, the business community, and international and non-governmental organizations - address trade facilitation strategically through adequate policies on the national, regional and international levels, emphasizing assistance for the development of weaker partners.

Inefficient trade procedures and a lack of trade facilitation have a greater negative effect on small and medium-sized enterprises (SMEs) and on enterprises in developing countries. The reason for this is that small-value consignments carry a disproportionately high cost burden due to the fixed costs that have to be paid per consignment. Addressing the problems of these “weaker” stakeholders is one of the principal objectives of the Forum. Recent studies within the Organisation for Economic Co-operation and Development (OECD) and the Asia Pacific Economic Cooperation (APEC) estimate that investment in trade facilitation would have a very strong effect, increasing exports from transition and developing economies by tens of billions of dollars. The greatest gains to developing and transition economies would come from improvements in border crossings and customs efficiency. The institutions that have done recent studies on the benefits from trade facilitation will be invited to present their findings at the second International Forum on Trade Facilitation.

The objective is to organize the Forum as a truly interactive event. The discussion will be initiated by a limited number of speakers and will involve panellists and participants from the audience. Several background concept papers will be prepared on: the effects of trade facilitation on income distribution, the sources of developing country concerns about trade facilitation, etc.
They will be made available on the Forum web site (www.unece.org/forums). In addition, the Forum will raise awareness of the necessity for further work and research of new solutions, in collaboration with UNCITRAL, on legal issues in the facilitation and simplification of trade procedures and information flows. The Forum will address the issue of trade facilitation in port procedures.

Parallel to the Forum, workshops on technical issues and intellectual property rights in trade facilitation will be organized, together with the European Patent Office and the UN Centre for Trade Facilitation and Electronic Business (UN/CEFACT). It is expected that the Department for International Development of the United Kingdom (DFID) will present a study on the position and reservations of selected developing countries on the inclusion of trade facilitation in the WTO multilateral trade negotiations. This paper, based on interviews with key officials of a representative set of developing countries, attempts to understand the economic, political and legal reasons for these countries’ concerns. It suggests options for dealing with these concerns.

The UNECE would especially like to thank the Government of Saudi Arabia and its private sector partners, as recognized in this programme, for their support for the organization of the Forum.

OBJECTIVES

The Forum is expected to define new, practical measures to progress trade facilitation in the new world environment. It will highlight possible ways of constructing an equitable mechanism of facilitating trade, where small and large countries and businesses will share the benefits. It will point to innovative methods for resolving the dilemma between heightened security measures and the necessity for faster movement of goods, services and information. In particular, the Forum will:

- provide a neutral platform for an exchange of views and a policy debate among the various stakeholders in trade facilitation, especially on the issues of sharing the benefits and the balance between advancing security and trade facilitation;
- provide a platform at which all the preparatory materials for the Fifth WTO Ministerial Meeting in Cancún can be presented and compared;
- offer a meeting place for representatives of Governments, business and international organizations, who can then influence the decision making processes in their countries or institutions;
- enhance the public and private sectors’ understanding of the benefits of trade facilitation, which include: (a) improving efficiency; (b) creating jobs; (c) promoting transparency; (d) enhancing government revenue; and (e) boosting competitiveness;
- put an emphasis on promoting mechanisms for capacity building in developing and transition economies to give substance to the Doha Development Agenda of the WTO;
- underline the multidimensional aspects of trade facilitation;
- emphasize the necessity for more work on the legal aspects of trade facilitation;
- highlight the role of trade facilitation in successful e-business;
- identify areas where new instruments, including standards, are needed;
- enhance the mechanisms of cooperation among Governments, international organizations and the private sector, including the possibility of making the best use of a combination of regional and global competencies;
- suggest harmonized methods for measuring progress in the implementation of trade facilitation;
- decide on follow-up action and implementation.

A publication containing the papers produced for the Forum will be prepared.

The Forum aims at bringing together the following groups of participants:

- government policy makers at the level of ministers and deputy-ministers, heads of customs services, ambassadors to the UN and the WTO;
- senior business executives and chiefs of large trade associations;
- heads of international and non-governmental organizations, donor agencies, national trade facilitation bodies, and trade associations;
- experts specializing in international trade, trade facilitation and globalization.
OUTCOME

The Forum, which will be the major event on trade facilitation in the world in the months before the WTO Ministerial Meeting in Cancún, will contribute to creating a positive framework for implementing international instruments and proposing an attractive set of solutions regarding trade and transport facilitation. It will suggest ways in which trade facilitation can help improve the efficiency of supply chain logistics in a volatile international trade environment. In particular it will:

- strengthen the global network for trade facilitation within the United Nations as a place for open policy debate on the issue;
- adopt a practical United Nations initiative fostering trade facilitation around the world, focused on the next steps that Governments, the business community and international organizations should take;
- investigate the possibility of developing an international standard for security in trade procedures, which would apply equally to all;
- contribute to building the political will necessary for implementing trade facilitation among various groups of countries;
- make a substantive contribution to the preparations for the discussion of trade facilitation at the WTO Ministerial Meeting in Cancún, Mexico.

The Forum will encourage greater participation of developing and transition economies in the global trade facilitation debate.

WHY YOU SHOULD ATTEND

The Forum is organized at the UN in Geneva, a city that increasingly becomes the global hub for trade diplomacy. The expected benefits from the Forum are:

- for policy makers - to participate in a network of decision makers and experts who will influence the definition of the trade facilitation agenda for the future; to obtain information that will allow them to make informed decisions in formulating national strategies and trade policy;
- for leaders of the business community – to make their position heard among policy makers and ambassadors to the UN and WTO; to interact with other major players in trade facilitation; and to make their companies better known to the international community;
- for intergovernmental and non-governmental organizations - to become involved in a wide, cross-sector network of government and business leaders; to carry out “reality checks”; to progress inter-regional and inter-institutional cooperation in trade facilitation;
- for academics and experts - to contribute to and become part of the development of concepts and strategies for future trade facilitation.

Participants will discuss the opportunities for enhancing world trade and economic growth. They will become acquainted with the latest trade facilitation techniques and regulatory developments, especially with regard to the new security environment in world trade, and contribute to policy debate regarding trade facilitation.

* * *

Simultaneous translation in English, French, Russian, and Spanish will be provided at the Forum.

For more details, please visit the Forum’s web site: www.unece.org/forums or call Mr. Mario Apostolov, UNECE Trade Development and Timber Division, tel. +41 22 9171134, fax: +41 22 9170037, e-mail: mario.apostolov@unece.org
ADVANCE PROGRAMME
DAY ONE, Wednesday, 14 May 2003

8:30 Registration

9:30 Opening

Amb. Luzius WASESCHA
Delegate of the Swiss Government for Trade
Agreements

Mr. Paolo GARONNA
Deputy Executive Secretary, United Nations Economic
Commission for Europe (UNECE)

10:00 Session I: How to achieve benefits for all
from trade facilitation?

Chairperson:
Mr. Mondher ZENAIDI
Minister of Tourism, Trade and Handicrafts
Tunisia

Rapporteur:
Mr. Ray McDONAGH
Senior Adviser, World Customs Organization

Speakers:
Sharing the gains of globalization
Mr. Pascal LAMY
Trade Commissioner, European Commission

Trade facilitation in the multilateral trade negotiations
Mr. Roderick ABBOTT
Deputy Director-General, World Trade Organization (WTO)

Trade Facilitation: Benefits and Capacity Building in
Customs
Mr. Kunio MIKURIYA
Deputy Secretary-General, World Customs
Organization (WCO)

The Development Dimension of Trade Facilitation
Mr. John BURLEY
Director, Division for Services Infrastructure for
Development and Trade Efficiency, UNCTAD

How can developing countries receive a better share of
the benefits of trade facilitation
Mr. Hardeep S. PURI
Ambassador, Permanent Representative of India to the
Offices of the United Nations in Geneva

Costs and benefits of trade facilitation
Mr. Anthony KLEITZ
Head, Trade Liberalisation and Review Division,
Organization for Economic Cooperation and
Development (OECD)

The economic impact of trade facilitation measures
Mr. John WILSON
Lead Economist, Development Research Group, The
World Bank

Discussion paper:
Income distribution impact of trade facilitation
Mr. Adrian HEWITT
Senior Research Fellow, Director of the ODI
Fellowship Scheme and Research Adviser to the All-
Party Parliamentary Group on Overseas Development, United Kingdom

13:15 – 15:00 Lunch Break

14:00 - 16:00 Workshop in Hall VII on IPR and trade facilitation:
“How Identifying Opportunities and Roadblocks”
Co-organized by the UN Economic Commission for
Europe, the European Patent Office and SMG
Consulting, Sweden

Chairperson:
Zoran JOLEVSKI, Chef de Cabinet, President of the
fYR Macedonia

Rapporteur:
Eskil ULLBERG, Senior Consultant, SMG
Consulting

Panellists:
Mr. Ulrich SCHATZ, European Patent Office
Mr. Christopher HEATH, The Max Planck
Institute
Mr. Timothy TRAINER, UNECE Advisory Group
on IP
Mr. David MARSH, UN/CEFACT Legal Rapporteur

Practical measures for future trade facilitation
Mr. Alberto Di LISCIA
DAY ONE, Wednesday, 14 May 2003

15:00 Session II: Trade facilitation policy and new security initiatives

Keynote address:
Trade facilitation in the new security environment
Mr. Douglas BROWNING
Deputy Commissioner, US Customs

Chairperson:
Mr. Leonid A. LOZBENKO
First Deputy Chairman, State Customs Committee of the Russian Federation

Rapporteur:
Mr. Robert van KUIK
Councillor, Customs Policy and Legislation
Directorate, Ministry of Finance, the Netherlands

The experience of Jordan
Dr. Salah Eddin Al-BASHIR
Minister of Industry and Trade, Jordan

Trade facilitation and security from an African perspective
Mr. Amadou SOUMAHORO
Minister of Commerce, Côte d’Ivoire

Insights from the Innovative Trade Network Team
Mr. Robert MASSEY

Chief Executive Officer, Cotecna Inspections S.A., speaking for the companies of the “Innovative Trade Network” Team

The new challenges from the point of view of the shipping industry
Mr. Brian PARKINSON
International Chamber of Shipping

Trade and security: the importance of a multilateral approach – the role of WCO and other players (WTO, UN)
Mr. Bob EAGLE
Director Customs, HMCE Customs and Excise, United Kingdom

Security in a global supply chain
Mr. Selig S. MERBER
Chairman, Customs Commission, International Chamber of Commerce (ICC)

Discussion paper:
Proposal for standards development in support of trade facilitation and security: A collaborative approach
Mr. Hans CARL
President, International Multi-Modal Transport Association (IMMTA)

18:30 COCKTAIL RECEPTION
at the Restaurant des Délégués, Palais des Nations, 8th fl. All participants are invited
8:30 – 9:45 Hall XX. Seminar on United Nations electronic Trade Documents (UNeDocs): Digital Paper for Trade on Your Desktop

Presentations by:
UN Economic Commission for Europe
Simpler Trade Procedures Board (SITPRO), UK
Universal Postal Union
Microsoft
Adobe

Internet: www.unec.org/etrades/unedocs
Presentations and discussion continued in the afternoon

9:45 Session III: Mechanisms of Cooperation: The Role of the Business Community

Chairperson:
Mr. Selig S. MERBER
Chairman, Customs Commission, International Chamber of Commerce (ICC)

Rapporteur:
Mr. Julian OLIVER
Director-General, International Express Carriers Conference (IECC)

Speakers:
How to achieve maximum trade facilitation in a regulatory environment
Mr. Rolf JEKER, Executive Vice President, Société Générale de Surveillance SA (SGS)

Trade facilitation, security concerns and the postal industry
Mr. Thomas E. LEAVEY
Director General, Universal Postal Union

New solutions for trade facilitation and e-business accessible to all
Mr. Patrick GANNON, President and CEO, OASIS

The business contribution to development and safe trade
Mr. Patrick De SMEIDT
Vice President, Microsoft Europe, Middle East and Africa

The development dimension of trade facilitation
Mr. Vitorino HOSSI
Minister of Trade, Angola

TTFSE.org website: a regional partnership to improve information transparency
Mr. Gerald OLLIVIER, Transport Specialist, The World Bank, Ms. Kremena GOTCHEVA, BulPRO, Bulgaria

How transition economies can leverage existing logistics and transportation solutions
Mr. Anders NORDAHL
Kuehne & Nagel

Leading edge solutions for trade facilitation
Mr. Ray WALKER
Chairman, Steering Group of the UN Centre for Trade Facilitation and Electronic Business (UN/CEFACT)

Discussant:
Mr. David ANDREWS
Director, Market Access, Department of Trade and Industry, United Kingdom

13:15 - 14:00 Lunch Break

14:00 – 15:00 Presentation: Study on the perceptions and priorities of selected developing countries on the inclusion of trade facilitation in the WTO multilateral trade negotiations
Mr. Murray Smith, Crown Agents / DFID

This paper, based on interviews with key officials of a representative set of developing countries, attempts to understand the economic, political and legal reasons for these countries’ concerns on the inclusion of trade facilitation in WTO negotiations. It suggests options for dealing with these concerns.

15:00 Session IV: Open Regionalism

Chairperson:
Mr. Alexander SAFARIK-PSTROSZ
Chairman, UNECE Committee on Trade Industry and Enterprise development

Rapporteur:
Ms. Michaela EGLIN
Consultant, International Trade

The UNECE experience in trade facilitation
Ms. Carol COSGROVE-SACKS, Director, Trade Development and Timber Division, Economic Commission for Europe (ECE)
The role of ESCWA in promoting trade facilitation
Mr. Nabil SAFWAT
Chief, Transport Section, Economic and Social Commission for Western Asia (ESCWA)

Open Regionalism in Latin America: the impact on trade facilitation
Ms. Vivianne VENTURA DIAS
Director, International Trade and Integration Division, Economic Commission for Latin America and the Caribbean (ECLAC)

Trade and Integration in the Andean Region
Mr. Carlos ZANNIER
Director, Integration, Corporación Andina de Fomento

The role of ESCAP in promoting trade facilitation and simplification of port procedures
Mr. Barry CABLE
Director, Transport and Tourism Division, Economic and Social Commission for Asia and the Pacific (ESCAP)

The role of ECA in promoting trade facilitation
Mr. Cornelius MWALWANDA
Senior Economic Officer, Economic Commission for Africa (ECA)

Cancún – a golden opportunity for trade facilitation
Mr. David WAKEFORD
Chief Executive, Simpler Trade Procedures Board (SITPRO), United Kingdom

14:00 – 17:00 Workshop in Hall VII: Leading Edge in Trade Facilitation
organized in cooperation with Resonance Communication

PANEL I: Implementing Trade Facilitation Tools to the Benefit of All
Chairperson:
Mr. Ray WALKER, Chairman, UN/CEFACT Steering Group

Technology in the context of e-business
Mr. Klaus-Dieter NAUJOK, Chairman, Techniques and Methodologies Group, UN/CEFACT

Enhancing trade and transport facilitation
Mrs. Comfort BOOHENE-OSAFO, Deputy Commissioner (Research Monitoring and Planning), Ghana

Self financing the enhancement of trade and transport facilitation and security
Mrs. Siti Aminah ABDULLAH, Deputy Director of Customs, Malaysia

PANEL II: Trade facilitation in the new security environment
Chairperson:
Ms. Bonni TISCHLER, Vice President, Global Transportation and Supply Chain Security, Pinkerton

Development of the Global Trade Utility
Mr. Dean L. KOTHMANN, Executive Officer, BV Solutions Group

Mitigating supply chain security threats and facilitating global trade through the deployment of a global security network
Mr. Bruce JACQUEMARD, Savi Technology

Secure trade is good business
Mr. Richard PEARSON, Managing Director, Rotterdam for Hutchison Ports Holdings

Real World Technology: Solutions for in-transit Freight Border Security
Mr. Scott BROSI, Area Vice President Secure Solutions, Transcore
DAY TWO, Thursday, 15 May 2003

15:00 – 17:00  Seminar on the United Nations electronic Trade Documents project: Part 2: presentations and discussion

17:00 CHAIRMAN’S CONCLUSIONS
Amb. Luzius WASESCHA
Delegate of the Swiss Government for Trade Agreements

END OF FORUM: 18:00 on 15 May 2003
REGISTRATION AND ENQUIRIES

The Forum will be held with simultaneous interpretation in English, French and Russian. There are no charge fees for registration. Participants are responsible for arranging their own travel and hotel accommodation in Geneva.

As places are limited, completed registration forms should be sent as soon as possible and no later than 30 April 2003 to:

Mrs. Dominique Rames  
Trade Division, United Nations Economic Commission for Europe  
Tel.: (+41 22) 917 2481  
Fax: (+41 22) 917 0037  
E-mail: dominique.rames@unece.org

In case you require an entry visa for Switzerland, please send an e-mail to Mrs. Dominique Rames (dominique.rames@unece.org), indicating your name, address and passport number and, if possible, the fax number as well as the postal address of the Swiss Embassy closest to you.

For further information and hotel reservations, please see the Forum website www.unece.org/forums

Please consult the web page of the Forum as soon as possible for preferential hotel rates: www.unece.org/trade/forums/forum03/registration/hotel_info.htm

ACCESS TO THE UNITED NATIONS PREMISES

Security at the Palais des Nations has been significantly increased. Participants must first obtain their personal security badges, which will have been already prepared at the Villa Les Feuillantes, located near the Palais des Nations (see attached map), and only then they can be allowed to enter the United Nations premises.

Therefore participants are requested to complete the Conference Registration Form overleaf and return it to the secretariat not later than 30 April 2003. An electronic version of the Form is available on request or can be downloaded from the Forum website www.unece.org/forums

The meeting will be held in Hall XX of the Palais des Nations, building E (the UNCTAD building).

ENQUIRIES about participation should be addressed to the Forum Coordinator:

Mr. Mario Apostolov  
Trade Division, Office 437  
United Nations Economic Commission for Europe  
Palais des Nations, CH-1211 Geneva 10  
Tel. (+41 22) 917 11 34  
Fax. (+41 22) 917 00 37  
E-mail: mario.apostolov@unece.org  
http://www.unece.org/forums
# UNECE TRADE FACILITATION WEEK

## REGISTRATION FORM

<table>
<thead>
<tr>
<th>Participant</th>
<th>Family Name</th>
<th>First Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr./Ms.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**I AM REPRESENTING**

<table>
<thead>
<tr>
<th>the Government of:</th>
<th>a United Nations Organization</th>
<th>an Intergovernmental Organization (IGO)</th>
<th>a Non-Governmental Organization (NGO) (ECOSOC accredited)</th>
</tr>
</thead>
<tbody>
<tr>
<td>University</td>
<td>Chamber of Commerce</td>
<td>NGOs (Not ECOSOC accredited)</td>
<td></td>
</tr>
<tr>
<td>Private Sector</td>
<td>Other organizations, agencies, etc</td>
<td>Myself as a private citizen</td>
<td></td>
</tr>
</tbody>
</table>

**I WILL BE ATTENDING**

<table>
<thead>
<tr>
<th>1.</th>
<th>Plenary session of the United Nations Centre for Trade Facilitation and Electronic Business (UN/CEFACT)</th>
<th>Head of Delegation</th>
<th>12 and 13 May 2003</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Delegation Member</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Participant/Observer</td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>Annual session of the Committee for Trade, Industry and Enterprise Development (CTIED)</td>
<td>Head of Delegation</td>
<td>13 and 16 May 2003</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Delegation Member</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Participant/Observer</td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>International Forum on Trade Facilitation</td>
<td>Head of Delegation</td>
<td>14 and 15 May 2003</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Delegation Member</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Participant/Observer</td>
<td></td>
</tr>
</tbody>
</table>

**Organization/Enterprise:**

- **Title in Organization/Enterprise:**

**Passport or ID Number:**

**Valid until:**

**Official Telephone Number:** +

**Fax:** +

**E:mail Address:**

**URL:**

**Postal Address:**

**City:**

**Postal Code:**

**Country:**

**Address in Geneva:**

---

**VISA SECTION**

*If you require an entry visa for Switzerland, please send an e-mail to dominique.rames@unece.org indicating your date of arrival in Switzerland, date of departure from Switzerland and the fax number as well as the postal address of the Swiss Embassy closest to you (see [http://www.eda.admin.ch/eda/e/home.html](http://www.eda.admin.ch/eda/e/home.html))*

**Dates for which the visa is needed**:  From ______________________________

**To**: ______________________________