



COURSE »

Single Window for Foreign Trade 7th Edition

DIRECTION »

Inter-American Development Bank (IDB) (www.iadb.org),
through its Integration and Trade Sector.

COLLABORATORS



The Inter-American Institute for Economic and Social Development (INDES) (www.indes.org).
Contributes to the pedagogical review of the materials and tutor's training.

The Center for Distance Foundation for Economic and Technological Development (CEDDET) (www.ceddet.org). Works in the academic monitoring of the participants through their virtual learning platform.

World Customs Organization (WCO) (www.wcoomd.org).

Caribbean Customs Law Enforcement Council (CCLEC) (www.cclec.net).

General Secretariat of Central American Integration System (SG-SICA) (www.sica.int/sgsica).

OBJECTIVE



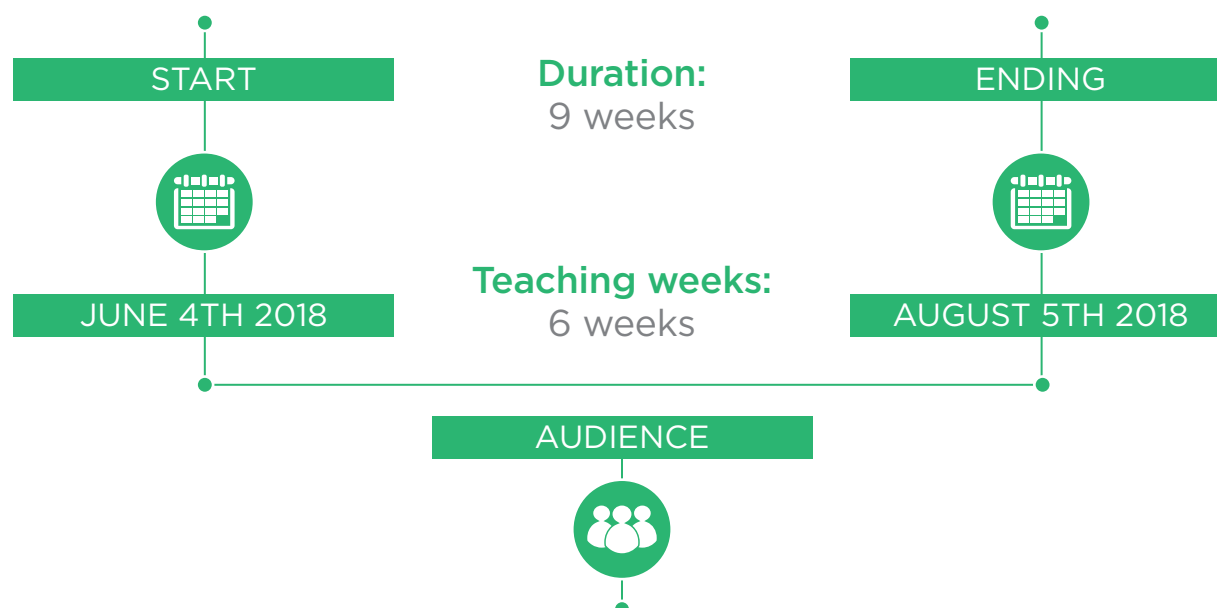
Main Goal

- To describe the Single Window design and implementation cycle: features, functions, requirements and benefits.

At the end of the course, the participants will learn to

- Define the fundamental concepts of the Single Window.

- Debate the different strategies aimed at coordinating procedures and processes.
- Identify the lessons learned and critical factors/challenges arising from past experiences of implementing Single Windows in different countries.



This course is only open to participants who have been invited to take part by the Directing Body.

The course is aimed at technical civil servants from the following Latin American and Caribbean organisations: customs and ministries of trade; business owners, customs agents and staff from chambers of commerce linked to foreign trade, and civil servants engaged in management consultancy relating to the import and export of goods. Participants must hold a university qualification or equivalent. Professional experience of at least three years relating to the negotiation or administration of rules of origin, or supporting export companies, is advised.



The price for participants without a grant is US\$3,000.

However, in order to contribute to modernization and institution building in Latin America and the Caribbean, the Inter-American Development Bank (IDB) has provided **45 grants** for all Latin American and Caribbean participants who pass the selection process.



The number of participants is 45, and all participants start and finish the course at the same time. During this period, the participants will have to participate in an online discussion forum, answer quizzes and resolve case studies. Furthermore, the participants will be monitored weekly to evaluate their participation in the activities and the level of knowledge acquired.

TEACHING TEAM



COURSE DIRECTOR AND TEACHER:

Frank Holder - Barbados Masters in Business Administration. He worked for forty years in the Barbados and International Civil Service. He was a regional and French trained customs officer and attended L'Ecole des Douanes in La Rochelle and Paris. He worked at the Barbados Customs where he attained the post of Commissioner of Customs and recently retired from that position. Also worked with the CARICOM Secretariat and Caribbean Export Agency. During his career he took part in many of the trade negotiations within the region and conducted several training courses for many of the Customs entities in the region. He had several short contracts with the United Nations Conference on Trade and Development (UNCTAD) within the region being responsible for the training of customs personnel.



Salvador Furió - Industrial Engineering from the Polytechnic University of Valencia, Master in Port Management and Intermodal Transportation at the University of Comillas (ICADE) and Diploma of Advanced Studies in the Doctoral Program in Advanced Models for Operations and Management Chain Providing the Polytechnic University of Valencia. He is Director of Logistics at the Valencia Foundation where he has led and participated in numerous consulting projects, research and cooperation at national, European and international level, always related to the logistics of the container, maritime, rail and intermodal transport, trade facilitation, the application of technologies to improve logistics processes and planning and design of transport infrastructure and logistics. Collaborates regularly giving master classes in different programs at the Universities of Valencia and Castellon and in training programs of the Inter-American Development Bank.



Naomi Goulbourne-Rodney - A dedicated Transformational Team Leader and Trainer with over twenty eight (28) years of experience all aspects of Customs operations across Jamaica and made significant contribution to Jamaica Customs Business Processes Reengineering that impacts the efficiency and effectiveness of the organization in meeting its objectives. For example the prepared and implemented C87, C78X Import Entry System and the Authorized Economic Operator (AEO) Programme. Presently the Manager of Customs Operations at the Passenger Terminal, Norman Manley International Airport (NMIA) in Kingston Jamaica. Has done post graduate studies in Workforce Education and Development and training with WCO and WTO on "Combating Counterfeiting and Piracy Health and Safety" and "Valuation," respectively. Adjunct Lecturer at the Caribbean Maritime Institute in Jamaica in their Customs Processes Bachelor of Science Programme.



Annmarie Ann Stewart - Jamaica. Masters in Business Administration (Finance). Working with the Jamaica Customs Agency in both Administration and Operations for over twenty (20) years. Currently Senior Customs Officer assigned to the Jamaica Customs Authorized Economic Operator (AEO) Unit specializing in streamlining the trade process by securing the supply chain thereby benefiting compliant traders; allowing for the efficient use of the JCA's scarce resources. Completed certificate courses in Risk Management and the Implementation of ASYCUDA World with the United Nations Conference on Trade and Development (UNCTAD). Adjunct lecturer in Accounting at the diploma level of Association of Chartered Certified Accountant (ACCA).



Athenee Torres - Senior Risk Analyst for Belize Customs & Excise Department specializing in Risk Impact Assessment and Probability Rating. Works include Risk Identification and Prioritizing, Criteria Writing, Data Collection. Currently a member of the Technical Trade Team (TTT) for Belize Customs with primary focus on the impact of trade negotiations on the local market and the Caribbean Region including EPA, CARIFORUM, and EU. Nine years experience in the Public Sector. Associate Degree in Accounting and currently pursuing Bachelors of Science in Accounting at the University of the West Indies.

MODULE 0

NAVIGATION IN THE VIRTUAL CLASSROOM • 3 days

MODULE 1

INTRODUCTION, CONCEPT AND MODELS OF SINGLE WINDOW • 7 days

MODULE 2

BASES FOR THE CONSTRUCTION OF A SINGLE WINDOW • 7 days

MODULE 3

REVIEW AND RECONCILIATION OF PROCESSES • 7 days

INTERMEDIATE CATCH-UP WEEK

MODULE 4

INTEROPERABILITY • 7 days

STUDY PLAN

MODULE 5

STRATEGIES FOR THE IMPLEMENTATION OF A SINGLE WINDOW • 7 days

MODULE 6

LESSONS LEARNED AND CASES OF REFERENCE • 7 days

FINAL CATCH-UP WEEK

Note: These materials have been revised in light of the ministerial decisions taken in the framework of the 9th World Trade Organization Ministerial Conference held in Bali, Indonesia, in December 2013. The adjustments were made in order to reflect a higher alignment between the course topics and the priorities identified in Bali's Ministerial Declaration and decisions, where all IDB members participated.

Bali Ministerial Declaration and decisions

CERTIFICATION



The **Inter-American Development Bank (IDB)**, through its Integration and Trade Sector, will issue a diploma of achievement for participants who meet the objectives of the course and pass the respective evaluation tests. The Management of the course, based on the evaluation of each tutor on participation in the proposed activities, will be responsible for assessing if the participant meets the criteria of enforceability for the achievement of the diploma.

SPONSOR



Inter-American Development Bank (IDB) (www.iadb.org), through its Integration and Trade Sector in collaboration with **The Institute for the Integration of Latin America and the Caribbean (INTAL)** (www.iadb.org/es/intal).

TRANSPARENCY AND QUALITY POLICY



All participants will be asked to answer a satisfaction survey. The CEDDET Foundation guarantees the responses will remain strictly anonymous since all data is stored on the server of a notary in Spain.