

## Training on Establishing an Effective WTO TBT Enquiry Point and Notification Authority

Maseru, Lesotho  
December 16-18, 2013

### Monday, December 16, 2013

8:30 - 9:00            Opening - Ministry of Trade and Industry  
Welcome - Southern Africa Trade Hub  
Introductions - Diane Thompson and participants

9:00 – 10:30        **Module 1: WTO Overview**  
– Overview of the WTO  
– Overview of the TBT Agreement  
– Obligations of WTO Members  
– WTO Definitions

10:30-10:50        Break

10:50-12:30        **Module 2: Roles and Responsibilities**  
– Responsibilities of the TBT Enquiry Point  
– Responsibilities of the Notification Authority

12:30-13:30        Lunch

13:30-15:00        **Module 3: Operation of the TBT Enquiry Point**  
– Information Requests  
– Tools and Resources  
– Information Products and Services  
– Promotion

15:00-15:20        Break

15:20-17:00        Day 1 Exercises

### Tuesday, December 17, 2013

8:30-10:10        **Module 4: Enquiry Point Management**  
– Record-keeping  
– Reporting  
– Staffing  
– Procedures

- 10:10-10:30 Break
- 10:30-12:30 **Module 5: Notification Authority Operations**
- Notifications
  - Comments
  - Tools and Resources
- 12:30-13:30 Lunch
- 13:30-15:00 **Module 6: Notification Authority Management**
- Record-keeping
  - Reporting
  - Staffing
  - Procedures
- 15:00-15:20 Break
- 15:20-17:00 Day 2 Exercises

**Wednesday, December 18, 2013**

- 8:30-10:10 **Module 7: Information Flows and Relationships**
- The exchange of information and the relationships of the TBT Enquiry Point in Lesotho with stakeholders and other WTO Members
  - The exchange of information and the relationships of the Notification Authority in Lesotho with stakeholders and other WTO Members
- 10:10-10:30 Break
- 10:30-12:30 Day 3 Exercises
- 12:30-13:30 Lunch
- 13:30-15:00 **Module 8: Next Steps**
- Discussion: What needs to be done to have a fully functioning TBT Enquiry Point in Lesotho?
  - Discussion: What needs to be done to have a fully functioning Notification Authority in Lesotho?
- 15:00-15:20 Break
- 15:20-17:00 Wrap-up and evaluations