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

Lusaka, Zambia
December 9-11, 2013

Monday, December 9, 2013

8:30 - 9:00 Opening - Zambia Bureau of Standards
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 10, 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 11, 2013**

8:30-10:10    **Module 7: Information Flows and Relationships**
- The exchange of information and the relationships of the TBT Enquiry Point in Zambia with stakeholders and other WTO Members
- The exchange of information and the relationships of the Notification Authority in Zambia 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 Zambia?
- Discussion: What needs to be done to have a fully functioning Notification Authority in Zambia?

15:00-15:20    Break

15:20-17:00    Wrap-up and evaluations