

Committee on Import Licensing

**NOTIFICATION FORMS: ARTICLE 1.4(a) AND / OR ARTICLE 8.2(b)
AND ARTICLE 5 OF THE AGREEMENT ON
IMPORT LICENSING PROCEDURES**

Note by the Secretariat

Pursuant to the informal discussions on transparency issues held by the Committee on Import Licensing Procedures (CIL) since 2009, the Chair indicated at the Committee's formal meeting on 11 April 2011 that the two notification forms attached hereto would be circulated in the G/LIC document series for use by Members, on a voluntary basis, to fulfil notification obligations under the transparency provisions contained in Articles 1.4(a) and/or 8.2(b) and in Article 5 of the Agreement on Import Licensing Procedures (AILs).

According to the information provided by the Chair at that meeting¹, the majority of delegations that intervened at the informal discussions on ways and means to improve transparency on the import licensing procedures (ILPs) applied by Members, welcomed the forms, highlighted their importance as well as the benefits that will derive from the use thereof, such as upgrading the quality, standardizing the information submitted by Members and facilitating the tasks of officers responsible for notifications in their capitals. Therefore, these forms will be useful and helpful not only to facilitate compliance with the notification obligations under the provisions mentioned above, but also to better understand and convey the pertinent information and rules concerning the administration of the ILPs currently applied by Members.

Annex I is the notification form for notifying under Articles 1.4(a) and/or 8.2(b) of the AILs.

Annex II is the notification form for notifying under Article 5 of the AILs.

The templates of the above-mentioned notifications forms can be downloaded from the Members' website.

¹ Further information concerning the Chair's report on the informal discussions on transparency issues is contained in document G/LIC/M/33, Paragraphs 3.1- 3.6.

ANNEX I

G/LIC/N/1/

AGREEMENT ON IMPORT LICENSING PROCEDURES

Notification under Article 1.4(a)¹ and /or 8.2(b)² of the Agreement

[NOTIFYING MEMBER]

The following notification, dated [Day Month Year], is being circulated at the request of the delegation of [notifying member].

1.	Notification under Article 1.4(a) [<input type="checkbox"/>]; Article 8.2(b) [<input type="checkbox"/>] (<i>If the notification is made under both Articles please mark both with an X</i>)
2.	Source(s) where the Import Licensing Procedure(s) has(ve) been published (Official Gazette, publication, website, etc.): [<input type="checkbox"/>]
3.	Date of publication¹: [DD/MM/YYYY] Effective date of requirement: [DD/MM/YYYY]
4.	Copy(ies) of publication (in case of Art. 1.4(a))³ and/or legislation (in case of Art. 8.2(b))⁴ is(are) available for consultation by Members: [<input type="checkbox"/>] at the WTO Secretariat (Market Access Division) (<i>In this case please attach copies of the publication and or legislation, if possible in electronic format: Microsoft Word or compatible software</i>) and/or [<input type="checkbox"/>] by request at the following address and fax numbers, and/or e-mail and website: [<input type="checkbox"/>]
5.	In the case that they are not in one of the three WTO official languages, (<i>English, French or Spanish</i>) a SUMMARY of the <u>publication (in case of Art. 1.4(a))</u> and/or <u>the legislation (in case of Art. 8.2(b))⁴:</u> [<input type="checkbox"/>]
6.	Other pertinent data or information (i.e. title of the proposed or adopted law/regulation establishing the Import Licensing Procedure): [<input type="checkbox"/>]

¹ "[...] Publication shall take place, whenever practicable, 21 days prior to the effective date of the requirement but in all events not later than such effective date. Any exception, derogations or changes in or from the rules concerning licensing procedures or the list of products subject to import licensing shall also be published in the same manner and within the same time periods as specified above." See Art. 1.4(a) of the Agreement.

² "Each Member shall inform the Committee of any changes in its laws and regulations relevant to this Agreement and in the administration of such laws and regulations."

³ "The rules and all information concerning procedures for the submission of applications, including the eligibility of persons, firms and institutions to make such applications, the administrative body(ies) to be approached, and the lists of products subject to the licensing requirement shall be published, in the sources notified to the Committee on Import Licensing [...] Copies of these publications shall also be made available to the Secretariat." See Art. 1.4(a) of the Agreement and document G/LIC/3 "Procedures for Notification and Review under the Agreement on Import Licensing Procedures".

⁴ See document G/LIC/3 "Procedures for Notification and Review under the Agreement on Import Licensing Procedures".

ANNEX II

G/LIC/N/2/

AGREEMENT ON IMPORT LICENSING PROCEDURES

Notification under Article 5.1-5.4 of the Agreement¹

[NOTIFYING MEMBER]

The following notification, dated [Day Month Year] is being circulated at the request of the delegation of [notifying member].

1. (a) **Title / number / date of the law or regulation establishing / changing the import licensing procedure:**

[]

(b) **If the notified measure refers to a change in an already notified import licensing procedure, please indicate the document symbol of the notification to which change(s) has(ve) been introduced.** *(In this case please also indicate in Section 3, below, the nature of the changes (i.e. inclusion or exclusion of some goods and a list thereof; contact point for information and/or administrative body(ies) for submission of applications, etc.):*

G/LIC/N/TYPE 1,2 OR 3/COUNTRY/##. *(Example: G/LIC/N/1/GGG/4)*

2. **Information concerning the institution / change of import licensing procedure:**

(a) **List of products subject to the licensing procedure** *(Exact name of the products and/or whenever possible HS code and indication of the exact HS Nomenclature (i.e. 1996; 2002 or 2007). Abbreviations should be avoided. In the case of a long list of products, please attach the list as an Annex in Microsoft Word or compatible software. Please do not use PDF, or photocopies.)*

[]

(b) **Contact point for information on eligibility**

[Ministry/authority]

Address: []

Telephone: (+country)

Fax: (+country)

E-mail address: [@]

Website: []

Contact officer: [] Mr. [] Mrs. Name: []

(c) **Administrative body(ies) for submission of applications** *(If more than one please include the same information for each body.)*

[Ministry/authority/institution/department]

Address: []

Telephone: (+country)

Fax: (+country)

E-mail address: [@]

Website: []

Contact officer: [] Mr. [] Mrs. Name: []

<p>(d) Date and name of publication where licensing procedures are published Date of publication: [DD/MM/YYYY] Source of publication (Official Gazette /journal/ website): []</p> <p>(e) Indication of whether the licensing procedure is [] automatic. If so please indicate: (f) the administrative purpose: [] [] non-automatic. If so please indicate: (g) the measure being implemented through the import licensing procedure: []</p> <p>(h) Expected duration of the licensing procedure if this can be estimated with some probability, and if not, reason why this information cannot be provided []</p>
<p>3. Other relevant data or information: <i>(i.e. complete title and data concerning the legislation, inclusion or exclusion of certain products from the import licensing regime and list thereof; changes related to the administrative body(ies) for submission of applications, etc.)</i> []</p>

¹ "Members which institute licensing procedures or changes in these procedures shall notify the Committee of such within 60 days of publication [...]" (Art. 5.1).