



**Committee on Sanitary and Phytosanitary Measures**

**WTO SPS TECHNICAL ASSISTANCE ACTIVITIES IN 2017:  
GENERAL INFORMATION, SELECTION PROCESS AND APPLICATION FORM**

NOTE BY THE SECRETARIAT<sup>1</sup>

*Revision*

1. The Secretariat of the WTO plans to organize a number of specific technical assistance activities on the Agreement on the Application of Sanitary and Phytosanitary Measures (SPS Agreement) in 2017. These activities include: the SPS E-Learning course, national SPS seminars, a thematic SPS workshop in Geneva, regional SPS workshops<sup>2</sup> and an advanced SPS course.<sup>3</sup> These activities will primarily focus on the provisions of the SPS Agreement, implementation matters and the latest discussions taking place in the SPS Committee.<sup>4</sup> The overall objective of the SPS technical assistance activities is to enhance the knowledge and expertise of government officials from WTO developing country Members and Observers, so they can better understand and implement the SPS Agreement, benefit from its provisions, and strengthen their capacity to engage in the work of the SPS Committee. For additional information on technical assistance activities related to the SPS Agreement, please consult the WTO website at <http://www.wto.org/sps/ta>.

2. This document provides detailed information about SPS-specific WTO technical assistance activities planned for 2017, including information on dates, venues, eligibility and selection criteria of participants, instructions for submission of applications, deadlines and pre-requisites when required.

3. This document is structured according to the different types of SPS-specific technical assistance activities provided by the WTO:

- E-Learning Course on the SPS Agreement
- National SPS Seminars
- Thematic SPS Workshop
- Regional SPS Workshops
- Other SPS Workshops
- Advanced SPS Course, including the Follow-up Session

4. A chronological table with the dates and steps for application for all the SPS-specific technical assistance activities in 2017 can be found in Annex I.

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<sup>1</sup> This document has been prepared under the Secretariat's own responsibility and is without prejudice to the positions of Members or to their rights and obligations under the WTO.

<sup>2</sup> Regional SPS Workshops will be organized in 2017 upon request from regional organizations. Please refer to additional details in Section 4 of this document.

<sup>3</sup> In addition to these SPS-specific technical assistance activities, the WTO offers general training courses where the SPS Agreement is taught, such as Introduction Courses for Least-Developed Countries, Regional Trade Policy Courses and Advanced Trade Policy Courses.

<sup>4</sup> The SPS Committee is scheduled to meet three times in 2017: 22-23 March; 13-14 July; and 2-3 November. Informal meetings of the SPS Committee and other SPS-related workshops might be scheduled during the weeks when the SPS Committee meetings take place. These dates are subject to change.

5. The structure, content, target audience, pre-requisites, exercises and materials of these SPS-specific activities will follow the WTO Progressive Learning Strategy (PLS).<sup>5</sup> Therefore, each activity is identified according to a scale ranging from "Level 1" (the least advanced, introductory activities) to "Level 3" (the most advanced, in-depth training activities). This measurement will, *inter alia*, assist in making candidates aware of the expected level of the activity before they apply, and facilitate the Secretariat's assessment of whether a candidate's profile and experience match the level of the activity when carrying out the selection process. This will ultimately help ensure that the participants in a particular activity are able to most effectively follow and contribute to the discussions, and that they have a harmonized level of understanding of the SPS Agreement. Further information on the WTO PLS and a table with the level of each of the SPS-specific technical assistance activities can be found in Annex II.

## 1 E-LEARNING COURSE ON THE SPS AGREEMENT

Level of this activity: 1    3

6. The WTO offers an E-Learning Course on the SPS Agreement (SPS E-Learning Course), so as to enable government officials from around the world to learn, through an interactive tool, about the basic provisions and principles of the SPS Agreement, the work of the SPS Committee and the SPS disputes brought to the WTO Dispute Settlement Mechanism. During the entire course, participants receive personal tutoring from an assigned staff member of the WTO Secretariat who is responsible for clarifying and responding to any SPS-related question. While a brief introduction to the SPS Agreement is included in the E-Learning course "Introduction to the WTO", this online course on the SPS Agreement is the most introductory-level training available specifically on the SPS Agreement.

7. The course is available in all three WTO working languages (English, French and Spanish) and is divided into nine modules which must be completed within two months. At the end of each module, participants are required to take a short online test. The completion of all of these tests (with an overall average of 60%) is required for the successful completion of the course.

8. Successful completion of the SPS E-Learning Course is a pre-requisite for participation in other SPS technical assistance activities, such as the Advanced SPS Course. However, successful completion of the SPS E-Learning Course **does not guarantee** selection for SPS-related training events. Government officials who have already successfully completed the SPS E-Learning Course, in any of the available languages, are not required to undertake it again.

9. The WTO E-Campus (<http://ecampus.wto.org>) offers the SPS E-Learning Course throughout the year.

10. While the WTO E-Learning material can be freely requested through the WTO E-Campus website, participants have to register and submit a nomination form in order to participate in a monitored course, access the module exams and obtain a WTO certificate.

11. Government officials from WTO Members and Observers wishing to register for the SPS E-Learning Course must access the WTO E-Learning website (<http://ecampus.wto.org>). In order to register for a course, two forms are to be filled-in and submitted:

- a. **Online Registration Form:** available at <http://ecampus.wto.org>. This registration form needs to be completed online, and the system will generate a registration number that will be used in the "nomination form";
- b. **Nomination Form:** the candidate should be confirmed by the responsible government authorities. The nomination form is also available at <http://ecampus.wto.org>. The completed nomination form must be sent either by email (scanned) to [elarning.registration@wto.org](mailto:elarning.registration@wto.org) or by fax to +41 22 739 5191.

12. Further information and instructions about the registration process for the SPS E-Learning Course can be found on the website <http://ecampus.wto.org>.

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<sup>5</sup> The primary aim of the PLS is to promote higher levels of learning and to encourage the development of participants' autonomy, with a view to building and sustaining the long-lasting human and institutional capacity of beneficiary countries to participate most effectively in the rules-based multilateral training system.

## 2 NATIONAL SPS SEMINARS

Level of this activity: 1    3

13. WTO developing country Members and Observers are entitled to request national seminars with a view to address specific training needs on the SPS Agreement and its implementation. In this regard, the programmes for national seminars are elaborated by the beneficiary country in consultation with the WTO Secretariat. It is possible to address both the SPS and TBT Agreements, or the SPS Agreement and the Agreement on Agriculture, in a single national seminar.

14. National SPS seminars may have a lower (more introductory) or higher (in-depth, advance training) level, depending on the training needs identified by the requesting Member, and the level of knowledge and experience of the participants. It is also possible to organize two national activities back-to-back for different participants, for example, one at an introductory level and another at an advanced level. The Secretariat will aim to tailor the structure and content of these seminars according to each specific request and through consultations with the beneficiary Member during the preparation phase of the seminar. In addition, the Secretariat encourages Members to clearly outline the objectives of national seminars in the submitted training requests, in order to allow the Secretariat to respond more effectively to the training needs of Members.

15. To request a national seminar on the SPS Agreement, Members and Observers must complete and submit a Technical Assistance National Request form which is available online at: [https://wto.formstack.com/forms/national\\_ta\\_requests](https://wto.formstack.com/forms/national_ta_requests).

16. The Technical Assistance National Request form must be submitted along with an official letter of request, addressed to the Director of the Institute for Training and Technical Co-operation (ITTC). The form and the official letter should be submitted online via the weblink ([https://wto.formstack.com/forms/national\\_ta\\_requests](https://wto.formstack.com/forms/national_ta_requests)).

17. Due to the increased number of requests received for national SPS seminars in recent years, the Secretariat encourages Members and Observers to submit any request for national SPS seminars as early as possible (preferably in the first half of the year) to ensure proper coordination and preparation for these activities.<sup>6</sup>

## 3 THEMATIC SPS WORKSHOP

Level of this activity: 1    3

18. The Secretariat will organize a special workshop on the Transparency Provisions of the SPS Agreement, to be held in Geneva, Switzerland. The workshop will take place on Monday, 30 October and Tuesday, 31 October 2017. The SPS informal and regular meetings will be held on 1-3 November 2017.

19. The objective of the workshop is to bring together officials in charge of the implementation of the transparency obligations of the SPS Agreement, in particular SPS enquiry points (NEPs) and national notification authorities (NNAs), for an exchange of experiences on a range of transparency-related issues, which are to be identified through discussions in the March and July SPS Committee. Officials will also benefit from hands-on training on the new online SPS Notification Submission System (SPS NSS), the SPS Information Management System (SPS IMS) and the ePing notification alert system.

20. The workshop will be open to participation by all delegates from WTO Members and Observers attending the SPS Committee meeting in November 2017.

21. The WTO, with the financial assistance of the Doha Development Agenda Global Trust Fund (DDAGTF), will sponsor the participation of government officials from developing country Members and Observers. The Secretariat will select participants to be sponsored from applications received from capital-based officials holding direct responsibilities in the implementation of the

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<sup>6</sup> While every effort will be made to accommodate the requests of Members and Observers, the Secretariat cannot guarantee that it will have the necessary resources to undertake all national seminars requested during the year.

transparency provisions of the SPS Agreement, in particular the SPS NEPs and NNAs. Exceptions will be made for candidates from WTO Members that have not yet designated their SPS enquiry point and/or the national notification authority, as well as for WTO Observers, on the basis of evidence that the candidate has, or will have, responsibilities related to SPS notifications.

22. Preference will be given to applications from least-developed countries (LDCs), and from developing country Members and Observers that have not been sponsored to participate in a thematic workshop on the SPS Agreement in the recent past. No more than **one** participant from each country will be selected.

23. Government officials from WTO Members and Observers meeting the above-mentioned criteria and wishing to apply for the thematic workshop must consult the instructions provided in Annex III, and complete and submit the online application form available at: <https://worldtradeorganization.wufoo.eu/forms/2017-wto-sps-technical-assistanceapplication-form/>.

24. An economy-class round-trip air-ticket (excursion fare, if applicable), accommodation, daily subsistence allowance and terminal expenses will be provided to the selected participants as of the opening day of the activity. Other administrative arrangements shall be communicated directly to the selected participants in advance of the workshop.

#### 4 REGIONAL SPS WORKSHOPS

Level of this activity: 1    3

##### 4.1 Overview

25. The Secretariat of the WTO organizes regional workshops on the SPS Agreement with the purpose of making participants fully aware of the WTO SPS Agreement, its implementation, and the possible implications at the regional and national levels. Funding is available through the Doha Development Agenda Global Trust Fund (DDAGTF) for these workshops.

26. The regional workshops also serve as an opportunity for government officials working on SPS matters in different developing countries to establish contact with their counterparts in other developing countries of the region, facilitating the exchange of information and the sharing of best practices related to the implementation of the SPS Agreement.

27. These regional workshops may include representatives from Codex, IPPC and OIE as resource persons contributing their knowledge and experience in their areas of expertise. In addition, relevant international organizations, international and regional development institutions and organizations, as well as other technical assistance organizations and bilateral donors involved in SPS matters, may be invited to inform participants of their latest activities.

##### 4.2 Regional SPS Workshops in 2017

28. In order to deliver more effective and tailored regional workshops, the WTO Secretariat will be working collaboratively with regional organizations to specifically address SPS-related training needs identified within regions. Using this approach, the WTO Secretariat will schedule regional SPS workshops in 2017, upon request from regional organizations.

29. To request a regional workshop on the SPS Agreement, regional organizations (or a Member in conjunction with a regional organization) must submit an official letter indicating the purpose and expected outcome of the workshop, their expected contribution, as well as the proposed dates and venue. This formal request should be addressed to the Director of the Institute for Training and Technical Co-operation (ITTC) and sent by fax to: +41 22 739 57 64.

30. Programmes, prerequisites and selection criteria will be defined for each requested activity.

31. Based on requests received, two regional workshops on the SPS Agreement will be organized in 2017:

- Regional SPS Workshop for Latin America, with a focus on good regulatory practice, (co-organized with the Inter-American Institute for Cooperation on Agriculture); and
- Follow-up Regional SPS Workshop for Arab countries (co-organized with the IMF-Middle East Centre for Economics and Finance).

32. Specific information and instructions for each of these two activities can be found in Annex IV.

#### 4.3 Selection Process

33. The WTO Secretariat will carry out a selection process aimed at better utilizing the resources available by ensuring that only qualified and suitable candidates participate in the regional workshops. The Secretariat will consider applications from all eligible Members and Observers subject to the receipt of the candidacy within the deadline and to the candidate meeting the pre-requisites. The Secretariat will endeavour to ensure an overall balance regarding participants' specializations, countries of origin and gender.

34. The Secretariat will select a maximum of thirty participants for each Regional SPS Workshop. The targeted audience for these workshops are government officials:

- a. holding direct responsibilities in the SPS area, i.e. SPS notification authority or enquiry point; Codex, IPPC or OIE contact points; officials from a relevant Ministry in charge of coordinating SPS matters and international trade; and
- b. possessing a proven intermediate level of understanding of the principles and structure of the WTO, and of the principles and provisions of the SPS Agreement.

35. Government officials from WTO Members and Observers wishing to apply for participation in the regional workshops must consult the instructions provided in Annex IV, and complete and submit the online application form available at:

<https://worldtradeorganization.wufoo.eu/forms/2017-wto-sps-technical-assistanceapplication-form/>.

36. The Secretariat will inform Members' and Observers' contact points to the WTO (e.g., mission in Geneva) of the proposed selection of candidates from their government before the final selection.

37. Selected participants will receive from the WTO an economy-class round-trip air-ticket (excursion fare, if applicable), full board services and facilities at the hotel where the activity is held (bed, breakfast, lunch, dinner and ground transport airport-hotel-airport). The WTO will also provide the confirmed participants with 100 Swiss Francs lump sum for their out of pocket expenses. In addition, when stopovers are mentioned in the air-tickets issued by the WTO, the participant will receive 300 Swiss Francs per stopover. This/These amount(s) will be provided during the two weeks following the closure of the activity, via Western Union or bank transfer and once the participant has returned to his/her home country. Other administrative arrangements will be communicated directly to the selected participants in advance of each activity.

#### 4.4 Pre-requisites for Participation

38. Preference will be given to those candidates that have successfully completed the WTO SPS E-Learning Course<sup>7</sup> by the time they submit their application. All participants are expected to have completed the WTO SPS E-Learning Course before the start of the workshop.<sup>8</sup> See Section 1 regarding enrolment in the WTO SPS E-Learning Course.

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<sup>7</sup> For the Regional SPS Workshop for Latin America, preference will also be given to candidates who have completed an equivalent course (e.g. IDB SPS E-Learning Course).

<sup>8</sup> See previous footnote.

39. For the **Follow-up Regional SPS Workshop for Arab countries**, preference will be given to participants that attended the previous workshop held in January 2016 (in Kuwait City), and only a limited number of new participants may be selected.

## 5 OTHER SPS WORKSHOPS

40. At the request of the Intergovernmental Authority on Development (IGAD), the WTO is planning to jointly organize a Follow-up Workshop<sup>9</sup> on the SPS and TBT Agreements for IGAD members in the last quarter of 2017. Further information on this activity will be made available by the IGAD Secretariat ([icpald@igad.int](mailto:icpald@igad.int)).

41. The Secretariat is also planning to organize a joint workshop on the SPS and TBT Agreements for Gulf Cooperation Council (GCC) members, at the request of the GCC Standardization Organization (GSO). This workshop will focus on the transparency obligations under the SPS and TBT Agreements and is expected to be held in October 2017. Further information on this activity will be made available by the GSO Secretariat ([csc@gso.org.sa](mailto:csc@gso.org.sa)).

42. In addition, the WTO Secretariat will participate in other SPS technical assistance activities at the request of other organizations, where possible.

## 6 ADVANCED SPS COURSE AND FOLLOW-UP SESSION

Level of this activity: 1  2  3

### 6.1 Overview

43. The 2017 Advanced SPS Course will be held from **23 October to 10 November 2017** in Geneva, Switzerland, in **English**. This course is an in-depth and "hands-on" training activity on the SPS Agreement conceived to encourage the active involvement and leadership of participants in SPS-related matters, ranging from addressing national implementation problems to the identification of SPS-related market access difficulties and how to develop strategies to overcome these. The course also seeks to assist government officials from developing countries in enhancing their participation in the SPS Committee.

44. The course comprises a series of sessions and practical exercises related to the implementation of the SPS Agreement. The first week of the course includes sessions aimed at deepening participants' understanding of the SPS Agreement. In the second week, participants will take part in the thematic workshop, and attend the SPS Committee meetings, with a view to learning how the Committee works in practice, so as to become familiar with the rules and procedures of the Committee and to participate in its discussions. In the third week, participants will share their experiences and will strengthen their knowledge on how to improve the implementation of specific provisions of the SPS Agreement, including the application of concepts and principles such as risk analysis, harmonization, equivalence, regionalization and transparency. Dispute settlement, technical assistance and cooperation, and special and differential treatment will also be addressed. The course is complemented by briefing sessions with SPS delegates. Former participants of the course, attending the SPS Committee, will also share their experiences with current participants in relation to the development and implementation of their own action plans. A number of external experts, including from Codex, IPPC and OIE, will participate in parts of the course.

45. Each participant will be required to elaborate an action plan with the assistance of coaches. This plan should address one or two specific implementation and/or market access challenges encountered in their countries. During the course, participants will regularly meet with their coaches to discuss and develop their action plan. On return to their countries, participants will be required to implement their action plans and submit periodic reports on their progress.

46. A follow-up session will be organized in June/July 2018, where participants to the Advanced SPS Course will report on the implementation of their action plans.

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<sup>9</sup> A first Regional SPS and TBT Workshop for IGAD members was held in May 2015, also at IGAD's request.

47. At the time of their application for this course, candidates will be asked to provide preliminary ideas for an action plan which they will further develop during the course.

## **6.2 Selection Process**

48. The Secretariat will select a maximum of twenty-five participants for the Advanced SPS Course. The target audience for this course are government officials, in particular those:

- a. holding direct responsibilities in SPS areas, e.g., specialists on food safety, animal health, plant protection or officials from a relevant Ministry in charge of coordinating SPS matters and international trade;
- b. possessing a proven advanced level of understanding of the provisions and structure of the WTO, and the principles and provisions of the SPS Agreement, and willing to take initiative and leadership; and
- c. fluent in oral and written English.

49. Government officials from WTO Members and Observers wishing to apply for the Advanced SPS Course must consult the instructions provided in Annex V, and complete and submit the online application form available at: <https://worldtradeorganization.wufoo.eu/forms/2017-wto-sps-technical-assistanceapplication-form/>.

50. The Secretariat will inform Members' and Observers' contact points to the WTO (e.g., mission in Geneva) of the proposed selection of candidates from their government before the final selection.

51. Selected participants will receive an economy-class round-trip air-ticket (excursion fare, if applicable), accommodation, daily subsistence allowance for the duration of the course and terminal expenses at the applicable WTO rate. These will be provided to the participant by the WTO during the activity. Other administrative arrangements will be communicated directly to the selected participants in advance of the course.

## **6.3 Pre-requisites for Participation**

52. There are two pre-requisites for participation in the Advanced SPS Course:

- a. All candidates are required to have successfully completed the WTO SPS E-Learning Course by the time of their application. Applications from candidates who have not successfully completed the SPS E-Learning Course will not be considered. See Section 1 regarding enrolment in the E-Learning Course.
- b. Before the start of the course, the selected candidates will receive a questionnaire to assess the level of implementation of the SPS Agreement in their countries. Completion and submission of the responses to the questionnaire is compulsory for participation in the course.

## ANNEX I

### SPS-SPECIFIC TECHNICAL ASSISTANCE ACTIVITIES IN 2017 – CHRONOLOGICAL TABLE

Activity	Pre-requisites	January	February	March	April	May	June	July	August	September	October	November	December	
		<i>Courses available throughout the year<sup>o</sup></i>												
<b>E-Learning Course on SPS</b> (English, French and Spanish)	WTO certification only for registered Government officials from WTO Members and Observers	<i>Courses available throughout the year<sup>o</sup></i>												
<b>2017 Advanced SPS Course</b> (in English)	SPS E-Learning Course* Completion and submission of pre-course questionnaire	<i>Applications accepted until 9 June</i>						Results of selection		Submission of response to the questionnaire	<b>Course from 23 Oct. - 10 Nov.</b>			
<b>Thematic SPS Workshop on Transparency</b> (English, French and Spanish)	Only for government officials in charge of the implementation of the transparency provisions of the SPS Agreement, in particular SPS NEPs and NNAs	<i>Applications accepted until 9 June</i>						Results of selection			<b>Workshop 30-31 Oct.</b>			
<b>Regional SPS Workshop for Latin America</b> (in Spanish)	SPS E-Learning Course* (or an equivalent course)**	<i>Applications accepted until 7 April</i>			Results of selection	<b>Workshop Week of 12 June</b>								
<b>Follow-up Regional SPS Workshop for Arab Countries</b> (in English)	SPS E-Learning Course* Preference will be given to funded participants that attended the previous workshop held in January 2016 (in Kuwait City), and only a limited number of new participants may be selected.	<i>Applications accepted until 9 June</i>							Results of selection			<b>Workshop Week of 19 Nov.</b>		

<sup>o</sup> Although E-Learning courses are available throughout the year, the completion of each course must take place within two months from the start date.

\* Preference will be given to those candidates that have successfully completed the WTO SPS E-Learning Course by the time of their application. All participants are expected to have completed the E-Learning Course before the start of the workshop. Further information can be found in Section 1 of this document.

\*\* For the Regional SPS Workshop for Latin America, preference will also be given to candidates who have completed an equivalent course (e.g. IDB SPS E-Learning Course).



## ANNEX II

### PROGRESSIVE LEARNING STRATEGY<sup>1</sup> SPS-SPECIFIC TECHNICAL ASSISTANCE (TA) ACTIVITIES

1. In order to respond to the need for greater coherence and complementarity in WTO capacity-building, the Institute for Training and Technical Cooperation (ITTC) has developed a progressive strategy to promote higher levels of learning and encourage the development of participants' autonomy. This is with a view to build and sustain the long-lasting human and institutional capacity of beneficiary countries to participate more effectively in the rules-based multilateral trading system.

2. In this regard, two broad categories of participants in WTO capacity-building have been identified:

- a. **"Generalists"** are government officials who will need a broad knowledge of the WTO to conduct their work, such as capital-based officials dealing with WTO issues or delegates posted to Geneva missions with general responsibility for WTO affairs;
- b. **"Specialists"** are government officials who will require in-depth knowledge in a specific area, such as officials working on a specific issue in a particular Ministry in their capital (for example, those who are dealing with SPS issues).

3. Following this strategy, each SPS-specific technical assistance activity has been categorized based on a scale of three training levels, ranging from "Level 1" (the least advanced, introductory activities) to "Level 3" (the most advanced, in-depth training activities).

<b>Progressive Learning Strategy</b>	
<b>Level</b>	<b>SPS-specific TA Activity</b>
<b>1 and 2</b>	E-Learning Course on the SPS Agreement <sup>2</sup>
<b>2</b>	National SPS Seminars <sup>3</sup>
<b>2 and 3</b>	Thematic SPS Workshop, in Geneva
<b>2 and 3</b>	Regional SPS Workshops <sup>4</sup>
<b>3</b>	Advanced SPS Course, in Geneva

<sup>1</sup> Additional information on the WTO's progressive learning strategy (PLS) is available in JOB/TC/7.

<sup>2</sup> While an introduction to the SPS Agreement is included in the Level 1 E-Learning course "Introduction to the WTO", the E-Learning "Course on the SPS Agreement" is the most introductory-level training available specifically on the SPS Agreement.

<sup>3</sup> National SPS seminars may have a lower (more introductory) or higher (in-depth, advance training) level, depending on the training needs identified by the requesting Member, and the level of knowledge and experience of the participants. The Secretariat will aim to tailor the structure and content of these seminars according to each specific request and through consultations with the beneficiary Member during the preparation phase of the seminar.

<sup>4</sup> The training provided in regional SPS workshops will, in general, be more advanced than the training given in national SPS seminars, as it will also focus on regional challenges and coordination matters. In determining the level of each regional workshop, the Secretariat will take into account the level of implementation of the SPS Agreement by the participating countries (for instance, through participation in the SPS Committee, number of notifications, etc.), as well as the overall level amongst the selected candidates.

**ANNEX III**

## THEMATIC SPS WORKSHOP IN 2017

<b>Title of the activity</b>	<b>Thematic SPS Workshop on Transparency</b>
<b>Dates</b>	<b>30 to 31 October 2017</b>
<b>Venue</b>	<b>Geneva, Switzerland</b>
<b>Eligible WTO Members and Observers</b>	WTO least-developed and developing country Members and Observers
<b>Pre-requisites for funding</b>	<p>Only for government officials in charge of the implementation of the transparency provisions of the SPS Agreement, in particular the SPS Enquiry Point(s) or the SPS National Notification Authority.</p> <p>Exceptions will be made for candidates from WTO Members or Observers that have not yet designated either their SPS Enquiry Point or the SPS National Notification Authority, on the basis of evidence that the candidate will have responsibilities directly related to SPS.</p> <p>Preference will be given to applications from least-developed countries (LDCs), and from developing country Members and Observers that have not been sponsored to participate in a workshop on transparency in the SPS Agreement in the recent past. No more than <b>one</b> participant from each country will be selected.</p> <p>Fluent in either English, French or Spanish.</p>
<b>Application</b>	<p>Candidates must fill-in and submit the online application form which is available at:</p> <p><a href="https://worldtradeorganization.wufoo.eu/forms/2017-wto-sps-technical-assistanceapplication-form/">https://worldtradeorganization.wufoo.eu/forms/2017-wto-sps-technical-assistanceapplication-form/</a></p> <p>Candidates should complete and submit the online application form before <u>9 June 2017</u>.</p> <p>Incomplete forms or forms sent after the deadline will not be considered.</p>
<b>Results of the selection</b>	<p>Only selected candidates will be informed about the results of the selection during July 2017.</p> <p>Administrative and logistical information will be provided in due course to the selected candidates.</p> <p>For administrative purposes, selected candidates will be required to immediately provide their passport information, including number, place and date of issue, and date of expiry.</p>

**ANNEX IV**

## REGIONAL SPS WORKSHOPS IN 2017

<b>Title of the activity</b>	<b>Regional SPS Workshop for Latin America</b> , with a focus on good regulatory practice, (co-organized with the Inter-American Institute for Cooperation on Agriculture)
<b>Dates</b>	<b>Week of 12 June 2016</b>
<b>Venue</b>	<b>San José, Costa Rica</b>
<b>Eligible WTO Members and Observers</b>	Argentina; Bolivia, Plurinational State of; Brazil; Chile; Colombia; Costa Rica; Cuba; Dominican Republic; Ecuador; El Salvador; Guatemala; Honduras; Mexico; Nicaragua; Panama; Paraguay; Peru; Uruguay; Venezuela, Bolivarian Republic of.
<b>Pre-requisites</b>	<p>Preference will be given to those candidates that have successfully completed the WTO SPS E-Learning Course (or an equivalent course e.g. IDB SPS E-Learning Course) by the time of their application. All participants are expected to have completed the WTO SPS E-Learning Course (or an equivalent course e.g. IDB SPS E-Learning Course) before the start of the workshop. The WTO SPS E-Learning Course is available at: <a href="http://ecampus.wto.org">http://ecampus.wto.org</a>.</p> <p>Fluency in Spanish.</p>
<b>Application</b>	<p>Candidates must fill-in and submit the online application form which is available at:</p> <p><a href="https://worldtradeorganization.wufoo.eu/forms/2017-wto-sps-technical-assistanceapplication-form/">https://worldtradeorganization.wufoo.eu/forms/2017-wto-sps-technical-assistanceapplication-form/</a></p> <p>Candidates should complete and submit the online application form before <u>7 April 2017</u>.</p> <p>Incomplete forms or forms sent after the deadline will not be considered.</p>
<b>Results of the selection</b>	<p>Only selected candidates will be informed about the results of the selection during May 2017.</p> <p>Administrative and logistical information will be provided in due course to the selected candidates.</p> <p>For administrative purposes, selected candidates will be required to immediately provide their passport information, including number, place and date of issue, and date of expiry.</p>

<b>Title of the activity</b>	<b>Follow-up Regional SPS Workshop for Arab Countries</b> (co-organized with the IMF-Middle East Centre for Economics and Finance)
<b>Dates</b>	<b>Week of 19 November 2017</b>
<b>Venue</b>	<b>Kuwait City, the State of Kuwait</b>
<b>Eligible WTO Members and Observers</b>	Algeria; Bahrain, Kingdom of; Djibouti; Egypt; Iraq; Jordan; Kuwait, the State of; Lebanese Republic; Libya; Mauritania; Morocco; Oman; Qatar; Saudi Arabia, Kingdom of; Sudan; Syrian Arab Republic; Tunisia; United Arab Emirates; Yemen.
<b>Pre-requisites</b>	<p>Preference will be given to participants who were funded to attend the 2016 Regional SPS Workshop for Arab countries (held in Kuwait City, the State of Kuwait on 25-28 January 2016). However, a limited number of new participants may be selected.</p> <p>Preference will also be given to those candidates that have successfully completed the WTO SPS E-Learning Course by the time of their application. All participants are expected to have completed the SPS E-Learning Course before the start of the workshop. The E-Learning Course is available at: <a href="http://ecampus.wto.org">http://ecampus.wto.org</a>.</p> <p>Fluency in English.</p>
<b>Application</b>	<p>Candidates must fill-in and submit the online application form which is available at:</p> <p><a href="https://worldtradeorganization.wufoo.eu/forms/2017-wto-sps-technical-assistanceapplication-form/">https://worldtradeorganization.wufoo.eu/forms/2017-wto-sps-technical-assistanceapplication-form/</a></p> <p>Candidates should complete and submit the online application form before <u>9 June 2017</u>.</p> <p>Incomplete forms or forms sent after the deadline will not be considered.</p>
<b>Results of the selection</b>	<p>Only selected candidates will be informed about the results of the selection during August 2017.</p> <p>Administrative and logistical information will be provided in due course to the selected candidates.</p> <p>For administrative purposes, selected candidates will be required to immediately provide their passport information, including number, place and date of issue, and date of expiry.</p>

**ANNEX V****2017 ADVANCED SPS COURSE**

<b>Title of the activity</b>	<b>2017 Advanced SPS Course (in English)</b>
<b>Dates</b>	<b>23 October to 10 November 2017</b>
<b>Venue</b>	<b>Geneva, Switzerland</b>
<b>Eligible WTO Members and Observers</b>	WTO least-developed and developing country Members and Observers
<b>Pre-requisites</b>	<p><b>Successful completion of the WTO E-Learning Course on the SPS Agreement.</b></p> <p>Candidates are required to have successfully completed the WTO SPS E-Learning Course by the time of their application. Applications from candidates who have not successfully completed the SPS E-Learning Course on the SPS Agreement will not be considered. The E-Learning Course is available at: <a href="http://ecampus.wto.org">http://ecampus.wto.org</a>.</p> <p>Completion and submission of the responses to the questionnaire is compulsory for participation in the course.</p> <p>Short-listed candidates may be required to submit a letter of motivation.</p> <p>Fluent in oral and written English.</p>
<b>Application</b>	<p>Candidates must fill-in and submit the online application form which is available at:</p> <p><a href="https://worldtradeorganization.wufoo.eu/forms/2017-wto-sps-technical-assistanceapplication-form/">https://worldtradeorganization.wufoo.eu/forms/2017-wto-sps-technical-assistanceapplication-form/</a></p> <p>At the time of their application, candidates will also be asked to provide preliminary ideas for an action plan which they will undertake during the course, aimed at addressing an implementation and/or market access challenge that they have identified in their country.</p> <p>Candidates should complete and submit the online application form before <u>9 June 2017</u>.</p> <p>Incomplete forms or forms sent after the deadline will not be considered.</p>
<b>Results of the selection</b>	<p>Only selected candidates will be informed about the results of the selection during July 2017.</p> <p>Administrative and logistical information will be provided in due course to the selected candidates.</p> <p>For administrative purposes, selected candidates will be required to immediately provide their passport information, including number, place and date of issue, and date of expiry.</p>