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Committee on Trade and Development

ACTIVITIES OF THE WTO TRAINING INSTITUTE IN 2003

Note by the Secretariat<sup>1</sup>

A. PURPOSE OF THIS NOTE

1. As the October session of the Committee will be devoted *inter alia* to examining the Coordinated Technical Assistance Plan for 2003, complementary information about the WTO Institute's training activities is being submitted herewith in order to provide a fuller picture of the Secretariat's planned activities in the areas of technical assistance and training. As the Institute's programme is not directly linked to the Doha Development Agenda, the information is not presented in terms of paragraphs of the Doha Development Declaration. Since also the new Senior Management has not had the opportunity of examining in detail the array of activities delivered by the Institute, the list presented below is merely indicative at this stage. It will, of course, be followed by further communications when this examination has taken place and the consequent budgetary implications have been determined.

2. While a good part of the present note repeats the descriptive information contained in the document WT/COMTD/W/89/Rev.1 of January 2002, it is also intended to provide preliminary and provisional information to the beneficiaries' authorities on the WTO Training Institute's activities aimed at progressively and consistently strengthening human capacities in the area of WTO affairs. It should be viewed as a contribution to facilitate medium-term national training strategies and planning by beneficiaries. It is hoped that eligible countries/customs territories will nominate their candidates to the various courses offered with a view to progressively building and strengthening a core group of experts in WTO matters. In that context, the following elements could be considered:

- (a) The variety of formats of available courses that are presented below should allow to progressively build competence. The different durations (ranging from one day for the induction courses to three months for the residential Trade Policy Courses) should also be taken into account.
- (b) For the three-month courses a six-course-cycle approach is used to ensure equitable participation between eligible countries/customs territories, taking into account the priority given by the WTO Members to least-developed countries for technical-assistance and capacity-building activities.

3. The note is also intended to provide information on the type of funding by activity, including estimated costs. While some programmes or elements of programmes benefit from secured funding (regular WTO budget; or earmarked extra-budgetary funds), others still remain without secured financing for the time being. An appeal is consequently made to interested donors for allocating existing or new financial support either for the activities of the Institute at large – preferably on a multi-year basis – or for one or more of its specific projects. For more detailed information on projects, interested donors are invited to contact the Director of the WTO Training Institute.

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

4. The note, therefore, presents what can be reasonably offered in 2003 by the WTO Training Institute in terms of training activities at or from the WTO Headquarters<sup>2</sup>, taking into account resources, both human and financial, allocated to it.

## B. FIELDS OF ACTIVITY OF THE WTO TRAINING INSTITUTE

### 1. Training Courses

5. Training is being offered at the WTO Headquarters primarily to government officials of beneficiary countries/customs territories. The main activity of the Institute is to develop and conduct training courses in trade policy. Different formats corresponding to specific objectives in transferring knowledge and skills are being offered:

- Format 1: One-day Induction Courses, such as those held in 2001 and 2002.
- Format 2: Two- or three-week Introduction Courses, such as the courses for LDCs.
- Format 3: Three-month Trade Policy Courses of the type conducted since 1956 and progressively adapted to developments in the multilateral trading system.
- Format 4: Specialised Courses focusing on specific topics, such as the ones conducted on Dispute Settlement.

6. In order to develop complementarity and coherence among its newly regrouped activities, the Institute will continue rationalizing its procedures pertaining to the management and conduct of its activities. The bulk of the exercise has already been concluded. A horizontal approach relating to, *inter alia*, the following elements has been developed, in co-operation with the other WTO Divisions or services involved: calendars; language(s) in which the activities are conducted; invitation procedures; number and nature of participants; selection criteria and procedures (when applicable); conditions applicable for travel and hotel accommodation and participants' allowances and medical insurance; communication with eligible countries/customs territories authorities/Permanent Missions; evaluation procedures and reporting; and, lastly but not the least, training material and teaching support material.

### 2. Training-of-Trainers programme

7. A special emphasis will progressively be put on complementary training addressing especially the needs of trainers. In that context, the first phase of the WTO Training-of-Trainers programme (ToT) - launched in February 2002 and nearing completion - consisted in a series of 17 courses addressed to WTO staff delivering training at the Headquarters or in the field. The objective of this first stage of the ToT programme was to improve the training efficiency of the WTO Secretariat with a view to ensuring a higher quality response to the increasing training needs identified by the Members. The second phase of the ToT programme, to be initiated in principle in early 2003, will be addressed to trainers in developing countries active in training on WTO-related matters. Thought is being given to combining this activity with a university-networking programme that is also under consideration.

### 3. Distance-learning programme

8. In terms of training delivery, the Institute continues to rely on human resources available at the WTO and the training-support technology currently at its disposal. It also draws on outside expertise to complement existing human resources. Projects involving modern communication technology such as distance learning via Internet or video conferencing have been developed and tested. In this respect, the Institute is currently assessing the internet-based pilot project that ran from mid-June through July 2002.

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<sup>2</sup> This note does not deal with the regional ad hoc trade policy courses of the type currently offered in Nairobi and Casablanca, which will be the object of a thorough evaluation in the coming weeks.

#### **4. Co-operation between the WTO and the academic community**

9. It is generally recognized that universities and other institutions of learning are strategically well placed to diffuse knowledge and information on issues which are important to the civil society at large, and that activities developed through the academic community have an effective 'multiplier' effect. Consequently, the Institute had intended, also as part of its mandate, to enhance co-operation links between the WTO and the academic community, with the general objective of assisting developing countries in strengthening the capacity of their academic sectors to train and teach WTO and WTO-related topics at universities and other institutions of learning. Although the main focus of such activities would have been placed on training professors, thus seeking to ensure a 'multiplier' effect, other complementary actions are also envisaged to address the academic public at large.

10. However, because of the lack of funding in 2002, the Institute has not been in a position to deliver substantial results in this area, despite the very large number of contacts and offers received from universities and institutes of learning all over the world. The Institute's ambitions have had, therefore, to be scaled down considerably. It would now be intended to proceed in a more modest and less costly way by offering one-week training sessions for professors at the regional or sub-regional level, in one university at a time, whereby full explanation of possible curricula would be presented and accompanying didactic material supplied to the participants.

11. Information on the costs of this activity and the tentative implementation programme is only approximate at this time.

#### **C. PROGRAMME OF ACTIVITIES FOR 2003**

12. The tentative Institute's Programme of Activities for 2003 is presented in the Annex, which also provides information about, *inter alia*, the language used, the duration of the course, the number of participants, the estimated budget and the type of funding. Additional details will be provided in the invitation circular for each activity. The latter will be sent, usually through the Permanent Missions, to the authorities of each eligible country/customs territory well in advance of the concerned event.

13. Additional courses and activities may be included in the programme or existing ones deleted, depending on the progress made in the context of the various projects, and on availability of training capacities and financial support.

# ANNEX: WTO TRAINING INSTITUTE'S TENTATIVE PROGRAMME OF COURSES FOR 2003

Date	Title	Language	Duration	Number of participants	Budget Estimate	Funding
Jan. – April	23 <sup>rd</sup> Trade Policy Course	English	3 months	30	CHF 580'000.- <sup>3</sup> (fellowships for 27 participants)	BUDGETED (WTO regular budget 2003)
Jan. – April	24 <sup>th</sup> Trade Policy Course	French	3 months	30	CHF 580'000.- (fellowships for 27 participants)	BUDGETED (WTO regular budget 2003)
February	Induction Day	Trilingual	1 day	open-ended	N.A	SECURED through the WTO regular budget (running costs)
March	3 <sup>rd</sup> Introduction Course (for LDCs)	English	3 weeks	25 max.	CHF 241'000.- <sup>4</sup> (fellowships for 25 participants from LDCs)	BUDGETED (WTO regular budget 2003)
April	5 <sup>th</sup> Specialized Course on Dispute Settlement	Trilingual	1 week	30	CHF 60'000.- <sup>5</sup> (fellowships for 10 participants from LDCs)	IN PRINCIPLE SECURED through Trust Funds for TA (it is assumed that such funds will continue to be available for this activity)
April – July	25 <sup>th</sup> Trade Policy Course	English	3 months	30	CHF 580'000.- (fellowships for 27 participants)	BUDGETED (WTO regular budget 2003)
April – July	26 <sup>th</sup> Trade Policy Course	Spanish	3 months	30	CHF 580'000.- (fellowships for 27 participants)	BUDGETED (WTO regular budget 2003)
Summer	Induction Day	Trilingual	1 day	open-ended	N.A	SECURED through the WTO regular budget (running costs)
Sep – Dec	27 <sup>th</sup> and 28 <sup>th</sup> Trade Policy Courses	English	3 months	60 (of whom 54 fellows)	CHF 1'160'000.- (fellowships for 54 participants)	It is unlikely that these courses will be held because of TELECOMS 2003 in October, as no hotel accommodation might be available for 2 weeks. If it is so, substitute activities will, therefore, have to be arranged prior to and after that period
1 <sup>st</sup> Semester - date to be decided	Trainers-Training Programme, Phase II	to be decided	to be decided	Government officials	CHF 250'000.-	BUDGETED (WTO regular budget 2003)

<sup>3</sup> Estimate, based on current budgeted costs for "residential trade policy courses".

<sup>4</sup> Indicative; based on costs of Short Trade Policy Courses for LDCs organised in the past.

<sup>5</sup> Estimate, based on current budgeted costs for "courses on Dispute Settlement".

Date	Title	Language	Duration	Number of participants	Budget Estimate	Funding
Throughout the year	University networking project – 9/10 regional missions	In the 3 WTO languages	one week	University professors (Groups of 25 at a time)	CHF 250'000.-	BUDGETED (WTO regular budget 2003)
To be decided	3 Specialized Courses	To be decided	2 weeks each	25 max.	CHF 560'000	BUDGETED (WTO regular budget 2003)
To be decided	Internet-based Courses	English / French / Spanish	Approx. 40 hours of course each	to be decided	CHF 75'000	BUDGETED (WTO regular budget 2003)
To be decided	Video-Conference Courses – Project run jointly by the WB/WTO	English	series of 4-hour video-conferences	up to 10-60 on connected sites (Wash, Geneva, + rotating developing countries locations)	no cost for WTO other than communication costs (Gva – Wash.) and staffing of sessions	Not available separately
Summer – date to be decided	6 <sup>th</sup> Specialized Course on Dispute Settlement	Trilingual	1 week	30	CHF 60'000.- <sup>6</sup> (fellowships for 10 participants from LDCs)	IN PRINCIPLE SECURED through Trust Funds for TA (it is assumed that such funds will continue to be available for this activity)
Autumn – date to be decided	Induction Day	Trilingual	1 day	open-ended	N.A	SECURED through the WTO regular budget (running costs)
Nov.	4 <sup>th</sup> Introduction Course (for LDCs)	French	3 weeks	25 max.	CHF 241'000.- <sup>7</sup> (fellowships for 25 participants from LDCs)	BUDGETED (WTO regular budget 2003)
Autumn – date to be decided	7 <sup>th</sup> Specialized Course on Dispute Settlement	Trilingual	1 week	30	CHF 60'000.- <sup>8</sup> (fellowships for 10 participants from LDCs)	IN PRINCIPLE SECURED through Trust Funds for TA (it is assumed that such funds will continue to be available for this activity)
Winter – date to be decided	Induction Day	Trilingual	1 day	open-ended	N.A	SECURED through the WTO regular budget (running costs)

<sup>6</sup> Estimate, based on current budgeted costs for "courses on Dispute Settlement".

<sup>7</sup> Indicative; based on costs of Short Trade Policy Courses for LDCs organised in the past.

<sup>8</sup> Estimate, based on current budgeted costs for "courses on Dispute Settlement".