

**UNNExT Capacity Building Workshop
on
Data Harmonization and Modelling for Single Window
Environment in Maldives**

16 - 18 December 2014

Maldives Customs, Male, Maldives

Organized by

United Nations Economic and Social Commission for Asia and the Pacific

In cooperation with

Ministry of Economic Development, Government of Maldives

Maldives Customs Service

World Customs Organization

With the Support of

United Nations Network of Experts for Paperless Trade in Asia and the Pacific

Ministry of Strategy and Finance, Republic of Korea

● Purpose and objective

The Workshop is to support building baseline capacity for future implementation of paperless trade and Single Window projects through training on data harmonization. Simplification and harmonization of trade data and documentary requirements can contribute significantly to the reduction of time and costs for international trade transactions. Harmonizing data used in trade documents and aligning them with international standards ensure data interoperability among the various parties engaged in a trade transaction. Data Harmonization is a necessary step toward trade automation and the introduction of electronic Single Window facilities.

In the Workshop, the participants will learn:

- The role and benefits of data harmonization and modelling for implementing a Single Window;
- Standards and concepts for data harmonization and modeling; and
- Step-by-step approach for data harmonization and development of electronic trade documents.

The participants will have an opportunity to apply their gained skills by conducting Mini-exercise on selected trade documents during the Workshop.

● Overview of the Training

The training will be based on the “United Nations Network of Experts for Paperless Trade in Asia and the Pacific (UNNExT) Data Harmonization and Modeling Guide for Single Window Environment.” The trainees will be provided with the hard copy of the Guide at the training. For advance familiarizing of the Guide, the trainees are advised to download the soft copy at http://unnex.unescap.org/tools/data_harmonization.asp for review.

During the training, lecture and exercise will be mostly given using training modules in the format of PPT slides. Some worksheets in the format of MS Words will also be used for the facilitation of exercise. The training will be conducted in English. The trainees are also strongly recommended to bring their own laptops for more actively engaging in in-room exercises.

● Trainers

- Mr. Sangwon Lim, Trade and Investment Division, United Nations ESCAP
- Mr. Satya Prasad Sahu, Commissioner (Service Tax Audit), Central Board of Exercise and Customs, India
- Ms. Kyeongrim Ahn, Independent consultant, ROK

● Annotated Program

Day	Hour	Program
Day 1	0.5	Opening Senior officials from Ministry of Economic Development, Government of Maldives, and Maldives Customs Service will open the Workshop with their remarks.
	0.5	Welcome of Participants The first session will allow self-introduction of participants and trainers. It will also provide a presentation of workshop programme and housekeeping.
	1	Session 1: Introduction to Data Harmonization

		<p>The participants will be introduced to data harmonization, including:</p> <ul style="list-style-type: none"> • Data harmonization for trade facilitation • What data harmonization is • Objective and goal of data harmonization • Benefits of data harmonization
	1	<p>Session 2: Planning a Data Harmonization Project</p> <p>The participants will learn how to develop a work plan to manage the implementation of data harmonization project.</p> <ul style="list-style-type: none"> • Planning and managing a data harmonization project <p>Exercise: Estimate time required in completing the data harmonization project and develop project schedule</p>
	3	<p>Session 3: Introduction to Standards and Concepts for Data Harmonization and Development of Electronic Trade Documents</p> <p>The participants will be introduced to relevant international standards used in data harmonization and development of electronic trade documents, including:</p> <ul style="list-style-type: none"> • United Nations Layout Key (UNLK) • United Nations Trade Data Element Directory (UNTD, ISO 7372) • Data Models as a tool to design electronic trade documents • World Customs Organization Data Model (WCO DM)
Day 2	3	Session 3: Introduction to Standards and Concepts for Data Harmonization and Development of Electronic Trade Documents (Cont'd)
	2	<p>Session 4: Step-by-step Approach for Data Harmonization and Development of Electronic Trade Documents</p> <p>The participants will learn how to conduct a stepwise data harmonization and development of electronic trade documents, including “capture, define, analyse, map and obtain”</p>
	1	<p>Session 5: Practical Recommendation for Data Harmonization and Development of Electronic Trade Documents</p> <p>The trainers will share practical recommendations and lessons in successfully conducting data harmonization with participants</p>
Day 3	3	<p>Mini-Data Harmonization Exercise Session</p> <p>The trainees will engage in a mini-data harmonization exercise against selected import/export documents. The exercise will be done in breakout groups. The trainers will be present during the session to assist and provide necessary support in the conduct of exercise.</p>
	2.5	Mini-Data Harmonization Exercise Session (Cont'd)
	0.5	<p>Sum-up and closing of the Workshop</p> <p>This session will summarize key concepts and issues in carrying out a data harmonization project.</p>