

NATIONAL TRANSPORT & TRADE FACILITATION COMMITTEE (NTTFC) WORKING GROUP ORIENTATION MEETING
DEPARTMENT OF REVENUE & CUSTOMS (SECRETARIAT TO THE NTTFC)

TENTATIVE AGENDA

Venue: *Terma Linca Resort and Spa, Thimphu*

Tentative Date: *19th – 21st, OCTOBER, 2015*

DAY & DATE	MORNING PROGRAM		AFTERNOON PROGRAM				
	REGISTRATION & AGENDA (8:45 – 10:30)		AGENDA (10:45 – 13:00)		AGENDA (14:00 – 15:30)		AGENDA (15:45 – 17:30)
DAY 1: MONDAY 19-10-'15	<ol style="list-style-type: none"> 1. REGISTRATION from 8:45 AM – 9:00 AM 2. OPENING SESSION 3. PHOTO SESSION 	(10:30 – 10:45)TEA & SNACKS	<ol style="list-style-type: none"> 4. Election of WG moderator/chair 5. Adoption of the Agenda 6. Background on NTTFC 7. Terms of Reference (ToR) of NTFC/NTTFC & preliminary discussion 	LUNCH (1:00 – 2:00)	<ol style="list-style-type: none"> 8. Rules of Procedures (RoP) of NTFC/NTTFC & preliminary discussion 9. Update on the minutes of 1st – 5th NTFC/NTTFC meeting 	(3:30 – 3:45)TEA & SNACKS	<ol style="list-style-type: none"> 10. Preliminary discussion on the minutes of the NTFC/NTTFC and review directives and action taken 11. Wrap-up
DAY 2: TUESDAY 20-10-'15	<ol style="list-style-type: none"> 1. ToR outline of WG 2. Discussion 		<ol style="list-style-type: none"> 3. Continued.....ToR-WG 4. Finalization of draft ToR-WG 		<ol style="list-style-type: none"> 5. RoP for WG 6. Discussion 		<ol style="list-style-type: none"> 7. Continued.....RoP-WG 8. Finalization of draft RoP-WG
DAY 3: WEDNESDAY 21-10-'15	<ol style="list-style-type: none"> 1. Overview of STFP & update on STFP activities planned for Q4 2015 by PMU-STFP, DRC 2. Presentation on the status of Trade Information Portal (TIP) by DoT, MoEA 3. Update on the BSB Capacity Building activity (ISO17025) 4. Status update on the SPS related activities being planned or initiated by BAFRA, MoAF 		<ol style="list-style-type: none"> 5. Status update on the BBIN-MVA and its Protocol 6. National Single Window (NSW) and update on the NTTFC learning event on NSW and NTTFC structures in tandem with NSW National Workshop 7. Update on Transport & Trade Facilitation Monitoring Mechanism (TTFMM) 		<ol style="list-style-type: none"> 8. Discussion and way forward on NTTFC sustainability study and capacity building 9. NTTFC Strategic Framework 10. NTTFC & WG Work Plan 		<ol style="list-style-type: none"> 11. Stock taking of cross-sectoral issues on priority basis and way forward 12. Any other issues 13. Wrap-up and endorsement of the minutes of WG meeting

NOTE: Request all concerned to prepare on your respective agenda points. IF YOU ALL HAVE A PPT THEN PLEASE SHARE A COPY IN ADVANCE WITH THE SECRETARIAT.