



**WCO Coordinated Border Management, Single Window and Data Model Workshop**  
**23-26 November 2015, Paro, Bhutan**  
**AGENDA**

<b>Day 1</b>	<b>Monday, 23 Nov 2015</b>
08:45 - 09:30	Registration and arrival of participants
09:30 - 10:00	OPENING SESSION (DRC/NTTFC, ADB & WCO Speaker)
10:00 - 10:30	Introduction to the WCO & Course Objectives
10:30 - 11:00	<b>Coffee and Tea Break</b>
11:00 - 11:15	Tour de table, forming of groups
11:15 - 12:00	Coordinated Border Management (CBM) <ul style="list-style-type: none"> <li>- Concept &amp; application</li> <li>- WCO diagnostic tool for CBM</li> </ul>
12:00 - 12:30	Case Studies – Coordinated Border Management
12:30 - 14:00	<b>Lunch Break</b>
14:00 - 14:30	The SW in the context of CBM
14:30 - 15:00	Single Window Concepts & Application
15:00 - 15:30	<b>Coffee and Tea Break</b>
15:30 - 16:00	Single Window Communication & Promotion – engagement with other agencies and stakeholders
<b>Day 2</b>	<b>Tuesday, 24 Nov 2015</b>
09:00 - 09:30	Master planning and tactical alignment
09:30 - 10:00	Exercise: Master planning and tactical alignment
10:00 - 10:30	<b>Coffee and Tea Break</b>
10:30 - 11:00	Group Sharing: Master planning and tactical alignment
11:00 - 11:30	Legal gap analysis – the process and data perspective
11:30 - 12:00	Discussion on the legal gap in establishing Single Window
12:00 - 13:30	<b>Lunch Break</b>
13:30 - 14:00	Functional Assessment
14:00 - 14:30	Exercise: Functional Assessment
14:30 - 15:00	Exercise: Functional Assessment
15:00 - 15:30	<b>Break</b>
15:30 - 16:00	Group presentation: Functional Assessment
<b>Day 3</b>	<b>Wednesday, 25 Nov 2015</b>
09:00 - 09:30	Single Window Change Management
09:30 - 10:00	Transit Procedures in a Single Window environment
10:00 - 10:30	Business Process Analysis
10:30 - 11:00	<b>Break</b>
11:00 - 11:30	Exercise: Business Process Analysis (as is)
11:30 - 12:00	Exercise: Business Process Analysis (to be)
12:00 - 12:30	Group Sharing: Business Process Analysis
12:30 - 14:00	<b>Lunch Break</b>
14:00 - 14:30	Introduction to the WCO Data Model
14:30 - 15:00	Using the WCO Data Model
15:00 - 15:30	<b>Coffee and Tea Break</b>



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DEPARTMENT OF REVENUE & CUSTOMS  
MINISTRY OF FINANCE



15:30 - 16:00	Data Harmonization
<b>Day 4</b>	<b>Thursday, 26 Nov 2015</b>
09:00 - 09:30	Data Harmonization Exercise
09:30 - 10:00	Data Harmonization Exercise
10:00 - 10:30	<b>Break</b>
10:30 - 11:00	Data Harmonization Exercise
11:00 - 11:30	Data Harmonization Exercise
11:30 - 12:00	Data Harmonization Exercise
12:00 - 12:30	Groups presentation
12:30 - 14:00	<b>Lunch Break</b>
14:00 - 14:30	Course feedback and Workshop Conclusions
14:30 - 15:00	Closing