

ADB-ESCAP Workshop on TTFMM baseline studies in Bangladesh, Bhutan and Nepal

United Nations Conference Centre

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(draft)

Objectives: The workshop aims to 1) review the preparation work on BPA, TRS and TCD carried out by the national teams from Bangladesh, Bhutan and Nepal; 2) discuss technical and operational details in carrying out TTFMM baseline study (which includes BPA, TRS and TCD studies); and 3) finalize the work plans relating to data collection and analysis

Contents: All technical and operational details on how to collect and analyze data and prepare the study reports will be covered at the workshop.

Outcome of the Workshop: it is envisaged that at the end of the workshop: 1). every participant is clear about his/her role in data collection and analysis; 2) the project teams are clear what data need to be collected and how to collect the data; 3) the project teams are clear how to prepare the study reports; and 4) the project teams understand the time frame for collecting and analyzing data and preparing for the study reports.

Preparation before the Workshop: all study teams are required to: (1) study the basics on BPA¹, TRS² and TCD/CPMM³; (2) review the BPA phase 1 report⁴; (3) understand scope of TTFMM baseline study (see Appendix 1) and develop draft 'Use-Case' and 'activity' diagrams; (4) review relevant TRS, BPA and TCD studies, if any, in their respective countries. Outputs of (3) and (4) need to be submitted to responsible ADB and ESCAP staff **by 30 December 2015**.

Day 1 (Focusing on: TTFMM and BPA)

0900-0920	Session 1. Opening by ADB and ESCAP
0920-0930	Session 2. Introduction of the objective, content, expectation and delivery of the workshop
0930-0950	Session 3. Review of the key issues on TTFMM by the ESCAP expert
0950-1010	Session 4. Review of the key issues on BPA by the international consultant and ESCAP expert
10:10-10:30	Coffee Break

¹ BPA manual is available at <<http://unnex.unescap.org/pub/tipub2558new.asp>>

² TRS manual is available at

<<http://www.wcoomd.org/en/topics/facilitation/resources/~media/01713916ED2A4BD38DC119C5E64B890D.ashx>>

³ For TCD component, the most detailed reference is prepared by ADB at

<<http://www.adb.org/sites/default/files/publication/148731/carec-cpmm-forward-looking-retrospective.pdf>>.

⁴ Please download the report at <<http://www.unescap.org/sites/default/files/BPA%20Phase%201%20Report%20revised.pdf>>, especially pages 16-31.

10:30-11:30	<p>Session 5. Breakout session</p> <p>Each national team needs to review and refine 'Use-Case' diagram of the following corridor and product:</p> <p>Bangladesh: Kathmandu-Kakarvitta-Fulbari-Banglabandha-Dhaka for the import of lentil Bhutan: Thimphu-Phuentsholing-Jaigoan-Chenggrabandha-Burimari-Dhaka for export of cardamom Nepal: Dhaka-Banglabandha-Fulbari-Panitanki-Kakarvitta-Kathmandu for the import of fabrics from Bangladesh</p> <p><i>Note: all study teams need to collect as much data and information as possible before the workshop.</i></p>
11:30-12:30	<p>Session 6. Presentations and discussion on use-case diagrams</p> <p>Bhutan Nepal</p>
12:30-13:30	Lunch
13:30 -14:00	<p>Session 6. (continued)</p> <p>Bangladesh</p>
14:00-15:00	<p>Session 7. Breakout session</p> <p>Each national team needs to work out 'activity' diagram of a particular procedure from the use-case diagram</p> <p>Bangladesh: Select a border crossing procedure Bhutan: Select a transit procedure in Kolkata port Nepal: Select a regulatory procedure</p> <p><i>Note: all study teams need to collect data and information, as much as possible, before the workshop.</i></p>
15:00-15:15	Coffee Break
15:15-16:30	<p>Session 8. Presentations and discussion on Activity diagrams</p> <p>Bangladesh Bhutan Nepal</p>
16:30- 17: 00	<p>Session 9. Data collection skills and techniques in BPA</p> <p>Facilitator: International consultant, ESCAP staff</p> <p>This session aims to discuss how study team can collect data from the key informants. It will show what questions will be asked, how they are asked, what documents should be prepared before the interview and what data needs to be collected.</p> <p>The national teams need to reflect their own experience in data collections, the difficulties they encountered and solutions they came up with.</p>
17:00 – 17:15	Summary of Day 1

Day 2 (focusing on: TRS)

0900-0930	<p>Session 10. Overview of TRS and relevant studies in Bangladesh, Bhutan and Nepal</p> <p><i>Note: each national team needs to review the TRS existing studies in their countries before the workshop. A summary of the existing studies need to be submitted to responsible ADB and ESCAP staff before the workshop.</i></p>
0930-1030	<p>Session 11. Presentation of border crossing procedures by Bangladesh Delegation</p> <ul style="list-style-type: none">• Overview of export procedure at Burimari land port• Overview of import procedure at Banglabandha land port <p>Presentation by national participants, and followed by Q&A</p>
1030-1045	Coffee Break
1045-1200	<p>Session 12. Presentation of border crossing procedures by Bhutan Delegation</p> <ul style="list-style-type: none">• Overview of Import and Export procedures at Phuentsholing border crossing• Overview of Import procedures to Bhutan at Kolkata port <p>Presentation by national participants, and followed by Q&A</p>
1200-1300	Lunch
13:00 - 1400	<p>Session 13. Presentation of border crossing procedures by Nepal Delegation</p> <ul style="list-style-type: none">• Overview of Import and Export procedures at Birgunj border crossing• Overview of Import procedures Kakarvitta/Mechi border crossing <p>Presentation by national participants, and followed by Q&A</p>
1400-1500	<p>Session 14. Finalization of TRS data collection forms</p> <p>In this session, TRS data collection forms will be analyzed and finalized.</p>
15:00 - 1515	Coffee Break
1515 - 1615	Session 15. Group discussion on how TRS can be carried out at different border crossing points
1615 - 1700	Session 16. Group presentation on how they plan to carry out TRS
17:00 - 17:15	Summary of Day 2

Day 3, Morning (Focusing on: TCD/CPMM)

09:00-09:20	Session 17. Overview of TCD and CPMM <i>Note: Before the workshop, the participants are required to read pages 16-31 of ADB (2014), 'Central Asia Regional Economic Cooperation Corridor Performance Measurement And Monitoring: A Forward-Looking Retrospective' before the workshop http://www.adb.org/sites/default/files/publication/148731/carec-cpmm-forward-looking-retrospective.pdf. The participants are also recommended to read overview on TCD http://www.unescap.org/resources/timecost-distance-methodology.</i>
09:20-10:30	Session 18. TCD/CPMM data collection (1) This session explains the details on data validation and how to ensure the drivers report actual data. This session also explains how the data collected by the drivers will be consolidated and passed to the study team. The data collection form will be finalized in this session.
10:30-10:45	Coffee Break
10:45-12:00	Session 19. TCD/CPMM data collection (2) All the operation details (who collected what data, when, how) will be discussed and finalized.
12:00-13:00	Lunch

Day 3, Afternoon (Focusing on: Coordination of different study teams, construction of TTFMM database and preparation of TTFMM report)

13:00-14:00	Session 20. Coordination of different national teams for data collection In this session, discussion will be focused on coordination of different national study teams on data collection so a detailed work plan can be available after this session.
14:00-14:30	Session 21. Construction of TTFMM database In this session, ESCAP expert will explain how TTFMM database will be constructed. The participants will have a chance to comment on the structure of the database and fully understand it.
14:30-14:45	Coffee break
14:45 – 15:30	Session 22. Drafting of study report In this session, international consultant and ESCAP expert will discuss the structure of study report, and the best practice to prepare the study report.
15:30 – 16: 00	Session 23. Time frame of baseline study and detailed plan In this session, participants need to fully understand the time frame of the work, and how to accomplish it
16:00 – 16:45	Session 24. Potential challenges and solution for the baseline studies In this session, participants will have a chance to review the possible challenges for the implementation of baseline study and discuss solutions.
16:45-17:00	Closing remarks

Appendix 1. The scope of the TTFMM baseline study

Bangladesh:

- 1). Thimphu-Phuentsholing-Jaigoan-Chenggrabandha-Burimari-Rangpur-Dhaka for the export of kitchen and table wares of plastics; and
- 2) Kathmandu-Kakarvitta-Fulbari-Banglabandha-Dhaka for the import of lentil.

TRS will be carried out at Burimari and Banglabandha border crossing points. TCD will cover the whole corridors. BPA will cover the relevant trade process and procedures.

Bhutan:

- 3) Kolkata–Jaigoan–Phuentsholing–Thimphu for the export of ferro silicon, import of motor vehicles; and
- 4) Thimphu–Phuentsholing–Jaigoan–Chenggrabandha–Burimari–Dhaka for import of table and kitchen ware and export of cardamom (referring to Corridor 1, two teams from Bhutan and Bangladesh will work together).

TRS will be carried out at Phuentshling and Kolkata border crossing points. TCD will cover the whole corridors. BPA will cover the relevant trade process and procedures.

Nepal:

- 5) Kolkata–Birgunj–Kathmandu–Birgunj–Kolkata for the import of wools and export of woolen carpet; and
- 6) Dhaka–Banglabandha–Fulbari–Panitanki–Kakarvitta–Kathmandu for the import of fabrics from Bangladesh. (Referring to Corridor 2, two teams from Bangladesh and Nepal will work together)

TRS will be carried out at Birgunj and Kakarvitta. TCD will cover the whole corridors. BPA will cover the relevant trade process and procedures.