

Trade Facilitation through Modernization of Administration in Customs (KOICA-AU Joint Fellowship Program)

September 2 (Sun.)–15 (Sat.), 2018
Cheonan & Seongnam, Korea



Korea International Cooperation Agency



Customs Border Control Training Institute

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1. TITLE: Trade Facilitation through Modernization of Administration in Customs

2. PERIOD: September 2 (Sun.) - 15 (Sat.), 2018

3. GOAL

To increase capacities for the planning and implementation of various strategic policies with regard to administration in customs

4. OBJECTIVES

- a) To understand how to improve customs administration in line with the development of the national economy
- b) To understand customs procedures in Korea and to acquire practical knowledge and information through lectures and field tours
- c) To exchange ideas and experiences on customs administration between participants and staff of the Korea Customs Service
- d) To establish a network between participants and Korean customs staff which will be useful in designing development plans for the future

5. NUMBER OF PARTICIPANTS: *30 participants

*** (from AU Member States and Regional Economic Communities (RECs))**

6. LANGUAGE OF INSTRUCTION: English

7. VENUE: Cheonan & Seongnam, South Korea

8. TRAINING INSTITUTE: Customs Border Control Training Institute (CBCTI)
(<http://ctc.customs.go.kr/eng>)

9. ACCOMMODATIONS: KOICA ICC & CBCTI

10. QUALIFICATIONS OF APPLICANTS:

- This training is to support the capacity building for modernization of administration in customs to implement trade facilitation. It targets mid-level managers or higher-level customs officials who can establish and implement policies with regard to customs administration based on the knowledge and experience obtained throughout this course.

Mandatory	<ul style="list-style-type: none">a) Be nominated by his/her government;b) Be in good health both physically and mentally, enough to take the course;c) Have not participated in the same or similar KOICA fellowship program for the past 3 years-unless otherwise specified;d) Have not attended capacity building seminars hosted by the Korea Customs Service (including CBCTI) for the last 5 years;e) Have worked as a customs official at organizations directly related to customs administration for 5 years or more;f) Engage in the customs field related to the topics of the program contents;g) Sufficient proficiency in written and spoken English to actively participate in seminars and write an Action Plan;h) Have a willingness to show a high level of participation and commitment throughout the course and contribute to the capacity building of his/her organization after the completion of the program;
Preferable	<ul style="list-style-type: none">a) Be a government employee in a managerial positionb) Working knowledge of computers and PowerPoint software

11. CLOSING DATE FOR APPLICATION: July 20th (Fri), 2018

PART II**COURSE MODULE****1. COURSE MODULE**

Module	Main Lectures & Discussions	Study Visit
Module 1. Overview of KCS and CBCTI	<ul style="list-style-type: none">▷ Current status of customs administration of Korea▷ CBCTI's Roles and Mission in customs administration	
Module 2. Single Window	<ul style="list-style-type: none">▷ Korea's e-clearance system, UNI-PASS▷ Outcome of UNI-PASS▷ Understanding of Single Window and Achievements	
Module 3. Risk Management	<ul style="list-style-type: none">▷ Integrated Risk Management System▷ AEO (Authorized Economic Operator) System▷ Drug Enforcement Technique	
Module 4. Customs Clearance	<ul style="list-style-type: none">▷ TRA (Time Release Study)▷ Cargo Management System▷ Import & Export Clearance System▷ Hs (Harmonized system) Classification System	<ul style="list-style-type: none">- Incheon Customs- Express Cargo Clearance Center
Module 5. Presentation	<ul style="list-style-type: none">▷ Presentation of a Country Report▷ Setting up direction for a successful action plan▷ Presentation of the Action Plan▷ Discussion and Review	
Extracurricular Activities	<ul style="list-style-type: none">▷ Incheon Customs & Express Cargo Clearance Center<ul style="list-style-type: none">- Experiencing the advanced clearance system and border control system▷ Seoul City Tour<ul style="list-style-type: none">- Traditional Cultural Experience; Gyeongbokgung Palace	

1. GUIDELINES FOR THE PREPARATION FOR THE COUNTRY REPORT

A Country Report is an in-depth report that contains an analysis of the current development issues facing participants' countries in their fields of expertise. The KOICA's Fellowship Program includes a Country Report Presentation session where participants have an opportunity to share these issues with other participants and Korean experts. Throughout the course, participants will engage in debates and discussions to resolve them.

The Country Report is directly aligned with an Action Plan. Based on what participants have presented and discussed throughout the course, participants are requested to present an Action Plan towards the end of the program with an aim of developing feasible measures to apply the knowledge, technology and experience learned to their workplace.

Program participants are requested to prepare and submit their Country Report individually or as a group to the KCS (Korea Customs Service) Program Manager via e-mail at **cbcti@korea.kr** no later than **August 10th, 2018**. The Country Report should be typed in English and double-spaced in MS PowerPoint or Word format. The length of the report should not exceed twenty A4-sized pages.

All participants are supposed to make a 15-minute presentation on their Country Report individually or as a group on the second day of the program. For more effective presentations, a projector, slide projector, overhead projector, and multimedia TV will be available for use (PowerPoint presentations are preferred).

2. TOPICS TO BE COVERED IN THE COUNTRY REPORT

A. Overview of the Country

- **Commerce and trade: Situation of exports and imports (2011—2017)**
- **Economy in general**
 - National accounts
 - Customs revenues (internal taxes, tariff, etc.)
 - ※ Please express figures in US dollars, to the nearest million.

B. Details of Country Report Preparation

- **Organization chart of the customs authority**
 - General information of customs
 - Contact point of International Cooperation Division
- **Detailed description on the customs system**
 - Brief explanation on the import/export procedures for customs clearance
 - Introduction to the systems on valuation, Single Window, HS classification, AEO system, origin and others related to customs system
 - Current status and issues of trade facilitation policies
 - Plan of customs modernization
- **Features of key customs administration**
- **Other relevant information**

1. GUIDELINES FOR BUILDING AN ACTION PLAN

An Action Plan is a specific plan created by participants on how they can apply their learning to their work performance. Action Planning is a process which will help them identify their objectives and explore what steps they need to take to achieve their goals. Establishing and implementing the Action Plan will contribute not only to their development professionally and individually but also to desirable organizational change.

A good Action Plan contains detailed information like what can be done, who will do it, and how and when. Please keep in mind that meeting the financing requirement including budget and timeline is crucial to make their action plan feasible and applicable to their workplaces.

All participants are requested to make a presentation on their Action Plan individually or as a group at the end of the course. They are encouraged to make the most of their weekends and free time to further their knowledge acquired from the course and better build their Action Plan.

Participants can receive feedback from Korean experts who will share their insight and help upgrade the Action Plan. Even after participants return to their home countries, KOICA will continue to follow up with participants on the progress being made through the implementation of their Action Plan. KOICA looks forward to all participants achieving their desired outcomes.

2. TOPICS TO BE COVERED IN THE ACTION PLAN

- a) Identify various problems related to each country's current situation of conflicts in customs administration.
- b) Devise the best way to solve problems of your Customs Administration and make proposals.
- c) Consider how it will affect the current problems and what advantages it will bring in the future.
- d) Discuss how it can be applied to your current work including a budget and a financing plan.
- e) Expected Results and Impact

3. STEPS FOR THE ACTION PLAN

- **[Step 1] Present a Country Report**
 - On the 1st day of the course, participants are to share their current situation and issues of their interests through a Country Report presentation
- **[Step 2] Lecture on Korea's advanced customs administration/ Team-building**
 - Lecture on Action Plan building process
 - Team-building according to the selection of Action Plan topic
- **[Step 3] Group Discussions/ Workshops**
 - Brainstorming and group discussion for developing an Action Plan
 - Consult experts and receive feedbacks
- **[Step 4] Complete the Action Plan**
 - Finalize an Action Plan for the development of new policies/programs or upgrade their existing policies, systems and practices
 - Presentation on the final Action Plan and getting feedback

1. TRAINING INSTITUTE**Customs Border Control Training Institute (<http://ctc.customs.go.kr/eng>)**

Korea Customs Service is a government agency whose main responsibility is to administer the Customs Act of Korea. It also administers and enforces 68 national laws and 31 international conventions on import/export goods and international passengers. Its current mission has expanded into far-reaching public services covering the execution of the policies of all trade-related government agencies: health and environmental protection, national security, and others.

Customs Border Control Training Institute (CBCTI) is the educational institution of Korea Customs Service which was established for training of customs officials. Under the goal of 'Nurturing Core Customs Personnel for Realization of World Best Customs Administration', CBCTI has been fostering human resources that will lead the future customs administration of Korea, taking advantage of excellent training programs, lectures and infrastructure. Equipped with specialized training programs and professional operation, it has established itself as one of the best training centers in Korea's public sector.

CBCTI was designated as WCO Regional Training Center (RTC) in 2010. In particular, with the launch of Regional Training Center of the WCO Asia Pacific Region, it is making a new leap forward as leading international education and training organization in customs area that offers top-notch training service. CBCTI is running diverse capacity building programs for foreign customs officials. It trains more than 200 foreign officials in 10 international training courses annually.

2. CONTACT INFORMATION

- **Korea International Cooperation Agency (KOICA)**

- CIAT Program HOT Line: +82-1899-4519
- Websites: <http://www.koica.go.kr>
<http://training.koica.go.kr>
<http://www.facebook.com/koica.icc>

- **Program Manager: Mr. David Seungbeom KIM**

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- **Program Coordinator: Ms. Hennah LEE**

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- **Customs Border Control Training Institute (CBCTI)**

- **Program Manager: Mr. Sang-yeol Ryu**

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Appendix 1.

INTRODUCTION to KOICA



is a development cooperation agency of the Republic of Korea established in 1991. KOICA's mission is to reduce poverty, promote living standards and help realize sustainable, equitable and inclusive development in developing countries. To accomplish its mission, KOICA has been actively involved in enhancing developing countries' socio-economic infrastructure and institutions, providing people in the developing world with opportunities for better lives and improving their well-being.

KOICA Fellowship Program

Human Resource Development (HRD) has been one of the most important factors in Korea's escape from the vicious cycle of poverty and underdevelopment which had lasted for many decades. With scarce natural resources, HRD has played a vital role in the process of the economic development of Korea, enabling the nation to emerge as an exemplary case of rapid economic growth powered by HRD. From its own experience, Korea fully recognizes the significance of HRD. With its extensive experience and know-how in HRD, Korea has greatly contributed to the international community by sharing its unique development experience with many other countries around the world.

The KOICA Fellowship Program is one of KOICA's main projects to help partner countries secure human resources for their development. Its primary objective is to share important technical skills and knowledge with partner countries as well as to help them build capacity for sustainable socio-economic development. The program deals with a wide range of topics, from public administration, economic development and science and technology to agriculture, health, and more. In order to meet the changing needs of partner countries, KOICA always strives to renovate and improve its Fellowship Programs

Appendix 2.

KOICA FELLOWSHIP PROGRAM (CIAT)

KOICA has launched a brand-new name for the KOICA Fellowship Program in order to more effectively raise awareness about the program among the public and its partner countries.



In English, CIAT stands for Capacity Improvement and Advancement for Tomorrow and in Korean it means “seed (씨앗)” with hopes to contributing in the capacity development of individual fellows as well as the organizations and countries to which they belong.

The CIAT Program provides participants with opportunities to gain first-hand knowledge of Korea’s development experience. The programs are designed to enable participants to apply what they have learned for the development of their home countries. Since 1991, KOICA has offered about 4,512 courses to more than 74,792 participants from 172 countries.

Appendix 3.

KOICA FELLOWSHIP COMMUNITY

The Fellows’ Facebook is a place for fellows to ask questions and write comments on KOICA fellowship programs. So, if you have questions regarding our program, please feel free to join our Facebook community.



facebook.com/koica.icc

Appendix 4.

MAP AND VENUE INFORMATION



Appendix 5.

INFORMATION ON DIRECTION TO KOICA ICC

- **Route:** Incheon International Airport Terminal → Korea City Airport, Logis & Terminal (CALT)
→ KOICA International Cooperation Center (ICC)
- **Arrival at Incheon International Airport** (<http://new.airport.kr>)



Flow

- ▶ Fill out Arrival Card (or Immigration Card), Customs Declaration Form, and Quarantine Questionnaire (on board)
- ▶ Present the Quarantine Questionnaire to the quarantine counter (on the second floor)
- ▶ Present your Arrival Card, Passport and other necessary documents to an officer at the immigration desk
- ▶ Claim your baggage on the first floor
- ▶ Hand in Customs Declaration Form at Customs
- ▶ Pass through the Arrival Gate
- ▶ Go to the KOICA Counter

Incheon International Airport opens *Second Passenger Terminal 2 (T2)*

on January 18, 2018

The new terminal is serviced by Korean Air (), KLM Royal Dutch Airlines (), Air France () and Delta Airlines (). Accordingly, KOICA sets up an additional KOICA Counter in Terminal 2 as well. Please check its location in advance by referring to the followings information.

KOICA Counter at Incheon International Airport Terminal 1 (IIAT1)		
IIAT (T1)		<p>Location : Next to Gate 1 on the 1st floor (No.9-10)</p> <p>Contact Information</p> <p>Tel. : 82-32-743-5904</p> <p>Contact : Ms. Jin-Young YOON</p>
KOICA Counter at Incheon International Airport Terminal 2 (IIAT2)		
IIAT (T2)		<p>Location : Tourist Information Center (Close to Arrival Gate B)</p> <p>Contact Information</p> <p>Tel. : 82-32-743-5905</p> <p>Contact : Ms. Seungyoung YAU</p> <p><small>*Contact information at T2 is subject to change.</small></p>

- After passing through Customs, please go to the KOICA Counter. At the KOICA Counter, you can get detailed information about how to get to the KOICA International Cooperation Center (ICC) and receive a limousine bus ticket for City Airport, Logis & Travel (CALT).
- All the KOICA staff at the Incheon Airport wear a name tag or has a sign for indication.
- Even though you cannot find any KOICA staff at the counter, you can purchase a limousine bus ticket at the bus ticket counter. After purchasing it, please go to the CALT Bus Stop (refer to the following information), get on the bus #6103 and present your ticket to the bus driver. It will take about 70 to 90 minutes from IIAT 1 and about 90 to 110 minutes from IIAT 2 to CALT.

Incheon International Airport Terminal 1 (IIAT1)		Limousine Bus # 6103
IIAT 1	Bus ticket counter : 1 st floor / Bus Stop 7A	
Incheon International Airport Terminal 2 (IIAT2)		
IIAT 2	Bus ticket counter : Basement 1 / Bus Stop 22	

- **CALT (City Airport, Logis & Terminal)**

- When you arrive at CALT, you can meet another KOICA staff who will help you reach the KOICA ICC.
- If you paid for a limousine bus ticket out of your own pocket, KOICA will reimburse the bus fare when you arrive at the KOICA ICC. Also, please note that there can be illegal taxis at the airport. Even if they approach you to offer rides, do not take the illegal taxis and check to see if they are KOICA staff.

"Please remember to read the Fellows' Guidebook. It is available from the Korean Embassy or KOICA Overseas Office in your country and provides valuable information regarding KOICA programs, allowances, expenses, regulations, preparations for departure and etc."