



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF CUSTOMS

07 January 2020

CUSTOMS MEMORANDUM CIRCULAR
NO. 05-2020

To: The Assistant Commissioner
All Deputy Commissioners
All Directors and Division Chiefs
All District/Port Collectors
And Others Concerned

**SUBJECT: INVITING APPLICANTS FOR THE MASTER'S DEGREE
PROGRAMME IN PUBLIC FINANCE**

Attached is the invitation letter dated 11 December 2019 from Mr. Kunio Mikuriya, Director General, World Customs Organization (WCO) inviting applicants for the Master's Degree Programme in Public Finance at the National Graduate Institute for Policy Studies (GRIPS) in Tokyo Japan.

Interested applicants may contact the ITDD at the 2nd floor, ESS Building, Port Area, South Harbor Manila on or before 15 February 2020.

For your information and guidance.

For record purposes, please confirm the dissemination of this circular throughout your offices within fifteen (15) days from receipt hereof.


REY LEONARDO B. GUERRERO

Commissioner
JAN 14 2020



BOC-03-04220



**WORLD CUSTOMS ORGANIZATION
ORGANISATION MONDIALE DES DOUANES**

Established in 1952 as the Customs Co-operation Council
Créée en 1952 sous le nom de Conseil de coopération douanière

The Secretary General

19.HL-0450E/T.S.



BOC-03-04220

Brussels, 11 December 2019.

Dear Director General,

I am pleased to inform you that the World Customs Organization (WCO) will award a number of scholarships for the Master's Degree Programme in Public Finance at the National Graduate Institute for Policy Studies (GRIPS) in Tokyo, Japan. Funds for these scholarships will be provided by Japan Customs under the Japan-WCO Human Resource Development Programme (Scholarship Programme).

The Scholarship Programme is aimed at **promising young managers from the Customs administrations of developing-country Members**. Candidates should demonstrate **potential capability and commitment for contribution to the growth of the service** of their administrations and should be **fully proficient in English**. Conditions of candidacy and selection are specified in the attachment. This Master's Degree Programme will start in September 2020 and finish in September 2021.

The Master's Degree Programme comprises two segments: an academic segment and a practical segment. The academic segment provides rigorous, economics-oriented training aimed at developing a broad understanding of the theoretical, empirical and institutional aspects of Customs policy implementation and administration. The practical segment is taught in co-operation with Japan Customs, including the Japan Customs Training Institute, pursuing acquirement of enough knowledges and customs practices applying for their home administration for further improvement of customs procedures.

To Customs Administrations of developing-country Members

- cc :
- Admissions Office of the National Graduate Institute for Policy Studies (GRIPS)
 - Mr. Hidetoshi ARAMAKI, Director for Technical Cooperation Customs and Tariff Bureau, Ministry of Finance (MOF) Japan.

RECEIVED
Interim Training & Development Division
Name: NAVARON Date: 12/11/19

Rue du Marché, 30, B-1210 Bruxelles, Belgique

• Telephone +32 2 209 92 11 • Fax +32 2 209 92 92 • <http://www.wcoomd.org>
BNP PARIBAS FORTIS (Belliard) Bank Account : BE38 2100 4751 2672 •

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MASTER COPY

Attached to this letter you will find a set of documents explaining the administrative provisions governing the Programme, application procedures and information for applicants from the University. If you would like to nominate a candidate or candidates from your Administration for this Scholarship Programme, please arrange for the application to be submitted with all supporting documents, including Nomination Form from your Administration (downloadable from below-mentioned Website after online registration).

The application process for candidates is as follows :

- The nominated applicant must read the GRIPS Online Application Guide thoroughly :
http://www.grips.ac.jp/cms/wp-content/uploads/2019/07/GRIPS_OnlineAppGuide_2020.pdf
- The applicant fills out and submits the Online Entry Form (<https://gast.grips.ac.jp/entry/>) **by 28 February 2020** (no later than 17:00 Japan Standard Time (JST)). The GRIPS Admissions Office will send you an ID and a password by e-mail.
- The applicant must then complete and submit the Online Application Form and send all the supporting documents **by 6 March 2020** (no later than 17:00 JST) to the GRIPS Admissions Office address as indicated on the application Web page.
- The Nomination Form, which can be downloaded from the application Web page, should be completed and submitted along with the rest of the supporting documents.

Please note that applications received after the deadlines will not be considered.

If you have any questions regarding this Programme, a member of your staff may contact Mr. Takashi SATO of the WCO Capacity Building Directorate (Tel.: + 32 2 209 96 47; Fax : + 32 2 209 94 96; or E-mail : scholarship@wcoomd.org), or the GRIPS Admissions Office (E-mail : admissions@grips.ac.jp).

Yours sincerely,



Kunio Mikuriya.

Japan-WCO Human Resource Development Programme
(Scholarship Programme)

【Public Finance】

ADMINISTRATIVE PROVISIONS

Introduction

1. The Japan-WCO Human Resource Development Programme (Scholarship Programme) provides a grant covering travel, subsistence, admission, tuition and other approved expenses to enable promising young Customs managers from developing countries to undertake Master's level studies at the National Graduate Institute for Policy Studies (GRIPS) in Tokyo, Japan.
2. The following administrative provisions govern this Scholarship Programme. If a nominee or a concerned person in the nominating administrations has any questions, he/she should address them to the Capacity Building Directorate of the WCO Secretariat before the Scholarship is accepted.

Capacity Building Directorate,
World Customs Organization (WCO)
Rue du Marché 30, 1210 Brussels, Belgium
Tel. : + 32 2 209 96 47
Fax : + 32 2 209 94 96
e-mail : scholarship@wcoomd.org

Conditions of candidacy and selection

3. The candidates should be in good health to productively pursue studies in Japan, preferably below 35 years of age as of 1 April 2020.
4. The recipients of scholarships under this Programme will enrol for a **Master's degree in the Public Finance Program** at the GRIPS.
5. This Scholarship is for 13 months academic year starting from September. The Scholarship period cannot be extended.
6. Individuals who have already been awarded a scholarship under the Japan-WCO Human Resource Development Programme in the past will not be entitled to apply for this Scholarship Programme.
7. Candidates should be Customs officers **fully proficient in English** (a minimum TOEFL score of iBT 79 or IELTS Academic 6.0). Applicants who have completed or expect to complete an undergraduate or graduate degree at an accredited institution located in the United States, the United Kingdom, Canada, Australia, New Zealand, or Ireland will be automatically exempted from submitting an English test score. Applicants who have completed or expect to complete an undergraduate or a graduate degree at an institution where the language of instruction is English may request a waiver of the English language proficiency requirement. They should have a bachelor's degree or its equivalent. They should have at least **two-year work**

experience in Customs field as of 1 September 2020, and should have assessed potential for advancement.

8. After the completion of the Programme, **the candidates should continue to work in their home Customs administration for 3 years at least.**
9. The candidates will be selected by the WCO in consultation with the GRIPS. The GRIPS shall inform the candidates about their selection or otherwise. The WCO will send an appropriate congratulatory letter to the home administration.
10. In accepting a Scholarship the candidate undertakes :
 - To work full time on the assigned Programme. It will not be possible to undertake other activities not related to the Programme.
 - To comply with the laws and show due respect to the culture and life of the host country.
11. The application process for candidates is as follows:
 - The nominated applicant must read the GRIPS Online Application Guide thoroughly:
http://www.grips.ac.jp/cms/wp-content/uploads/2019/07/GRIPS_OnlineAppGuide_2020.pdf
 - The applicant fills out and submits the **Online Entry Form** (<https://gast.grips.ac.jp/entry/>) **by 28 February 2020 (no later than 17:00 JST)**. The GRIPS Admissions Office will send you an ID and a password by email.
 - The applicant must then complete and submit the **Online Application Form** and send **all the supporting documents by 6 March 2020 (no later than 17:00 JST)** to the GRIPS Admissions Office at below indicated address.
 - The **Nomination Form**, which can be downloaded from the application Web page, should be completed and submitted along with the rest of the supporting documents.
12. **The original set of all supporting documents, including the Nomination Form from your administration, should be submitted to :**

Admissions Office
National Graduate Institute for Policy Studies (GRIPS)
7-22-1 Roppongi, Minato-ku,
Tokyo 106-8677
Japan
Telephone : + 81 3 6439 6046
Fax : + 81 3 6439 6050
e-mail : admissions@grips.ac.jp
Website : <http://www.grips.ac.jp/en/admissions/index/>

with the envelope to be marked "Application for the WCO Scholarship".
13. A duplicate set will be made and forwarded to the WCO Secretariat by the GRIPS Admissions Office. Therefore, it is not necessary to send the duplicate set to the WCO Secretariat.
14. Please note that applications received after the deadlines will not be considered.

FINANCIAL ARRANGEMENTS

Accommodation and living allowance

15. An all-inclusive allowance of about 147,000 Japanese Yen per month will be granted to cover the cost of accommodation, meals and incidental expenses for the study period. The amount of the allowance is subject to change according to the decision of the Japanese Government. (The allowance will be paid in Japanese Yen.)
16. The Scholars will be offered assistance by the GRIPS to find residential accommodation at reasonable rent.
17. The Scholars should note that the allowance will not be sufficient to cover the expenses of any accompanying dependants. No family related expenses will be paid or added to the monthly living allowance.

Other

18. If costs are incurred by failure in following application rules such as late notification of non-acceptance, the WCO will charge the costs to candidates or to the organization to which the candidates belong.
19. If the WCO is informed by the GRIPS that a Scholar is unable to complete the course in accordance with the standard terms due, for example, to poor academic performance or suspension, the Scholarship may be terminated even during the academic year.

TRAVEL ARRANGEMENTS

Travel costs

20. The cost of travel (return trip) between the Scholar's place of residence and Tokyo will be borne by the Programme budget. For this purpose an economy class pre-paid air ticket by the shortest and the most economical route will be provided to the selected candidate.

Insurance

21. No insurance coverage is provided by the WCO/Japan in respect of personal accidents or damage to or loss of personal effects during transport to or from Tokyo.

Passports - Visas

22. Persons entering Japan must hold a valid Passport and Visa. Vaccination requirements depend upon nationality, and the Scholar is personally responsible for complying with them. The GRIPS will provide the selected candidates with a letter certifying enrolment in the Japan-WCO Scholarship in order that he/she may apply to the Japanese Embassy in his/her home country for a **student visa**, authorizing temporary residence in Japan for the duration of the Programme.

Health Certificate

23. The Scholars selected will have to undergo a comprehensive medical examination and submit a certificate from a licensed physician **certifying that they are free from any medical condition that would impair his/her studies during the Programme.**

COMPLETION OF PROGRAMME

24. Scholars are expected to complete the Programme as scheduled. Early repatriation may be authorized only on medical grounds or for other similarly important reasons. If a Scholar withdraws from the Programme before commencement of the Programme or before its scheduled completion, he/she shall not be entitled to any benefits from the date of the decision. The WCO may request for refund of any expenses that are incurred from his/her withdrawal to the Scholar or to the organisation to which the Scholar belongs.
25. On completion of the Programme, the Scholar is required to go back to his/her home country without delay. In the event of no return, the WCO may request for refund of the scholarship to the Scholar or to the organization to which the Scholar belongs. The WCO/Japan will pay travel costs, as described above, for the Scholar's return journey from Tokyo to the point of first departure. Entitlement to return travel expenses shall cease if the Scholar does not leave Tokyo within two weeks of completion of the Programme, unless he/she has any compelling reason for extending his/her stay.
26. In the event of a Scholar's failing to complete the Programme, a request of partial refund may be sent to the Scholar.
27. After half a year and 3 years respectively from completion of the Programme, Scholars should report to the WCO and the GRIPS indicating the post they occupy in their home administration and how they have been utilizing the experience they acquired in Japan.

NATIONAL GRADUATE INSTITUTE FOR POLICY STUDIES

7-22-1, Roppongi, Minato-ku, Tokyo 106-8677, JAPAN

Public Finance Program

Tel: +81-3-6439-6044 Fax: +81-3-6439-6040

E-mail: pfp@grips.ac.jp



December, 2019

Dear Sir/Madam:

Seeking applications from future leaders in the area of customs administrations

The Public Finance Program at the National Graduate Institute for Policy Studies (GRIPS) in Tokyo, Japan is currently accepting applications for September 2020 enrollment. We look forward to receiving your application!

About the Program

The Public Finance Program, a 13-month master's degree program, consists of two courses; the Tax course and the Customs course. The major objective of the Public Finance Program is to provide students with the conceptual understanding and technical competence to become leaders in the area of taxation and customs. The curriculum is designed for government officials from developing countries, who are currently working in customs administration, with at least 2 years of work experience in customs policy and administration in the home country.

The Customs course is operated under the full support of the World Customs Organization (WCO). WCO awards a number of scholarships which provide qualified students with full tuition, airfare to and from Japan, monthly stipend and some other expenses. **Selection for enrollment is on a competitive basis.**

For more details about Customs course, please refer to the enclosed brochures or visit GRIPS web page below.

http://www.grips.ac.jp/en/education/inter_programs/finance/

How to Apply

We accept applications for the program online at the GRIPS website. For details, please refer to the Admissions web page at <http://www.grips.ac.jp/en/admissions/index/>

Application Deadlines for September 2020 enrollment**● Step 1: Online Entry****17:00, February 28, 2020** (Japan standard time)**● Step 2: Submission of Online Application & Supporting Documents****17:00, March 6, 2020** (Japan standard time)

If you have any questions regarding application process, please contact the Admissions Office (admissions@grips.ac.jp). We look forward to hearing from you!

Sincerely yours,



Masako Kurosawa
Director and Professor
Public Finance Program
National Graduate Institute for Policy Studies (GRIPS)

CMC No. 05-2020 p.9

[GRIPS] Online application for 2020 enrollments is open


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From: pfp (pfp@grips.ac.jp)

To: pfp@grips.ac.jp

Date: Wednesday, 4 December 2019, 01:45 pm GMT+8

Dear Alumni of GRIPS-Public Finance Program,

Greetings from GRIPS!

I hope this finds you well.

I am writing this e-mail to ask for your cooperation to promote our program.

The attached files are;

- Letter from Prof. Masako Kurosawa, Director of Public Finance Program explaining the outline of the program and admissions information.
- Application Guidebook (Customs)

It would be highly appreciated if you could forward above files to potential candidates around you, or appropriate divisions handling capacity building or training.

How to Apply

Online application for 2020 enrollment is now open, and entry for the online application is due 28 February, 2020.

For details, please refer to the Admissions web page at <http://www.grips.ac.jp/en/admissions/index/>

Public Finance Program

http://www.grips.ac.jp/en/education/inter_programs/finance/

Any updates in your profile?

Register/Login >> GRIPS Gateway (<https://gportal.grips.ac.jp/fw/dfw/ASTSV004/>)

The online alumni directory helps you stay connected with all GRIPS alumni.

Update your information, and search the directory for old friends and new contacts.

Personal information in the directory is password-protected and accessible only to registered GRIPS alumni, students, faculty and staff.

Thank you very much for your kind cooperation.

Sincerely yours,

Natsuki GANAHA,

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Program Coordinator, Academic Program Office

Academic and Student Affairs Division

National Graduate Institute for Policy Studies (GRIPS)



GRIPS Letter for applicants 2020 Customs.pdf
561.7kB



2020_GRIPS_Customs_Application Guidebook.pdf
1.1MB