

**BUREAU OF CUSTOMS**

MAKABAGONG ADUANA, MATATAG NA EKONOMIYA



PROFESSIONALISM

INTEGRITY

ACCOUNTABILITY

24 May 2021

CUSTOMS MEMORANDUM CIRCULARNo. 107 - 2021

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

**SUBJECT: Vacancies at the Tariff and Trade Affairs Directorate and WCO
Second Global Conference**

Attached is the letter dated May 11, 2021 from Ms. Noralyn Jubaira-Baja, Assistant Secretary, Office of the United Nations and International Organizations, Department of Foreign Affairs, endorsing letters from Mr. Kunio Mikuriya, WCO Secretary General regarding the vacancies for Technical Officer and two (2) Technical Attaché's positions at the Tariff and Trade Affairs Directorate and letter dated May 05, 2021, inviting members to participate to WCO Second Global Conference on Cross-Border E-Commerce to be held virtually on 28-29 June 2021.

The deadline for vacant positions is on **31 May 2021** and interested applicants for WCO Second Global Conference are advised to complete the online registration by **15 June 2021**.

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

MAY 28 2021

BOC-09-21293

*A Modernized and Credible Customs Administration That is Among the World's Best*South Harbor, Gate 3, Port Area, Manila 1099
8527-4537, 8527-1935 | www.customs.gov.ph | boc.cares@customs.gov.ph

omc No 107-2021 p 2



World Customs Organization

Rue du Marché 30, B-1210 Brussels, Belgium
T: +32 (0)2 209 92 11 / info@wcoomd.org
Bank account: IBAN BE38 2100 4751 2672

30 April 2021 / Brussels
21A51E

Dear Director General,

I am writing to inform you of the following vacancies in the Tariff and Trade Affairs Directorate:

- A Technical Officer Nomenclature - Chemical Specialist (Grade A3).
- Two Technical Attachés Nomenclature - HS.

The Job description and the Conditions of Service for the post of Technical Officer are at Annexes I and II, respectively.

The Job description and the Status of Technical Attachés for the posts of Technical Attachés are at Annexes III and IV, respectively.

All applications should be submitted via your office (or an office such as International Customs or Human Resources) and must be accompanied by a notification of support by your Administration. Furthermore, it is requested that you only nominate one candidate per post.

If you wish to nominate a candidate for these posts, I should be grateful if you would let me know by 31 May 2021, and return the attached Application Form completed by the candidate by mail or, preferably, by e-mail at: bernadette.hendrickx@wcoomd.org.

Yours sincerely,

Kunio Mikuriya
WCO Secretary General

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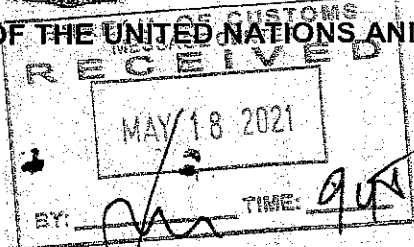
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Internal Admin. Group
 Received by: VICKY REYES
 Date: 05/18/2021
 Time: 4:08



DEPARTMENT OF FOREIGN AFFAIRS
KAGAWARAN NG UGNAYANG PANLABAS

OFFICE OF THE UNITED CUSTOMS AND INTERNATIONAL ORGANIZATIONS



11 May 2021

Sir:

Enclosed are the following documents from the World Customs Organization:

1. Letter dated 30 April 2021 (with attachments) from WCO Secretary General Kunio Mikuriya informing member countries of the vacancies (Technical Officer and two Technical Attache's positions) at the Tariff and Trade Affairs Directorate. The deadline for nomination of candidates for these positions is on 31 May 2021 (Annex A); and
2. Letter dated 05 May 2021 (with attachments) from Secretary General Mikuriya, inviting members to participate in the WCO Second Global Conference on Cross-Border E-Commerce to be held virtually on 28-29 June 2021. Interested participants are advised to complete the online registration by 15 June 2021 (Annex B).

With my best regards.



BOC-09-21293

Very truly yours,
For the Secretary of Foreign Affairs:

Noralyn Jubaira Baji
NORALYN JUBAIRA-BAJA
Assistant Secretary

HON. REY LEONARDO B. GUERRERO
Commissioner
Bureau of Customs
OCOM Building, South Harbor, Gate 3, Port Area
Manila

(rgm/tbg/cba) UNIO-1-3096-2021

JOB DESCRIPTION

Post : Technical Officer (Nomenclature - Chemicals Specialist)
Tariff and Trade Affairs Directorate

Grade : A3

Main functions

As an experienced specialist in Nomenclature matters, with a thorough knowledge of the Harmonized System (HS), the incumbent will be expected to carry out the following duties :

- Research and study classification questions under consideration, including drafting relevant documents and preparing letters and reports on particular aspects of the Directorate's work.
- Advise on policy issues and complex technical matters relating to the Harmonized System and classification, including the preparation of documents on such matters.
- Act as rapporteur in meetings of Committees, etc.
- Draft amendments and prepare updates to the Harmonized System, the Explanatory Notes, the Compendium of Classification Opinions, the Alphabetical Index and other HS-related publications.
- Represent the WCO at meetings of other international organizations which deal with questions relating to the work of the Directorate.
- Prepare and deliver lectures in his/her field of specialization, at training courses, seminars, workshops, etc., held at WCO Headquarters or elsewhere.
- Prepare working documents and briefs for the Policy Commission and the Council, assist with the preparation of documents for Chairpersons and cross-Directorate matters associated with meetings of Technical Committees.
- Draft articles for WCO publications and those of other international organizations.
- The person appointed will also be required to perform such other duties as may be assigned and may be subject to reassignment within the WCO Secretariat.

Qualifications

- Applicants for this position must have a university degree or equivalent professional qualification, in a branch of chemistry or a closely related area, comprehensive knowledge of the Harmonized System and at least five years' experience of practical issues relating to Nomenclature matters, in particular tariff classification, at the national level within their Customs administration.
- Applicants must have in-depth knowledge and experience of the Harmonized System. Specific experience in relation to Sections V to VII in the Harmonized System is required.

Annex I

- Applicants must be proficient in drafting and speaking in at least one of the two official languages of the HS (French or English). A good working knowledge of the other would be highly desirable. Knowledge of one of the WCO working language for HS matters (Spanish, Russian, Portuguese or Arabic) would be an asset. Knowledge of other languages (written and spoken) would be advantageous.
- Excellent oral and written communication skills are essential.
- The candidate should have shown within their national administration the capacity to assume responsibilities equivalent in level to those carried by the post offered.
- The candidate should have the background and experience to be able to :
 - work independently with limited personal supervision;
 - work effectively in small teams and groups;
 - respond flexibly to changes in priorities and requests for work; and
 - meet deadlines.
- It is a requirement to be able to interact appropriately and effectively with a wide range of people from across the WCO's global membership and from other international organisations, so excellent interpersonal skills and the ability to work in a culturally diverse environment is essential.
- This role includes capacity building work and the candidate should have sound abilities in training. This also requires the ability to identify problems and solutions and to be able to think and interact strategically and innovatively while exercising sound judgment.
- Research and analytical skills and the ability to write understandably on technical subjects are also key skills.
- Applicants are expected to be able to work with Microsoft Office software.
- The successful candidate will be required to behave in a manner consistent with the WCO's values and Code of Conduct during their contract and applicants will be expected to have demonstrated such values and conduct over their work history.

April 2021.

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Annex II

CONDITIONS OF SERVICE

Grade : A3

(The general conditions of service are set out in the WCO Staff Manual, a copy of which has been issued to all Member Administrations.)

Emoluments

At present, the A3 monthly salary scale is € 6,834.10 to € 9,239.35 (11 steps).

In addition, where conditions are met, a Basic Family Allowance (BFA) and an expatriation allowance of 10 % of the basic salary calculated on the first step of the grade during the first five years, then reduced to zero over five years, will be paid. Dependants' and education allowances are available and there are sickness and life insurance schemes in place. Officials and their dependants are entitled to the reimbursement of home leave travel expenses (economy class) every two years.

All emoluments are free of tax.

Terminal Allowance

A deduction of 9 % is made from the official's salary as a contribution towards the terminal allowance. This allowance is equal to 3 times the official's contributions during the last 12 months of service multiplied by the number of years of service.

By way of example, the monthly net pay of an expatriate official, married with two young children, would be around € 7,865; and on leaving the service after five years, he would be entitled to a terminal allowance of approximately € 123,180.

Duration of appointment

Five years. The first six months of service will be a probationary period.

April 2021.

JOB DESCRIPTION

Post : Technical Attaché
Nomenclature - HS
Tariff and Trade Affairs Directorate

Main functions

Study the application of the Harmonized System (HS) Nomenclature by stakeholders and users with a view to the development of appropriate capacity building assistance, matters for raising for the consideration of HSC in the HS review cycle and other HS development activities as required.

Prepare proposals and working documents for the amendment of the HS Nomenclature and the Explanatory Notes for presentation to the HS Review Sub-Committee and the HS Committee.

Co-ordinate with external stakeholders, including other international organisations, to obtain information as required.

Contribute to the development of appropriate capacity building assistance, educational material and other HS development activities as required.

Act as rapporteur in meetings of HS-related Committees.

Advise on complex technical matters relating to the Harmonized System and classification.

The person appointed will also be required to perform such other duties as may be assigned and may be subject to reassignment within the WCO Secretariat.

Requirements

The candidate must have a comprehensive knowledge of the Harmonized System and at least five years' experience of practical issues relating to Nomenclature matters, in particular tariff classification, at the national level within the Customs administration.

The candidate must be proficient in drafting and speaking in one of the official languages of the WCO (English or French) and have a good working knowledge of the other.

The candidate must have high level analytical skills. Previous experience in studying the application of systems in a complex environment would be beneficial.

A high level of proficiency in written and oral communication skills, including analytical writing, is required.

The candidate must have good interpersonal skills, be prepared to work in a team in an international environment, be able to respond flexibly to changes in priorities and requests for work and meet deadlines.

The candidate is expected to be capable of working with Microsoft Office.

April 2021.

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Annex IV

STATUS OF TECHNICAL ATTACHÉS

1. In addition to the officials on the Secretariat staff, the WCO has recourse to the services of Technical Attachés.
2. Many countries express a keen interest in assigning officials to the WCO Secretariat to gain experience in WCO matters and international activities in general.
3. Under the terms of this specific recruitment of Technical Attachés, national officials are attached to the Secretariat for a tour of duty financed entirely by their home administration. These officials are posted to the WCO by their home administration and retain their national salary, retirement benefits, etc. The WCO provides furnished office accommodation and the assistance of support staff, and pays for missions carried out as part of the Attachés' work.
4. For reasons of efficiency and effectiveness, the length of the posting, agreed jointly with the home administration, should in principle not be less than three years. This period may subsequently be extended, subject to satisfactory performance and positive results. Unsatisfactory performance by a Technical Attaché during the period of posting will lead to termination of the posting.
5. The essential qualifications for Technical Attachés are :
 - established Customs or related experience in one or more areas of WCO activity as contained in the Strategic Plan;
 - good spoken and written knowledge of one of the two official languages of the WCO (English or French).
6. The Secretary General will inform the Members at least once a year of those Customs fields where the Secretariat has a special need for Technical Attachés, and Members will be invited to submit nominations of highly qualified experts in those fields. Selection is at the direction and discretion of the Secretary General, assisted by the Administration Committee which assesses the candidate's suitability for the position. This Committee assesses the candidate's knowledge, skills, experience, personal attributes and overall potential for assuming the responsibilities attached to the position of Technical Attaché.
7. During their period of posting, Technical Attachés work solely on behalf of the WCO under the instructions of their line managers. They do not report to, or receive instructions from, their home administration regarding the content of their work. They are, moreover, subject to the same rules of discretion and intellectual property as the WCO's permanent or fixed-term staff. The field of their work is the same as that of Grade A3 Technical Officers.

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APPLICATION FOR THE POST OF
.....
WITHIN THE WORLD CUSTOMS ORGANIZATION



WORLD CUSTOMS ORGANIZATION

1. PARTICULARS



Family name <i>(in block capitals)</i>		Maiden name <i>(in block capitals)</i>	
First name(s) <i>(in block capitals)</i>		Sex <input type="checkbox"/> M <input type="checkbox"/> F	
Date of birth		Place of birth	
Present nationality ¹		Nationality at birth	

¹ If your present nationality is different from your nationality at birth, please give details of how and when it was acquired. Please indicate if you possess dual nationality.

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2. CONTACT DETAILS

Postal address:

.....
.....
.....

Telephone number(s):

.....
.....
.....

E-mail address(es):

.....
.....
.....

3. PERSONAL DETAILS

Marital status:

Single Married Other (please specify) :

Information about your spouse:

Family name and first names(s) : Maiden name :
Date of birth : Nationality :
Profession :

Dependant(s) (family name, first name, date of birth and relationship):

.....
.....
.....

hms

10/21

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Compulsory military or non-military national service

Dates and latest rank :
Outstanding obligations (if applicable) :

State of health

Have you ever suffered any serious illness or accident ? Yes No
Do you have a disability that should be taken into consideration ? Yes No

If yes, please give details :

Honour(s)

.....

Sanction(s)

Indicate any conviction, administrative sanction, or pending case

.....

hms

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4. HIGHER EDUCATION, POST-GRADUATE QUALIFICATIONS, LANGUAGES, IT SKILLS AND PUBLICATIONS

Name, place and country of university or equivalent	Degree(s) distinction(s) obtained	From	To
.....
.....
.....
.....

Knowledge of languages			
Mother tongue :			
	Read <i>Very well Well Fairly well</i>	Write <i>Very well Well Fairly well</i>	Speak <i>Very well Well Fairly well</i>
English			
French			
Spanish			
Other (1)			
Other (2)			

IT skills
List the word processing and other software with which you are familiar
.....
.....
.....
.....

Publication(s)
Indicate the title of any significant publications you have written (in particular any publications relevant to the job applied for)
.....
.....
.....
.....

CMC NO. 107-2021 4.12

5. PROFESSIONAL EXPERIENCE

Present post	
Since :	Description of your duties
Exact title of your post :	
Name and contact details of your employer	

Previous post	
From :	Description of your duties
To :	
Exact title of your post :	
Name and contact details of your employer	

Previous post	
From :	Description of your duties
To :	
Exact title of your post :	
Name and contact details of your employer	

humb

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Previous post	
From :	Description of your duties
To :	
Exact title of your post :
Name and contact details of your employer

Previous post	
From :	Description of your duties
To :	
Exact title of your post :
Name and contact details of your employer

Previous post	
From :	Description of your duties
To :	
Exact title of your post :
Name and contact details of your employer

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7. ADDITIONAL INFORMATION

Have you previously applied for employment with the WCO?

Yes

No

If yes, provide details:

.....

.....

.....

Have you lived abroad for any periods exceeding 6 months?

Yes

No

If yes, provide details:

.....

.....

.....

Special aptitudes or interests

.....

.....

.....

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8. REFERENCES

Give the names and addresses of three persons, not related to you, who are able to vouch for your qualifications and character.

FAMILY NAME AND FIRST NAME	OCCUPATION	CONTACT DETAILS <small>(Address, telephone, e-mail)</small>

I certify that the statements made by me above are accurate and complete and I undertake to supply, on request, any documentary evidence required in support of them.

I am aware that any misrepresentation or material omission, even unintentional, may result in the rejection of my application or the annulment of any subsequent appointment.

I agree to undergo the medical examination required before any appointment.

.....
(Date)

.....
(Candidate's signature)

RECEIVED

By Brussels PE/PM at 9:20 am, May 06, 2021



World Customs Organization

Rue du Marché 30, B-1210 Brussels, Belgium
T: +32 (0)2 209 92 11 / info@wcoomd.org
Bank account: IBAN 210-0475126-72

05.05.2021 / Brussels
21FL0151E

Dear Director General,

It gives me great pleasure to invite you to the World Customs Organization (WCO)'s Second Global Conference on Cross-Border E-Commerce scheduled to be held on 28 and 29 June 2021, with the support of the Customs Cooperation Fund of Japan. A draft Agenda is attached for your reference. The online Conference will be held in English and French using the ZOOM Webinar platform.

This Conference – themed “*Customs united effort on Recovery, Renewal and Resilience for a sustainable e-commerce supply chain*” – brings together high-level policy and decision makers (heads of organizations), as well as operational experts from Customs administrations, other government agencies, e-commerce operators, international organizations and other stakeholders in the cross-border e-commerce supply chain.

Considering the benefits of full implementation of the WCO E-Commerce Framework of Standards and the associated E-Commerce Package, the Conference will discuss resilience and innovation of Customs procedures under COVID-19, including the use of data and advanced technologies, for e-commerce supply chain continuity. The event will stimulate a high-level strategic dialogue towards fostering innovative and inclusive partnerships with e-commerce stakeholders for a more secure, sustainable and resilient cross-border e-commerce environment.

Your Administration is invited to participate in this important online event. For the purpose of registering participants, please complete the online registration by 15 June 2021 via the event's webpage: <https://na.eventscloud.com/website/23542/register-here/>.

Please note that there is no limit on the number of participants per administration, however participants are encouraged to register as early as possible to secure their place at the event.



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World Customs Organization

Rue du Marché 30, B-1210 Brussels, Belgium
T: +32 (0)2 209 92 11 / info@wcoomd.org
Bank account: IBAN 210-0475126-72

Since the Conference will be held on the ZOOM Webinar platform, participants will need to download the ZOOM application and have a suitable internet connection. A separate communication regarding the logistical arrangements for this Conference will be sent to the registered participants in due course by email.

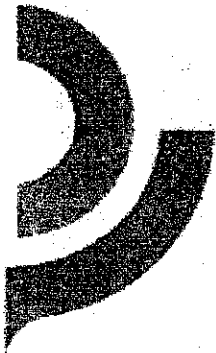
Should you require any further information, please contact our coordinators via e-commerceConf@wcoomd.org.

I look forward to your Administration's active participation in this important Global Conference.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Kunio Mikuriya'.

Kunio Mikuriya
WCO Secretary General





World Customs Organization

(Draft Agenda V2.4)
WCO 2nd Global Online Conference on Cross Border E-Commerce
"Customs united effort on Recovery, Renewal and Resilience for a sustainable e-commerce supply chain"
 28-29 June 2021 (Hours in Brussels time)
 Supported by CCF Japan

12:30-13:00	Online Registration
13:00-13:15	Session 1 - Opening ceremony
	Opening address: <ul style="list-style-type: none"> - Dr. Kunio MIKURIYA, WCO Secretary General - Mr. John DENTON, Secretary General, International Chamber of Commerce (ICC) (TBC)
13:15-14:30	Session 2 - Roundtable: Customs perspectives on e-commerce during the COVID-19 crisis and resilience for e-commerce supply chain
	This session will discuss the following issues: <ul style="list-style-type: none"> - Benefits of full implementation of the WCO E-Commerce Package; - Customs measures under COVID-19 for e-commerce supply chain continuity, including Advance Electronic Data, e-payment, etc.; and, - New opportunities for fostering partnerships with e-commerce stakeholders Moderator and keynote speech: Mr. Ricardo TREVIÑO , WCO Deputy Secretary General Speakers(3): Customs administrations <ul style="list-style-type: none"> - Mr. John P. LEONARD, Acting Executive Assistant Commissioner, Office of Trade, US Customs and Border Protection - Ms. Sabine HENZLER, Director, Directorate-General for Taxation and Customs Union (DG TAXUD), European Commission - Ms. Lan HU, Deputy Director General, Department of International Cooperation, General Administration of Customs, China
14:30-15:50	Session 3 - Panel Session: Private sector perspective in adapting to a new business model and expanding the concept of Authorized Economic Operator (AEO)
	This session will focus on the following issues: <ul style="list-style-type: none"> - Challenges and opportunities of adapting to new business models in e-commerce, including fulfilment center; and,

	<p>- Cooperation between e-commerce stakeholders and Customs and possibility of expanding the concept of AEO to e-commerce operators</p> <p>Moderator and keynote speech: Mr. Hideaki GENSHIN, Deputy Director-General, Japan Customs</p> <p>Panellists (4): from Private Sector and Customs administrations</p> <ul style="list-style-type: none"> - Mr. Kristian VANDERWAEREN, Director General, Belgium Customs - Mr. Travis SKINNER, Senior Manager on Customs and Trade at Amazon - Jumia Group (TBC) - Dubai Customs (TBC)
13:00-14:05	<p>Session 4 – Panel Session: Reinforcing collaboration and harnessing technology</p>
	<p>This session will focus on the following issues:</p> <ul style="list-style-type: none"> - <i>Facilitating digital trade, to form an important part of the global economic recovery from COVID-19 via reinforced collaboration; and,</i> - <i>Renovation of Customs procedures with the use of data and modern technologies based on cooperation among entire e-commerce supply chain.</i> <p>Moderator and keynote speech: Mr. Ahmed AL KHALIFA, Chairperson of the WCO Council (TBC)</p> <p>Panellists (4): from International Organizations, Postal Operators, and Customs administration</p> <ul style="list-style-type: none"> - Dr. Ngozi OKONJO-IWEALA, Director General, World Trade Organization (WTO) (TBC) - Mr. Bishar HUSSEIN, Director General, Universal Postal Union - Mr. Carlos GRAU TANNER, Director-General, Global Express Association
14:05-15:00	<p>Session 5 – Panel Session: Ensuring safety and security through cooperation and the use of data and technologies</p>
	<p>This session will focus on the following topics:</p> <ul style="list-style-type: none"> - <i>Managing risks posed by unknown traders with the use of data and technologies through cooperation; and,</i> - <i>Utilizing transformative technologies driving e-commerce to ensure safety and security of cross border e-commerce.</i> <p>Moderator and keynote speech: Mr. Pranab Kumar DAS, Director of Compliance and Facilitation, WCO</p> <p>Panellists (4): from Private Sector and Customs administration</p>

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	<ul style="list-style-type: none"> - Dr. Suk-oh (Indy) KIM, Professor, Korea Customs Border Control & Training Institute and Adjunct Professor at Dankuk University in Korea - Mr. Fumio ITO, Project Manager, International Narcotics Control Board (INCB) - Canada Border Services Agency (TBC) - Dynaxion B.V. (TBC)
15:00-15:55	Session 6 – Panel Session: Ensuring fair and effective revenue collection through cooperation
	<p><i>This session will focus on the following topics:</i></p> <ul style="list-style-type: none"> - <i>Understanding the four revenue collection approaches (Vendor collection, Intermediary collection, Buyer collection and Hybrid collection approach);</i> - <i>Utilizing pre-arrival, clearance and post-clearance stages for proper Customs valuation through cooperation; and,</i> - <i>Conducting effective capacity building activities based on the E-Commerce Framework of Standards.</i> <p>Moderator and keynote speech: M. Guénolé MBONGO KOUMOU Vice-Chairperson for the West and Central Africa Region/ Director General of Customs and Indirect Taxes, Republic of the Congo (TBC)</p> <p>Panelists (3): from Private Sector, International Organizations, and Customs administrations</p> <ul style="list-style-type: none"> - Mr. Michael OUTRAM, Commissioner, Australian Border Force - Mr. Piet Battiau, Head Consumption Taxes, Organisation of Economic Co-operation and Development (OECD) - Mr. Sami FARHAD, Senior Director, Alibaba Group (TBC)
15:55-16:00	Session 7 – Closing
	<p>Closing Remarks:</p> <ul style="list-style-type: none"> - Dr. Kunio MIKURIYA, WCO Secretary General

