



BUREAU OF CUSTOMS





MEMORANDUM

TO

ALL CUSTOMS EMPLOYEES

FROM

REY LEONARDO B. GUERRERO

Commissioner / AUG 16 2021

BOC-03-1147

SUBJECT

Call for Application to the 2022 Netherlands Trainee Programme (NTP) and the French-Irish Mission Internship

Programme (FIMIP)

DATE

August 6, 2021

- 1.0 This is with regard to the invitation to qualified Bureau personnel to the 2022 Netherlands Trainee Programme (NTP) and the French-Irish Mission Internship Programme (FIMIP), which will commence in March/April 2022 months in Geneva, Switzerland.
- 2.0 The Netherlands Trainee Program (NTP) aims to assist in the economic and social development of least developed countries (LDC), low income countries and comparable poor small and vulnerable economies in areas related to trade policy. It seeks to generate measurable results and leave lasting trace, through:
 - a. Building sustainable capacity in beneficiary countries, by providing officials with an opportunity to participate directly in the WTO work in Geneva, Switzerland;
 - Providing exposure to on-going activities in the Secretariat, which will
 assist officials in enhancing their understanding of the functioning of the
 WTO and the MTS and providing relevant policy advice to government;
 - Facilitating the identification of areas where implementation of Member's commitments in the WTO is required;
 - d. Contributing to specific work on needs assessments, notifications, etc.
- 3.0 The French-Irish Mission Internship Programme (FIMIP) will be able to:
 - Enhance knowledge and understanding of the WTO multilateral trading system and of trade policy in general
 - b. Strengthen the understanding of the negotiation process at the WTO
 - c. Support the mission in participating in the daily activities of the WTO
- 4.0 Interested applicants must meet the following qualifications:
 - a. Must be between 30 and 45 years old; and
 - b. Should have a minimum of 5 years of working experience on WTO issues





BUREAU OF CUSTOMS



MAKABAGONG ADUANA, MATATAG NA EKONOMIYA

PROFESSIONALISM INTEGRITY ACCOUNTABLE

- 5.0 As per Customs Memorandum Order No. 13-2020 "Policies and Guidelines for the Availment of Scholarship Programs of the Bureau of Customs Personnel," the following additional requirements shall be imposed upon nominees for scholarship programs:
 - a. Must hold a permanent position and have rendered at least two (2) years of continuous service as permanent employees in the Bureau;
 - Have at least Very Satisfactory performance ratings for the last two (2) consecutive rating periods preceding the period of application for scholarship program;
 - c. Have no foreign or local scholarship grant in the past two (2) years;
 - d. Have no pending service obligation from previous local or foreign scholarship; and
 - e. Have no pending criminal and/or administrative case.
- 6.0 Interested applicants must submit the following to the Interim Training and Development Division (ITDD) on or before August 20, 2021 for evaluation of who will be nominated by the Commissioner:
 - Duly signed Endorsement/Recommendation Letter with justification from the Deputy Commissioner, for personnel assigned under Groups, or from the District Collector, for personnel assigned in Collection Districts;
 - b. Duly accomplished Personal Data Sheet with Work Experience Sheet (Civil Service Commission Form No. 212);
 - c. Individual Performance and Commitment Review Form for the last two
 (2) consecutive rating periods;
 - d. Certification from the ITDD stating that the personnel has no (1) foreign or local scholaraship grant in the past two (2) years; and (2) pending service obligation from previous local and foreign scholarship;
 - Legal Clearance and notarized Affidavit of No Pending Criminal and/or Administrative Case;
 - f. Printed Online Application Form with link: (https://wto.formstack.com/forms/internshipprogrammes2022)
 - g. Complete Curriculum Vitae
 - h. Letter of Motivation
 - i. Short biography (10 lines maximum for NTP and 150 words for FIMIP);
 - j. Photocopy of passport
- 7.0 For other details, you may contact Nicole Headerre Alarcon, ITDD at (02) 8527-4642, 0956-809-4668 and/or ITDDCustoms@customs.gov.ph. Kindly visit the WTO website (https://www.wto.org/english/tratop_e/devel_e/train_e/trainee_programmes_e. htm) for more information.
- 8.0 For your information.



URGENT

To: SFA

Fr: Geneva WTO-PM

Dt: 26 July 2021

Re: WTO Funded Internship Programmes

Rt: OUMAIER, OIER, UNIO

Cc: DTI Secretary Ramon M. Lopez

DA Secretary William D. Dar

NEDA Secretary Karl Kendrick Chua

TCWM Chair and DTI Undersecretary Ceferino S. Rodolfo

Cn: ZWTO-165-2021 Pgs: 7 including this page

I wish to transmit to the Department the attached invitation from the WTO Secretariat for the Philippines to nominate up to three (3) candidates to be considered for participation in its 2022 Netherlands Trainee Programme (NTP) and the French-Irish Mission Internship Programme (FIMIP).

NTP interns will be WTO-based (max of 16), while FIMIP interns will be Mission-based (max of 20). NTP targets LDCs and SVEs, but FIMIP application is open for other low-income developing countries. Philippines may be interested to submit applications even though priority will be given to LDCs. Kindly refer to the detailed Annex for application criteria and requirements.

The internship programme will start in Geneva in March 2022 and finish before the end of the calendar year. The internship cannot exceed 10 months.

Regarding the application process, candidates have until 31 August 2021 to complete and submit their online application form at:

https://wto.formstack.com/forms/internshipprogrammes2022

It should include a complete curriculum vitae (CV), a letter of motivation, specific indications of the tasks that the candidates are expected to perform, a short biography of 150 words, a letter of support from the TCWM Chair (as national nominating authority), a letter of support from the Philippine Mission to the WTO as host.

For the Department and TCWM's information and appropriate action.

MANUEL A.J. TEEHANKEE

Ambassador and Permanent Representative



THE NETHERLANDS TRAINEE PROGRAMME (NTP) OBJECTIVES, CONDITIONS & APPLICATION PROCEDURE

Objectives, main features of the NTP and eligibility criteria:

The alm of the NTP is to assist in the economic and social development of least developed countries (LDCs), low-income countries and comparable poor small and vulnerable economies in a reas related to trade policy.

The NTP seeks to generate measurable results and thus leave a lasting trace, through:

- building sustainable capacity in beneficiary countries, by providing officials with an opportunity to participate directly in the WTO's work in Geneva;
- providing exposure to on-going activities in the Secretariat, which will assist officials in enhancing their understanding of the functioning of the WTO and the MTS and providing relevant policy advice to governments;
- facilitating the identification of areas where implementation of Members' commitments in the WTO is required;
- · contributing to specific work on needs assessments, notifications, etc.

The programme targets least developed countries (LDCs), low-income countries and comparable poor small and vulnerable economies, and pays particular attention to African countries and to the promotion of gender equality.

- It provides capital based mid-level public officials from these countries with the opportunity to learn more about matters dealt with in the WTO, under the direction of staff members of the WTO.
- Selected NTP interns will spend a total period of up to ten months with the WTO.
- Internships will normally start in March/April and finish before the end of the calendar year.
 The internship cannot under any circumstances exceed 10 months.
- Selected NTP interns will be expected to complete specific and well defined tasks in that
 period in conformity with the objectives of the NTP. Tasks will need to have relevance for
 the beneficiary country in terms of capacity building in the work programme of the WTO,
 including on-going negotiations, and will be defined at the beginning of the traineeship. The
 tasks will be reviewed and established in close co-operation with the Head of the TA
 Coordination, Internships Programmes and Partnership Section and the relevant regional
 decks in ITTC
- As part of the internship, a study tour to the Netherlands may be undertaken. Specific training events will be organized during the programme, but the emphasis will be on completing the tasks identified for the internship.
- NTP interns will receive a lump sum of CHF 5,000 per month plus travel expenses.

OCOM Memo No. 124 - 2021 9-5





- Candidates should typically be between 30 and 45 years of age."
- Candidates should have a minimum of 5 years of working experience on WTO issues.
- With a view to providing appropriate guidance and supervision to the interns, the total number of NTP interns shall not exceed 16.

How to apply?

Applications should be submitted electronically to the Institute for Training and Technical Cooperation (ITTC) as specified in the letter, with:

- a complete curriculum vitae (CV);
- a letter of motivation. *
- specific indications of the tasks that the candidates would like to perform,
- a short biography of 10 lines maximum,
- a letter of support from the nominating national authority and/or a letter of support from the Permanent Mission is required.

Incomplete files will not be considered.

The selection process

Candidacies will be reviewed by a WTO selection committee comprising the Institute for Training and Technical Cooperation (ITTC), the Development Division (DD) and the Human Resources Division (HRD).

As the NTP is considered to be the highest level of learning, with a particular focus on the direct application of skills, the selection committee will carefully review the qualifications of each of the candidate and assess with all means at its disposal, including through the WTO's data base, to what extent the candidate has undergone prior WTO training, including the number of e-Learning courses completed, face to face training, through regional seminars and RTPCs and ATPCs.

In addition, feedback will be sought from WTO trainers on the performance of the candidate during the courses, in order to retain the highest qualified officials and for whom the committee considers that the candidate can make the most useful contribution to attain the set objectives of the programme.

The selection committee will endeavour to maintain a regional and gender balance, and give priority to LDC candidates.

Monitoring and evaluation

The overall performance of the NTP programme is monitored according to the targets and indicators established by the Biennial TA plan. At the individual level, the performance of selected NTP interns is monitored on an ongoing basis by the Head of the TA Coordination, Internships Programmes and Partnership Section, reviewing their day to day work in light of the tasks identified with the support of the regional desks, their active participation in the training events, as well as the achievements made in specific fields, i.e. needs assessments, notifications etc.

NTP interns are required to produce monthly reports detailing the tasks carried out and the results achieved.





At the end of the internship, the NTP interns are required to submit a final internship report and complete an evaluation questionnaire on tasks performed.

Communication of results of the selection process

No communication of the results will be provided before the conclusion of the selection process. The selected candidates and the Permanent Missions will be informed by the Human Resource Division.

The Human Resource Division will also inform the unsuccessful candidates by email.





THE FRENCH-IRISH MISSION INTERNSHIP PROGRAMME (FIMIP)

OBJECTIVES, CONDITIONS &

APPLICATION PROCEDURE

Objectives, main features of the FIMIP and eligibility criteria:

- The FIMIP provides capital based mid-level public officials, with a minimum of 5 years of working experience on WTO issues with the opportunity to learn more about matters dealt with in the WTO.
- Through the programme the FIMIP interns are expected to:
 - enhance knowledge and understanding of the WTO multilateral trading system and of trade policy in general,
 - o strengthen the understanding of the negotiation process at the WTO, and
 - support the mission in participating in the daily activities of the WTO.
- The FIMIP is available primarily to nationals from least developed countries (LDCs), and
 other developing countries, with a Geneva mission. Preference will be given to those
 beneficiaries with lower per capita GNP and the least number of staff in Geneva together
 with those who stand to gain most from such a programme.
- Candidates will come from the capital of the beneficiary country.
- The retained candidates will work at the Geneva-based permanent missions of the beneficiary countries and can represent their country in the various bodies within the WTO.
- FIMIP interns will spend a total period of up to ten months under the programme.
- Candidates are typically between 30 and 45 years of age.
- The programme will normally start in March/April and finish before the end of the calendar year. The internship cannot under any circumstances exceed the 10 months.
- FIMIP interns will receive a lump sum of CHF 5,000 per month plus travel expenses.
- The total number of FIMIPs shall not exceed 20.

How to apply?

Applications should be submitted electronically to the Institute for Training and Technical Cooperation (ITTC) as specified in the letter. It should include:

- a complete curriculum vitae (CV),
- a letter of motivation,
- · specific indications of the tasks that the candidates are expected to perform,
- a short biography of 150 words,





- · a letter of support from the nominating national authorities,
- · a letter of support from the Permanent Mission in Geneva.
- · Incomplete files will not be considered.

The selection process:

Candidacies will be reviewed by a WTO selection committee, comprising the Institute for Training and Technical Cooperation (ITTC), the Development Division (DD) and the Human Resources Division (HRD). The committee will carefully review the qualifications of each candidate and assess with all means at its disposal including the WTO's data base, the extent to which the candidate has undergone prior WTO training, the number of e-Learning courses completed, face to face training, regional seminars and RTPCs/ATPCs attended. In addition, feedback will be sought from WTO trainers on the performance of the candidate during the courses, in order to retain the highest qualified officials and for whom the committee considers that the candidate can make the most useful contribution to attain the set objectives of the programme. The selection may include telephone interviews and the permanent mission may also be consulted on the candidates to be retained.

The selection committee will endeavour to maintain a regional and gender balance.

Monitoring and evaluation

The overall performance of the FIMIP programme is monitored according to the targets and indicators established by the Biennial TA plan. At the individual level, the performance of selected FIMIP interns is monitored on an ongoing basis by the Head of the TA Coordination, Internships Programmes and Partnership Section, reviewing the day to day work in light of the tasks identified by the Permanent Representative of the Mission in Geneva and with the support of the regional desks. The general duties could include providing support in the:

- · collection, analysis, interpretation and organization of material of interest to the Mission,
- preparation of meetings of WTO bodies, including attendance and follow-up of such meetings
- preparation of reports for the capital, documentation and communication of economic and/or legal nature related to WTO

NTP interns are required to produce monthly reports detailing the tasks carried out.

At the end of the internship, an evaluation will be done by the intern's supervisor at the mission.

The intern will also submit a final internship report and complete an evaluation questionnaire on tasks performed.

Communication of results of the selection process

No communication of the results will be provided before the conclusion of the selection process. The selected candidates and the Permanent Missions will be informed by the Human Resource Division.

The Human Resource Division will also inform the unsuccessful candidates by email.

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OCOM Memo No. 126 - 2021 p. 9



Direct line: Email: (+41 22) 739 5101 Bridget.Chilala@wto.org

Head of the Permanent Mission

Div. Reference: qk_IP2022_Letter_e

Geneva, 2 July 2021

SUBJECT: WTO FUNDED INTERNSHIP PROGRAMMES (NTP/FIMIP)

Reference is made to the Trainee Programmes and Internships (NTP/FIMIP) discussed in the Biennial Technical Assistance and Training Plan 2020-2021 (WT/COMTD/W/248/Rev.1). These programmes are primarily geared towards providing support in the economic and social development of developing countries, LDCs, low income countries and comparable poor, small and vulnerable economies in areas related to trade policy.

Specific information on conditions and the selection criteria for the **Netherlands Trainee Programme (NTP)** and the **French-Irish Mission Internship Programme (FIMIP)** is contained as an Annex to this letter, which you are kindly invited to carefully review, before candidates are invited to submit applications. Also, it should be noted that only duly completed files will be considered, including all requested information and letters of support. Countries can submit a maximum of 3 applications for the two programmes.

Given the paperless environment of the WTO, E-candidature forms should be submitted for consideration by 31 August 2021. Applicants for the NTP and the FIMIP should complete the candidature form by using the following link: https://wto.formstack.com/forms/internshipprogrammes2022. You are kindly invited to forward this link and information to the relevant Ministry for submission of applications. Please note that a letter of support from the Mission for the FIMIP is mandatory as the retained candidates will be housed in the Permanent Missions.

The selected interns are expected to start the programmes in Geneva in March 2022.

If you have any questions regarding the above programmes, please do not hesitate to contact Mr Juan Manuel Fernandez Azpiroz, Head of the TA Coordination, Partnership and Internship Programmes Section (Tel: +41 22 739 69 25; Email: Juan-Manuel.Fernandez@wto.org) or Ms Queen King'ori, Assistant, TA Coordination, Partnership and Internship Programmes Section (Tel: +41 22 739 64 56; Email: Queen.Kingori@wto.org) at the Institute for Training and Technical Cooperation.

Yours sincerely,

Glilato

Bridget Chilala
Director
Institute for Training and Technical Cooperation



8/6/2021

WTO Funded Internship Programs Form 2022 - Formstack



CANDIDATURE FORM: WTO Funded Internship Programmes 2022

FORMULAIRE DE CANDIDATURE: Programmes de stage financés par l'OMC 2022

FORMULARIO DE CANDITATURA: Programas de pasantias financiados por la OMC 2022

Institute for Training and Technical Cooperation (ITTC)
Institut de formation et de coopération technique (IFCT)
Instituto de Formación y Cooperación Técnica (IFCT)

- INSTRUCTIONS: Please allow sufficient time (approximately 30 minutes) to complete this form and attach
 the relevant documents as it is not possible to save and return at a later time to complete the required
 information. Please answer ALL questions.
- INSTRUCTIONS: Veuillez vous assurer que vous avez prévu suffisamment de temps (approximativement 30 minutes) pour remplir ce formulaire et joindre les documents demandés car il ne vous sera pas possible de le sauvegarder et d'y revenir pour compléter les informations demandées. Veuillez répondre à TOUTES les questions.
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8/6/2021

WTO Funded Internship Programs Form 2022 - Formstack

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WTO Funded Internship Programs Form 2022 - Formstack

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6. WTO COURSES - OMC T	RAINING - OMC CURSOS		
Have you attended any WTo participado en cursos de E		e you attended any WTO E-l	earning courses - Ha
Yes - Yes - Yes			
□ No - No - No			
wto in 10 '- The wto in 10 minutes - The wto in 10	Level 1 / Level 1 / Level 1	Level 2 / Level 2 / Level 2	Level 3 / Level 3 / Level
minutes - The WTO III TO			
Introduction to the WTO - Presentation of the WTO - Introducción a la OMC		0	See door with the right large of the control of the
The Multilateral Trade Agreements - Multilateral Trade Agreements - Los acuerdos Multilaterales sobre el Comercio		0	
Technical Barriers to Trade - Technical Barriers to Trade at the WTO - Obstáculos	O	Ο	Ö

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Trade Remedies and the

Agriculture in the WTO -

Agriculture at the WTO -Agricultura y la OMC

Trade-Related Aspects of

Intellectual Property Rights -Aspects de los Derechos de Propiedad Intelectual

OMC

WTO - Trade remedies and the WTO - Las medidas comerciales correctivas y la

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2021	VVIO I dilded lillerii	snip Frograms Form 2022 - Formstac	N.
Sanitary and Phytosanitary Measures - Sanitary and phytosanitary measures - Medidas sanitarias y fitosanitarias		0	
Trade in Services in the WTO - Le Commerce des services - El comercio de Servicios en la OMC		Ο	
Market Access for goods and NAMA Negotiations - Access to markets and negotiations on NAMA - El acceso a los mercados para los productos no agrícolas en la OMC (AMNA)		0	
Trade and Environment - Trade and Environment - El Comercio y el medio ambiente		0	
Trade and Development - Trade and Development - Comercio y Desarollo		Ο	
The WTO and Trade Economics: Theory and Policy - The WTO and Trade Economics: Theory and Policy - La OMC y la economía del comercio: teoría y práctica		0	
Accession to the WTO - Accession à la WTO - Accession a la OMC	e de la Remitiga Charle de la companya de la compan	Ο	
Regional Trade Agreements and the WTO - Regional trade agreements and the WTO - Los acuerdos comerciales regionales y la OMC		0	
Transparency and the WTO: Notification Obligations - Transparency and the WTO: notification obligations - La transparencia y la OMC: Obligaciones en materio de notificación		0	
WTO Market Access		O	O Comment

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2021	WIO Funded intern	isnip Programs Form 2022 - Formstac	K
information - Información en línea de la OMC sobre acceso a los mercados			
Legal Underpinnings - The WTO: Legal foundations - The OMC: fundamentos jurídicos		Ο	
Trade Finance and the WTO - Trade finance and the WTO - La financiación del comercio y la OMC		0	
A short trip through TRIPS - A short trip through the aspects of intellectual property rights that affect trade-TRIPS - Un corto viaje por los derechos de propiedad intelectual relacionados con el comercio-TRIPS		0	
Copyright in the WTO - Copyright in the WTO - El derecho de autor en la OMC	Transport and the second of th	0	Ö
Patents in the WTO - Patents in the WTO - Patentes en la OMC		0	The second secon
The WTO Dispute Settlement System - The WTO Dispute Settlement System - El sistema de solución de diferencias de la OMC		. 0	
Made in? Understanding Rules of Origin - Made in? understand the rules of origin - Hecho en? Understanding the normas de origen		0	

Other E-Learning Courses - other E-Learning courses - otros cursos de E-Learning

200			
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Have you attended any WTO Cou	urses - Have you attended any WTO Courses - Ha participado en cursos de l
Yes - Yes - Yes	
☐ No - No - No	
política comercial impartido en G	ade Policy Course - Advanced Geneva Trade Policy Course - Curso avanzado de Sinebra
Regional Trade Policy Course	e - Regional Trade Policy Course - Curso regional de política commercial
☐ Geneva-based Thematic Cou	urse - Thematic course in Geneva - Curso thematico impartido en Ginebra
ears of participation - years of p	participation - años de participación
Other WTO training activity that	you have attended and in which year



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Title - Civility - Tratamiento *			
Mr M Sr. 💙			
First name - First name - Number	*		
Family name - Surname - Apellido	*		
		- ×	
Position / Job title - Position / Titl	e - Cargo / Puesto *		
E-mail address - electronic addre	ss (email) - Correo electrónico *		
		The state of the same state of	
8. FILES ATTACHED - ATTACHED	PARTS - ADJUNTOS FILES		
Attach your CV - Please attach yo	our CV - Por favor, adjunte su CV *		
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File uploads may not work on some			
Attach a short biography - Please	attach a short biography - Por favor	, adjunte una breve biografía	*
Choose File* Remove File. No	File Chosen		
File uploads may not work on some	mobile devices.		
Attach a letter of motivation - Ple	ase attach a letter of motivation - Por	favor adjunto una carta do n	activación *
		navoi, aujunte una carta de n	TOLIVACION
Choose File Remove File No File uploads may not work on some			
Attach a Support letter from your	Authorizing Officer - Please attach a	letter of recommendation fro	m the office
	vor, adjunte una carta de recomenda		
autorization			
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le uploads may not work	on some mobile devices.				
Please specify clearly the key objectives of your internship program and tasks to be performed - Please clear specify the key objectives of your internship program and the tasks to be accomplished - Indique por favor, claramente, los objetivos claves de su programa de pasantia y tareas a desempeñar *					
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	YOUR APPLICATION FORM - VERIFICATION AND SENDING OF YOUR APPLICATION Y ENVÍO DE SU FORMULARIO DE CANDIDATURA
there is no possibilit	w your application carefully before submitting. Once the application is submitted y of making changes. After the submission of the form and the attachments, you will on note on your screen and an e-mail with the data you entered.
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For more information contac	ct us: <u>InternshipProgrammes@wto.org</u>
	iew the solicitud antes de enviarla. Una vez enviada no podrá modificarla. Tras enviar es adjuntos, recibirá una confirmación en la pantalla y un mensaje de correo itos presentados.
Si desea más información, p	ongase en contacto con nosotros in the following dirección: lnternshipProgrammes@wto.org
I certify that the statements the best of my knowledge a	made by me in answer to the foregoing questions are true, complete and correct to
I certify that the statements true, complete and correct.	made by me in response to the above questions are, to the extent that I can be sure,
Certifico que, según mi leal y completas.	l saber y entender, las respuestas dadas en este formulario son verdaderas, exactas
Date - date - fecha: *	
Aug > 06 > 2021 >	✓ = 13 ∨ : 16 ∨
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