

CANDIDACY FORM – UN/CEFACT VICE CHAIR ELECTIONS 2023

To be filled in by the Candidate
and submitted by the Permanent Mission in Geneva
on or before 25 September 2023 to: kamola.khusnutdinova@un.org

*I hereby declare my candidacy for the position of
UN/CEFACT Vice Chair.*

Information about the Candidate

(This information will be made public; please signal any information that should not be)

Candidate last name	Maksutov	Candidate first name	Nurbek
Organization name	Ministry of Economy and Commerce of the Kyrgyz Republic	Occupation / Title	Head of Representative Office on WTO Issues in Geneva, Counselor of the Permanent Mission
Candidate e-mail	nurmaks@yahoo.com	Candidate telephone	+41 78 697 06 27
Government employee	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Years of participation in UN/CEFACT activities	2022

The Candidate hereby declares the following:

(all questions must be answered)

1.	The Candidate will commit a minimum of 4 days per month to the role of UN/CEFACT Vice Chair and will participate in all UN/CEFACT Bureau conference calls (currently on a monthly basis).	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
2.	The Candidate declares to have sufficient funding to physically attend and participate in all face-to-face meetings including one annual UN/CEFACT Plenary, and two semi-annual UN/CEFACT Forums.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
3.	The Candidate declares there would not be a conflict of interest between their work as a UN/CEFACT Vice Chair with any other work being performed and agrees to adhere to the UN/CEFACT Code of Conduct ¹ and the UN/CEFACT Intellectual Property Rights Policy. ²	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

¹ UN/CEFACT Code of Conduct, ECE/TRADE/C/CEFACT/2010/18/Rev.1:

<http://undocs.org/ECE/TRADE/C/CEFACT/2010/18/Rev.1>

² UN/CEFACT Intellectual Property Rights Policy, ECE/TRADE/C/CEFACT/2010/20:

<http://undocs.org/ECE/TRADE/C/CEFACT/2010/20/Rev.2>

<http://undocs.org/ECE/TRADE/C/CEFACT/2010/20/Rev.2/Add.1>

4.	The Candidate has read and agrees to the responsibilities of UN/CEFACT Vice Chair (UN/CEFACT Mandate and Terms of Reference, particularly paragraphs 35 – 51). ³	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
5.	The Candidate has the explicit support of his/her organization to take on the role of UN/CEFACT Vice Chair.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Candidate motivational statement

In the statement, please demonstrate your expertise and experience in the area of sustainable and digital trade facilitation, and specifically related to:

- i. development of policy recommendations
- ii. development of e-business standards, and/or
- iii. project management.

I am writing hereby to express my interest in applying for the position of UN/CEFACT Vice-chair.

First, let me provide a quick glance at my professional career with a high focus on aspects which, in my view, are important for the given position requirements.

For more than a decade, from 2005 till 2016, I have been holding different middle and high-level positions in central government institutions in the Kyrgyz Republic, responsible for foreign investment and trade policy formulation, carrying of business-friendly and export-promotion reforms at national level, which are well depicted in my CV.

Since January 2017, being accredited as a counselor at the Permanent Mission, I have been working as a head of Representative Office of the Ministry and Economy and Commerce on WTO issues, i.e. Geneva-based country delegate to the WTO. My daily work routine in the WTO premises mainly includes participation in the work of WTO bodies, where, as my country's representative, I deliver speeches, pose questions, provide answers to the members' questions, etc.

The trade facilitation issues as well as the WTO norms and stipulations regulating them are one of those issues which I have repeatedly come across in the framework of my activities in the WTO and I have deeply studied them during my work as my country has had systematically encountered with the multiple cases of violations of WTO norms on freedom of transit of goods and transparency requirements by some neighboring countries, and I raised them lot of times at the WTO committees.

Also, a representative to the WTO, by the spirit of the TFA Agreement, I have explored the best international practice and submitted several times my policy recommendations to the Ministry of Economy and State Customs Service on how to (i) simplify trade procedures and improve the efficiency of customs

³ UN/CEFACT Mandate and Terms of Reference, ECE/TRADE/C/CEFACT/2017/15:

http://www.unece.org/fileadmin/DAM/cefact/cf_plenary/2017_Plenary/ECE_TRADE_C_CEFAC_T2017_15E_MandateToR.pdf

administration in the movement of goods and vehicles through the checkpoints, (ii) ensure transparency at all levels of customs operations, (iii) bring innovative tools for monitoring and analysis of business processes carried out at the check points as well as tools for information exchange with partner countries (iv) lay the groundwork for the transition to a completely paperless technology and digitalization of customs administration.

Also, I am currently negotiating with my Chinese counterparts at the WTO Trade Facilitation Committee the introduction in the Kyrgyz Republic of the "Concept of 3 Smart System", which has already been established and is successfully functioning at the Chinese-Mongolian border checkpoints, aiming to disseminate the given system to the checkpoints between the Kyrgyz Republic and China.

I hope, with the given 15 years of work experience in the government system with high focus on international trade, if I am selected as a UN/CEFACT vice-chair, I will be able to bring my own valuable contribution to the work of the Bureau.

Please also submit as a separate document:

- Recent Curriculum Vitae (including current roles in other relevant organizations and membership in associations)

NOMINATION FORM – UN/CEFACT VICE CHAIR ELECTIONS 2023

*To be filled in by the UN member State Delegation
(Head of Delegation, Government Agency or Permanent Mission)
and submitted by the Permanent Mission in Geneva
on or before 25 September 2023 to: kamola.khusnutdinova@un.org*

Information about the candidate

Candidate Last Name		Candidate First Name	
Maksutov		Nurbek	
Organization Name		Occupation / Title	
Ministry of Economy and Commerce of the Kyrgyz Republic		Head of Representative Office on WTO Issues in Geneva, Counselor of the Permanent Mission	

I hereby nominate the above-mentioned candidate for the position of UN/CEFACT Vice Chair.

Information about the nominating authority

Country	The Kyrgyz Republic
Nominating authority responsible person name	Malaev Nazarbek
Nominating authority entity (agency, dept., ...)	Ministry of Economy and Commerce of the Kyrgyz Republic
Nominating authority email	mail@mineconom.gov.kg
Date	September 18 2023

Documents to submit

- Candidate's Candidacy Form with motivational statement
- Government Nomination Form with statement of support
- Candidate's Curriculum Vitae (including current roles in other relevant organizations and membership in associations)

References

Consolidated UN/CEFACT mandate and terms of reference, ECE/TRADE/C/CEFACT/2017/15
http://www.unece.org/fileadmin/DAM/cefact/cf_plenary/2017_Plenary/ECE_TRADE_C_CEF ACT_2017_15E_MandateToR.pdf

Statement of Support from the nominating authority

Hereby, the Ministry of Economy and Commerce of the Kyrgyz Republic nominates Mr. Nurbek Maksutov for the position of the Vice-chair in the United Nations Center.

Mr. Nurbek Maksutov possesses more than 15 years of experience in the system of the Ministry of Economy and Commerce, in particular in the field international trade and investments.

Since January 2017 up to now, Mr. Maksutov holds a Geneva-based position of Head of Representative Office of the Ministry of Economy and Commerce of the Kyrgyz Republic on WTO Issues accredited as the Counselor. More than 6 year-long experience has enriched Mr. Maksutov with a deep knowledge of international trading system in general and granted him with in-depth knowledge of the trade facilitation issues along with a deep knowledge of customs procedures.

Moreover, Mr. Maksutov is well aware, from the prism of a developing and landlocked country, of the obstacles the LLDC countries are daily facing and their needs, specifically in the Central Asian region, in terms of simplification and harmonization of processes at the borders, improving procedural and information flow aspects of customs administration system.

Also N. Maksutov is actively working with the UNECE team on some export-promotion initiatives and currently holds the position of the Vice-Chair of the UNECE Steering Committee on Trade Capacity and Standards, which we believe will yield a good complementary impact to the UN/CEFACT work.

We believe that N. Maksutov as a vice-chair will bring a string value added to the work of the UN/CEFACT Bureau



Nurbek Maksutov

Date of birth: 29/07/1981 | **Nationality:** Kyrgyzstani | **Gender:** Male | **Phone**

number: (+41) 786970627 (Mobile) | **Email address:** nurmaks@yahoo.com |

LinkedIn: <https://www.linkedin.com/in/nurbek-maksutov-28b78147/> |

Whatsapp Messenger: +41786970627 |

Address: Route de Ferney 212, Grand-Saconnex, 1218, Geneva, Switzerland
(Home)

● WORK EXPERIENCE

10/01/2017 – CURRENT Geneva, Switzerland

HEAD OF REPRESENTATIVE OFFICE, COUNSELLOR ON WTO ISSUES MINISTRY OF ECONOMY AND COMMERCE OF THE KYRGYZ REPUBLIC

I serve as a main delegation coordinator of the Kyrgyz Republic in the WTO. My daily tasks include (i) participation in the work of WTO bodies: committees, councils and other WTO bodies including the working parties on accessions, Joint-Statement Initiatives, informal groups etc.; (ii) delivering speeches and asking questions to other WTO members on the agenda of the WTO meetings; (iii) handling the negotiations processes of the Kyrgyz Republic on tariff compensating issues under Articles XXIV and XXVIII of GATT with interested WTO members and on joining to the WTO Government Procurement Agreement; (iv) raising the country's concerns in cases of violations of the country's membership rights by other WTO parties; (v) conducting consultations with the WTO Secretariat on various issues arising from legislative changes to ensure non-violation of the WTO norms, and providing interpretations of the WTO norms to the capital; (vi) providing replies to inquiries of state bodies of the Kyrgyz Republic on various WTO-norms-related issues; (vii) involvement in the names of the Kyrgyz Republic in the process of accession of the other countries to the WTO (Uzbekistan, Belarus, etc.); (viii) following the main tendencies and processes in the world trading system and in the WTO and reporting them to the capital.

Major achievements and events during my tenure:

- 1) Participated in 2017 and 2022 in the work of the 11th and 12th Ministerial Conferences of the WTO in Buenos Aires and Geneva;
- 2) Between September 2018 and March 2019, I chaired the Committee on Specific Commitments under the Council for Trade in Services of the WTO (CSC). Before my tenure, the work of the Committee had a long-lasting hiatus due to the lack of interest among WTO members in the work of the Committee. As a chairman I started my work by holding series of informal meetings with the some active WTO members and put a lot of efforts to draw the members' attention to technical discussions on some services scheduling and classification issues in three key areas: economic needs tests (ENTs) or labor market tests (LMTs); categories of natural persons scheduled; and the relationship between horizontal and sector-specific entries. Due to these endeavors, I could convene three CSC meetings during my tenure;
- 3) In December 2019, I headed the delegation of the Kyrgyz Republic on consultations within the framework of the WTO's dispute settlement process with one of the WTO members, after which the complaining party had stopped the case;
- 4) In March 2020, for the first time in the TFA Committee's history, I raised a "country concern" on trade-restrictive measures by one the WTO members against the Kyrgyz Republic's goods in transit.

05/11/2015 – 30/12/2016 Bishkek, Kyrgyzstan

ADVISOR TO THE MINISTER ON TRADE AND INVESTMENTS ISSUES MINISTRY OF ECONOMY OF THE KYRGYZ REPUBLIC

As an advisor on investment and trade issues to the Minister of Economy, my overall function was to provide advisory and consultative service to the Minister of Economy of the Kyrgyz Republic in the areas of improvement of investment climate and business environment towards attraction of more FDIs to the country and better integration to the global value chain. My tasks included (i) close collaboration with the ministry's investment policy and trade policy divisions as well as cooperation with development partners such as USAID, GIZ, WB and ADB etc. to ensure implementation of the export promotion and investment

climate reforms (ii) conduction of control over in-time and efficient implementation of the minister's orders and decrees in the respected areas by the appropriate divisions (iii) preparation of draft decisions to the minister (iv) provision of the minister with analytical information and statistical data (v) writing and proofreading of the Minister's speeches and presentations related to my competency, etc.

15/09/2014 – 04/11/2015 Bishkek, Kyrgyzstan

DEPUTY DIRECTOR AGENCY FOR INVESTMENT PROMOTION OF THE KYRGYZ REPUBLIC

As a Deputy Director I had overall responsibility for implementation the Agency's key functions related to attraction of FDIs and promotion of export, including (i) provision of strategic direction and managing the daily operations of the Information and Analytical Division and Investment Projects and Export Promotion Division of the Agency to ensure their goals and objectives are met;(ii) strengthen partnerships with relevant ministries, departments and agencies and foster a coordinated approach towards investments attraction and export promotion at all levels, (iii) design and implement the planning, organization and coordination of investment outreach missions and road shows to promote the Kyrgyz Republic as a favorable investment destination country, (iv) work with local investors on joint venture opportunities to foster potential relationships with foreign direct investors, (v) ensure the development of efficient investment processes and procedures to support a successful investment programme (vi) oversee the development of country and sector specific promotion programmes and identification of target companies and (vii) perform any other related duties as required in order to contribute to the effectiveness and efficiency of the Agency.

06/12/2013 – 12/09/2014 Bishkek, Kyrgyzstan

DEPUTY EXECUTIVE DIRECTOR "INTERNATIONAL BUSINESS COUNCIL" ASSOCIATION

The International Business Council (IBC) is one of the leading and most recognized business associations in the country which essentially consolidates the largest foreign companies functioning in the country dealing in mining, banking and finance, manufacturing and other important economic sectors. I performed the role of the "government-relations officer" charged by the task to make the business voice better heard in B2G discussions when reviewing newly elaborated legislative acts which have regulatory impact on the business. Besides positioning the business stances in the roundtables, I also actively raised the problems of the business sector in mass media and parliamentary hearings, what in turn, have created a strong pressure over bureaucrats to eliminate the obstacles and implement pro-business reforms.

My tasks included (i) involvement in discussion in the government bodies of the newly elaborated laws and regulations which might impose restrictive measures for the foreign investors, (ii) providing inputs from the business side in elaboration of laws and regulations by the government bodies, (iii) serving as advocate for the association's member companies in ad-hoc issues of sensitive or problematic character occurred due to restrictive actions of the government bodies or caused by new regulations and raising these issues in front of the government bodies; (iv) addressing the needs of the IBC members companies as well as their concerns that may be prompting new regulations.

Major achievements and outcomes during my tenure:

1. More than 15 complaints of the IBC members were raised in the ministries agencies which resulted in their full or partial resolution;
2. In 2014 under my initiative we included comprehensive investment climate review in the "Investments Today" Journal, yearly published by the IBC;
3. I actively participated in discussion of the draft law on amendments "On the Law on Subsoils" at the Ministry of Economy level and raised the concerns of the IBC members dealing in mining sector.

08/09/2011 – 05/12/2013 Bishkek, Kyrgyzstan

HEAD OF DIVISION FOR INVESTMENT POLICY, PUBLIC-PRIVATE PARTNERSHIP AND PUBLIC INVESTMENT PROGRAM MINISTRY OF ECONOMY OF THE KYRGYZ REPUBLIC

The Division is the Ministry of Economy's right-arm subdivision which's major tasks included (i) formulation of state policy to improve investment climate and business environment towards ensuring favorable legislative and institutional framework for the attraction of FDI into the national economy, (ii) development of legislative and regulatory legal acts for the purpose of making the country a more attractive and favorable place to lay FDIs through elaboration of various mechanisms to stimulate FDI inflow including taxation, administrative and institutional incentives (iii) increasing the country's rank in the the World Bank's "Easiness of Doing Business Index" (iv) development of international legal framework in the field of conclusion of agreements on FDI promotion with other countries.

The other direction the Division was responsible for was development and introduction of a then new concept of public-private partnership (PPP) in the Kyrgyz Republic. Indeed the Division was renamed adding the words "PPP" in 2010 because the country was just introducing the given concept, and thus, the legislative framework for PPPs was being created.

Major achievements and outcomes during my tenure:

1. An important work done by the Division with the assistance of the USAID was continuation of reforms on improving the position of the Kyrgyz Republic in the World Bank's "Easiness of Doing Business", when between 2010-2011 the country could climb from 68th to 45th position in the given Index. This achievement was done by hard work of our Division's team, when we could elaborate and pass through the Parliament 10 draft laws and 11 government decrees directed to cardinally reform some highly bureaucratic systems which made the country an easier place to do a business. The outcomes of the reforms were: (i) making starting a business easier by eliminating the minimum capital requirement, reducing the registration time and abolishing certain post-registration fees; (ii) making dealing with construction permits easier by streamlining the fee structure, introducing a risk-based system of approval and construction supervision, simplifying the process of obtaining utility connections; (iii) making paying taxes less costly for companies by reducing the rates of several taxes, including the corporate income tax (iv) making registering property easier by simplifying documentation requirements and making notarization optional (v) other improvements in indicators of "Getting credit", "Trading across borders", "Employment of workers".
2. Between 2011-2012 the Division have submitted the new draft Law on PPPs to the Parliament and elaborated the necessary raft of statutory acts to introduce the mechanisms of PPPs in the Kyrgyz Republic.
3. In 2012, I was a chief negotiator in bringing amendments and additions to the Agreement on Mutual Promotion, Protection and Guarantee of Investments between the Kyrgyz Republic and the Republic of Turkey.

12/06/2008 – 26/06/2009 Bishkek, Kyrgyzstan

HEAD OF UNIT FOR INVESTORS' SUPPORT "ONE STOP SHOP" MINISTRY OF ECONOMY OF THE KYRGYZ REPUBLIC

The Unit for Investors' Support, a part of the Division for Investment Policy, Public-Private Partnership and Public Investment Program which a headed later in 2011, was essentially the predecessor of the created later in 2014 Agency for Investment Promotion, where I also worked as Deputy Director. The Unit was responsible for rendering administrative support for foreign investors, providing a positive externality for any interested foreign investor by consultation and informational assistance to investors in various issues beginning from purchasing a land plot, getting permitting documents, licenses, ending with obtaining visas in arrive in Kyrgyzstan. All these consultative and administrative support was done at the Unit on basis of Single Window format.

Major achievements and outcomes during my tenure: During my tenure as a head of the Unit, a very important work done by the Unit with the assistance of the USAID on bettering the position of the Kyrgyz Republic in the World Bank's "Easiness of Doing Business", when within one year, the country could rocket from 99th to 68th position in the given Index. This high achievement was done by hard work of our Unit's team, when we could elaborate and pass through the Parliament 12 draft laws and more than 10 government decrees directed to cardinally reform the several highly bureaucratic systems which made the country in an easier place to do business. The outcomes of the reforms were: (i) making paying taxes less costly for companies by reducing the corporate income tax rate and abolishing social security contributions; (ii) strengthening investor protections by granting minority investors standing to undertake legal actions to protect their rights as shareholders, by requiring an independent assessment of related-party transactions before approval and by increasing remedies in cases of director negligence. (iii) making dealing with construction permits easier by introducing a one-stop shop for procedures relating to building permits, more strictly defining time limits for issuance of approvals and clarifying the responsibilities of construction authorities and local municipalities (iv) making starting a business easier by creating a one-stop shop that streamlined and simplified business registration processes and by eliminating other formalities.

10/06/2006 – 11/06/2008 Bishkek, Kyrgyzstan

LEADING SPECIALIST AT THE TECHNICAL AND PROGRAM ASSISTANCE UNIT MINISTRY OF FINANCE OF THE KYRGYZ REPUBLIC

My major task a specialist was to enhance coordination of work of the Ministry with the Asian Development Bank within the framework of the organization's activities in technical assistance and grant projects. I daily kept correspondence with donors and sector ministries within the ADB projects; was responsible for

preparation of effectiveness assessment of the technical assistance projects and preparation of official negotiations of the Ministry with the donor community.

02/10/2005 – 05/06/2006 Bishkek, Kyrgyzstan

SPECIALIST FOR REVENUES OF THE FINANCE DIVISION MINISTRY OF FINANCE OF THE KYRGYZ REPUBLIC

As a revenues specialist of Chui oblast, I was responsible for collection and analysis of revenue statistics of the local budget; allocation of revenue plans from Oblast Administration to the district and village administrations and control of implementation of revenues and tax collections of local budget.

10/10/2004 – 09/08/2005 Bishkek, Kyrgyzstan

TRANSLATOR "VECHERNIJ BISHKEK" NEWSPAPER

My daily tasks were to analyze news and publications on foreign mass media economy and society and translation of foreigner-oriented news about Kyrgyzstan and posting them on the newspaper's website;

● EDUCATION AND TRAINING

01/10/2009 – 20/07/2011 Yokohama, Japan

MASTER OF BUSINESS ADMINISTRATION Yokohama National University

Address Hodogaya Ward, 79-1 Tokiwadai, Yokohama, Japan | **Website** <https://www.ynu.ac.jp/english/>

01/09/1999 – 25/06/2004 Bishkek, Kyrgyzstan

BACHELOR IN ECONOMICS International University of Kyrgyzstan

Address Tolstoy str. 17 A-1, Bishkek, Kyrgyzstan | **Website** <https://www.iuk.kg/?en>

21/07/2022 – 29/07/2022 Geneva, Switzerland

CERTIFICATE ON ADVANCED COURSE ON THE ECONOMIC ANALYSIS OF TRADE POLICY, LEVEL 3 World Trade Organization

Address Centre William Rappard, Rue de Lausanne, 154, Geneva, Switzerland | **Website** <https://www.wto.org>

18/11/2019 – 22/11/2019 Geneva, Switzerland

COURSE OF GOODS SCHEDULES FOR WTO ACCESSION WTO Secretariat

Address Centre William Rappard, Rue de Lausanne, 154, Geneva, Switzerland | **Website** www.wto.org

● LANGUAGE SKILLS

Mother tongue(s): **KYRGYZ**

Other language(s):

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken production	Spoken interaction	
ENGLISH	C2	C2	C2	C2	C2
RUSSIAN	C2	C2	C2	C2	C2
TURKISH	C1	C1	C1	C1	C1
FRENCH	A2	A2	A2	A2	A1

Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user

● **DIGITAL SKILLS**

Microsoft Word | Microsoft Excel | Microsoft Powerpoint | Microsoft Office | Outlook | Facebook |
Zoom | LinkedIn | Google Docs | Power Point | Stata Matlab | R, R-Studio, R-Commander