Single Submission Portal

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other

Project Details

Domain	Trade Procedures Facilitation Domain
Project Identifier	P1054
Bureau Decision #	#1707027
Project Proposal Status	Official
Project Page	Single Submission Portal
Supporting VC	Estelle Igwe
Project Lead	Ibrahima Nour Eddine Diagne
HoD Support	SN / ES / DE / NG
Status	Completed
Version	5.0
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Project Purpose

UN/CEFACT has worked on Single Window topics since the early 2000s. Single Windows are defined as
“a facility that allows parties involved in trade and transport to lodge standardized information and documents with a single entry point to fulfil all import, export and transit-related regulatory requirements. If information is electronic, then individual data elements should only be submitted once.”
As underlined in the recent UN/CEFACT “Technical Note on Terminology for Single Window and Other Electronic Platforms,” this definition implies five key elements:

- The parties involved in trade and transport
- Standardized information and documents
- Single entry point
- Fulfilling regulatory requirements
- Single submission of individual data

And these, in turn, signify that the platform itself should have a clear government mandate in order to be considered a national single window.
However, as experience has shown, implementation of a national single window is not an easy task, it involves strong engagement of all government agencies and can take years to render the trade facilitation measures promised to traders and agencies.
Meanwhile, the private sector sees the benefits that such organizations can provide and are not necessarily waiting for these to be fully implemented… they are launching facilitation platforms now and traders – especially micro and small-medium enterprises – are able to immediately reap the benefits. These private-sector driven initiatives correspond to what the UN/CEFACT Terminology paper calls a “Single Submission Portal.”
The current project proposes to provide recommendations and guidance on such trade-driven initiatives.

Project Scope

The project will look at the potential stakeholders, the services such systems can provide and potential management responsibilities. The initial focus will be on a national environment of data exchange only. It will provide guidance on these points and general recommendation for facilitating the implementation of such systems.
Particular attention will be focused on benefits and needs of micro-enterprises and small-medium enterprises.
The project proposes to study different forms of Single Submission Portals including e-Commerce platforms, International Trade Integrated Service (ITIS) Platforms, Port Community Systems, Cargo Community Systems, Data Pipelines or Interorganizational Operating Information Systems.
International Trade Integrated Service (ITIS) Platforms can assemble the service providers and service partners (such as customs broker, freight forwarding, logistics service providers, warehouses, export agencies, banks, insurance companies, law firms, etc.) to provide MSMEs professional international trade services, such as clearance, tax refund, foreign exchange settlement, logistics, insurance, financing, legal advice and so on.
Finally, this project will propose how such Single Submission Portals can provide the same or similar trade facilitation mechanisms as a National Single Window. Some countries may want to use such systems as a viable alternative to a National Single Window and rely on such systems as an alternative to their WTO Trade Facilitation Agreement requirements.

Project Deliverables

The project deliverables are:

a) Recommendation on Single Submission Portals
b) Guidelines on Single Submission Portals
c) Single Submission Portals 'Case Study Repository' submission template and initial contributions

Exit Criteria

a) Recommendation on Single Submission Portals
   - Internal and external review logs showing how comments have been addressed
   - Final draft text ready for publication

b) Guidelines on Single Submission Portals
   - Internal and external review logs showing how comments have been addressed
   - Final draft text ready for publication

c) Single Submission Portals 'Case Study Repository' submission template and initial contributions
   - Gathering and review of case studies completed

Project Team Membership and Required Functional Expertise

Membership is open to experts with broad knowledge in the area of international trade facilitation and e-commerce for MSMEs (legal, procedural, implementation…). In addition, Heads of Delegations may invite technical experts from their constituency to participate in the work. Experts are expected to contribute to the work based solely on their expertise and to comply with the UN/CEFACT Code of Conduct and Ethics and the policy on Intellectual Property Rights.

Geographical Focus

The geographical focus of the project is global.

Initial Contributions

UNECE Recommendation 33 – Single Window Recommendation (ECE/TRADE/352)
UN/CEFACT Technical Note on Terminology for Single Window and Other Electronic Platforms (ECE/TRADE/C/CEFACT/2017/10)
Trends for Collaboration in International Trade: Building a Common Single Window Environment (ECE/TRADE/411)

Resource Requirements

Participants in the project shall provide resources for their own participation. The existence and functioning of the project shall not require any additional resources from the UNECE secretariat. The project will be prepared in between Forums, principally using conference call facilities (provided by the UNECE secretariat).

Project Proposal Files

File	Modified
PDF File 170724-3c SWD Single Submission Portal draft project proposal v5.pdf	Jul 24, 2017 by Lance Thompson
PDF File 171002 3x SWD SSP - ES HoD Support.pdf	Oct 09, 2017 by Lance THOMPSON
PDF File 171002 3x SWD SSP - NG HoD Support.pdf	Oct 09, 2017 by Lance THOMPSON
PDF File 171002 3x SWD SSP - DE HoD support.pdf	Oct 09, 2017 by Lance THOMPSON
PDF File 170904-3x ITPD-SSP SN HoD support.pdf	Oct 09, 2017 by Lance THOMPSON

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