



**Building the Capacity of ACP Countries in Trade Policy  
Formulation, Negotiations and Implementation  
(‘Hub and Spokes’) Project**

**Progress Report for Eastern and Southern Africa,  
Caribbean and Pacific Regions**

1 January to 30 June 2009

PCC-CSA/07/03A

&

**The Work Plan Agenda: July—December 2009**





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# **PART ONE**

## **Section**

- 1 Overview of Results**
- 2 Capacity Building Activities, by region**
- 3 Project Challenges & Solutions**
- 4 Project Expenditure & Financial Performance**
- 5 Changes to Project Implementation**
- 6 Relationships with Project Partners**
- 7 Visibility of EU Funding Arrangements**



## 1. Overview of Results

The work programme and contributions made by the Hub and Spokes project during the review period are outlined in this section against the four (4) outputs earmarked for delivery in the project logical framework.

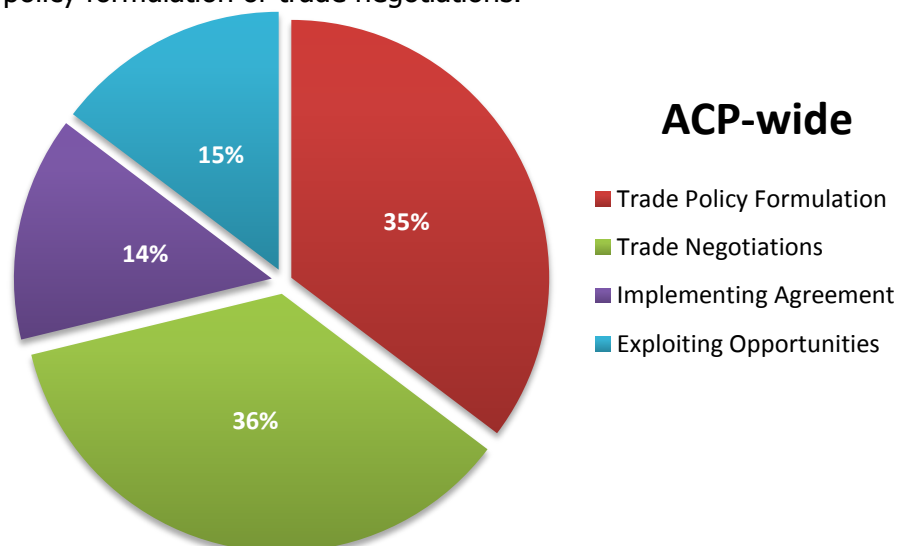
<b>Output 1</b>	Key stakeholders in ACP countries trained and sensitised in trade policy issues
<b>Output 2</b>	ACP countries supported in analysing, formulating negotiating and implementing trade policies
<b>Output 3</b>	RTPAs and TPAs support ACP countries in developing and managing national and consultative networks on trade policies
<b>Output 4</b>	Effective project management systems established and operational

In assessing the performance of the project against these outputs it is important to bear in mind the day-to-day work activities of RTPAs and TPAs are determined by the host organisation—either the regional organisation or the national Ministry of Trade. This structure is a key feature of the Hub and Spokes project and helps to ensure the project remains demand driven and can respond easily to the evolving priorities of the host organisation.

The Project Management Team has undertaken an analysis of Hub and Spokes activities for the January to June 2009 reporting period and provides a snapshot of where along the trade policy spectrum (below) RTPA and TPA resources have been dedicated.

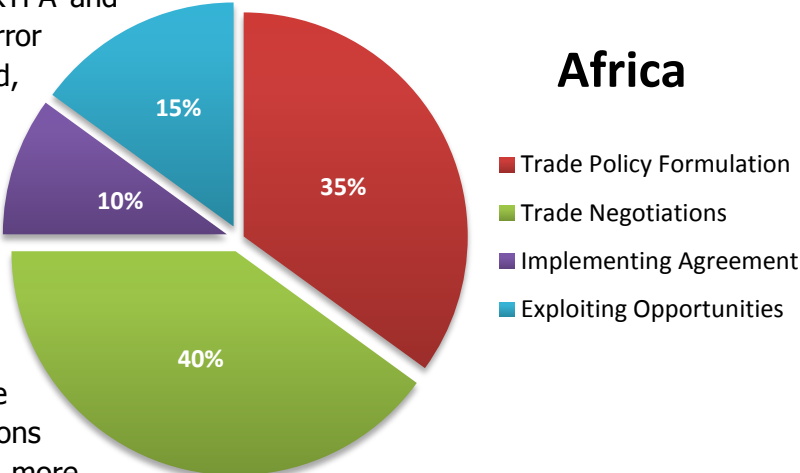


In a short survey, RTPAs and TPAs were asked to designate what proportion of their work during the review period was dedicated to each of the four phases of the trade policy spectrum. An analysis of ACP-wide results shows that host organisations are choosing to utilise RTPA and TPA resources in the early phases of the trade policy spectrum—either on aspects of trade policy formulation or trade negotiations.



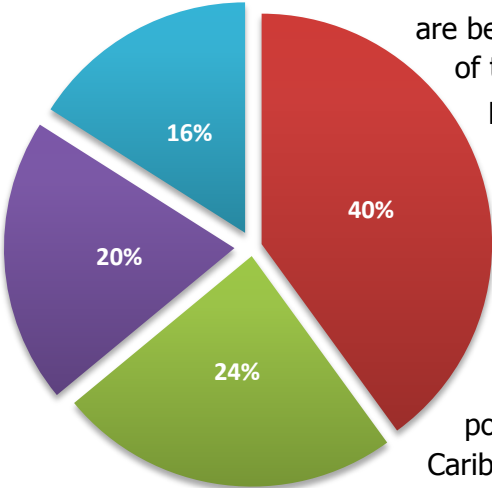
A closer inspection of results by region indicates the ACP-wide trend is broadly repeated, albeit with slight nuances in each region.

In **Africa**, the focus of RTPA and TPA work activities mirror closely the ACP-wide trend, with a strong emphasis on trade policy formulation (35 per cent) and trade negotiations (40 per cent). This utilisation of Hub and Spokes resources reflects the ongoing EPA negotiations across Africa as well as more recent developments in the areas of tripartite regional integration efforts.



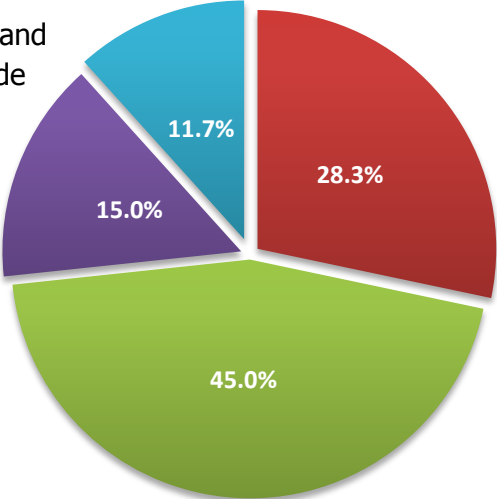
### The Caribbean

- Trade Policy Formulation
- Trade Negotiations
- Implementing Agreement
- Exploiting Opportunities



In the **Caribbean**, RTPAs and TPAs are being utilised mostly in the area of trade policy formulation (at 40 per cent) and, compared to the other regions, are being utilised least on trade negotiations. This could be due to the regional negotiating structure in the Caribbean, where national ministries formulate policy positions that are fed to the Caribbean Regional Negotiating Machinery (CRNM).

The utilisation of RTPAs and TPAs in the **Pacific** on trade negotiations at (45 per cent) is higher than any other region. This is partly due to the scarce resources of small trade ministries in the Pacific being spread very thinly across a congested trade negotiating agenda.



### The Pacific

- Trade Policy Formulation
- Trade Negotiations
- Implementing Agreement
- Exploiting Opportunities

Overall, RTPAs and TPAs have continued to pursue an active and full agenda over the January to June 2009 review period and project is on track to deliver, and in some cases exceed, the targets and results set in the logical framework. RTPAs and TPAs have sustained their efforts and contributions in sensitising and training stakeholders on trade policy matters. The large number of stakeholders trained and sensitised in the review period (over 1 600) is a strong outcome, and the growth in participation of women and balance between public and non-government sector participation has been encouraging.

These sensitisation and training efforts continue to be complemented by the work of RTPAs and TPAs in the provision of supporting analysis and technical briefs, backstopping work at trade negotiations and expert advice on implementation-related issues. Similarly, RTPAs and TPAs have been involved in establishing and convening consultative forums to facilitate the dissemination and exchange of information relating to national and regional trade policy activities. Analysis of field reports show that in seeking to deliver Outputs 1, 2 and 3, RTPAs and TPAs continue to reach out to a wide spectrum of the public sector, private sector and civil society in disseminating technical information and expertise.

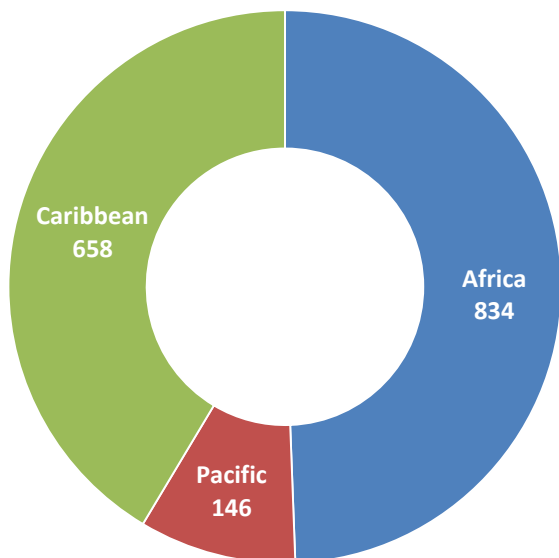
The Project Management Team commenced preparations for a possible Hub & Spokes Phase II programme during the review period. This has included the engagement of an external consultancy firm to assist with conducting a comprehensive needs analysis of trade policy capabilities and the design of a possible Phase II programme. This Phase II planning and design work will intensify over the second half of 2009. It is important that greater certainty on the project's future post-2010 is achieved to avoid low retention of project personnel over the forward work programme. More details on these Phase II planning are available from **Section 8**.

**Performance against Output 1**  
*Key stakeholders in ACP countries trained and sensitised in trade policy issues*

During the review period, 1 638 stakeholders were trained and sensitised on various trade policy issues, delivering enhanced technical knowledge and negotiating capacity across the ACP region. This brings the total number of stakeholders that have participated in training and sensitisation events with our RTPAs and TPAs since project inception to over 5 800 by 30 June 2009, compared to the project log frame target of 2 000.

These training and sensitisation events are typically in a format conducive to knowledge transfer and capacity building, such as formal presentations and briefing sessions, interactive workshops, seminars and guest lectures at conferences, and dedicated trade symposiums. Importantly, these activities are not confined to those countries hosting TPAs, but are open to participants from all ACPs.

The following charts illustrate the distribution and number of stakeholders trained by region, gender and by sector for the January to June 2009 reporting period.

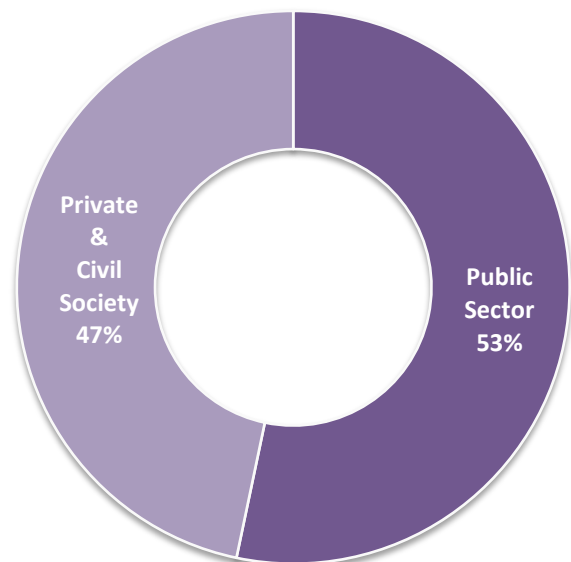


**Number of Stakeholders Trained or Sensitised (Jan-June 2009), by region**

This chart indicates that 41 per cent of stakeholders that were trained or sensitised (658 participants) were Caribbean-based, 49 per cent (or 834) were Africa-based and 9 per cent (or 146 participants) were Pacific-based.

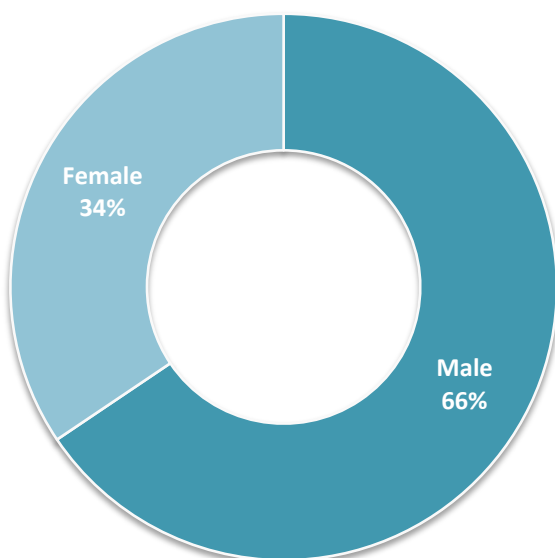
**Stakeholders Trained or Sensitised (Jan-June 2009), by sector**

This chart indicates that representation of stakeholders from the public sector (873 participants or 53 per cent) and private sector and civil society (765 participants or 47 per cent) were relatively balanced in training and sensitisation events during the review period.



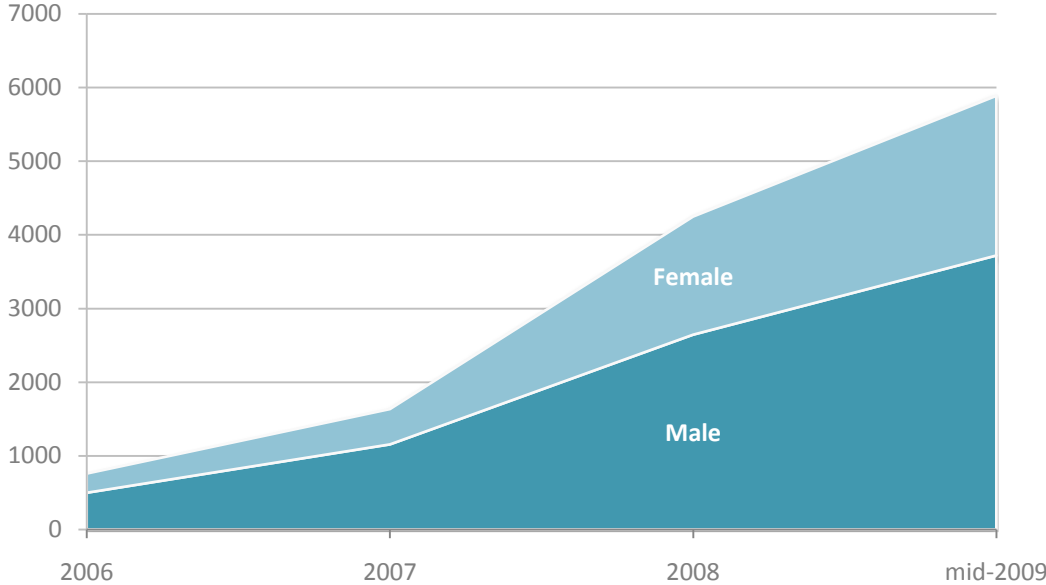
**Stakeholders Trained or Sensitised (Jan-June 2009), by gender**

This chart indicates that males accounted for 66 per cent (or 1 074) of participants attending training or sensitisation events during the reporting report period. In comparison, women accounted for 34 per cent (or 564) of participants.



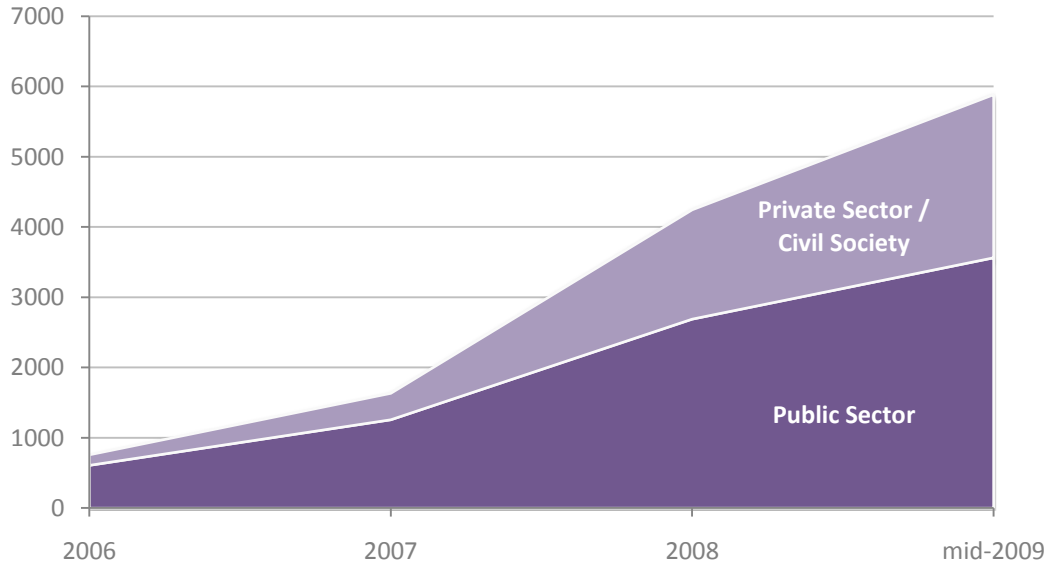
The increasing participation of women in capacity building activities over the life of the project continued in the review period. From 2006 to 30 June 2009, more than 2 100 (of the 5 800) stakeholders that had participated in all training events were women. This represented 36 per cent of total participants and compares favourably with the **25 per cent target** designated in the project log frame.

**Total Number of Stakeholders Trained or Sensitised (2006-09), by gender**



Similarly, strong growth has been recorded in the participation of stakeholders from the private sector and civil society. Since 2006, the total number of stakeholders from the private sector and civil society recorded as having participated in a training or sensitisation events has grown markedly from just 150 in 2006 **to over 2 300** by 30 June 2009.

**Total Number of Stakeholders Trained or Sensitised (2006-09), by sector**



It is clear that these charts and associated field reports point to a welcome trend in participation from women stakeholders as well as from the non-government sector in capacity building activities. Overall, performance against Output 1 is on track to achieve the targets designated in the logical framework.

## **Performance against Output 2**

*ACP countries supported in analysing, formulating, negotiating and implementing trade policies*

RTPAs and TPAs contributed to Output 2 through the preparation and drafting of a wide range of technical papers and briefs. During the January to June 2009 reporting period RTPAs and TPAs were directly responsible for the production of 88 formal negotiations briefs, issues papers and/or position notes. In addition a large number of informal papers and working documents were also prepared by RTPAs and TPAs—supporting the trade policy objectives of beneficiary countries. These contributions enhance the ability of ACP trade officials to defend negotiating positions and seek market access improvements.

During the January to June 2009 reporting period, TPAs have contributed to drafting three *National Trade Policy Statements* for the governments of Rwanda, Trinidad and Tobago and St Vincent and the Grenadines—and these are expected to be endorsed by respective national parliaments or cabinets in the forward work programme. These are important strategic documents for advancing national trade policy interests and demonstrate a more cohesive approach to policy formulation, including through consultations across government ministries and with the private sector.

RTPAs and many TPAs have been actively involved in trade negotiations—generally as a backstopping resource to support national delegations, including the lead negotiator and/or Minister for Trade. This backstopping role typically involves ‘on-the-run’ interpretation of legal text, economic analysis of proposed modalities and counter-proposals. In preparation for these meetings, TPAs are typically active in conducting detailed research and cost-benefit analysis on negotiating approaches and SWOT analysis of potential negotiating outcomes.

It is evident from field reports that many TPAs are increasingly contributing to preparations for implementing trade agreements—mostly sensitising stakeholders on the potential implications of a concluded EC-EPA or WTO Doha Round. In a number of instances TPAs are also contributing to domestic efforts to reform regulatory regimes (such as in Intellectual Property, Competition Policy and Trade Remedies) in anticipation of impending conclusions to trade agreements.

Following the conclusion of the CARIFORUM-EPA in 2008, the RTPA and TPA network in the Caribbean is the most active of the ACP regions on implementation issues—with strong contributions to national implementation roadmap strategies. However, even in the Caribbean region RTPAs and TPAs continue to contribute to trade policy formulation work, reflecting the active FTA agenda being pursued in the region.

Overall, field reports and anecdotal evidence continue to support the view that many RTPAs and TPAs have emerged as integral and trusted members of national trade delegations. With a renewed push for a conclusion to the WTO Doha Round by the end of 2010 and imminent deadlines to conclude EPA negotiations, the demands on the expertise and technical support of RTPAs and TPAs has intensified.

### **Performance against Output 3**

*RTPAs and TPAs support ACP countries in developing and managing national and consultative networks on trade policies*

The Hub and Spokes project has assisted in progressively integrating the private sector and civil society in trade policy formulation and negotiating of trade agreements.

The project logical framework for this output require that multi-stakeholder networks comprising public and private sector operators as well as civil society representatives actively participate in national and regional trade policy activities. On the whole, RTPAs and TPAs are frequently engaged in a wide range of consultative forums and networks. Many of these are highlighted in the regional and country field reports in **Section 2** and **Annex II**. Overall, approximately 20 meetings of National and Regional Development and Trade Policy Forums were convened in the Africa and Pacific regions to facilitate EPA negotiation processes.

Typically, regional negotiating groups have dedicated private sector and civil society organisations that seek to actively contribute to the regional trade policy outcomes. For example, in the Pacific both the Pacific Islands Private Sector Organisation (PIPSO) and the Pacific Islands Association of Non-Governmental Organisations (PIANGO) are invited and contribute to national and regional trade policy formulation activities.

#### *National Coalitions of Services Industries*

Activities pursued during the reporting period in support of the establishment and strengthening of consultative, multi-stakeholder mechanisms centred on the launch of a number of 'National Coalitions of Services Industries'. These coalitions are most prevalent in the Caribbean and bring together services sector organisations and associations. These coalitions will help facilitate the development of more coherent trade-related policies for the services industries.

Typically, the overarching objectives of these coalitions include:

- To provide national service providers with knowledge of export opportunities;
- To identify and exploit market opportunities;
- To encourage national service providers to engage in developing export programmes and promotional activities through collaboration locally, regionally and internationally;
- To promote the further development and competitiveness of the national services sector;
- To support and facilitate the development of industry standards;
- To educate the national service providers on relevant aspects of trade agreements that affect trade in services;
- To represent the interests of the national services sector, including lobbying Government and promoting fair multilateral rules for trade in services.

RTPA and TPA resources support these coalitions through sensitisation and briefing seminars on developments in trade policy and trade negotiations, and the status in implementing existing agreements. It is recognised that supporting stronger national coalitions will help facilitate more robust trade policy development and, by consequence, greater government support from the business community in international trade negotiations.

## Performance against Output 4

*Effective project management systems established and operational*

The table below outlines deployments levels at 30 June 2009 compared against the targets set in the Contribution Grant Agreement.

Position	Target Deployment Levels	Actual Deployment Levels	Comment
Regional Trade Policy Advisor (RTPA)	6	<b>6 (100%)</b>	Targets have been met in full.
Trade Policy Analyst (TPA)	29	<b>25 (86%)</b>	While 26 TPAs (90% of the target) were deployed at the start of this reporting period, the TPA in Swaziland declined a contract extension in January 2009. In addition, delays by the PNG Government and EAC Secretariat in selecting TPAs resulted in shortlisted candidates accepting other assignments.  The governments of Madagascar and Angola did not respond to TPA offers.
Administrative Assistant (AA)	6	<b>5 (83%)</b>	As at 30 June 2009 the African Union Commission had not yet filled the vacant administrative assistant position.

Given the approaching expiry of the current Hub and Spokes project in 2010 as well as the long recruitment lead times and substantial deployment costs for what would be a relatively short contract, no further TPA deployments are being considered. See **Section 8** for details relating to recruitment during the forward work programme. A full list of RTPAs and TPAs deployed at 30 June 2009 is available at **Annex 5**.

Reflecting the continued importance of collaboration between project partners and responsibilities stipulated in the Commonwealth Secretariat's Contribution Grant Agreement, a number of consultations and co-ordination meetings were held during the reporting period, including:

- two (2) co-ordination meetings between ComSec and OIF Project Management Teams;
- one (1) co-ordination meetings with TradeCom PMU;
- one (1) briefing meetings with EC Aid officers;
- one (1) briefing meeting with ACP Secretariat officials; and
- one (1) Project Co-ordination Committee (PCC) meeting.
- monitoring and evaluation missions (March) were conducted by the Project Manager to the African Union Commission, and to new TPA posts in Rwanda, Uganda, Lesotho and Ethiopia.
- Phase II planning and consultation meetings (April) were held with the COMESA and EAC Secretariats.

The Project Management Team also ensured that all field staff were equipped and provided with adequate office accommodation and facilities to enable them to execute their tasks ably and professionally. Where problems arise in the field, we continue to remind host organisations of their responsibilities and obligations under the respective MOUs.



### Hub & Spokes Website and Trade News Bulletins

The Hub and Spokes website registered 1 304 hits through to 30 June 2009 and the Project Management Team issued twelve (12) *Trade News Bulletins* during the review period. In conjunction with an organisation-wide refresh of web pages, the Project Management Team has upgraded the public website for the Hub and Spokes project.

The Project Management Team will continue to maintain and enhance the website features to disseminate and inform both internal stakeholders (such as RTPAs and TPAs) on trade developments as well the general public and external stakeholders on the work of the Hub and Spokes programme and capacity building activities.

In addition, a number of key communication initiatives have been launched:

### Launch of Hub & Spokes Online Social Network

The Hub & Spokes social network was launched as an online forum and information exchange for RTPAs and TPAs to receive instant project news and updates. The network provides members with the opportunity to share experiences and views on training activities and seeks to take advantage of the trade policy community across the ACP regions. Importantly, the online network allows the project team to collect and analyse field information regarding training activities and priorities.



### Launch of Hub & Spokes In-House Newsletter

The Project Management Team launched an internal newsletter for RTPAs and TPAs as a means of detailing project news and developments. The *In-House Newsletter* has been widely welcomed by the RTPAs and TPAs and enabled the project team to disseminate project information to all corners of the network. In focusing on project-specific activities and news, the *In-House Newsletter* complements the long-running *Trade News Bulletin* that is more focused on wider international trade news.



## 2. Capacity Building Activities

This section provides a brief snapshot of the priorities and capacity building activities undertaken by RTPAs and TPAs in each ACP region. This is intended to provide a flavour of the broad spectrum of work and is by no means an exhaustive list of activities over the reporting period. A more comprehensive schedule of activities by RTPAs and TPAs is provided at **Annex II** outlining outputs that have contributed to the delivery of project objectives.

### Caribbean

#### Caribbean Community (CARICOM)

During the review period the RTPA and TPA at the CARICOM Secretariat continued to collaborate closely with Member States. Activities undertaken were demand driven and consistent with the priorities of the External, Economic and Trade Relations Programme of the CARICOM Secretariat—primarily the implementation of the CARIFORUM-EC EPA and Aid for Trade. In regard to EPA implementation, RTPA and TPA activities sought to clearly identify to Member States the implementation commitments of CARIFORUM Member States and the requisite policy, legislative and institutional changes. With regard to Aid for Trade, the work of the project sought to provide the Region with an update on the state of play with global Aid for Trade initiatives and crafting a Regional approach to ensuring CARIFORUM receives a commensurate share of global Aid for Trade resources.

The work programme during the review period has been guided by the importance of strengthening trade-related networks. In this context the RTPA continued to collaborate with the CARICOM Secretariat to establish coalitions of service providers in Member States and support the functions of the Regional Task Force on Cultural Industries.

Aside from EPA-related activities, contributions were made by the RTPA and TPA to national trade policy development, as well as the multilateral trade negotiations on non-agricultural market access (NAMA) and fisheries subsidies. In these areas the RTPA and TPA provided technical assistance to Member States in developing negotiating positions and assisting Member States to effectively participate in the multilateral trade negotiations.

*Selected highlights from our TPAs in the CARICOM include:*

- The TPA in **Guyana** played a central role in collecting and analyzing data and information and participating in inter-agency meetings as part of Guyana's 2<sup>nd</sup> WTO Trade Policy Review. Reflecting broader CARICOM priorities, the TPA has also continued to support ongoing EPA implementation activities, including an EPA public awareness programme.
- The TPA in **Trinidad and Tobago** conducted a review of the domestic manufacturing sector, specifically to appraise the impact of the global economic crisis on exports, output and employment, and recommend initiatives to stimulate manufacturing value added and exports. The TPA worked alongside a Research Specialist and prepared a Manufacturing Assistance Programme (MAP) for cabinet consideration. The TPA continues to support the finalisation of the national Trade Policy and Strategy document as part of the Vision 2020 National Strategic Plan.

- The TPA in **Jamaica** initiated a technical cooperation project on rules of origin with the Swedish National Board of Trade which has dramatically boosted the capacities of Jamaican customs officials. The TPA has also been active in seeking external assistance—including from TradeCom and the Overseas Development Institute—to support local training efforts, such as the development of a national trade policy document and improving the management of SPS and supply-side constraints in the fisheries industry.

### **Organisation of Eastern Caribbean States (OECS)**

The RTPA and TPA at the OECS Secretariat continued to convene and moderate a series of seminars on the CARIFORUM-EPA for member states. These efforts form part of a wider campaign of capacity building and sensitisation in the OECS Member States that are crucial to engaging the public's interest and satisfying the need for a better understanding of the EPA and its implications.

The OECS Regional Integration Unit conducted a spokespersons workshop for Secretariat staff in May 2009 in St. Lucia. Reflecting the RTPA's background and expertise, the RTPA served as a resource person to facilitate the panel discussions in particular those dealing with the movement of goods and persons.

The Project continued to provide assistance to the OECS Member States through collaboration with the OECS Trade Policy Unit and the OECS Technical Mission in Geneva by evaluating emerging positions which were placed on the table for consideration during the WTO negotiations. The TPA specifically assisted Antigua with simulations on Non-Agricultural Market Access (NAMA) modalities for small and Vulnerable Economies (SVEs).

Other workshops and activities where the RTPA and TPA have taken a lead role include:

- OECS Participation in CARICOM-Canada Trade and Development Negotiations
- OECS Consultation on the Implications of the WTO Doha Negotiations (Dominica)
- OECS Consultation on Fisheries Subsidies (Antigua)
- Workshop on Legislative Drafting for Trade Policy (St. Lucia)
- Seminar on Trade in Services and Investment in the EPA (St. Kitts)

*Selected highlights from our TPAs in the OECS include:*

- The TPA in **St. Vincent and the Grenadines** sensitized members of the Inter-Ministerial Committee meeting about new developments on EPA and WTO DDA (February 2009) and supported the Permanent Secretary's participation in the WTO Aid for Trade conference in June 2009 in Geneva. The TPA has also drafted a National Trade Policy Document which is currently being considered by Cabinet and, once approved, will serve as a blue print for future trade policy formulation, negotiation and implementation.
- The activities of the TPA in the **Commonwealth of Dominica** were dominated by CARIFORUM-EPA related duties and Department of Trade administrative responsibilities. Other general work areas were the national export strategy and domestic trade matters. Important milestones included the completion of the EPA implementation work plan on CARIFORUM matters and the launch of a new National Export Strategy in June 2009.

### Common Market for Eastern and Southern Africa (COMESA)

The RTPA and TPA at the COMESA Secretariat continued to support regional negotiating efforts through the provision of technical support for participation in ESA EPA negotiations and formulating regional negotiating positions. The RTPA and TPA also participated in externally funded workshops directed at public and private sector stakeholders to enhance understanding of the potential implications of trade agreements. National working groups on intellectual property rights in the ESA region were also supported in developing negotiating positions.

A major output during the review period was the implementation of technical assistance for services negotiations facilitated by TradeCom in ESA states. The objective of the training was to provide an opportunity for consultation and discussions to build capacity of both public and private sector stakeholders to:

- prepare offer and demand schedules for services in the context of the wider national and regional development needs;
- gain awareness of the priorities and positions of the EC and other stakeholders in the negotiations process;
- identify gaps in information and strategies required to support the EPA and other future negotiations and appropriate follow up action at the national and regional level.

*Selected highlights from our TPAs in COMESA include:*

- The TPA in the **Comoros Union** has been particularly active in preparing policy briefs for consideration by senior officials, including on: Development as a potential stumbling block for the full ESA-EC EPA; Optimal position and region to consider in the signature of the full EPA; Challenges and opportunities of EPA to public and private sectors; Signature and ratification of interim EPA versus full EPA.
- The TPA in **Rwanda** has been coordinating the review of the National Trade Policy. This work is being supported by UNCTAD. The TPA has been responsible for ensuring stakeholder participation in the process to ensure broad ownership and ensuring that the strategies, initiatives and objectives are consistent with the Ministry's goals.
- The TPA in **Malawi** was a key member of the delegation to the ESA-EC Technical and Senior Officials meetings held in Brussels in April 2009. In preparation for the meetings, the TPA supported technical meetings organised by the National Development Trade Policy Forum to develop negotiating positions. The TPA played a key role in these meetings providing clarification and advise on various legal provisions of the draft EPA.
- The TPA in **Zambia** coordinated a series of capacity building activities aimed at improving negotiating skills of key Government officials. This included training on quantitative analysis skills for 16 stakeholders from the several government ministries as well as the Zambia Revenue Authority, Central Statistical Office, Bank of Zambia and University of Zambia. The course was structured in two components—advancing excel skills (March 2009) and trade data analysis (May 2009).

- The TPA in **Uganda** worked with the Uganda National Chamber of Commerce and Industry (UNCCI) and the Swedish Development Agency in conducting a 1-day Business Clustering Program sensitising over 200 private sector representatives on Trade in Services in the context of the EC-EPA negotiations.
- The TPA in **Burundi** played a key role in the National Workshop on Trade in Services. The Workshop introduced participants to provisions of GATS and identified guidelines to establish national schedules of commitments. The workshop has helped prepared trade officials for identifying and assessing Burundian offensive interests in the services negotiations of the EAC-EC EPAs.
- The TPA in **Ethiopia** has been particularly active in conducting research and analysis on national trade policy interests. Reports prepared during the review period include: 'Revenue implications on Ethiopia under EPA trade regime with the EU'; 'Analysis of Ethiopia's trade relationship with COMESA countries'; 'Analysis of Ethiopia's trade and investment relationship with the Arab League countries'; and 'Investigation of EU's GSP and MFN rates applied to Ethiopian exports'.
- The TPA in **Mauritius** supported the National Workshop for Capacity Building in Intellectual Property Rights held in January 2009. The workshop emphasised the trade related aspects of Intellectual Property Rights Law and Policy and encouraged a new approach to policy making at national, regional and multilateral level in aspects of Intellectual property. The workshop will enhance the capacity of trade officials to engage in IP related negotiations in both the EC-EPA and WTO fora.

### **Southern African Development Community (SADC)**

The RTPA and TPA at the SADC Secretariat continued to support sensitisation and capacity building efforts during the review period. The RTPA and TPA participated in a seminar organised by the TradeCom Facility and the SADC EPA Unit in May 2009 on Legal Aspects of Trade Policy and Multilateral Trade negotiations for SADC EPA states. The seminar helped to sensitise the understanding of policy-makers, negotiators and trade advisers on key legal aspects of international trade law as they relate to EPA and WTO negotiations.

The RTPA has also contributed to the WTO Aid for Trade initiative in the SADC region through a discussion paper '*Aid for Trade in a Regional Context: A case for the SADC*' that examined how to mainstream trade policy into regional development strategies.

The study commissioned by SADC on EPA GATS Horizontal Measures has been a high priority for the TPA, as has the review and finalisation of the SADC Draft Protocol on Trade in Services which was progressed at the Workshop on Trade in Services and SADC Trade Negotiating Forum on Trade in Services held in April 2009.

*Selected highlights from our TPAs in SADC include:*

- The TPA in **Botswana** continues to support ministry efforts to conclude a National Trade Policy. The TPA has also been active in establishing a Services Unit in the ministry. This has been an important development for progressing Botswana's EPA services agenda and the TPA will continue to support the capacity development of the new unit.
- The TPA in **Lesotho** has been particularly active in EPA negotiations and during the review period undertook a SWOT analysis of Lesotho's strategic interests under the EPA services negotiation. Related to this work, the TPA participated in consultations with domestic stakeholders to identify potential issues that may arise with the liberalization of certain areas of the services sector.

### **African Union Commission**

The 5<sup>th</sup> Ordinary Session of the African Union Ministers of Trade Conference was held in Addis Ababa from 16-20 March 2009. The RTPA and the TPA participated actively in the preparatory processes and in the hosting of the event, serving as facilitators, coordinators and as members of the drafting team.

The TPA participated in the EAC, ESA and SADC Regional Conference on Challenges of EPAs negotiations, which was held in Harare, Zimbabwe on 26<sup>th</sup> -27<sup>th</sup> February 2009. The TPA attended the meeting under the auspices of a coordination framework between the AUC and the region organisations to ensure that EPAs complement the continental integration objectives. Similarly, in May 2009, RTPA represented the AU at the ECOWAS Ministerial Monitoring Committee Meeting. The meeting provided the opportunity for the RTPA to underscore the AUC's concern that EPAs must enhance rather than undermine continental integration objectives as well as the role of the AU EPA Template as complementary to regionally developed texts on the EPA.

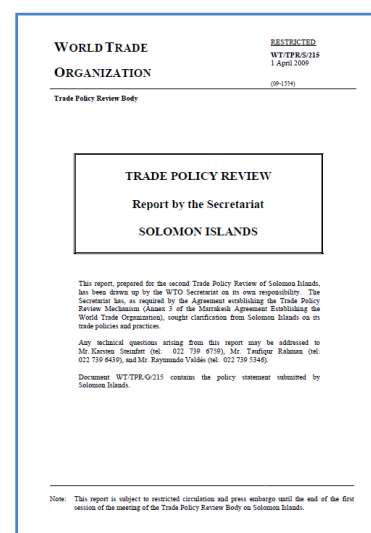
### **Sierra Leone**

The TPA in Sierra Leone has been working with the EC Delegation to assist the trade ministry prepare a strategic plan which will articulate the functions and policy objectives of the ministry. The TPA has also assisted the ministry access expertise and funding from the Commonwealth Secretariat to formulate a National Export Strategy. In regard to the EPA negotiations, the TPA is responsible for sensitising domestic constituents on developments in the EPA negotiations as well as providing technical support to the Deputy Minister in his role as lead negotiator. In order to monitor the aid for trade effectiveness as required by the World Trade Organization (WTO) and the Organization for Economic Cooperation and Development (OECD), the TPA coordinated the completion of 'The Sierra Leone Self-Assessment of Aid for Trade'.

## Pacific

The Pacific region is acutely impacted by the pressures of a very active negotiating agenda—comprising the WTO Doha Round, the EC-EPA, the Pacific Agreement on Closer Economic Relations (incorporating Australia and New Zealand), as well as regional integration efforts under the Pacific Islands Countries Trade Agreement (PICTA). Resources are spread thin, institutional trade capacities remain weak across the region and demands on RTPA and TPA resources at the Pacific Islands Forum Secretariat (PIFS) are high.

The RTPA is active across all the negotiating fronts. With regard to the EPA negotiations, the RTPA played a lead role in supporting the Pacific-ACP Lead and Alternate Lead Spokespersons during their informal meeting with the new ACP Trade Commissioner Baroness Catherine Ashton, held at the Commonwealth Secretariat Headquarters in London (January 2009). The April 2009 meeting of the Pacific-ACP Technical Working Group on Legal, Institutional and Capacity-Building Issues was also chaired by the RTPA. These meetings represent key milestones in terms of reviewing the draft EPA legal text and determining how best to progress the EC-EPA negotiations. The TPA at PIFS has also been particularly active in providing technical support to PIFS member states—including developing a Pacific Aid for Trade Strategy and a MOU for the establishment of a Pacific Trade and Development Facility. The TPA has also supported individual member states with trade analysis and preparation of WTO submissions (e.g. Solomon Islands TPR).



### *Selected highlights from our TPAs in the Pacific include:*

- The TPA in **Samoa** provided technical assistance to several trade negotiating strategy committees, including the *WTO Working Committee*, the *National Trade Facilitation Committee* and *National Export Strategy Steering Committee*. The TPA also provided analysis on the implications for trade preferences of Samoa graduating from LDC status.
- The TPA in the **Federated States of Micronesia** has contributed to briefing papers and working papers analysing the draft legal text of the EPA, the proposed Pacific Regional Trade Marks System (PRTMS), and the Pacific Island Countries Trade Agreement-Trade in Services (PICTA-TIS). More broadly, the TPA continues to support institutional development and capacities, private sector engagement and identifying trade-related aspects of domestic policies and practices.
- The TPA in **Tonga** reviewed the implementation of intellectual property rights legislation and prepared WTO notifications on intellectual property, customs valuation, and safeguards. The TPA provided technical support to the Tonga delegation at the Pacific-ACP meeting on Legal and Institutional Capacity Building and, in supporting regional integration, prepared a stocktake of restrictions to trade in services in the 13 Forum Island Countries.

Details of the activities undertaken by RTPAs and TPAs against each project output are available at **Annex II**.

## Technical Adviser to the Geneva Office of the ACP Secretariat

The Commonwealth Secretariat and ACP Secretariat have been collaborating for several years on trade and development issues. The Commonwealth Secretariat has, through the funding of a Technical Adviser to the ACP Geneva Office, contributed to providing valuable assistance to ACP Member States in their participation in trade negotiations in the World Trade Organization (WTO). In February 2009 the Project Management Team renewed a 12-month contract for the funding of this position. A brief snapshot of the work undertaken by the Technical Adviser during the January to June 2009 review period is provided below.

- **Backstopping support to ACP delegations.** The ACP Geneva Office services over 50 resident ACP Missions and therefore has the considerable task of maintaining awareness of developments both in WTO negotiations and on other international trade matters. For example, the Advisor represented the ACP Geneva Office in the first *ACP Ministerial Council* meeting in Brussels which convened on 2–5 June 2009 to establish a *Ministerial Fisheries Mechanism*. Overall, during the review period the Adviser contributed to these efforts and the reinforcement of the ACP Office's presence through participation in over 120 meetings, conferences and seminars in Geneva-based international institutions dealing with trade and development issues of interest to ACP countries.
- **Technical assistance on Doha negotiations.** The Adviser supported the role of the ACP Office in assisting ACP delegations in the monitoring of, and participation in, negotiations through the provision of talking points, draft negotiating positions and technical notes. Given the wide-range of topics and issues covered in the Doha negotiations it is only practical for the Advisor to specialise in a limited number of specific negotiating areas. For example, during the review period the Adviser participated in the negotiations on modalities for bananas and agriculture—and was able to provide dedicated briefing and position papers in these areas.
- **Support on EPA transparency and review process at the WTO.** During the review period, the Adviser assisted the Working Group on EPAs in preparing the paper titled '*Understanding and Managing the Notification of EPAs at the WTO: A Manual for ACP Delegations*'. The paper was presented to the ACP Geneva Group in May 2009 and has been published in both English and French.
- **Support provided to ACP and Commonwealth Non-Residents.** Consistent with the terms of reference for the position, the Adviser has contributed to the preparation of news briefs for Non-Resident Missions to help keep them abreast of relevant developments in the WTO. The adviser produced three bi-monthly *ACP Non-Resident Trade Briefs* during the review period, which were distributed to over 200 ACP contacts. The Adviser also assisted the Office and the WTO Development Division host the *WTO's 18<sup>th</sup> Geneva Week of Activities for Non-Residents* in May 2009.
- **Collaboration with Commonwealth technical advisers and international organisations.** The Adviser collaborated with the Commonwealth Secretariat in the hosting of a successful workshop in Hampshire (UK) on 31 March – 1 April 2009 titled *Doha: Securing Development Outcomes for Small Economies and LDCs*. The Advisor also continued the collaboration in day-to-day activities by disseminating the analytical work and outputs of the Commonwealth Secretariat to peers in Geneva, including, for example, on fisheries subsidies.

### 3. Project Challenges & Solutions

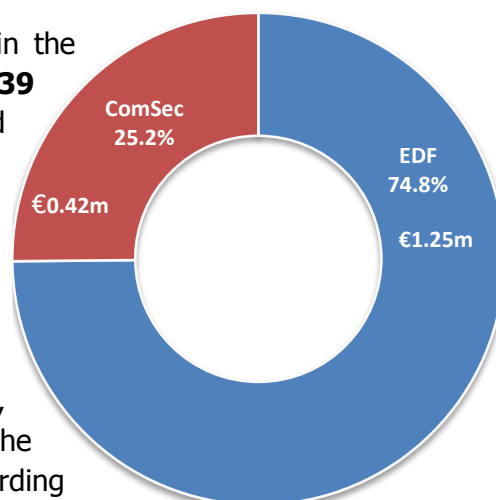
A number of issues that arose in the review period have been identified and will need to be addressed in order for the project to move forward in the next six months. These issues are summarised below and potential solutions and remedial actions have been outlined.

Project Management Challenges	Solutions
<b>Uncertainty regarding the future of the project beyond the 2010 deadline is beginning to impact on RTPAs and TPAs in the field.</b>	The Project Management Team is working with project partners on the design of a possible Hub and Spokes Phase II programme. Phase II concept designs will be finalised in the 4 <sup>th</sup> QTR of 2009 with a full programme design complete in the 1 <sup>st</sup> QTR of 2010.
<b>Remuneration packages (particularly for TPAs) are below market rates given the high demand for their skills and attributes.</b>	The Project Management Team, in consultation with the EC, is examining the possibility of increasing TPA remuneration packages by 15 per cent.
<b>There are isolated instances where field staff have had their work disrupted due to poor or inadequate office arrangements.</b>	The Project Management Team will remind relevant ministries and regional organisations of their obligations under the MoUs and encourage suitable office arrangements be made available.

In-Country Challenges	Solutions
<b>Some countries still lack a cohesive trade policy and/or national export strategy — making it difficult to identify negotiating priorities.</b>	While the absence of national strategies is in some cases due to delays at the political or parliamentary level, several TPAs continue to support ministry efforts to formulating cohesive trade policies and export strategies.
<b>Many ACP trade ministry are struggling to adequately resource the large number of active trade negotiations. Spreading resources too thinly across trade negotiations undermines the negotiating efforts and risks poor trade agreement outcomes.</b>	While RTPAs and TPAs continually identify, contribute to and report on capacity needs, this is a medium-longer term challenge that will require sustained effort beyond the current 2010 expiry for the Hub and Spokes project.
<b>Reliable economic and trade data is not readily available and limits analytical capacities.</b>	Where possible, RTPAs and TPAs will continue to work with local economists and statisticians to improve data collection. Assistance from external donors will also be sought to boost capacities here.
<b>High staff turnover in Ministries makes it more difficult for TPAs to build relationships and rapport and therefore transfer knowledge to counterparts</b>	This reflects a fundamental obstacle to capacity building and will require sustained effort beyond the current 2010 expiry of the Hub and Spoke programme.

## 4. Project Expenditure & Financial Performance

The project team expended a total of **€ 1 674 594** in the reporting period. Of this total expenditure, **€ 1 253 339** (representing 74.8 per cent of total funding) was sourced from the EDF funding contribution, while **€ 421 255** (representing 25.2 per cent) was sourced from the Commonwealth Secretariat's funding contribution.



As the full complement of RTPAs and TPAs were not deployed for the review period, personnel costs were lower than forecasted. Further, as previously reported, under-utilisation of EDF funds was partly due to the Attachment Programme not being implemented. Regarding the higher level of expenditure on travel, RTPAs and TPAs were particularly active in supporting EPA negotiations and—to a lesser extent WTO negotiations—that required a higher than average level of international and regional travel. Also, travel costs associated with the Project Coordinating Committee meetings for RIO and project management representatives were not budgeted for in the Contribution Agreement Grant. Note, this expenditure on travel should be seen in the context of the €77 345 under spend recorded in the previous July to December 2008 reporting period.

Details of expenditure are set out below and in **Annex III**.

Utilisation of EDF Funds (1 January – 30 June 2009)			
ACTIVITY	Budget €	Expenditure €	Variance €
Personnel	794 366	760 503	33 863
Administration & Recurrent costs	50 000	45 461	4,539
Seminars/Workshops/Training	594 217	312 369	281 848
Travel	75 285	135 006	(59 721)
<b>TOTAL</b>	<b>€ 1 513 868</b>	<b>€ 1 253 339</b>	<b>€ 260 529</b>

Utilisation of ComSec Funds (1 January – 03 June 2009)			
ACTIVITY	Budget €	Expenditure €	Variance €
Personnel	452 138	419 501	32 637
Administration & Recurrent costs	2 707	1,754	953
Seminars/Workshops/Training	-	-	-
Travel	-	-	-
<b>TOTAL</b>	<b>€ 454,845</b>	<b>€ 421 255</b>	<b>€ 33 590</b>

## 5. Changes to Project Implementation

There were no substantive changes to the project design during the period under review. The Commonwealth Secretariat is constantly looking for new ways to work with project partners and deliver enhanced training opportunities (see **Section 8**).

## 6. Relationships with Project Partners

A brief appraisal of the Project Management Team's relationships with key project partners is provided below.

### *The ACP Secretariat*

The Hub and Spokes programme forms Component 2 of the European Commission's TradeCom Facility. The Secretariat of the African, Caribbean and Pacific Group of States is the contracting authority for the Facility and the Secretary-General serves as the Regional Authorising Officer. The Project Management Team has a good working relationship with the ACP Secretariat. The ACP Secretariat is a member of the Project Coordinating Committee.

### *The Organisation Internationale de la Francophonie (OIF)*

The OIF is a joint Executing Agency for the Project and have a MOU in place with the Commonwealth Secretariat which sets out guidelines for cooperation on project management. During the review period, the Commonwealth Secretariat and OIF held two (2) co-ordination meetings to review operational and project management issues and served as joint Secretariat for the Project Coordinating Committee (PCC). To date, six PCC meetings have been convened over the course of the project.

As reported in the previous reporting period, in October 2008 the Commonwealth Secretariat and OIF have entered into an arrangement whereby the management and administrative responsibilities of two TPAs has been exchanged between the organisations. Consequently, the TPA in Sierra Leone (part of the West African region under OIF's responsibility) is managed by the Commonwealth Secretariat, while the TPA in the Democratic Republic of Congo (part of the Southern African region under the Commonwealth Secretariat's responsibility) is managed by the OIF.

The Commonwealth Secretariat and OIF are also collaborating on the planning work underway for a possible Hub & Spokes Phase II programme. This exchange of information will continue as a means of providing updates on the design of a successor programme—specifically design issues relating to future project implementation at the regional level.

### *TradeCom Facility Project Management Unit (PMU)*

TradeCom Facility PMU implements components 1 and 3 of the TradeCom Facility. In recognition of the complementary nature of the three components, sections 2.3.8, 3.2 and 3.3 of the Contribution Grant Agreement provide for co-ordination between ComSec and OIF action teams and TradeCom PMU.

In the review period, one co-ordination meeting was held with the TradeCom Facility PMU. The meetings reviewed the status of programme implementation, extension of the TradeCom Facility beyond 30 June 2010 and other areas of collaboration.

There are a number of instances where RTPAs have contributed to funding proposals submitted to the TradeCom Facility regarding the delivery of capacity building projects. Both RTPAs and TPAs have also collaborated with local counterparts on capacity building activities funded through the TradeCom Facility. Examples include:

- The TPA in Jamaica developed a project proposal and secured funding from the TradeCom Facility for technical support in the conduct of an impact assessment informing Jamaica's negotiating positions in the proposed CARICOM—Canada FTA.
- The TPA in Comoros Union contributed to the TRADECOM and COMESA initiative on a services training program (2-4 March 2009) for national trade policy stakeholders. The key objectives of the programme were to highlight and discuss the techniques needed for the establishment of specific market access commitments within the ESA-EC EPA framework.
- The RTPA at the SADC Secretariat supported the Seminar on Legal Aspects of Trade Policy and Multilateral Trade negotiations for SADC EPA States held in Pretoria in May 2009. The seminar was organised by TradeCom and the SADC EPA Unit and helped to strengthen the understanding of key policy-makers, negotiators and trade advisers on legal aspects of international trade as they relate to EPA and WTO negotiations.
- The TPA at the COMESA Secretariat was a key resource in the implementation and delivery of a TradeCom programme for technical assistance on services negotiations in ESA states. The TPA represented the COEMSA Secretariat in the Ethiopia, Kenya, Malawi, Mauritius and Zambia workshops over a three month period and provided technical support to the core consultants on the COMESA regional services program including the negotiations for a Framework on Trade in Services and on the EPA negotiations on trade in services.

### *Regional Organisations and National Ministries*

We have close working relationships with Regional Integration Organisation secretariats (RIOs) and ministries responsible for trade policies in beneficiary ACP countries. These relationships were established early in the life of the project and have been maintained through regular monitoring and consultation visits to the regions by the Project Management Team. Relationships are governed by the memoranda of understandings entered into with countries and regional organisations which set out the:

- responsibilities and obligations in respect of the project implementation;
- day-to-day supervision of the work of RTPAs and TPAs;
- agreed work programmes for RTPA and TPAs.

RIO representatives are members of the PCC and are kept informed on various aspects of project implementation and results against performance indicators. One PCC was meeting was held in the review period. Additionally, the Commonwealth Secretariat's engagement with RIOs has increasingly focused on a possible Hub and Spokes Phase II programme. The Project Management Team has written to all RIOs outlining the Roadmap for the planning and design of a Phase II programme and their ongoing contributions and input to this process is vital to ensuring a successor programme is demand driven and targets the specific trade policy needs of each region (refer to **Section 8** for additional details).

As the principal funding partner for the Hub and Spokes programme the Project Management Team collaborates closely and often with the European Commission. The Project Management Team and, more broadly, the Commonwealth Secretariat see themselves as key strategic partners for the EC that can assist enormously in the transition from intra-ACP delivery of aid-for-trade capacity building initiatives to the regional envelope model under the 10<sup>th</sup> EDF.

With respect to the future of the Hub and Spokes programme under the 10<sup>th</sup> EDF, consultations during the review period between the Commonwealth Secretariat and Brussels have indicated broad support (both at a policy and political level) in the EC for a Hub and Spokes Phase II programme. In this context, the Project Management Team has written to the EC Commissioner for Development and visited EC Heads of Delegations in ACP regions informing them of the Phase II planning process (see **Section 8** for additional details.)

## 7. Visibility of EU Funding

The visibility of the EU funding contribution to the Hub & Spokes project is designed to raise audiences' awareness of the rationale for the project and highlight the EU's support for the project in the country or region concerned.

Official correspondence from the Commonwealth Secretariat relating to the Hub & Spokes project carries the EU logo and the text: 'This Project is funded by the European Union'. Similarly, reference is made to the EU's funding contribution in PowerPoint presentations (see right), on the Project's website and online forum (see below), in brochures and during meetings with officials and the general public.



**Seminar on International Trade and the Marshall Islands**

Republic of the Marshall Islands

**Session II - The Global Trading Environment, trade negotiations and national trade policy**

Dr Jim Gosselin, Regional Trade Policy Advisor, Pacific Islands Forum Secretariat

The poster features the Marshall Islands flag, the European Union flag, and a globe icon.



**Project Partners**

COMMONWEALTH SECRETARIAT | ORGANISATION INTERNATIONALE DE LA FRANCOPHONIE

The Hub & Spokes project is funded by the **European Union**, with project management and additional financial support provided by the **Commonwealth Secretariat** and **OIF**. Visit the **Hub & Spokes homepage** for more details.

The graphic includes logos for the Commonwealth Secretariat, the Organisation Internationale de la Francophonie, and the European Union.

We continue to bear in mind that the integrity of RTPAs and TPAs, and the networks they have developed, should not be placed at risk through inappropriate publicity of programme sponsors. Regional organisations and government ministries place enormous faith in the RTPAs and TPAs deployed to their institutes. This trust is grounded on individuals providing 'arms-length' and 'frank and fearless' advice as well as a commitment to the interests and objectives of their host country or organisation. Any perception of 'outside influence' could severely undermine the effectiveness of RTPAs and TPAs and an appropriate balance between independence and the visibility of program sponsors is always sought and reviewed.



## **PART TWO**

### **Section**

<b>8</b>	<b>The Work Plan Agenda: July—December 2009</b>
<b>9</b>	<b>PCC Action Items</b>



## 8. The Work Plan Agenda: July—December 2009

The work plans of each RTPA and TPA are being largely influenced by the status of the regional-based EPA negotiations with the EU. For many RTPAs and TPAs in CARICOM work priorities have shifted to EPA implementation issues and we expect this trend to intensify for the remainder of 2009 and in to 2010. We have accordingly allocated resources to facilitate this work. Refer to **Annex IV** for more details of the forward Hub and Spokes work programme.

### *Recruitment into Hub and Spokes Network*

Given the impending expiry of the Hub and Spokes project in 2010, vacant TPA positions will be unable to be filled. Recruitment of a new shortlist of TPAs will only take place in the context of a Phase II programme to commence post-2010. However, given the central role of RTPAs in the Hub and Spokes network, where vacancies arise the short-listing of candidates will be facilitated by the Project Management Team. In this context, following the EAC Secretariat evolution into a separate negotiating machinery for EPAs, a new 'RTPA-type' position titled 'Trade Policy Development Advisor' will be shortlisted to support regional trade capacity efforts.

In addition, following the resignation of the RTPA at the COMESA Secretariat (in July 2009), the Project Management Team will facilitate a filling of this position. The engagement of an Administrative Assistant at the African Union Commission will also be supported.

### *Adviser to the ACP Secretariat's Geneva Office*

In February 2009 the Project Management Team renewed a 12-month contract for the funding of a technical advisor position to the ACP Secretariat's Geneva Office. This position is funded through additional contributions from the Commonwealth Fund for Technical Cooperation (CFTC) on top of the Commonwealth Secretariat's contributions to the Hub and Spokes programme.

The position has supported the trade policy work of the ACP Secretariat since its creation in January 2008 and complements the work of the Hub and Spokes programme. The role of the technical adviser is primarily to support the ACP Secretariat's trade policy agenda, conducting research and analysis on trade negotiations and assisting visiting trade delegations from the ACP region.

At the end of the January to June 2009 reporting period, the contracted advisor resigned from this position. The Project Management Team is now working with the ACP Secretariat's Geneva Office to recruit a replacement.

### *e-Learning Initiative*

The Project Management Team will be writing to ACP trade ministries seeking preferences on suitable topic(s) for a Hub & Spokes e-Learning initiative. In the first instance, an e-Learning course will be offered on a pilot basis—with course feedback and evaluation determining whether e-Learning courses offer a cost-effective means of delivering trade policy capacity assistance and should be continued.

An e-Learning survey has been prepared by the Project Management Team asking Permanent Secretaries of ACP trade ministries to prioritise the following courses against the specific training needs of ministry officials:

- Introduction to the WTO
- International Negotiations (Practical Skills and Techniques)
- WTO Dispute Settlement
- Trade in Services
- Trade Facilitation
- Sanitary and Phytosanitary (SPS) Measures
- Trade Remedies
- Technical Barriers to Trade (TBT)

Permanent Secretaries will also be able to specify other course topics (not listed in the survey) that would meet identified training needs of ministry officials. Once a topic is identified as being of priority to large portion of Hub and Spokes stakeholders, the Project Management Team will arrange course delivery with a suitable international organisation. A number of potential providers have already being approached—such as UNITAR—and may be in a position to assist with the delivery of this project goal.

The Project Management Team sees e-Learning as an important component of the training toolkit that can address gaps in skills and technical expertise. Results of these surveys will provide the Project Management Team with a valuable source of data on that can be drawn in developing future training initiatives—including as part of a Hub & Spokes Phase II programme.

The Project Management Team is in the process of finalising a 'market scan' of e-Learning courses on trade policy issues that are readily available online. A number of international organisations—including the World Trade Organization (WTO), World Customs Organisation (WCO) and the World Intellectual Property Organisation (WIPO)—offer free e-Learning courses on a rolling basis and we will continue to encourage the Hub and Spokes network and beneficiary countries to utilise these resources. In many cases, these courses offer participants a recognised and certified qualification upon successful completion.

### *African Union Commission Workshop*

The Project Management Team, in collaboration with OIF counterparts, is working with the officials from the AU Commission to jointly host an Africa-wide trade policy workshop in Addis Ababa. Once details of workshop objectives, likely participants, proposed agenda and guest speakers are outlined to the Project Management Team, a possible funding contribution from the Hub and Spokes project will be considered.

## *Designing a Hub and Spokes Phase II programme*

In June 2009 the Project Management Team finalised and published a strategy and roadmap paper for developing a successor programme to the Hub and Spokes Project. With the current project set to expire in 2010, and widespread support for a successor program, the Commonwealth Secretariat is working closely with project partners to design a 'Phase II' programme.

The guiding principles of the Phase II design process include:

- A demand-driven programme
- Supports capacity building activities across the trade policy spectrum
- Promotes closer regional integration
- Well-targeted and measurable capacity needs indentified.
- Foster greater self-sufficiency for the trade policy machinery of the ACP.



The consultation process commenced in early 2009, continued during the current January-June 2009 reporting period and will continue over the forward work programme. Once concluded, all RIOs will have been consulted as well as each of the EC Heads of Delegation based in ACP regional centres. As specified in the Phase II Roadmap, the design of a successor programme is intended to be an inclusive process that ensures the specific trade capacity needs of each ACP region can be targeted. In addition, a Phase II programme must be dynamic—so that it can evolve to the changing needs of each of the ACP regions as new trade policy challenges emerge.

In the 4<sup>th</sup> quarter of 2009 a review of ACP trade policy capacity needs will be conducted, with the aim of determining how a Hub and Spokes modelled programme can best meet these needs. This review will take into account the Aid for Trade needs analysis that has recently been completed at the ACP regional and national level as part of indicative programming under the 10<sup>th</sup> EDF. This analysis will be complemented by in-country interviews of key trade policy stakeholders in the ACP and the drafting of Phase II Concept Papers which will provide a framework for structuring and implementing a successor programme. These Concept Papers will be utilised at regional workshops in late-2009 and enable a detailed Phase II programme design to be completed in early 2010.

## *July–December 2009 Budget*

The operating budget for 2009 (incorporating the July-December 2009 reporting period) was presented to and endorsed by the PCC at its 6<sup>th</sup> meeting on 10 June 2009.

## 9. PCC Action Items

### Action required by Project Coordinating Committee

Members of the PCC are requested to:

- **note** the Progress Report for the 1 January to 30 June 2009 review period  
and
- **approve** the forward work plan  
and
- **note** the planning work and consultations initiated on a Hub and Spokes Phase II programme.

# **ANNEXES**

## **Annex**

- I            Project description**
- II            Activities undertaken during the review period**
- III           Project expenditure during the review period**
- IV           Outline of the Forward Work Programme**
- V            RTPA and TPA Deployments**
- VI            Hub and Spokes Project Logical Framework**



**Project Description**

<b>Name of Grant Contract:</b>	The Commonwealth Secretariat
<b>Name and title of Contact Person:</b>	Mr. Roy Rodriguez, Head of Office Office of the Deputy Secretary-General (Ransford Smith)
<b>Name of Partners in the Action:</b>	Organisation Internationale de la Francophonie (OIF)
<b>Title of the Action:</b>	Building the Capacity of ACP Countries in Trade Policy in Trade Policy Formulation, Negotiations and Implementation ("Hub and Spokes") Project
<b>Contract number:</b>	9 ACP RPR 007 #2
<b>Start date of the reporting period:</b>	1 January 2009
<b>End date of the reporting period:</b>	30 June 2009

**Target countries:**

Angola	Haiti	Solomon Islands
Antigua and Barbuda	Jamaica	Somalia
Bahamas	Kenya	South Africa
Barbados	Kiribati	St Kitts and Nevis
Belize	Lesotho	St Lucia
Botswana	Madagascar	St Vincent and the Grenadines
Burundi	Malawi	Sudan
C'wealth of Dominica	Marshall Islands	Suriname
Comoros Union	Mauritius	Swaziland
Cook Islands	Mozambique	Tanzania
Cuba	Namibia	Tonga
Djibouti	Nauru	Trinidad and Tobago
Dominican Republic	Niue	Tuvalu
Eritrea	Palau	Uganda
Ethiopia	Papua New Guinea	Vanuatu
Fed. States of Micronesia	Rwanda	Zambia
Fiji	Samoa	Zimbabwe
Grenada	Seychelles	
Guyana	Sierra Leone	

## **Target regions**

The Commonwealth Secretariat is responsible for Eastern and Southern Africa, Caribbean and Pacific regions within the ACP Group. The *Organisation Internationale de la Francophonie* is responsible for the regions of Western and Central Africa.

## **Final beneficiaries and/or target groups**

Target groups are women and men who work as government officials responsible for trade policy, the private sector, research institutions, academics, and civil society in the countries and regions listed in 1.7. Men and women who work in trade organisations and labour-based organisations. It is estimated that 25% of the beneficiaries will be women and 75% men. Final beneficiaries are women and men who are employed in the local commercial enterprises who will benefit from increased business through international trade.

## **Strategy and project link**

The Hub and Spokes Project is designed to assist countries address the complexity of international trade negotiations and manage the impact of globalisation. The programme has a very specific focus at national level on strengthening the capacity of governments to develop, negotiate and implement coherent trade policies to which the "Hub and Spokes" Project contributes. The Project places strong emphasis on developing local capacity through strengthening national and regional institutions.

## **Problem assessment**

Trade development has the potential to contribute to sustainable economic development. Unfortunately, despite major reform and diversification efforts, many ACP countries have not been successfully integrated into the global economy.

While there are several reasons for the inability of many of these countries to leverage the global system to their advantage, it has been established that inadequate policy formulation, negotiation and implementation have played a significant role in this regard. Specifically, limited knowledge on multilateral and regional policy issues, inadequate analytical and negotiating skills and failure to involve all stakeholders has rendered them incapable of benefiting from the multilateral trading system.

The key problems being addressed by the Hub and Spokes project are:

- inadequate trade policy formulation skills;
- inadequate trade analytical, negotiation and implementation skills;
- limited knowledge on multilateral and regional trade policy issues;
- failure to involve all stakeholders in discussions and policy formulation.

As of 1 January 2009, these problem areas were still considered to be major barriers to increasing international trade for ACP countries.

## Activities undertaken during the review period

<b>OUTPUT 1</b>		
<b>Key stakeholders in ACP countries trained and sensitised in trade policy issues</b>		
<b>CARIBBEAN REGION</b>		
<b>ACTIVITIES</b>	<b>DELIVERABLES</b>	<b>REMARKS</b>
<b>RTPA CARICOM Secretariat</b>		
Sensitised 26 Regional Parliamentarians and senior government officials at Joint Commonwealth Parliamentary/WTO Regional Workshop for Caribbean Parliamentarians in WTO NAMA negotiations, Antigua, February 2009;	26 Regional Parliamentarians and senior government officials sensitised in WTO NAMA negotiations;	Knowledge of 26 Regional Parliamentarians and senior government officials improved in WTO NAMA negotiations. Parliamentarians and senior government officials have a better understanding of NAMA negotiations. They are now better able to follow and be engaged in the NAMA negotiations.
Sensitised 16 public and private sectors Caribbean officials in state of play in WTO Negotiations of Fisheries subsidies;	16 public and private sectors Caribbean officials from various Caribbean countries sensitised on state of play in WTO Negotiations of Fisheries subsidies;	Knowledge of 16 public and private sectors officials from various Caribbean countries improved in state of play in WTO Negotiations of Fisheries subsidies. They are now better able to follow and be engaged in the WTO Negotiations of Fisheries subsidies.
Sensitised 17 public and private sectors officials in cultural industries trade Suriname, June 2009;	17 public and private sectors officials sensitised in various aspects of cultural industries trade;	Knowledge of 17 Caribbean officials improved in cultural industries trade. Their awareness of opportunities and challenges that exist in trade in the cultural sector in the Caribbean enhanced.
Sensitised 76 Caribbean mid-career diplomats in various aspects of trade policy at the CARICOM Secretariat Regional Diplomatic Training Programme for mid-career diplomats, Guyana, May 2009;	76 Caribbean mid-career diplomats sensitised in various aspects of trade policy;	Knowledge of 76 Caribbean mid-career diplomats improved in various trade policy issues. They are now better able to follow and be engaged international and regional negotiations.
<b>TPA CARICOM Secretariat</b>		
Participated and presented model-by-laws and legal structure in meeting to launch Dominica Coalition of Services Providers, Roseau, Dominica;	46 public and private sector stakeholders from services sector in Dominica sensitised in trade in services.	Knowledge of 46 public and private sector stakeholders enhanced in Trade in Services. Their ability to engage and benefit from involvement in services sector improved.
Participated and presented model-by-laws and legal structure in meeting to launch Belize Coalition of Services Providers, Belmopan, Belize;	60 public and private sector stakeholders from services sector in Belize sensitised in trade in services.	Knowledge of 60 public and private sector stakeholders enhanced in Trade in Services. Their ability to engage and benefit from involvement in services sector improved.

<b>TPA Guyana</b>		
Assigned to undertake Capacity Needs Assessment and Training Plan for 2009 for extension for Inter-American Development Bank funded Trade Sector Support Programme;	Capacity Needs Assessment and Training Plan for 2009 to be undertaken for Ministry officials;	Ministry officials' knowledge of trade policy issues to be enhanced. Their ability to engage and advice constituents in trade policy issues and trade policy formulation to be improved.
<b>TPA Jamaica</b>		
Organised and sensitised 278 participants from private sector in "Seminar on EPA Implementation and Positioning of Jamaican Exports;	278 Stakeholders from Jamaica sensitised on CARIFORUM-EU EPA Agreement and its implementation;	Knowledge of 278 private stakeholders enhanced in CARIFORUM-EU EPA Agreement and its implementation. Their awareness of opportunities and challenges that exist in the CARIFORUM-EU EPA Agreement improved.
Organised and sensitised senior 20 officials of the ministry of health on CARIFORUM-EU EPA Agreement;	20 senior officials of the ministry of health on CARIFORUM-EU EPA Agreement sensitised on CARIFORUM-EU EPA Agreement;	Knowledge of 20 senior officials of ministry of health enhanced in CARIFORUM-EU EPA Agreement and its implementation. Their awareness of opportunities and challenges that exist in the CARIFORUM-EU EPA Agreement improved.
<b>RTPA OECS Secretariat</b>		
Sensitised 45 public and private sector stakeholders from St Kitts and Nevis CARIFORUM- EU EPA Agreement, Trade in Services and Investment;	45 public and private sector officials from St Kitts and Nevis sensitised in CARIFORUM-EU EPA Agreement on Trade in Services and Investment;	Knowledge of 45 officials from St Kitts and Nevis improved on CARIFORUM-EU EPA Agreement on Trade in Services and Investment. Their awareness of opportunities and challenges that exist in the CARIFORUM – EU EPA Agreement enhanced.
Sensitised 32 OECS public and private sector stakeholders at Joint OECS Secretariat/WTO Regional Workshop on WTO Doha round negotiations, Dominica, April 2009;	32 OECS public and private sector stakeholders sensitised in WTO Doha round negotiations;	Knowledge of 32 OECS public and private sector stakeholders improved in WTO Doha Round negotiations. They are now better able to follow and be engaged in the WTO Doha negotiations.
Sensitised 25 public sector OECS officials in state of play in WTO Negotiations of Fisheries subsidies;	25 public sector OECS officials from various OECS countries sensitised on state of play in WTO Negotiations of Fisheries subsidies;	Knowledge of 25 public OECS officials from various OECS countries improved in state of play in WTO Negotiations of Fisheries subsidies. They are now better able to follow and be engaged in the WTO Negotiations of Fisheries subsidies.
<b>TPA St Vincent and the Grenadines</b>		
Organised, participated and sensitised 17 St Vincent and the Grenadines (SVG)v public sector officials at the Inter-Ministerial Sensitisation Seminar on new developments in CARIFORUM-EU EPA and WTO Doha Development round, February 2009	Sensitised 17 public sector officials from SVG Government Ministries and Agencies updated on new developments in CARIFORUM-EU EPA Agreement and WTO Doha Round negotiations;	Knowledge of 17 SVG Government Ministries and Agencies officials enhanced in new developments in CARIFORUM-EU EPA and the WTO Doha Round negotiations. Their awareness of opportunities and challenges that exist in the CARIFORUM-EU EPA Agreement improved. Better able to advise stakeholders on opportunities and challenges that will result from successful implementation of these Agreements.

## EASTERN & SOUTHERN AFRICA REGIONS

ACTIVITIES	DELIVERABLES	REMARKS
<b>RTPA COMESA Secretariat</b>		
Facilitated and participated as resource person in training and sensitisation workshops organised by TPAs based in COMESA member states on ESA-EU EPA negotiations and regional and multilateral trade issues;	Training and sensitisation workshops organised by TPAs in COMESA Member states facilitated;	Knowledge and understanding of COMESA public and private sector stakeholders improved on ESA-EU EPA negotiations and other regional and multilateral trade issues. Ability of stakeholders improved and are better able to be engage in and follow the EPA regional and multilateral trade negotiations.
<b>TPA COMESA Secretariat</b>		
Assisted ESA Team with preparation of 3 Briefing papers for ESA-EU EPA, regional and Intellectual Property Rights (IPR) negotiations;	Briefing documents prepared for ESA-EU EPA, regional and IPR negotiating meetings;	Stakeholders' knowledge of ESA-EU EPA, COMESA regional and IPR negotiations issues enhanced. They are better able to be involved in and follow the negotiations.
<b>TPA Comoros Union</b>		
Sensitised 10 Ministry staff in COMESA – History, Areas of Intervention, FTA and Custom Union, Challenges and opportunities for Comoros;	10 Ministry staff sensitised in objectives and tools of COMESA Free Trade Area and COMESA Customs Union;	10 Ministry staff's' knowledge of COMESA Free Trade Area and COMESA Customs Union improved. They are better able to knowledgeable of COMESA FTA and the future COMESA Custom Union.
Sensitised 30 public and private sector stakeholders trade in Service at COMESA/TradeCom PMU Worksop on Services, Moroni, March 2009;	30 public and private sector stakeholders sensitised Trade in Services;	30 public and private sector officials' knowledge of Trade in services. They are better able to follow and be involved in the negotiation process for benefit of the country.
<b>TPA Rwanda</b>		
Organised and sensitised 49 public and private sector stakeholders in UNCTAD's national Workshop on Draft Trade Policy document, Kigali, June 2009;	49 public and private stakeholders sensitised on Draft Trade Policy document;	49 public and private sectors stakeholders' knowledge of trade policy issues enhanced.
<b>TPA Zambia</b>		
Organised and trained 16 public sector officials of Ministry of Trade, Ministry of Finance and Zambia Revenue Authority, Central Statistical Office, Bank of Zambia and University of Zambia in trade data analysis;	16 public sector officials trained in trade data analysis skills;	16 public officials' Trade data analysis skills enhanced.
Organised and trained 106 public and private sectors and civil society stakeholders in economics and various areas of trade in Services;	106 public and private sectors and civil society stakeholders trained in economics and various areas of trade in Services;	106 public and private sectors and civil society stakeholders knowledge of economics and various areas of trade in Services.

Facilitated in collaboration with the Finnish Government and International Development Law organisation: 1. Investment promotion programme for 6 Zambia public sector officials, Rome, 2009; 2. Intellectual Property Rights course for 29 public and private sectors and civil society stakeholders;	6 public sector officials trained in Investment Promotion; 29 public and private sectors and civil society stakeholders sensitised on Intellectual Property Rights issues;	6 public sector officials knowledge improved in Investment Promotion; 29 public and private sectors and civil society stakeholders knowledge of Intellectual Property Rights issues enhanced.
<b>TPA Burundi</b>		
Sensitised 73 public and private sector stakeholders in trade in Services at COMESA/TradeCom PMU Workop on Services, Moroni, March 2009;	73 public and private sector stakeholders sensitised in Trade in Services;	73 public and private sector officials' knowledge of Trade in services enhanced. They are better able to follow and be involved in the negotiation process for benefit of the country.
Organised and sensitised 18 public and private sector stakeholders in Workshop in Trade in Services;	18 public and private sector stakeholders sensitised in Workshop Trade in Services;	18 public and private sector officials' knowledge of Trade in services enhanced. They are better able to follow and be involved in the negotiation process for benefit of the country.
Organised, participated sensitised 30 public and private sectors and civil stakeholders in Workshop in Identification of Sensitive products list for Burundi;	Sensitive products list generated for Burundi;	30 public and private sectors and civil society officials' knowledge of trade policy issues enhanced. They are better able to follow and be involved in the negotiation process for benefit of the country.
<b>TPA Mauritius</b>		
Organised and trained 54 public and private sectors and civil society stakeholders at a National Workshop in Intellectual Property Rights, Mauritius, January 2009;	54 public and private sectors and civil society stakeholders trained in Intellectual Property Rights issues;	54 public and private sectors and civil society stakeholders knowledge of Intellectual Property Rights issues enhanced.
<b>TPA Uganda</b>		
Organised and sensitised in collaboration with Chamber of Commerce and Industry and Swedish Development Agency one day lecture in various areas of trade in Services;	200 public and private sectors and civil society stakeholders sensitised in various areas of trade in Services;	200 public and private sectors and civil society stakeholders' knowledge of various areas of trade in Services improved.
Organised and made presentation on EC negotiating practice in trade in Services;	15 public and private sector officials sensitised in EC negotiating practice in trade in Services;	15 public and private sectors officials' knowledge of EC negotiating practice in trade in Services improved.
Organised and made presentation on Uganda and Services Negotiations – a regional;	18 public and private sector officials sensitised in regional negotiating practice in trade in Services;	18 public and private sectors officials' knowledge of regional negotiating practice in trade in Services improved.
Organised and deliver weekly lectures at Makerere University Business School on Multilateral Trading System and other topical trade issues;	20 Masters in International Business students sensitised in on Multilateral Trading System and other topical trade issues;	20 Masters in International Business students' knowledge of r Multilateral Trading System improved.

<b>RTPA SADC Secretariat</b>		
Sensitised 32 public, private sector and civil society stakeholders in Workshop on Trade Defence and Competition Policy for SADC free trade area, Morogoro, Tanzania February 2009;	32 public, private sector and Civil society officials in Tanzania sensitised in Trade Defence and Competition Policy;	Knowledge of 32 Tanzania's public, private sector and civil society officials enhanced in Trade Defence and Competition Policy. Their ability to participate in these SADC FTA negotiation areas improved.
Sensitised private sector stakeholders in WTO Doha Negotiating Round with special emphasis on issues of importance to LDCs; Bagamoyo, Tanzania, April 2009;	private sector sensitised in issues of importance to LDCs in the WTO Doha Negotiating Round;	Knowledge of Tanzanian private sector stakeholders enhanced in issues of importance to LDCs in the WTO Doha Negotiating Round.
<b>TPA SADC Secretariat</b>		
Participated at review meeting of 7 officials of Botswana Ministry of Trade on terms of reference for SADC EPA GATS Horizontal Measures Study;	7 officials of Botswana Ministry of Trade sensitised on terms of reference for SADC EPA GATS Horizontal Measures Study;	Knowledge of 7 officials of Botswana Ministry of Trade sensitised on terms of reference for SADC EPA GATS Horizontal Measures Study. Their ability to participate in the process, provide input and review outcome of study improved.
Participated at review meeting of 5 officials of Lesothans Ministry of Trade on terms of reference for SADC EPA GATS Horizontal Measures Study;	5 officials of Lesotho Ministry of Trade sensitised on terms of reference for SADC EPA GATS Horizontal Measures Study;	Knowledge of 7 officials of Lesotho Ministry of Trade sensitised on terms of reference for SADC EPA GATS Horizontal Measures Study. Their ability to participate in the process, provide input and review outcome of study improved.
Participated in the 3 <sup>rd</sup> Meeting of African Union Technical Working Group on EPA Rules of Origin, Ethiopia, April 2009;	16 technical experts from African Regional Economic Communities, AU, African countries and UN Economic Commission for Africa sensitised in the African wide EPA Rules of Origin model template;	Knowledge of 16 technical experts from African Regional Economic Communities, AU, African countries and UN Economic Commission for Africa sensitised in the African wide EPA Rules of Origin model template. African countries ability to participate EPA Rules of Origin negotiations harmonised.
Participated in the 2 <sup>nd</sup> African Union Meeting for Customs Department of African Regional Economic Communities, Ethiopia, April 2009;	9 technical experts from African Regional Economic Communities, AU, African countries and UN Economic Commission for Africa sensitised on proposed continental African Customs Union;	Knowledge of 9 technical experts from African Regional Economic Communities, AU, African countries and UN Economic Commission for Africa sensitised on proposed continental African Customs Union. Their awareness of opportunities and challenges that exist in establishment of continental Africa Customs Union improved.
Participated in TradeCom PMU's Seminar on Legal Aspects of Trade Policy and Multilateral Trade Negotiations for SADC EPA States, Johannesburg, May 2009;	Technical knowledge given to participants on Legal Aspects of Trade Policy and Multilateral Trade Negotiations for SADC EPA States;	Participants' knowledge enhanced on Legal Aspects of Trade Policy and Multilateral Trade Negotiations for SADC EPA States. Their ability and capacity to analyse, engage and advice in the negotiations improved.
<b>TPA Botswana</b>		
Served as technical adviser to editorial committee on Quarterly Trade Newsletter.	Public and private sector stakeholders in Botswana on trade information scheduled for training in negotiating skills techniques;	Public and private sectors' knowledge on trade information improved. Their professional writing, design and research skills to be enhanced.

Organised in collaboration with WTO Workshop on General Agreement on Trade in Services (GATS);	40 Public and private sector stakeholders sensitised in General Agreement on Trade in Services (GATS);	Knowledge of public and private sector officials in Botswana enhanced in General Agreement on Trade in Services. Their ability to participate in Trade in Services negotiations improved.
<b>PACIFIC REGION</b>		
<b>TPA Pacific Forum Secretariat</b>		
Sensitised 55 Pacific region public sector officials at Joint PIF Secretariat /WTO, Fiji, February 2009;	55 Pacific region public sector officials sensitised in WTO SPS negotiations;	Knowledge of 55 Pacific region public sector officials improved in WTO SPS negotiations. These public sector officials have a better understanding of SPS negotiations. They are now better able to follow and be engaged in the SPS negotiations.
<b>TPA Federated States of Micronesia (FSM)</b>		
Sensitised 28 public and private sector stakeholders on status Pacific –EC EPA and PICTA negotiations;	28 public and private sectors officials sensitised on status Pacific –EC EPA and PICTA negotiations;	Knowledge of 28 public and private sector officials enhanced on status Pacific –EC EPA and PICTA negotiations. Their ability to follow and be involved and follow the negotiations improved.
Sensitised 25 public, private and civil society on Aid for Trade Project Proposal’s formulation;	25 public, private and civil society stakeholders officials sensitised on Aid for Trade Project Proposal’s formulation;	Knowledge of 25 public, private and civil society stakeholders’ enhanced Aid for Trade Project Proposal’s formulation. Their ability to follow and be involved in the in the process and make decisions improved.
Sensitised 38 public and private sector stakeholders at Symposium on Foreign Investment Laws and Regulations applicable to FSM;	38 public and private sectors officials sensitised on Investment Laws and Regulations applicable to FSM;	Knowledge of 38 public and private sector officials enhanced on Investment Laws and Regulations applicable to FSM. Their ability to be involved in trade and investment in FSM improved.

**OUTPUT 2**  
**ACP countries supported in analysing, formulating, negotiating and implementing trade policies**

**CARIBBEAN REGION**

ACTIVITIES	DELIVERABLES	REMARKS
<b>RTPA CARICOM Secretariat</b>		
Prepared revision of CARIFORUM-EU EPA Agreement Implementation Roadmap;	Technical paper to inform CARIFORUM's implementation of CARIFORUM-EU EPA Agreement prepared.	CARIFORUM countries supported in implementation of CARIFORUM-EU EPA Agreement. Framework for identifying policy, institutional and legislative changes needed to facilitate EPA implementation provided. Countries better aware of obligations and commitments under the EPA. Their ability and capacity to engage in EPA implantation process.
Prepared draft negotiating positions for Belize, Guyana, Suriname and Trinidad and Tobago for WTO negotiations in Fisheries subsidies;	Draft negotiating positions prepared for Belize, Guyana, Suriname and Trinidad and Tobago for WTO negotiations in Fisheries subsidies;	Draft negotiating positions WTO negotiations on Fisheries subsidies for Belize, Guyana, Suriname and Trinidad and Tobago. Countries abilities and capacities to engage and follow WTO negotiations in Fisheries enhanced.
Background papers prepared for presentation at launch of Coalition of Services providers in Belize and Dominica;	Papers prepared for presentations at launch of Coalition of Services Providers in Belize and Dominica;	CARICOM regional meetings facilitated. Private sectors' ability and capacity to analyse and engage in WTO negotiations enhanced and ability to influence development of trade policy in the areas of Services enhanced.
Background papers prepared for presentation at CARICOM Secretariat CARICOM Secretariat Regional Diplomatic Training Programme for mid-career diplomats;	Papers prepared for presentation at CARICOM Secretariat CARICOM Secretariat Regional Diplomatic Training Programme for mid-career diplomats;	Caribbean mid-career diplomats provided with information in various trade policy issues. Their ability and capacity to analyse, engage and follow various international and regional negotiations enhanced.
<b>TPA CARICOM Secretariat</b>		
Prepared for terms of references (TOR) for consultants to produce concept papers for 24 Services Sub sectors for input into CARICOM's draft Strategic Plan for Services and Action Plan, 2009-2014;	TOR for Concept Papers for 24 Services Sub sectors to inform CARICOM's draft Strategic Plan for Services and Action Plan, 2009-2014 prepared;	CARRICOM member countries to be better informed in Services trade.
<b>TPA Trinidad and Tobago</b>		
Completed Draft Trade Policy and Strategy document for Trinidad and Tobago 2009 – 2013;	Draft Trade Policy and Strategy document for Trinidad and Tobago 2009 – 2013 completed; ;	Trinidad and Tobago supported in preparing Draft Trade Policy and Strategy document for Trinidad and Tobago 2009 – 2013. Preparations underway national Consultative

		Workshop in 3 <sup>rd</sup> Quarter 2009.
Prepared technical paper, "Engaging the USA: "Options and Challenges for Securing Favourable and Predictable Future Market Access";	Paper prepared to inform senior officials in Min Trade of the effects Expiry of T&T preferential access to US market under the Caribbean Basin Trade Partnership Agreement on 31 December 2014;	Government officials' knowledge of market access conditions for products of export interest to US for Trinidad and Tobago enhanced. Their ability and capacity to analyse and formulate plans to counteract these developments improved.
Prepared a Paper highlighting the impact of the global economic crisis on the manufacturing sector of Trinidad and Tobago;	Technical Report to inform Government officials on impact of the global economic crisis on the manufacturing sector of Trinidad and Tobago prepared;	Government officials' knowledge of impact of the global economic crisis on the manufacturing sector of Trinidad and Tobago. Their ability to formulate programmes to counteract these developments improved.
Prepared inputs to complete the "Partner Country Questionnaire on Aid for Trade" for Ministry's officials participation in the 2 <sup>nd</sup> Global Review for Aid for Trade, Geneva, July 2009;	"Partner Country Questionnaire on Aid for Trade" completed;	Trinidad and Tobago better informed on countries efforts in Aid for Trade.
Participated as a member of Trinidad and Tobago's Delegation at the meeting, " High Level meeting on Accelerating Trade Integration, Policy Options for Sustained Growth, Job Creation and Poverty Reduction, Jamaica, February 2009;	TPA, Trinidad and Tobago sensitised on strategies for enhanced competitiveness and trade integration in the Caribbean;	Trinidad and Tobago officials better informed on strategies for enhanced competitiveness and trade integration in the Caribbean.
<b>TPA Jamaica</b>		
Prepared with the assistant of colleagues from Foreign Trade Department a newspaper supplement on the overview, benefits and challenges of CARIFORUM – EU EPA Agreement;	Newspaper supplement Technical Paper prepared to inform the Jamaica public of the benefits and challenges of CARIFORUM – EU EPA Agreement;	Jamaica's public sector's informed in the benefits and challenges of CARIFORUM – EU EPA Agreement.
Prepared with the assistant of colleagues from Foreign Trade Department the following two publications: 1. "Review of Jamaica's Participation in Free Trade Agreements and the WTO"; 2. "Development of a CARICOM – Canada Trade and Development Agreement: Jamaica's Impact Assessment";	Technical publications to inform Jamaica's trade policy and negotiating position with respect to FTAs and WTO;	Jamaica's public and private sector stakeholders better informed on Jamaica's trade policy issues.
Participated in Trade in Services Cluster Week at the WTO, Geneva, April 2009;	TPA, Jamaica sensitised on specific areas of the WTO Services negotiations;	TPA Jamaica better informed on status of the WTO Services negotiations. Better able to advice officials of Gov't in this area.

Participated in the following three meetings: 1. Swedish National Board of Trade in order to collaborate on training for Jamaica officials in Rules of Origin; 2. TradeCom PMU for technical assistance to Jamaica's Fisheries sector;	Areas for capacity building of Jamaica officials and Fisheries sector identified with international entities;	Jamaican officials' knowledge to be enhanced on rules of origin and fisheries trade.
<b>TPA Guyana</b>		
Assisted Ministry colleagues with the preparation and finalisation of Guyana's 2 <sup>nd</sup> WTO Trade Policy Review Mechanism;	Guyana's 2 <sup>nd</sup> WTO Trade Policy Review document finalised;	Guyana's capacity to analyse and engage in trade policy enhanced.
Provided legal opinion on Guyana-India, Guyana-Seychelles, Guyana – Brazil, Guyana – Russian Federation Bilateral Investment negotiations	Legal opinion advice to finalise Guyana-India, Guyana-Seychelles, Guyana – Brazil, Guyana – Russian Federation Bilateral Investment Agreements provided;	Guyana capacity to engage in trade with India, Seychelles, Brazil and Russian Federation enhanced.
<b>RTPA OECS Secretariat</b>		
Compiled and analysed OECS-Canada merchandise trade data to inform OECS negotiating positions for the CARICOM-Canada Trade and Development Negotiations;	OECS negotiating positions for the CARICOM- Canada Trade and Development Negotiations finalised;	OECS member states' capacity to analyse and engage in trade negotiations to be enhanced.
Prepared draft Harmonised matrix of OECS Services Offer to inform OECS negotiating positions;	Technical advice that informed OECS Member states Services Offer prepared;	OECS member states' capacity to analyse and engage in trade policy enhanced.
Provided technical advice to OECS Members in collaboration with OECS Secretariat Trade Policy Unit and OECS Technical Mission, Geneva in various WTO negotiating areas;	Technical advice that informed OECS Members states positions in various WTO negotiating areas provided;	OECS member states' capacity to analyse and engage in trade policy enhanced.
Assisted with the organisation and served as moderator for OECS Secretariat/WTO Consultation on the implications of the WTO Doha negotiations, Dominica, June 2009;	Technical advice that informed OECS Member states positions in various WTO negotiating areas, particularly, NAMA negotiations provided;	OECS Secretariat and OECS Member states supported in WTO negotiations. Their ability and capacity to analyse and engage in trade negotiations enhanced.
Assisted with the organisation and participated in: 1. OECS Secretariat/WTO Workshop on Consultations on Fisheries Subsidies, Antigua, April 2009; 2. OECS Secretariat/TradeCom PMU Workshop on Legislative Drafting for Trade Policy, St. Lucia, June 2009;	Technical advice that informed OECS Member states positions in WTO negotiating on Fisheries Subsidies and trade policy legislative drafting provided;	OECS Secretariat and OECS Member states supported in WTO negotiations and trade policy implementation issues. Their ability and capacity to analyse, engage in trade negotiations and implementation enhanced.

<b>TPA OECS Secretariat</b>		
Assisted with the compilation and analysis of OECS-Canada merchandise trade data to inform OECS negotiating positions for the CARICOM-Canada Trade and Development Negotiations;	OECS negotiating positions for the CARICOM- Canada Trade and Development Negotiations finalised, particularly as it relates to sensitive key OECS products;	OECS member states' capacity to analyse and engage in trade negotiations to be enhanced.
Assisted with preparation of draft Harmonised matrix of OECS Services Offer to inform OECS negotiating positions;	Technical advice that informed OECS Member states Services Offer prepared;	OECS member states' capacity to analyse and engage in trade policy enhanced.
Assisted with Antigua and Barbuda with economic analysis to inform input into NAMA Modalities for Small and Vulnerable Economies	Technical advice that informed Antigua WTO NAMA negotiating position prepared;	Antigua and Barbuda's capacity to analyse and engage in trade policy enhanced.
Served as a Rapporteur for the following Workshops: <ol style="list-style-type: none"> <li>1. OECS Secretariat/WTO Consultation on the implications of the WTO Doha negotiations, Dominica, June 2009;</li> <li>2. OECS Secretariat/WTO Workshop on Consultations on Fisheries Subsidies, Antigua, April 2009;</li> <li>3. St Kitts and Nevis Services &amp; Investment EPA Sensitisation Seminar, St Kitts, March 2009</li> </ol>	Technical advice that informed OECS Members states Antigua WTO NAMA negotiating position and CARIFORUM-EU implementation prepared;	OECS Member states capacity to analyse and engage in trade policy enhanced.
<b>TPA St Vincent and the Grenadines</b>		
Completed Draft Trade Policy Document for St Vincent and the Grenadines.	Draft Trade Policy Document finalised. Preparation for consultations with stakeholders commenced;	St Vincent and the Grenadines supported in preparing National Trade Policy document.
Prepared a Brief for Permanent Secretary on Aid for Trade for her participation the 2 <sup>nd</sup> Global Review for Aid for Trade, Geneva, July 2009;	Brief on Aid for Trade" completed;	St Vincent and the Grenadines better informed on Aid for Trade. They are better able to be participate in the negotiations and monitoring SVG's implementation.
Prepared CARIFORUM- EU EPA Agreement implementation Road Map for St Vincent and the Grenadines;	Technical paper to inform St Vincent and the Grenadines implementation of CARIFORUM-EU EPA Agreement prepared;	St Vincent and the Grenadines supported in implementation of CARIFORUM-EU EPA Agreement. Framework for identifying policy, institutional and legislative changes needed to facilitate EPA implementation provided. SVG better aware of obligations and commitments under the EPA. Her ability and capacity to engage in EPA implementation process enhanced.

Prepared comments on the following: 1. CARICOM- US Proposed Trade and Investment Agreement; 2. Draft Motion for a Resolution Concerning the EPA of EU Parliament;	Comments prepared for Ministry officials on CARICOM- US Proposed Trade and Investment Agreement and Draft Motion for a Resolution Concerning the EPA of EC from EU Parliament;	St Vincent and the Grenadines better informed on CARICOM- US Proposed Trade and Investment Agreement and views of EU Parliament on CARIFORUM – EU EPA Agreement. They are better able to participate in the negotiations and monitoring implementation.
Participated in and provided technical advice for OECS Secretariat/WTO Consultation on the implications of the WTO Doha negotiations, Dominica, June 2009;	Technical advice that informed SVG positions in various WTO negotiating areas provided;	SVG ministry official supported in WTO negotiations. Their ability and capacity to analyse and engage in trade negotiations enhanced.

**TPA Dominica**

Prepared 7 background papers & briefs: 1. National Export Strategy; 2. Draft CARIFORUM EPA Implementation Schedule/Road map; 3. CARIFORUM – EC EPA Factual Presentation Data; 4. CARIFORUM 10 <sup>th</sup> EDF Regional Indicative Programme; 5. Aid for Trade and the 2 <sup>nd</sup> Global Aid for Trade Review; 6. Implications of the WTO Doha Development Round; and 7. Legislative Drafting for Trade Policy;	Position papers prepared on CARIFORUM – EU EPA, Aid for Trade, WTO negotiations and other trade policy issues;	Dominica’s capacity to analyse and engage and follow in trade policy negotiations enhanced.
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**EASTERN & SOUTHERN AFRICA REGIONS**

<b>ACTIVITIES</b>	<b>DELIVERABLES</b>	<b>REMARKS</b>
<b>RTPA COMESA Secretariat</b>		
Continued with assisting with review and assessment of EPA Interim Agreements initialled by some ESA member states;	ESA member states provided with technical information and advice on EPA Interim Agreements;	ESA member states better informed on impact of ESA-EC EPA Interim Agreements. ESA member states’ capacity to implement trade agreements enhanced.
<b>TPA COMESA Secretariat</b>		
Participated as a resource person in TradeCom PMU Trade in Services Workshops in ESA countries;	Public and private sector stakeholders provided with technical information on WTO and ESA-EU Trade in Services;	Public and private sector officials from ESA Member states supported with technical advice to inform their deliberations and positions in WTO and ESA-EU EPA negotiations.
Participated and provided technical input to ESA-EU EPA negotiating teams and ESA member states;	ESA member states provided with technical information and advice on EPA Interim Agreements;	ESA member states better informed on impact of ESA-EC EPA Interim Agreements. ESA member states’ capacity to implement trade agreements enhanced.

Participated in and provided technical inputs into ESA-EU EPA negotiations in Ethiopia, Kenya, Malawi, Mauritius and Zambia in negotiations for a Framework on Trade in Services and ESA – EC EPA Trade in Services Negotiations;	Technical inputs provided in ESA-EU EPA negotiations session for a Framework on Trade in Services;	ESA Member states supported with technical advice to inform their deliberations and positions in ESA- EC EPA Trade in Services negotiation.
Participated as resource person in: 1. Swedish Board of Trade Workshop on Trade Facilitation; 2. Zambia Intellectual Property rights Workshop, Zambia, September 2009;	Zambia’s stakeholders provided with technical information on Intellectual Property Rights;	Zambia’s stakeholders supported with technical advice on Intellectual Property Rights issues to inform their deliberations and positions in ESA- EC EPA and WTO negotiations.
<b>TPA Comoros Union</b>		
Prepared four Policy Briefs and one Briefing note on: 1. Development as potential stumbling block for the full ESA-EC EPA, January 2009; 2. Optimal position and region to consider in the signature of the full EPA; 3. Challenges and opportunities of EPA to public and private sectors, February, 2009; 4. Signature and ratification of Interim EPA versus full EPA; 5. Possible issues to be considered exploratory talks for Free Trade Agreement between Turkey and Comoros;	Comoros Union Ministry official provided with technical information on ESA-EU EPA and possible FTA between Turkey and Comoros;	Comoros Union’s capacity to analyse and engage in trade policy negotiations enhanced.
<b>TPA Malawi</b>		
Drafted proposal for Malawi’s participation Enhanced Integrated Framework (EIF) project;	Malawi’s Draft Trade Remedies legislation reviewed. Consultation held with public and private sector stakeholders.	Malawi’s capacity to analyse and engage in trade policy enhanced.
Prepared Malawi’s Accession documents for membership with the Agency for International Trade Information and Cooperation, Geneva;	Malawi’s Accession documents for membership with the Agency for International Trade Information and Cooperation, Geneva.	Malawi’s access to trade information to be enhanced.
Assisting Malawi’s Ministry of Justice drafting trade remedies regulations;	Malawi’s drafting trade remedies regulations;	Malawi’s capacity to use trade remedies to be enhanced.
Prepared feedback on Business Environment Strengthening Technical Assistance Programme consultancy to review all trade laws;	Feedback on Malawi’s existence trade laws prepared;	Malawi’s knowledge enhanced on legal aspects of trade through review of existing trade laws.
Participated as part of Malawi’s Delegation in the ESA – EAC Technical and Senior officials meeting, Brussels, April 2009;	Technical information and advice on Various aspects of EPA negotiations provided to Ministry officials;	Malawi’s senior officials capacity to engage in trade negotiations enhanced.

<p>Prepared eight Briefs/Position &amp; Issues Papers on:</p> <ol style="list-style-type: none"> <li>1. SADC Protocol on Trade in Services;</li> <li>2. COMESA "Standstill Clause";</li> <li>3. ESA-EU EPA text;</li> <li>4. ESA-EC Technical and Senior officials meeting in Brussels;</li> <li>5. Background note prepared by AITIC on the effects of the Credit Crunch on LDCs;</li> <li>6. State of Play of LDCs in ESA-EC EPA negotiations;</li> <li>7. Memorandum of Understanding on Economic Cooperation between Malawi and South Africa;</li> <li>8. Bilateral trade agreement between Malawi and Iran;</li> </ol>	<p>Technical information and advice on various aspects of EPA and regional negotiations and other trade policy issues provided to Ministry officials;</p>	<p>Malawi's senior officials capacity to engage in trade negotiations enhanced.</p>
<p><b>TPA Rwanda</b></p>		
<p>Prepared six Briefs/Position Papers, Studies and Reports on:</p> <ol style="list-style-type: none"> <li>1. Review of Rwanda – South Korea Investment Protection Agreement Treaty;</li> <li>2. Impact of EPAs on ESA-ES EPA on Agriculture;</li> <li>3. Rwanda's Trade in Services offer to the EC;</li> <li>4. Rwanda's Schedule on Eliminations of Restrictions for the EAC Common Market Protocol;</li> <li>5. Analysis of EC proposed text on trade in Services for ESA-EC EPA;</li> <li>6. EAC proposed text on trade in Services for EAC-EC EPA;</li> </ol>	<p>Technical information and advice on various aspects of EPA and regional negotiations and other trade policy issues provided to Ministry officials;</p>	<p>Rwanda's capacity to analyse and engage in trade policy issues, regional EPA negotiations enhanced.</p>
<p>Participated as part of Rwanda's delegation in the following eight negotiations sessions:</p> <ol style="list-style-type: none"> <li>1. Dedicated Session on Services Kenya, January 2009;</li> <li>2. Dedicated Session on Agricultures, Burundi, March 2009;</li> <li>3. Dedicated Session on Services, Uganda, February, 2009; Tanzania, September 2008;</li> <li>4. EAC Common Market negotiations, Kenya 2009;</li> <li>5. EAC Common Market negotiations, Kampala, April 2009;</li> <li>6. EAC Common Market negotiations, Burundi, March 2009;</li> </ol>	<p>Legal analysis advice for ESA-EC EPA and EAC Common market prepared;</p>	<p>Rwanda's capacity to analyse and to be enhanced.</p>

TPA continues to work on Rwanda's trade policy document in collaboration with UNCTAD;	TPA in collaboration with UNCTAD prepared Rwandan draft Trade Policy Document. Consultation with stakeholders ongoing;	Rwanda supported in updating Trade Policy document. Government deliberations in progress on initial draft.
<b>TPA Zambia</b>		
Prepared briefs, Issue papers and information notes on the following: <ol style="list-style-type: none"> <li>1. Legal analysis of Interim Economic Partnership Agreement to ESA Chair for Market Access negotiations;</li> <li>2. Drafting of legal provisions for ESA-EC EPA;</li> <li>3. Revision of Zambia's market access offer under the ESA-EC EPA;</li> <li>4. ACP/EU Ministerial informal meeting, London, January 2009;</li> <li>5. ESA Ministerial meeting, Lusaka, January 2009;</li> <li>6. ESA Ministerial meeting, Lusaka, February 2009;</li> <li>7. ESA Technical meeting, Lusaka, April 2009;</li> <li>8. ESA-EC officials meeting, Brussels, April 2009;</li> </ol>	Technical Papers, Information Notes and Ministers speeches on country's various trade negotiations prepared;	Zambia's capacity to analyse and engage in trade negotiations and trade policy issues enhanced.
<b>TPA Ethiopia</b>		
Prepared Draft Terms for studies in the following areas: <ol style="list-style-type: none"> <li>1. Analysis of EU's GSP and MFN tariff rates on exports of interest to Ethiopia;</li> <li>2. Ethiopia's trade with COMESA countries;</li> </ol>	TORs for studies on effect on Ethiopia trade with EU and COMESA countries prepared;	Ethiopia to be better informed on trade with EU and COMESA countries.
TPA undertook research studies on: <ol style="list-style-type: none"> <li>1. Analysis of Ethiopia's trade relationship with COMESA countries;</li> <li>2. Analysis of Ethiopia's trade and investment relationship with Arab League countries;</li> <li>3. Investigation of EU's GSP and MFN rates applied to Ethiopia's exports;</li> </ol>	Studies of Ethiopia's trade relationship with COMESA countries and trade, EU, and investment relationship with Arab League countries EPA commenced;	Ethiopia will be better informed on trade relationship with EU, COMESA countries and trade and investment relationship with Arab League countries.
Prepared two Position Papers on: <ol style="list-style-type: none"> <li>1. Draft text of revised ESA-EC EPA;</li> <li>2. Ethiopia's trade relations with EAC and Sudan;</li> </ol>	Technical information and advice on revised ESA-EC EPA text and trade relations with EAC and Sudan provided to Ministry officials;	Ethiopia's capacity to analyse and engage in EPA negotiations and trade relations with EAC and Sudan enhanced.

<b>TPA Uganda</b>		
<p>Prepared Eight Briefs , Issue papers and information notes on the following:</p> <ol style="list-style-type: none"> <li>1. Services Trade in Uganda- Negotiating with the EU;</li> <li>2. Negotiating Policy on Trade in Services;</li> <li>3. Subsidies and Trade in Services negotiations;</li> <li>4. The Contentious Articles in EC-EPA's;</li> <li>5. E-Commerce negotiating options for Uganda;</li> <li>6. Using Market Access and National Treatment Limitations to create a Schedule of Commitments in Trade in Services for Uganda;</li> <li>7. EPA draft legal text on Trade in Services and Trade Development;</li> <li>8. Trade and Sustainable Development, Competition Policy and Government Procurement;</li> </ol>	<p>Eight Briefs, Issue Papers and, Information Notes on country's various trade negotiations prepared;</p>	<p>Uganda's capacity to analyse and engage in trade negotiations and trade policy issues enhanced.</p>
<p>Organised and participated or made presentations in the following meetings/workshops:</p> <ol style="list-style-type: none"> <li>1. National Trade Policy Review;</li> <li>2. Workshops on the draft Counterfeit Goods Bill;</li> <li>3. Workshop on the draft Sales of Goods and Supply of Services Bill;</li> <li>4. EPA Dedicated Sessions on Trade in Services;</li> <li>5. EPA Dedicated Session on Trade and Trade Related Issues;</li> <li>6. EAC Sectoral Council on Trade, Finance and Investment;</li> <li>7. WTO Regional Advanced Meeting on Trade in Services;</li> </ol>	<p>Technical inputs provided on various regional, WTO and EPA negotiating areas and various draft Bills;</p>	<p>Uganda's capacity to analyse and engage in various regional, EPA and WTO negotiating areas enhanced.</p>
<p>Assisted with a draft model for establishment and development of a Uganda National Coalition of Services Schedule Industries (UNCCSI);</p>	<p>Technical input that informed establishment and development of a Uganda National Coalition of Services Schedule Industries (UNCCSI) prepared;</p>	<p>Uganda's capacity to analyse and engage in trade in services negotiations enhanced.</p>
<b>TPA Burundi</b>		
<p>Prepared Briefs for colleagues of the Minister for EAC regional negotiating meeting at:</p> <ol style="list-style-type: none"> <li>1. Trade and Development of the Burundian private Sector;</li> <li>2. Technical Assistance Towards the Negotiations of the EAC – EU EPA;</li> <li>3. Opportunities and Challenges of Burundi within the EAC Customs Union and Common Market;</li> </ol>	<p>Technical advice that informed various countries regional and EAC –EU EPA negotiations provided;</p>	<p>Burundi's capacity to analyse and engage in EAC – EU EPA and regional negotiations enhanced.</p>

4. Impact of the Study of the Burundian Adhesion to the EAC – Elaboration ;		
Prepared Informational notes on state of play of the EAC – EU EPA negotiations for officials of the Ministry of Trade and the Ministry of EAC Affairs;	Technical advice that informed state of play in EAC –EU EPA negotiations provided;	Burundi’s capacity to analyse and engage in EAC – EU EPA negotiations enhanced.
<b>RTPA SADC Secretariat</b>		
Prepared Discussion paper, “Aid for Trade in Regional Context: A case for the SADC” for input into establishment and operationalisation of the modalities for Aid For Trade Initiative in the SADC region;	Discussion paper for the establishment and operationalisation of the modalities for Aid For Trade Initiative in the SADC region prepared;	SADC member states’ capacity to analyse and engage in Aid For Trade Initiative enhanced.
<b>TPA SADC Secretariat</b>		
Prepared seven Briefs, background and Information on: 1. Final terms of reference on SADC EPA GATS Horizontal Measures Study; 2. SADC Executive Secretary meeting with EC Commissioner; 3. Draft Declaration on Interim EPA Agreement; 4. Status of EPA negotiations for Inter Press Service news Agency; 5. Proposed Continental Africa Customs Union; 6. Draft reports of Consultants on Horizontal measures studies for Botswana, Mozambique and Swaziland; 7. Draft SADC negotiating Guideline on Trade in Services;	Comparative briefs showing on SADC region positions in various negotiating areas prepared.	SADC member states’ capacity to analyse and engage in various multilateral and regional negotiations enhanced.
<b>TPA Botswana</b>		
Continued provision of technical support for finalisation of Botswana’s National Trade Policy document;	Trade Policy Documents prepared. Consultation with stakeholders to be held in 3 <sup>rd</sup> Quarter 2009;	Botswana supported in preparing National Trade Policy documents.
Drafted 3 position papers on: 1. Draft Services Text; 2. Draft Competition Policy Text; 3. Draft Text on Investment Chapter;	Technical papers that informed Botswana’s national positions in various trade policy issues prepared;	Botswana’s capacity to analyse and engage in SADC-EU EPA negotiations enhanced.
Assisted with preparation of Botswana’s WTO Trade Policy Review;	Technical paper provided for Botswana’s national position Trade in Services in SADC Trade Protocol	Botswana’s capacity to analyse and engage in the finalisation of SADC Trade Protocol enhanced.

Continued contribution to preparation of inputs for SADC Customs Union and Southern African Customs Union;	Technical support provided for Botswana's national position on SADC Customs Union and Southern African Customs Union;	Botswana's capacity to analyse and engage in implementation of SADC Customs Union and Southern African Customs Union enhanced.
<b>TPA Lesotho</b>		
Provide support for the preparation Lesotho's Country Report for WTO Trade Policy Review mechanism (SACU);	Technical support provided on Lesotho's Country Report for WTO (SACU)Trade Policy Review Mechanism;	Lesotho's capacity to analyse and engage and meet WTO obligations enhanced.
Reviewed and analysed Text of: 1. SACU-India PTA; 2. SACU-Mercosur PTA; 3. SACU-EFTA PTA;	Technical advice given to Lesotho Ministry's Trade officials on SACU – India, SACU-Mercosur and SACU-EFTA PTAs;	Lesotho's capacity to analyse and engage and in SACU trade negotiations enhanced.
Undertook SWOT and other technical analyses that informed Lesotho's position in Trade in Services in SADC-EC EPA negotiations;	Technical support provided to Lesotho Ministry's Trade officials in Trade in Services in SADC-EC EPA negotiations;	Lesotho's capacity to analyse and engage SADC-EPA enhanced.
<b>RTPA &amp; TPA African Union Commission</b>		
Organized and participated in: 1. AU-Regional External Communities Coordination Meeting, Addis Abba, January 2009; 2. 5 <sup>th</sup> Session of the African Union Ministers of Trade Conference, Addis Abba, March 2009;	Technical document prepared to update Regional External Communities officials and African Trade Ministers on status of African negotiating regions – EU EPA negotiations, WTO, and establishment of Continental Africa Customs Union;	Regional External Communities officials' Knowledge of status of African negotiating regions – EU EPA and WTO Negotiations and WTO and efforts at establishment of Continental Africa Customs Union updated.
RTPA/TPA participated in the following meetings: 1. EAC,ESA and SADC Regional Conference on Challenges of EPA negotiations; 2. ECOWAs Ministerial monitoring Committee; 3. Rules of Origin Coordination meeting, Togo, May 2009;	Technical information provided to Pan African officials on African regions – EU EPA negotiations;	Pan African officials' Knowledge of status of African negotiating regions – EU EPA negotiations updated.
<b>TPA Sierra Leone</b>		
Organised workshop relating to implementation of Development Component and Roadmap on ECOWAS- EU EPA;	Technical information provide to public, private sector stakeholders and civil society on implementation of Development Component and Roadmap of ECOWAS – EU EPA;	Sierra Leone's capacity to analyse, engage and implement ECOWAS – EU EPA enhanced;
Prepared Project Documents for the implementation of Enhanced Framework for the Integration of Trade Related assistance to Least Developed Countries;	Technical information provide to Ministry officials on implementation of Enhanced Framework for the Integration of Trade Related assistance to Least Developed Countries;	Sierra Leone's knowledge of Enhanced Framework for the Integration of Trade Related assistance to Least Developed Countries enhanced. They will be in a better position to benefit from the programme.

Assisted legal counsel in negotiating an Economic Processing Zone agreement between Ministry of Trade and World Hope International;	Economic Processing Zone agreement between Sierra Leone and World Hope International completed	Sierra Leone's capacity to analyse, engage and implement trade policy issues enhanced.
Prepared inputs to complete the "Partner Country Questionnaire on Aid for Trade" for Ministry's officials participation in the 2 <sup>nd</sup> Global Review for Aid for Trade, Geneva, July 2009;	"Partner Country Questionnaire on Aid for Trade" completed;	Sierra Leone better informed on countries efforts in Aid for Trade.
Participated in the following two Workshops: <ol style="list-style-type: none"> <li>1. Regional Workshop on ECOWAS-EC EPA Development Programme, Accra, February 2009;</li> <li>2. Regional Workshop on ECOWAS-EC Development Programme, Ouagadougou, June 2009</li> </ol>	Technical advice that informed Sierra Leone's position on information ECOWAS-EC EPA Development Programme provided;	Sierra Leone's capacity to implement ECOWAS-EC EPA enhanced.
<b>PACIFIC REGION</b>		
<b>ACTIVITIES</b>	<b>DELIVERABLES</b>	<b>REMARKS</b>
<b>RTPA PIF Secretariat</b>		
Prepared and vetted issues papers on bilateral, regional and EPA negotiations for discussion at the PACPTOM, Rarotonga, July 2008.	PIFS Secretariat, PACP Government officials and Ministers provided with technical information and advice;	Pacific region meetings facilitated. Pacific PIFS Secretariat, PACP Government officials and Ministers ability to engage in bilateral, regional and EPA negotiations enhanced.
Provided technical support to PIF Secretariat and PACP member states' officials at the following meetings: <ol style="list-style-type: none"> <li>1. ComSec-EC EPA Informal meeting, London, January 2009;</li> <li>2. 3<sup>rd</sup> round of regional negotiations on the broadening of PICTA, Fiji, April 2009,</li> <li>3. PACER Meeting, Honiara, April 2009;</li> <li>4. PACPTOM &amp; PACP Trade Ministers Meeting, Vanuatu, June 2009;</li> </ol>	PIFS Secretariat and PACP Government officials provided with technical information and advice.	Pacific region meetings facilitated. PIFS Secretariat and PACP Government officials' ability to engage and their ability to influence Trade in Services and EPA negotiations enhanced.
<b>TPA PIF Secretariat</b>		
Reviewed and accessed nine trade negotiating texts, including: <ol style="list-style-type: none"> <li>1. ACP-EU EPA;</li> <li>2. ESA-EU EPA;</li> <li>3. SADC-EU EPA;</li> <li>4. PIC-China Preferential Trade Agreement;</li> <li>5. FSM Compact Agreement with US;</li> </ol>	PIFS Secretariats' officials provided with technical information on various multilateral trade agreements and other trade policy issues;	Pacific Secretariats and Ministers ability to engage in bilateral, regional and EPA negotiations enhanced.

<ul style="list-style-type: none"> <li>6. Fiji Government Report for WTO Trade Policy Review Mechanism;</li> <li>7. Solomon Islands' Government Report for WTO Trade Policy Review Mechanism;</li> <li>8. EPA Trade in Goods offer for Cook Islands, Samoa and FSM;</li> <li>9. MOU establishing Pacific Trade and Development Facility;</li> </ul>		
<p>Prepared five Issue Papers as input to PIF Secretariat and PACP member states' officials at the following meetings:</p> <ul style="list-style-type: none"> <li>1. ComSec-EC EPA Informal meeting, London, January 2009;</li> <li>2. PIFS-Asian Development Bank;</li> <li>3. PACP-EPA TWG;</li> <li>4. PACP Trade officials and Ministers meeting;</li> </ul>	Briefing papers that informed Samoa-European Community Bilateral Negotiations, Samoa's WTO Accession, Treatment of imported vehicles prepared;	Samoa's capacity to analyse and engage in various trade policy issues enhanced.
Assisted with preparation of Fiji and Solomon Islands' WTO Trade Policy Review;	Technical paper and advice provided for Fiji and Solomon Islands WTO Trade Policy;	Solomon Islands and Fiji's capacity to analyse and engage in WTO Trade Policy enhanced.
Assisted FSM, RMI and Palau government officials with preparation of trade policy formulation with;	Technical paper and advice on Trade Policy formulation provided to FSM, RMI and Palau;	FSM, RMI and Palau capacity to analyse and engage in trade Policy issues enhanced.
<b>TPA Samoa</b>		
<p>Prepared four briefs on:</p> <ul style="list-style-type: none"> <li>1. Key objectives of Samoa's on regional and international trade agreements;</li> <li>2. PACP Trade Ministers' meeting;</li> <li>3. Revised offers for PICTA negotiations meeting;</li> <li>4. Service sectors commitments under WTO Accession process ;</li> </ul>	Briefing papers that informed regional negotiations and Samoa's WTO Accession prepared;	Samoa's capacity to analyse and engage in various trade policy issues enhanced.
<p>Prepared 3 Opening Remarks for Samoan officials for the following:</p> <ul style="list-style-type: none"> <li>1. PIC Senior Trade officials meeting;</li> <li>2. PACER and Informal Ministers' Meeting;</li> <li>3. Samoa regional and international trade agreements;</li> </ul>	Opening remarks for Minister and senior officials prepared;	Samoa's capacity to analyse and engage in various trade policy issues enhanced.
<b>TPA Tonga</b>		
<p>Prepared four briefs in the following:</p> <ul style="list-style-type: none"> <li>1. National assessment for WTO trade facilitation;</li> <li>2. Draft Pacific- EUEPA Legal Text;</li> <li>3. Options for Tonga restoring EC market accesses following expiry of Cotonou Agreement;</li> <li>4. Review of List of Tonga's capital goods;</li> </ul>	Briefing papers to inform Ministry's officials of various issues in Pacific – EU EPA and WTO negotiations prepared;	Tonga's capacity to analyse and engage in trade policy issues enhanced.

<p>Prepared four briefs in the following Pacific Island Countries Trade Agreement:</p> <ol style="list-style-type: none"> <li>1. Ministry of Finance query on implementation of PICTA;</li> <li>2. Offers and requests for PICTA Trade in Services negotiations;</li> <li>3. Draft conceptual framework on Mode Four for Implementation of PICTA;</li> </ol>	<p>Briefing papers to informed Ministry's officials of various issues in Pacific regional negotiations prepared;</p>	<p>Tonga's capacity to analyse and engage in trade policy issues enhanced.</p>
<p>Prepared five briefs in the following Pacific Agreement on Closer Economic Relations:</p> <ol style="list-style-type: none"> <li>1. Tonga Delegation for PACER meetings;</li> <li>2. Minister's Opening Statement for PACER Plus meeting;</li> <li>3. Tonga's Delegation at PACER Informal meeting;</li> <li>4. TOR for Research Study Maximizing Opportunities and Mitigating Risk;</li> <li>5. Issues arising out of outcome of 2<sup>nd</sup> PACER Meeting;</li> </ol>	<p>Briefing papers to informed Ministry's officials of various issues in Pacific regional negotiations prepared;</p>	<p>Tonga's capacity to analyse and engage in various trade policy issues enhanced.</p>
<p><b>TPA Federated States of Micronesia (FSM)</b></p>		
<p>Reviewed and accessed five trade agreements and negotiating texts, including:</p> <ol style="list-style-type: none"> <li>1. 1 Draft PICTA Trade in Services Text;</li> <li>2. Compact Agreement with US;</li> <li>3. Draft Pacific- EU EPA Text;</li> <li>4. FSM Investment Laws;</li> <li>5. FSM to formulate Trade in Goods and Services Offers and Service and request for EPA and OPICTA Trade in Services;</li> </ol>	<p>Briefing papers to informed Ministry's officials of various issues trade agreements and texts prepared;</p>	<p>FSM's capacity to analyse, engage and implement trade agreements enhanced.</p>
<p>Prepared four briefs on:</p> <ol style="list-style-type: none"> <li>1. EPA negotiations;</li> <li>2. PICTA Trade in Services Negotiations;</li> <li>3. PACER negotiations;</li> <li>4. Informal US FSM Chamber of Commerce meeting;</li> </ol>	<p>Briefing papers to informed Ministry's officials of various trade negotiations and other trade policy issues prepared;</p>	<p>FSM's capacity to analyse and engage in various trade negotiations and trade policy issues enhanced.</p>

**OUTPUT 3**  
**RTPAs and TPAs support ACP countries in developing and managing national and consultative networks on trade policies**

**CARIBBEAN REGION**

ACTIVITIES	DELIVERABLES	REMARKS
<b>RTPA OECS Secretariat</b>		
Assisted with the organisation and launch of Coalition of Services Providers in Dominica, St. Lucia and St. Kitts	Coalition of Services Providers organised in Dominica, St. Lucia and St. Kitts;	Knowledge and understanding of public and private sector stakeholders in Dominica, St. Lucia and St. Kitts of St Vincent on service trade-related Services issues enhanced. Their ability to engage in the process enhanced.
<b>TPA St Vincent and the Grenadines</b>		
Participated and conducted monthly consultations with officials of Chamber of Commerce on trade and trade-related issues;	Monthly meetings with officials of SVG Chamber of Commerce held;	Understanding of officials of St Vincent and Grenadines of trade and trade-related issues enhanced. Their ability to engage in the process enhanced.

**EASTERN & SOUTHERN AFRICA REGIONS**

ACTIVITIES	DELIVERABLES	REMARKS
<b>TPA COMESA Secretariat</b>		
Provided technical advice and support to National Development and Trade Policy Forums (NDTPFs) in Malawi, Seychelles, Madagascar, Comoros Union, Eritrea and Zimbabwe.	Technical advice and support provided to NDTPFs in Malawi, Seychelles, Madagascar, Comoros Union, Eritrea and Zimbabwe.	Malawi, Seychelles, Madagascar, Comoros Union, Eritrea and Zimbabwe supported with functioning NDTPFs. Countries abilities to engage trade policy issues enhanced.
<b>TPA Malawi</b>		
Provided technical advice and support to meetings of the National Working Group on Trade Policy (NWGTP);	Technical advice and support provided to National Working Group on Trade Policy (NWGTP)	Knowledge of NWGTP enhanced on regional and multilateral negotiations. Ability to influence trade policy enhanced.
<b>TPA Rwanda</b>		
Participated and provided technical advice to meetings of: 1. National Development Trade Policy Forum (NDTPF); and 2. High Level Task Force (HLTF) negotiating the EAC Common Market Protocol;	Expert advice on ESA-EU EPA and East African Custom Union Common Market negotiations provided.	Public and private sector officials' knowledge in ESA-EU EPA East African Custom Union Common Market negotiations enhanced. Their ability to constructively engage in these negotiations enhanced.

<b>TPA Zambia</b>		
Prepared Briefs for senior Government officials presenting at national meetings with civil society, University of Zambia and various Economic Associations of Zambia;	Briefs prepared for senior government officials for consultative meetings with civil society, academia, and other private sector groups;	Senior government officials enlightened in various trade policy issues. Their ability to undertake discussions with stakeholders enhanced.
<b>TPA Comoros</b>		
Participated and provided technical advice to meetings of: 1. National Development Trade Policy Forum (NDTPF); and	Expert advice on ESA-EU EPA and East African Custom Union Common Market negotiations provided.	Public and private sector officials' knowledge in ESA-EU EPA East African Custom Union Common Market negotiations enhanced. Their ability to constructively engage in these negotiations enhanced
<b>RTPA SADC Secretariat</b>		
Participated as part of SADC Secretariat Delegation to the National Consultations on Services and Investment, Lesotho, October 2008; 2. National Consultations on Services and Investments, Gaborone, October 2008;	Technical advice and support provided to inform Government and private sector officials on Trade in Services in SADC – EU EPA negotiations;	Public and private sector officials enlightened and exposed on various issues in Negotiations in Trade in Services in SADC – EU EPA Negotiations.
<b>TPA Botswana</b>		
Provided technical advice through position papers to National Committee on Trade Policy and Negotiations (NCTPN), Technical Committee on Market Access, and Technical Committee on Trade in Services;	Background and issue papers prepared to inform National Committee on Trade Policy and Negotiations (NCTPN), Technical Committee on Market Access, and Technical Committee on Trade in Services;	Ability of National Committee on Trade Policy and Negotiations (NCTPN), Technical Committee on Market Access, and Technical Committee on Trade in Services to engage in EPA and regional negotiations enhanced.
<b>PACIFIC REGION</b>		
<b>ACTIVITIES</b>	<b>DELIVERABLES</b>	<b>REMARKS</b>
<b>TPA Pacific Forum Secretariat</b>		
Prepared Issue papers that informed regional positions in PICTA, PACER, Pacific–EC EPA to regional private sector organisations and officials in Forum Island countries;	Trade information disseminated to Public and private sector stakeholders;	Public and private sector officials enlightened on various trade policy issues through Issue papers. Regional public and private sector better informed through on PICTA, PACER and EPA and their ability to influence policy and negotiation strategies enhanced.
<b>TPA Samoa</b>		
Prepared background papers that informed National Consultative Workshop for Samoan stakeholders (various government ministries, private sector and research and development institutions).	Consultative meeting on PICTA and EPA held for Samoan stakeholders;	Public and private sector officials enlightened on various trade policy issues through background and issue papers. Samoan stakeholders better informed through national consultative meetings on PICTA, WTO and EPA and their ability to influence policy and negotiation strategies enhanced.

**TPA Tonga**

Organised and sensitised public, private and civil society stakeholders in national consultation on proposed Temporary Movement of Natural Persons provisions of PICTA negotiations;

Public, private and civil society stakeholders sensitised proposed Temporary Movement of Natural Persons provisions in PICTA negotiations;

Public, private sector and civil society officials enlightened on proposed Temporary Movement of Natural Persons provisions in PICTA negotiations. Tonga stakeholders better informed through national consultative meetings on PICTA negotiations. Their ability to influence policy and negotiation strategies enhanced.

**OUTPUT 4**  
**Effective Project Management Systems established and Operational**

<b>ACTIVITIES</b>	<b>DELIVERABLES</b>	<b>REMARKS</b>
<b>Project Management Team</b>		
Organised and participated in two co-ordination meetings with OIF Action Team;	Two meetings held with OIF Action team;	Co-ordination meetings helped in harmonising reporting formats, learning lessons, agreeing on common implementation strategies, planning for PCC meeting and "Hub and Spokes" Project Phase II.
Organised and participated in one co-ordination meeting with TradeCom PMU;	One meeting held with TradeCom PMU;	Planning back-to-back PCC and TradeCom Steering Committee meeting (TC-SC) and to get better understanding of project progress against the log frame.
Organised and participated in one co-ordination meeting with EC Aid Cooperation Office;	One briefing meeting held with EC officials;	EC Europe Aid Cooperation officials informed of project progress.
Organised and participated in one co-ordination meeting with ACP Secretariat officials;	One briefing meeting held with ACP Secretariat officials;	ACP Secretariat officials informed of project progress.
Organised and participated in one C-AMC meeting;	One C-AMC meeting held in May 2009;	C-AMC informed on project progress for the period 1 July– 31December 2008 to PCC for consideration, and provided requisite guidance on project implementation.
Organised and participated in one PCC meeting	One PCC meeting held in June 2009;	PCC received project progress report for the period 1 July– 31December 2008.
Participated in TradeCom Steering Committee (TC-SC) meeting;	One TC-SC meeting held in June 2009;	Project progress report, work plan and budget for 1 July– 31December 2008.
Updated project website and introduced other means of communicating trade news to wider public.	Website updated from time to time; Online Trade bulletin introduced	Up-to-date information on trade policy issues provided through the website; More stakeholders enabled to access information on trade policy issues.
Monitoring and evaluation missions; and consultations with project partners.	Phase II planning consultations progressed and broader support by stakeholders for a successor programme developed.	Meetings with officials from Ethiopia and AU Commission in margins of AU Ministerial Meeting (March 2009).

## Project expenditure during the review period (€)

Project Activities	EDF				ComSec			Total (EDF + ComSec)		
	Annual Budget (2009)	Half-Year Budget (Jan-Jul 2009)	Expenditure	Variance	Budget	Expenditure	Variance	Budget	Expenditure	Variance to Total Budget
<b>Personnel</b>	1 588 731	794 366	760 503	33 863	452 138	419 501	32 637	1 246 504	1 180 004	66 500
<b>Administration &amp; Recurrent Costs</b>	100 000	50 000	45 461	4 539	2 707	1 754	953	52 707	47 215	5 492
<b>Seminars, Workshops, &amp; Training Events</b>	1 188 435	594 217	312 369	281 848	-	-	-	594 217	312 369	281 848
<b>Travel</b>	150 570	75 285	135 006	(59 271)	-	-	-	75 285	135 006	(59 271)
<b>TOTAL</b>	<b>3 027 736</b>	<b>1 513 868</b>	<b>1 253 339</b>	<b>260 529</b>	<b>454 845</b>	<b>421 255</b>	<b>33 590</b>	<b>1 968 713</b>	<b>1 674 694</b>	<b>294 119</b>

## The 2009 Work Plan — Outline

Output	Activities	Timeframe
<b>Output 1</b>  <b>Key stakeholders trained and sensitised in trade policy issues</b>	RTPAs to: <ul style="list-style-type: none"> <li>• complete training and other technical assistance (TA) needs</li> <li>• develop and implement training and TA programmes to meet identified needs.</li> </ul>	July – Dec 2009
<b>Output 2</b>  <b>ACP countries supported in analysing formulating and negotiating trade policies</b>	RTPAs and TPAs (and short-term consultants) support ACP countries to: <ul style="list-style-type: none"> <li>• analyse key trade policy issues</li> <li>• strengthen trade statistical databases</li> <li>• formulate trade policies</li> <li>• identify, clarify and implement commitments consistent with regional and WTO trade agreements</li> <li>• formulate trade positions.</li> </ul>	July – Dec 2009
<b>Output 3</b>  <b>ACP countries supported to establish multi-stakeholder consultative mechanisms for formulating trade policies at regional and country levels</b>	RTPAs and TPAs continue to: <ul style="list-style-type: none"> <li>• support beneficiary countries establish and backstop multi-stakeholder consultative mechanisms for formulating trade policies</li> <li>• provide governments and other stakeholders with information and briefs in key negotiation areas</li> <li>• disseminate trade information to stakeholders.</li> </ul>	July – Dec 2009
<b>Output 4</b>  <b>Effective project management systems installed and personnel recruited</b>	The Project Management Team will: <ul style="list-style-type: none"> <li>• finalise recruitment process of Consultant to EAC Secretariat;</li> <li>• finalise recruitment of replacement RTPA to COMESA Secretariat;</li> <li>• finalise recruitment of replacement technical adviser ACP Geneva Office</li> <li>• finalise design and implement eLearning Courses and possible Attachment Programme for RTPA, TPAs and Counterparts</li> </ul>	Oct 2009  Oct 2009  Oct 2009  Nov 2009

	<ul style="list-style-type: none"> <li>• “Hub and Spokes” Phase II planning</li> <li>• organise co-ordination meetings with OIF</li> <li>• organise co-ordination meeting with TradeCom Facility PMU, Europe Aid Cooperation Office and other partners</li> <li>• organise C-AMC meeting</li> <li>• organise PCC meeting</li> <li>• participate in TradeCom Steering Committee Meeting</li> <li>• “Hub and Spokes Phase II regional Workshops (Region and Country) : <ul style="list-style-type: none"> <li>✓ CARIBBEAN (Barbados)</li> <li>✓ AFRICA (Botswana)</li> <li>✓ AFRICA (Zambia)</li> <li>✓ PACIFIC (country TBD)</li> <li>✓ AFRICA (Tanzania)</li> </ul> </li> <li>• Undertake monitoring and evaluation missions.</li> <li>• Organise meeting of all RTPAs and TPAs in Africa under the auspices of the African Union Commission</li> <li>• prepare 4th Interim EC Narrative and Financial Report</li> <li>• provide back stopping support services to RTPAs and TPAs in the field</li> <li>• update project web-site and other communication instruments.</li> </ul>	<p>July – Dec 2009</p> <p>Oct/Nov/Dec 2009</p> <p>Oct/Nov 2009</p> <p>Oct/Dec 2009</p> <p>Oct 2009</p> <p>Oct 2009</p> <p>Nov 2009 Dec 2009 Dec 2009 Dec 2009 Dec 2009</p> <p>July-Dec 2009</p> <p>Nov-Dec 2009</p> <p>Oct 2009</p> <p>July – Dec 2009</p> <p>July - Dec 2009</p>
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## RTPAs deployed as of 30 June 2009

<b>Regional Integration Organisations</b>	<b>Names</b>	<b>Date of Contract Expiry</b>
CARICOM Secretariat	Mr Sheldon McLean	30/06/2010
COMESA Secretariat	Mr Calson Mbegabolawe	30/06/2010
Pacific Islands Forum Secretariat	Dr James Gosselin	30/06/2010
Organisation of Eastern Caribbean States Secretariat	Mr Allan Paul	30/06/2010
Southern African Development Community	Mr Anselmo Nhara	18/02/2010
African Union Commission	Mr Inye Nathan Briggs	30/06/2010

## TPAs deployed as of 30 June 2009

<b>Country</b>	<b>Name</b>	<b>Date of Contract Expiry</b>
SADC Secretariat	Kathleen Rubia	30/06/2010
Pacific Islands Forum Secretariat	Gainmore Zanamwe	30/06/2010
Federated States of Micronesia	Jean Bertrand Azapmo	30/06/2010
Republic of Malawi	Kokutulage Kazaura	30/06/2010
Guyana	Edmund Paul Kalekyezi	30/06/2010
Jamaica	Calvin Manduna	30/06/2010
St. Vincent & the Grenadines	Gibriel Bah	30/06/2010
Republic of Trinidad and Tobago	Patrick Kanyimbo	30/06/2010
OECS Secretariat	James Maringwa	30/04/2010
Kingdom of Tonga	Adeshola Odusanya	30/06/2010
Republic of Zambia	Judith Fessehaie	30/06/2010
Republic of Rwanda	Babajide Sodipo	24/01/2010
African Union Commission	Clemence Chikwene	30/06/2010
Commonwealth of Dominica	Christine Nabwire Mugoya	30/06/2010
Samoa	Stephen Musubire	30/06/2010
CARICOM Secretariat	Carolyne Tuimuhimbise	30/06/2010
COMESA Secretariat	Cleopatra McDonald	30/06/2010
Comoros Union	Samuel Zita	30/06/2010
Republic of Botswana	Sharifa Powell	30/06/2010
Republic of Mauritius	Emmanuel Mbah	30/06/2010
Federal Dem. Rep. of Ethiopia	Albert Makochekeanwa	30/06/2010
Kingdom of Lesotho	Adeline Awantang	30/06/2010
Sierra Leone	Susan Kayonde	30/06/2010
Republic of Burundi	Jerome Benausse	30/06/2010
Republic of Uganda	Lisa Cummins	30/06/2010

## Hub and Spokes Project Logical Framework

Objectives	Indicators	Means of Verification	Assumptions
<b>Super Goal</b> Sustainable development and poverty reduction in ACP countries and favourable trade outcomes for ACP countries.			
<b>Goal</b>			
Effective trade policies in place in ACP countries	ACP countries' production and trade diversified.  Increased intra-regional trade in all six ACP regions.	World Bank, WTO and national statistics and reports	
<b>Purpose</b>			
Capacity of ACP countries to formulate, negotiate and implement international trade policies enhanced.	7 EPA or other satisfactory arrangements, reflecting ACP interests, agreed, signed and ratified by December 2008.  Reduced reliance on external support for policy formulation by 25% by Dec. 2009.  Bilateral, regional and WTO trade agreements better reflect the ACP countries' interests.  Increase 50% in number of trade-related laws and regulations effectively implemented by ACP countries by December 2008. Enhanced regional integration process in all ACP regions.	EOP Review by independent experts based on reports of TPAs.  External consultants' contracts issued.  Private sector stakeholders support the agreements evidenced by reports and minutes of meetings.  Government statistics.  Increased communication between Gov. departments and increased agreement of important issues debated.	Trade negotiations are not blocked.  Distorted trade policies in the major markets for ACP exports removed.  Global economic stability  ACP countries willing and able to implement conducive trade policies.  Political stability and good governance in ACP countries

Outputs	Indicators	Means of Verification	Assumptions
<p><b>Output 1.</b> Key stakeholders in ACP countries trained and sensitised in international trade policy issues and methods.</p>	<p>Senior ACP country trade officials report that capacity of trained officials enhanced. Officials trained 600 by December 2007, 1,300 by December 2008 and 2,000 by December 2009. A minimum of 25% of officials trained will be women. 70% of trained officials report training as useful against agreed rating scale.</p> <p>Private sector and civil society report increased participation in trade policy formulation and implementation by December 2008.</p>	<p>Six-monthly reports of Regional Trade Policy Advisers.</p> <p>Use of after training questionnaire based on agreed rating scale.</p> <p>Minutes of network meetings and related reports.</p>	<p>Key trained staff stay in post</p> <p>Capacity building programmes are relevant and addressing the specific needs of ACP members and are accessible to key staff.</p> <p>Skilled and motivated staff are assigned to trade units in ACP countries.</p> <p>Training programmes are relevant to trade policy issues.</p> <p>Increased awareness and knowledge results in changed attitudes and more focused attention to national and regional trade issues.</p>
<p><b>Output 2.</b> ACP countries supported in analysing, formulating, negotiating and implementing trade policies.</p>	<p>ACP countries have elaborated trade policy documents and negotiating strategies and positions. 25% of ACP countries have achieved this by December 2008 and by December 2009 an additional 25% have achieved this position.</p> <p>Analytical base to inform trade policies and negotiating positions strengthened in over 50% ACP countries.</p>	<p>Trade research and policy documents. Minutes of trade related meetings.</p> <p>Six-monthly reports of Regional Trade Policy Advisers.</p> <p>Availability of data on trade related matters easily accessible to appropriate officials and private sector staff.</p>	<p>ACP governments remain committed to trade policy reform</p> <p>Pre-existing infrastructure for trade data collection in place.</p> <p>ACP members and RIOs provide adequate resources and ongoing commitments to strengthening trade policy capacity.</p> <p>Governments and RIOs are committed to engaging with key stakeholders in trade policy formulation.</p> <p>Trade expertise exists at the national and regional level.</p> <p>Trained staff continue to work in the ministry/organisation for a reasonable period after training.</p>

<p><b>Output 3.</b> ACP countries supported in developing national and regional networks on trade policies.</p>	<p>Multi-stakeholder networks made up of public sector officials, private sector representatives and NGO representatives actively involved in national and regional trade policy activities by December 2009.</p> <p>Trade policy data, information and publications effectively disseminated in all regions.</p>	<p>Ease of access to networks by stakeholders.</p> <p>Minutes of network meetings and other exchanges.</p> <p>E-network computer records.</p> <p>Six-monthly reports of Regional Trade Policy Advisers.</p> <p>Sample survey of proposed recipients of trade policy data.</p>	<p>Supportive regional projects funded by governments and other organisations implemented as planned.</p> <p>Network users have access to the internet and computers.</p> <p>Regional and ACP interests do not dilute or prevent collaborative efforts to address trade issues.</p> <p>National and regional interests do not dilute or prevent collaborative efforts in focusing on priority trade issues.</p> <p>Adequate absorptive capacity in ACP countries</p>
<p><b>Output 4.</b> Effective project management systems operational.</p>	<p>Project Outputs delivered on time and within budget.</p> <p>Monitoring and evaluation system operationalised and being used by all TPAs and RTPAs by December 2006</p> <p>High quality monitoring reports produced/disseminated by December 2006.</p>	<p>Six monthly reports of Head Office</p> <p>Annual Review Mission assessments.</p>	<p>ACP countries agree to participate in the project and sign MOU setting out their responsibilities.</p> <p>Governments provide counterparts, local costs and support.</p>

Activities	Indicators	Means of Verification	Assumptions
<b>Output 1</b> Key stakeholders in ACP countries trained and sensitised in international trade policy issues and methods	<b>€600,000</b>		
1.1 Key stakeholders for training and sensitisation identified	Inception report identifies key stakeholders	Approval of report by Reporting Officer	Capacity-building programmes are relevant, addressing the specific needs of ACP members and are accessible to key staff  Skill and motivate staff is assigned to trade units in ACP members  Training programmes are relevant to trade policy issues  Increased awareness and knowledge results in changed attitudes and more focuses attention to national and regional trade matters
1.2 Training and sensitisation needs assessment (TSNA) undertaken	RTPAs and TPAs undertake, or commission a consultant to undertake, a TSNA to determine capacity-building needs	Production of Needs Assessment Report	
1.3 Training programmes designed	RTPAs and TPAs design appropriate response to needs assessment	Needs Assessment Report	
1.4 Training programmes implemented	Appropriate skills upgrading and training activities delivered to counterparts, trade officials and stakeholders	Training Completion Report	
1.5 Training programmes evaluated and redesigned, as necessary	At least 70% of staff assess training and other support as useful against agreed rating scale	Training Evaluation Report	
1.6 Sensitisation programme designed	RTPAs and TPAs undertake, or commission a consultant to undertake, in collaboration with stakeholders including parliamentarians, sensitisation programme on trade issues and gender in trade	Needs Assessment Report	
1.7 Sensitisation programme implemented	RTPAs and TPAs co-ordinate the implementation of a sensitisation programme	Gender issues raised in policy documents	
1.8 Sensitisation programme evaluated and redesigned, as necessary	At least 70% of staff assess training and other support as useful against agreed rating scale	Training Evaluation Report	
1.9 Design, develop and agree questionnaire rating scale for trained officials who have attended the training put on by the project.			

Activities	Indicators	Means of Verification	Assumptions
<b>Output 2</b> ACP countries supported in analysing, formulating, negotiating and implementing trade policies.	<b>€2,170,135</b>		
2.1 Strengthen statistical databases on trade issues	Consultants engaged to review and upgrade trade-related data collection process	Trade Statistics database in place	<p>Pre-existing infrastructure for trade data collection in place</p> <p>ACP members and RIOs provide adequate resources and ongoing commitment to strengthening trade policy capacity</p> <p>Governments and RIOs are committed to engaging with key stakeholders in trade policy formulation</p> <p>Trade expertise exists at the national and regional level</p> <p>Trained staff continue to work in the ministry/organisation for a reasonable period after training</p>
2.2 Analyse key trade policy issues (e.g. economics, agreements and laws)	Regional Trade Policy Analysts (Hubs) at AU, OECS, CARICOM, COMESA, PIFS, & SADC	Enhanced quality of existing trade policies and the development of new ones	
2.3 Formulate trade policies (e.g. through consultations, study visits, providing advice and information)	Trade Policy Analysts (Spokes) throughout these regions  Administrative Assistants at the six Hubs	Trade ministries, RIOs and other stakeholders produce better quality trade papers and analytical reports	
2.4 Support negotiating teams (e.g. through briefings and possibly support during negotiations)	144 p/months of PMU staff Other ComSec professional inputs	Increased number and quality of submissions/ interventions by ACP countries at the WTO  Negotiating positions formulated within time framework and address key national issues	
2.5 Identify, clarify and implement commitments consistent with trade agreements	Awareness programmes on information requirements for notification under WTO Agreements	Trade-related legislation enacted by ACP countries within agreed time-frames  WTO trade policy reviews  Notifications received by WTO	
2.6 Work with regional technical working groups in formulating regional negotiating positions	Regional organisations requested to assist their ACP members in trade policy areas	Six-monthly reports of RTPAs and TPAs Thorough, timely regional mandates and negotiating positions for bilateral and multilateral negotiations.	

Activities	Indicators	Means of Verification	Assumptions
<b>Output 3</b> ACP countries supported in developing national and regional networks on trade policies.	<b>€538,577</b>		
3.1 ACP countries supported to establish and strengthen consultative, multi-stakeholder mechanisms for formulating trade policies and negotiating positions at national and regional levels	Meetings of network groups  Trade Forum on Hub & Spokes website to stimulate discussion	Report of meetings  Hub & Spokes website computer records  Feedback from ACP member governments on capability of stakeholders to participate  Project reports and documentation  Feedback and focus group reporting from stakeholders  Regular publication of briefing papers  Local press coverage of trade-related issues	Network users have access to the internet and computers  Regional and ACP interests do not dilute or prevent collaborative efforts to address trade issues
3.2 Govts, private sector and civil society provided with trade information and briefs on key trade negotiation areas	Consultative co-ordination meetings established and discussions held regularly  Position papers on emerging trade issues distributed by RTPA and TPAs	Increased number of officials and stakeholders capable of contributing to national trade policy formulation and implementation	National and regional interests do not dilute or prevent collaborative efforts in focusing on priority trade issues
3.3 Reports and other information disseminated widely (hard copy and website)	Hub & Spokes website  Reports	Hub & Spokes website computer records Distribution list for reports Local press coverage of trade-related issues	
3.4 Project advisers and analysts participated actively in forums	Meetings of network groups  Hub & Spokes website	Report of meetings  Hub & Spokes website computer records	
3.5 Sample survey of proposed recipients of trade policy data.			

Activities	Indicators	Means of Verification	Assumptions
<b>Output 4</b> Effective project management systems operational.	<b>€6,720,117</b>		
4.1 Advisers, analysts and other staff recruited and inducted	Interviews for RTPAs, TPAs and AAs held.  Candidate chosen from shortlist by beneficiary government	All RTPAs and TPAs posted	ACP countries agree to participate in project and sign MOU setting out their responsibilities  Governments provide counterparts, local costs and support
4.2 Regional offices established and equipped	PCs and internet connection  AAs recruited MOUs signed Impress accounts established	RTPAs report that Hub is operationalised	
4.3 Project progress monitored effectively	C-AT/ComSec professional missions	C-AT Progress Reports	
4.4 Six-monthly progress reports produced on schedule	C-AT documents project activities over the period between meetings of the PCC.	Progress Report produced at meetings of the PCC	
4.5 Visits to the project, including annual review missions facilitated.	C-AT personnel	C-AT Progress Reports	
4.6 End of project evaluation by independent experts planned and facilitated	Consultant engaged to review the project	End of project evaluation report	

