

 <p>UNITED NATIONS <b>ESCAP</b> Economic and Social Commission for Asia and the Pacific</p>	<p><b>Template for Individual Action Plan</b></p> <p>Version and Date: Version 0.1 as of 5 March 2019</p>
<p>Legal and Technical Working Groups of the Interim Intergovernmental Steering Group on Cross-border Paperless Trade Facilitation</p>	

The Framework Agreement on Facilitation of Cross-border Paperless Trade in Asia and the Pacific (FA-PT) specifies the need for parties to develop an action plan in its Article 12. The draft road map for the implementation of the substantive provisions of the FA-PT<sup>1</sup> further elaborates on preparation of individual action plans and mandates preparation of a template for individual action plan as one of the supporting documents for implementation of that Article.

Accordingly, this template<sup>2</sup> is prepared for use by Parties to the FA-PT in developing and reporting on their individual action plan. The template is aligned with the structure of the draft road map, listing Actions and Tasks related to each FA-PT provision. Each Party would need to specify Activities involved in each task; Intended timeline (implementation schedule) for completing each individual action; Progress made (in the case of update from initial/previous action plan); and Capacity building needs.

An expected prerequisite process is that Parties are to nominate national representatives to the Paperless Trade Council and the Standing Committee in the process of operationalizing institutional arrangements (Art. 11) of the FA-PT, upon its entry into force or when they become party to it. Such nominated national representatives are expected to prepare and/or update their individual action plan through national-level coordination. The individual action plan is also expected to be prepared and updated by a designated national committee (Art.6) based on outcome of assessment on legal and technical readiness, which may be conducted using the checklists already developed by the Steering Group.<sup>3</sup> Implementation status will be reported to the Standing Committee by each Party.

<sup>1</sup> [https://www.unescap.org/sites/default/files/E\\_PTA\\_IISG2018\\_CRP1E.pdf](https://www.unescap.org/sites/default/files/E_PTA_IISG2018_CRP1E.pdf)

<sup>2</sup> The template is work in progress and is expected to be further improved.

<sup>3</sup> [https://www.unescap.org/sites/default/files/IISG\\_2019\\_3\\_English.pdf](https://www.unescap.org/sites/default/files/IISG_2019_3_English.pdf) and [https://www.unescap.org/sites/default/files/IISG\\_2019\\_4\\_English.pdf](https://www.unescap.org/sites/default/files/IISG_2019_4_English.pdf)

- **Country:**
- **Agency (national representatives):**
- **Year:**

<b>Article Number</b>	<b>Actions</b>	<b>Tasks</b>	<b>Timeline</b>	<b>Capacity building needs</b>
12	Develop a comprehensive (individual) action plan	Conduct a legal readiness assessment using the legal readiness checklist		
		Conduct a technical gap assessment using the technical gap checklist		
		Prepare and update individual action plan		
		Report on implementation of the individual action plan and its update		
6	Establish / Designate national committee	Establish a national committee or designate a similar body already functioning domestically in lieu of establishing such a committee		

Article Number	Actions	Tasks	Activities (in sequence)	Deliverables	Timeline (implementation schedule)		Progress Made (in the case of update)	Capacity building needs
					Original	Adjusted		
6	Establish a national policy framework for paperless trade	Develop and implement a national policy framework for paperless trade						
	Create an enabling domestic legal environment for paperless trade	Align the domestic legal framework with selected international legal frameworks and best practices						
10	Take into account and adopt available and accepted international legal instruments	Apply selected legal instruments or relevant provisions within the legal instruments in conjunction with the result of the legal readiness assessment						
9	Select and use relevant international standards and guidelines	Apply selected international standards and guidelines						
		Participate in the development of relevant international standards and best practices						

Article Number	Actions	Tasks	Activities (in sequence)	Deliverables	Timeline (implementation schedule)		Progress Made (in the case of update)	Capacity building needs
					Original	Adjusted		
7	Develop or upgrade paperless trade systems consistently with the general principles	Develop or upgrade paperless trade systems, including single window systems, consistently with the general principles of the Framework Agreement						
13	Initiate and launch pilot projects	Plan and implement pilot projects						
		Report the progress of pilot projects to the Standing Committee						
8	Develop and agree on a mutual recognition scheme for exchange of trade-related data in electronic form	Operationalize mutual recognition						

Article Number	Actions	Tasks	Activities (in sequence)	Deliverables	Timeline (implementation schedule)		Progress Made (in the case of update)	Capacity building needs
14	Cooperate in providing technical support and assistance	Request and offer capacity building						

Annexes: 1. Outcome of legal readiness assessment

2. Outcome of technical readiness assessment

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