

## Basic checklist for implementation and enforcement of national laws

No	Task	Measure	Comments
1	Identify a national competent authority or authorities to implement the rule.		
2	Identify what legislation (if any) is required (e.g. to endorse sanctions or designate competent authorities).		
3	Establish a legislative timetable (as appropriate).		
4	Prepare administrative instructions and procedures for the relevant authorities.		
5	Consult with other concerned government departments and the groups affected by the legal instrument (e.g. importers and exporters; major transport companies; transport organizations).		
6	Determine and provide the necessary staff and resources.		
7	Train staff.		
8	Inform affected industrial sectors, companies, other organizations and the public of what is required.		
9	Provide the relevant documents, forms and certification to the groups concerned.		
10	Monitor system for implementation and information to other relevant authorities as needed.		