



The European Union's Tacis TRACECA programme
for Armenia, Azerbaijan, Bulgaria, Georgia, Kazakhstan, Kyrgyzstan, Moldova, Romania, Tajikistan,
Turkey, Turkmenistan, Ukraine, Uzbekistan

Harmonisation of Border Crossing Procedures Project

for Armenia, Azerbaijan, Bulgaria, Georgia, Kazakhstan,
Kyrgyzstan, Moldova, Romania, Tajikistan, Turkey,
Turkmenistan, Ukraine, Uzbekistan

Monthly Report

February – March 2003



This project is funded by
the European Union

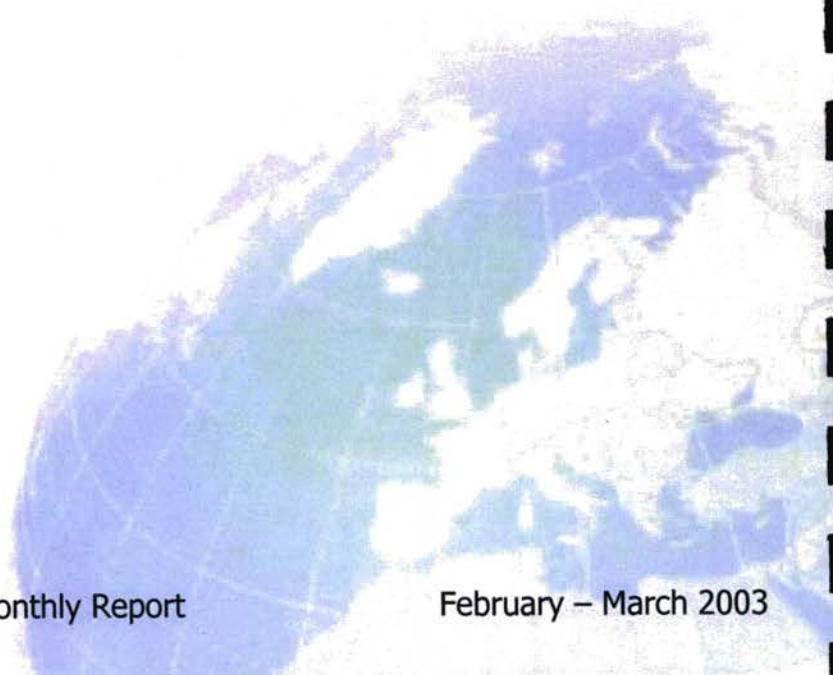


A project implemented by
Scott Wilson / Compass / NEA / Sema



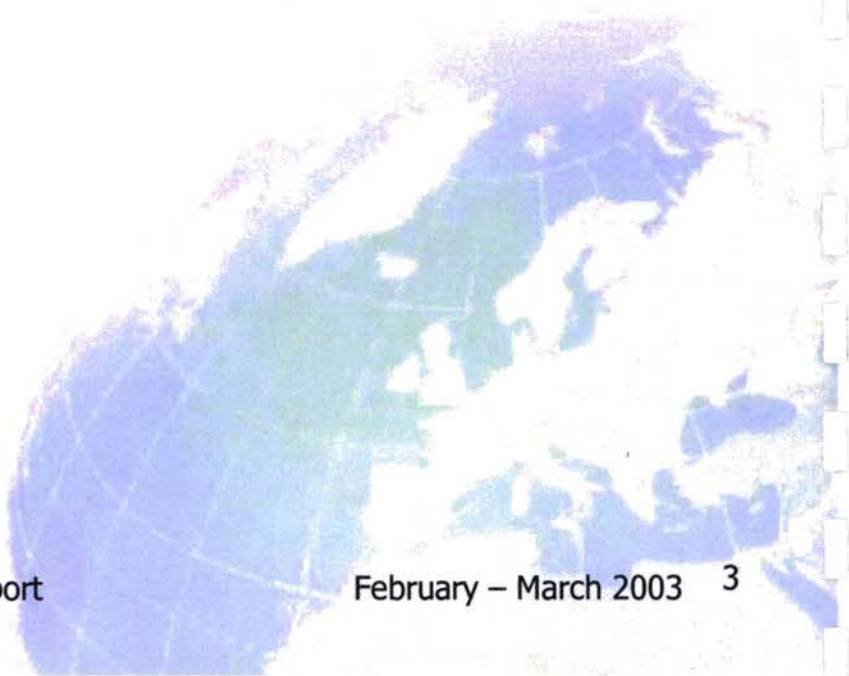
HBCP Project Monthly Report

February – March 2003



Contents

1.0	PROJECT SYNOPSIS
2.0	MONTHLY OVERVIEW OF THE PROJECT
2.1	Introduction
2.2	Borders Audit Database and Website
2.3	IGC and National Secretaries
2.4	Working Groups TFWG's ToR
2.5	Other Projects and IFI's
2.6	Project Future Planning
2.7	EU Monitors
3.0	TABLES AND APPENDICES
3.1	CWG's Indicative Progress Synopsis Table 1
3.2	Project Activities Table 2



1.0 Project Synopsis - Contract No 01-0167

Wider Objectives: To promote and develop a harmonised TRACECA Transport Corridor within the region and between the Caucasus/ Central Asia and Europe

Specific Project Objectives: To create a platform for harmonised border crossing procedures within the region. To work towards regional integration with international transport and trade practices and to promote the movement of traffic along the TRACECA corridor and to lay the foundations for convergence with EU practices.

Outputs: The following outputs will be provided:

- Institutional deliverables: IGC Coordination Development, Customs Working Groups, Institutes of Customs Brokers, Training in modern border procedures within the Working Groups;
- Technical: Border Procedures Evaluation and Database, Border Documentation Report, Harmonised Controls and Implementation Plan, Manual for Customs Officers, User Guide for transport operators and traders, Pre-Feasibility Report on Development of Common Transit Procedures;

Activities:

1. Development of a Coordination Mechanism with the IGC and the National Commissions.
2. Review of Previous Work and Recommendations.
3. Audit of Designated Border Crossings and Procedures.
4. Development of Reports on Designated Documentation and Harmonisation Controls.
5. Establishment of Customs Working Groups and Brokers Institutes.
6. Training in Modern Border Procedures within the Working Groups.
7. Proposals for a Common Transit Procedural System.
8. Production of User-Guides and Manuals (Russian/English)

Target Group: The direct Beneficiary is the National TRACECA Commissions (or their equivalent) and the Inter Governmental Commission. The indirect beneficiaries will be the various border organisations, traders and transport organisations through harmonised and simplified procedures.

Inputs: Technical assistance will include 960 person-days of long-term experts, 490 person-days of short-term experts. A project office will be established in Baku within the IGC and there will be a Focal Point within the National Commissions in each country. Visits will be made to all relevant organisations and selected border crossings. Liaison will be maintained with other TRACECA projects and the other IFIs active in the region.

Assumptions:

- TRACECA National Commissions have sufficient influence to implement changes in border procedures and facilitate the work of the project;
- National Customs will be fully supportive of Customs Working Groups and allow external involvement in meetings;
- Customs Broking Institutes can be formed and established as legal entities.

Monthly Report February - March 2003.

2.0 Project Activities – Overview.

2.1 Introduction.

The HBCP Project made excellent progress, with the Working Groups, in the Black Sea and Caucasus Region and moderate progress in the Asia Region. It is well understood that the differential in progress is related to individual countries circumstances and not to any negative reactions or attitude towards the TRACECA Programme.

The Project Management has, for several months, been concentrating on the quality and effectiveness of the National Secretaries as they are recognised as the prime catalyst to progress and sustainability of the TRACECA Programme through the Working Groups.

The project commencement and production of the Inception Report of the Common Legal Basis for Transit Transportation Project (CLBTT) is also seen as a significant sustainability factor for both the HBCP and UPTFT Projects where the outstanding longer-term tasks can be carried forward by the CLBTT Project. This conforms to the original ToR's and planning concept of this trio of TRACECA projects.

The overall progress of the HBCP Project can be seen in the two indicative tables:

- 3.1 CWG's Indicative Progress Synopsis Table 1.
- 3.2 Project Activities Table 2.

N.B. This Monthly Report covers the two months of February and March 2003 due to the imminent production of the Second Project Progress Report in April/May 2003.

2.2 Borders Audit Database and Website.

The latest BordAudit Database process of translation into Russian comprises around 4,700 entries of standardised text and eventually both Russian, after subsequent terminology appraisal by the Customs Service and English versions will be available on the HBCP Website. However, due to the requirement of the Project to comply with the new EU EuropeAid Co-operation Office 'Visibility Guidelines' there will be a significant delay in the launching of the Project Website. The Website itself was due to be launched in March 2003 but will be delayed until April or May 2003 as the original website structure and web pages will now require rewriting.

2.3 IGC and National Secretaries.

The future clarification of the role of the TRACECA National Secretaries will be vital to the sustainability of the TRACECA and there is an urgent requirement to officially quantify what is expected from them and their activities. To this end the CLBTT Project should include in its future planning:

- Task and Function Descriptions for National Commissions
- Task, Function and Job Descriptions for National Secretaries

There are certain expectations of a National Secretary but it requires a specific set of instructions so that everyone can understand and fulfil those expectations. This also applies to the National Commission, the TRACECA Permanent Secretariat and the IGC. Each of these entities must have Function and Job Descriptions to enable them and others to clearly understand their roles and responsibilities, to enable the evaluation of their effectiveness, to ascertain the ongoing quality of their work in terms of productivity and their impact on the sustainability of TRACECA as a Transport Corridor.

Additionally, there must be a defined Reporting System whereby TRACECA related information is exchanged and recorded in a proper manner. This will assist the decision making process for both further development of the TRACECA institution and background justification for Technical Assistance and Infrastructure Projects.

Therefore, the Function and Job Description will enhance the overall criterion, which has been stated in previous reports, for National Secretaries. This will then lead to dedicated National Secretaries who will ensure the future of TRACECA as a viable Transport Corridor and to maximise Trade Facilitation in the Region.

N.B. Currently, there are some National Secretaries who have not fully understood the fundamental concept of the Project Recommendations and the practical fulfilment of those recommendations by using the function of the Working Groups. Those concerned should return to the Project Progress and Monthly Reports where the process is explained in detail. If this is not sufficient then it can be arranged that the National Secretary concerned can attend a Working Group of another country where the process is being successfully implemented. However, this should not be required if the National Secretary is working in close cooperation with the Regional Team Leader who will act as advisor in all matters concerning Project Recommendations and Working Groups.

2.4 Working Group Terms of Reference (TFWG-ToR).

These new guidelines are still being developed in close cooperation of the TRACECA IGC, Coordination Team, the Project Experts and the legal aspects will be addressed by the CLBTT Project. It is foreseen that this can be an addition or annex to the Multilateral Agreement (MLA). There is therefore a specific requirement for the CLBTT Project to undertake this development task

2.5 Other Projects and International Funding Institutes (IFI's).

The HBCP Project remains active in its cooperation with other EU Funded Projects. The HBCP Regional Team Leader for Asia worked in close cooperation with the Project Leader responsible for Central Asian Border Crossings in the Custom Facilities and Central Asian Road Border Crossings Project. This included a HBCP Project presentation at a Seminar in Almaty on 13-14th March 2003. Additionally, the HBCP Regional Team Leader for Black Sea & Caucasus made a presentation of the HBCP Project at the PETrA Conference in Odessa on 18 –20th March 2003. The TRACECA National Secretary of Azerbaijan will also make a presentation on Working Groups.

The professional relationships that have been established with other funding agencies have created a system of information exchange and mutual cooperation in the important areas of Trade Facilitation.

Current relationships continue to exist with:

- World Bank
- ADB
- ESCAP
- UN ECE, WHO
- IRU

- There is continued dialogue and meetings with the World Bank in relation to cooperation on Working Groups and combined Websites.
- ADB has been very active in their seminars and have transferred the majority of their Customs and Border related Presentation Material to the HBCP Project. ADB have also asked the Project to make a presentation in Manila in April 2003.
- ESCAP have exchanged documentation and requested that the HBCP Project makes a presentation at their seminars in Baku on 27-29th of March 2003
- UNECE was visited in Geneva by the HBCP Project Regional Team Leader for Black Sea & Caucasus. This was to align the project with the latest trends in International Conventions, Frontier Controls and Documentation. Other entities visited in Geneva where WHO and IRU.

2.6 Project Future Planning.

The Project Planning will include a second Borders Harmonisation Evaluation Workshop (BHEW) in July 2003 to bring, once again, the Project Experts together with the purpose of:

- Evaluating overall Project Progress and review of 2nd Progress Report.
- Evaluating the Practical Results of the Initial Recommendations.
- Evaluating the effectiveness of the Working Groups.
- Evaluating tasks that require future inclusion into the CLBTT Project.
- Recommending Direction and Planning for the Project Final Phase.

- Holding representative Seminars to evaluate the impact of future Project Direction and Planning

The immediate future planning of the Project is still focused on the consolidation and implementation of Working Groups and Border Harmonisation Recommendations. The Project is working towards a Pilot Study to physically bring the Working Groups of Azerbaijan and Georgia together at their respective interfacing Border Posts.

The only significant changes in the planning of the Project are:

- A slight variance in Report Production where new EU Visibility Guidelines have been issued and require a change in Report Format.
- A gradual transfer of longer-term legal related tasks to the CLBTT Project.
- A variance in adapting to different levels of Working Group progress.
- A variance in the completion and launch of the Projects Website due to changes required to conform to new EU Visibility Guidelines.

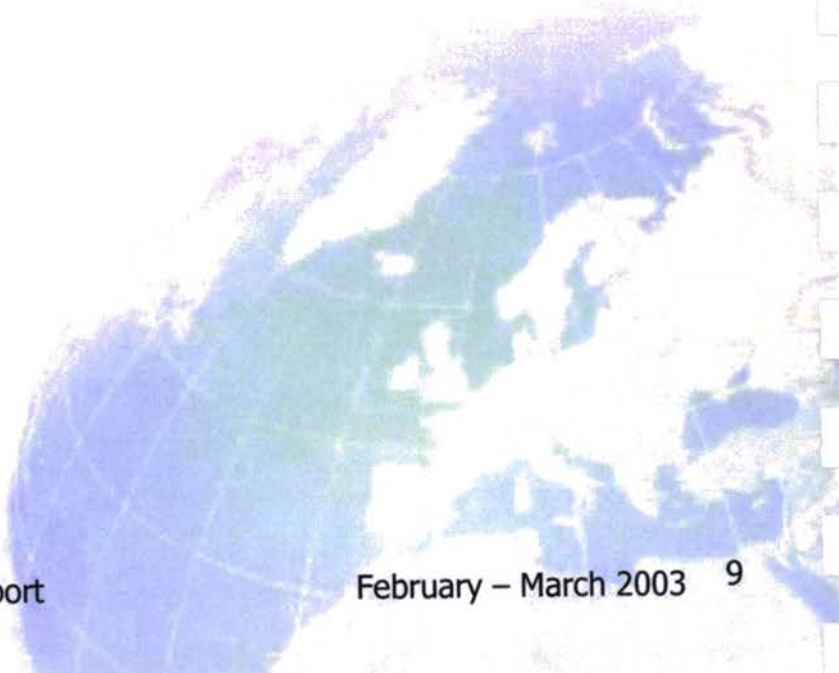
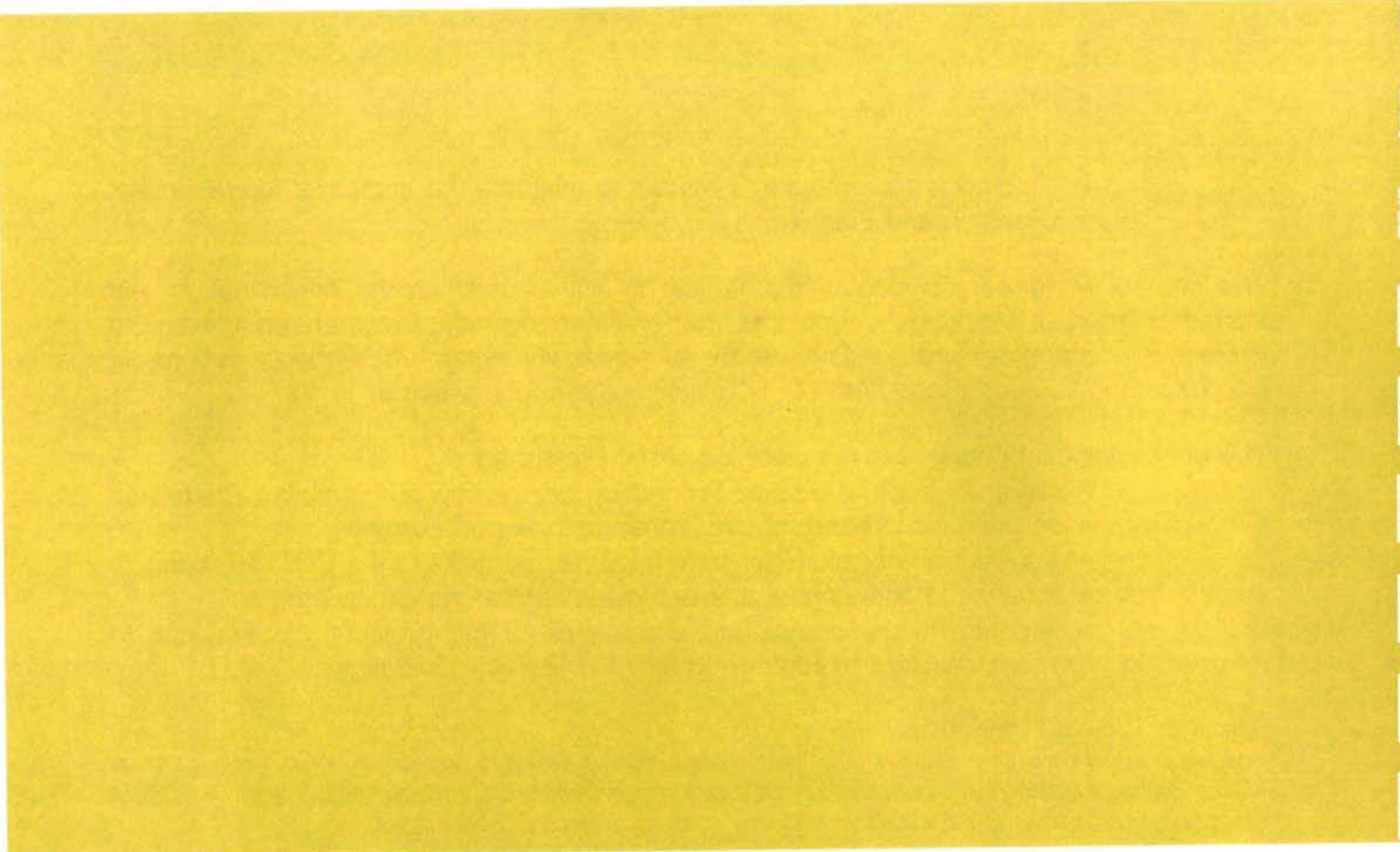
Specific Project Objectives: *To create a platform for harmonised border-crossing procedures within the region. To work towards regional integration with international transport and trade practices and to promote the movement of traffic along the TRACECA corridor and to lay the foundations for convergence with EU practices.*

Further Project Planning details are depicted in the Project Activities Table 3.2.

2.7 EU Monitoring Team.

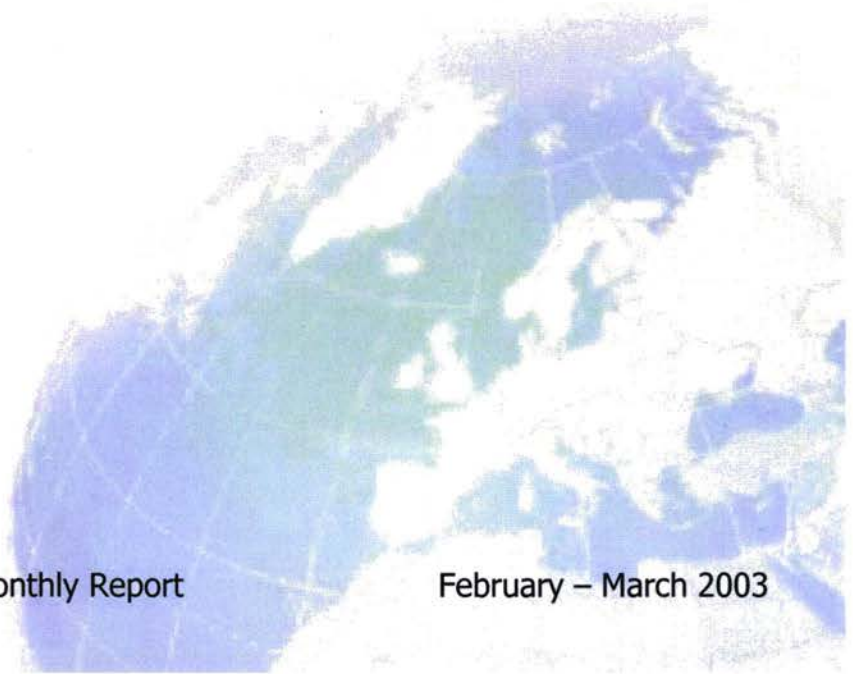
The previous concerns of the Contractor on the completeness of the Project Monitoring, where the Project includes 13 countries but the Monitoring does not, has recently improved and the use of the 'horizontal' technique is greatly assisted by the activities of the Senior Monitor based in Tblisi.

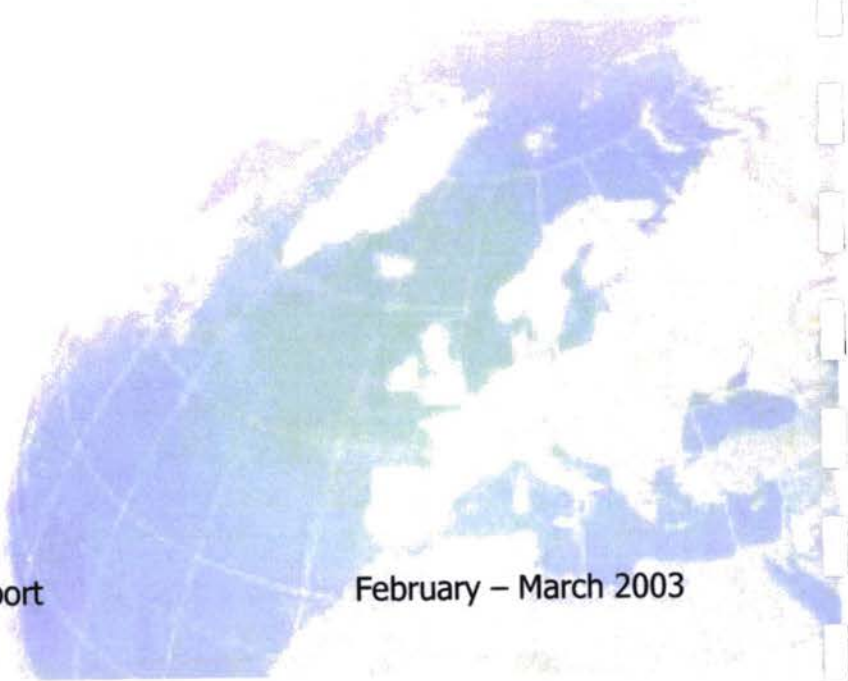
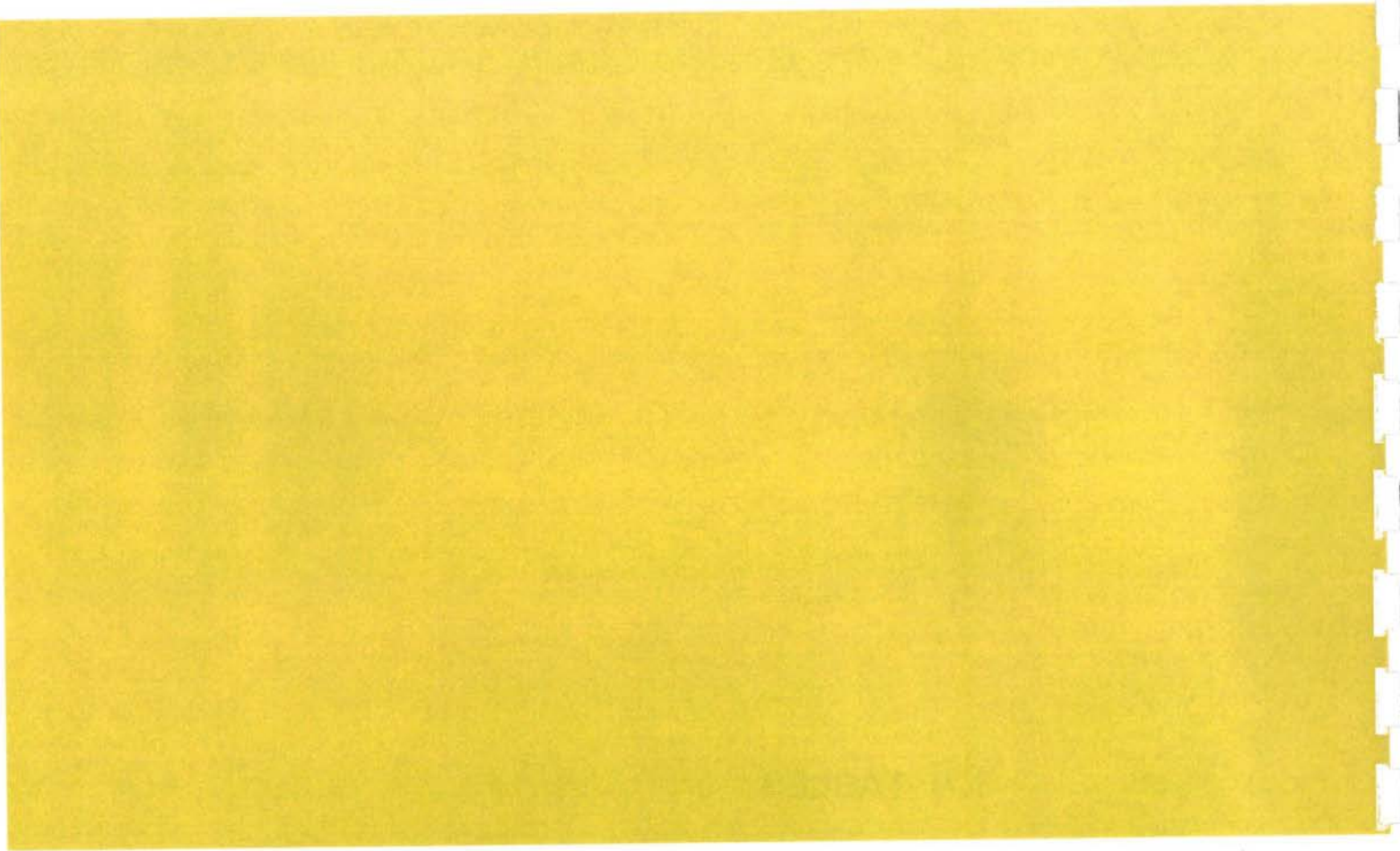
It is hoped that the reliance on local Monitors will now give a more Regional and objective focus with the current distribution of relevant Project information, by the Senior Monitor in Tblisi, directly to them.



3.0 TABLES

- 3.1 CWG's Indicative Progress Synopsis Table 1
- 3.2 Project Activities Table 2





HBCP Monthly Report

February – March 2003

HARMONISATION OF BORDER CROSSING PROCEDURES PROJECT

CUSTOMS WORKING GROUPS - REGIONAL PROGRESS INDICATIVE SYNOPSIS

START OF WORKING GROUPS - OCTOBER 2002 - PROGRESS TO CURRENT DATE - 05-03-2003



TOPIC PHASE	DATES	Azerbaijan	Armenia	Bulgaria	Georgia	Kazakhstan	Kyrgistan	Moldova	Romania	Tajikistan	Turkey	Turkmenistan	Ukraine	Uzbekistan
		10-Dec-02 31-Jan-03 5-Mar-03	10-Dec-02 31-Jan-03 5-Mar-03	10-Dec-02 31-Jan-03 5-Mar-03	10-Dec-02 31-Jan-03 5-Mar-03	10-Dec-02 31-Jan-03 5-Mar-03	10-Dec-02 5-Feb-03 5-Mar-03	10-Dec-02 31-Jan-03 5-Mar-03	10-Dec-02 31-Jan-03 5-Mar-03	10-Dec-02 31-Jan-03 5-Mar-03	10-Dec-02 31-Jan-03 5-Mar-03	10-Dec-02 31-Jan-03 5-Mar-03	10-Dec-02 31-Jan-03 5-Mar-03	10-Dec-02 31-Jan-03 5-Mar-03
National Commission														
	Proportional involvement in Border Procedures													
National Secretary														
	Proportional involvement in Chairmanship of Customs Working Groups													
	Nomination of candidates for formation of the Customs Working Group													
	Establishment of the Customs Working Group composition													
Customs working Group														
	Meeting Protocol													
	Assessment of agreement on recommendations													
	Evaluation and detailed review of implications of harmonization of border crossing procedures													
	Global Working Group work on discussion papers and training material packages													
	Establishment of Working Sub Groups for discussion papers and training material packages													
	Elaboration of Agenda of working sub groups of the Trade Facilitation Working Groups (TFWG)													
	Work on Creation of customs Brokers Institute													
	Work on customs modernisation													
	Work on IT border crossing procedures													
	Work on Trade Facilitation													
	Reporting													
	Agenda for next Customs Working Group Meeting													

Legend

Awaiing for start	Orange
Starting - Introduction	Yellow
In progress	Green
Advanced	Blue
Established	Dark Green

Note 1: Some countries reached status "established" during the first CWG visit of the Consultant

Note 2: Global Working Groups should include all members including private sector entities.



Project Activities Table – March 2003 Harmonisation of Border Crossing Procedures

SUB-ACTIVITY	ACTIVITY	VERIFIABLE INDICATORS	VERIFICATION PROGRESS	ASSUMPTIONS
Task 1	Inception			
1.1	Brussels Kick-Off Meeting	Discussions with Task Manager - Brussels	COMPLETE	Indicators of New Systems
1.2	Mobilisation	Timely Site Arrival – Office Established	COMPLETE	Equip. Budget Review
1.3	Project Methodology Assessment	Consensus with IGC and Contractor	COMPLETE	To Remain Flexible
1.4	Border Audit Methodology Assessment	Consensus with IGC and Contractor	COMPLETE	To Remain Flexible
1.5	Regional Visit Programme Preparation	Consensus with IGC and Contractor	COMPLETE	Can Be Varied
Task 2	Inception Meetings			
2.1	Project Programme Discussions at IGC	Consensus with IGC and Contractor	COMPLETE	To Remain Flexible
2.2	Project Presentation - Tbilisi – Georgia	Presentation to 13 Member States & EC	COMPLETE	TOR Amended (initial)
2.3	Project Presentation – Ashgabat - Turkmenistan	Full Presentation to Members States & EC	COMPLETE	None
Task 3	Review of Previous Work and Recommendations			
3.1	Review of TRACECA – Related Documents	Documents Reviewed Including Websites	COMPLETE	None
3.2	Review of Other Project / Entities Documents	Other Projects/Entities Documents Reviewed	COMPLETE	Awareness of New Projects
3.3	Provisional and Final Recommendations	Included in the BHEW Recommendations	COMPLETE	Borders Audit Complete
Task 4	Working Groups (Customs Working Groups, CWG's)			
4.1	Evaluate Logistics and Funding for CWG's	Final Review and discussions complete	COMPLETE	Building Sustainability
4.2	Evaluate Rationale for Development of CWG's	Draft TOR's complete and distributed	COMPLETE	Majority Acceptance
4.3	Commence Progress of Holding CWG's	Country by Country structuring	MAJORITY COMPLETE	Moderate Progress in Asia. See Table
Task 5	Inception Report			
5.1	Complete Inception Phase Evaluations	Completed with Stakeholder Cooperation	COMPLETE	None
5.2	Compile Relevant Data for the Inception Report	Completed with Stakeholder Cooperation	COMPLETE	None
5.3	Prepare Report in English / Russian / CD and Distribute	Report Prepared, Delivered and Signed for by all recipients	COMPLETE & APPROVED	None

SUB-ACTIVITY	ACTIVITY	VERIFIABLE INDICATORS	VERIFICATION PROGRESS	ASSUMPTIONS
Task 6	Border Procedures Audit			
6.1	Determine Designated Border Crossing Points	Consensus with IGC on Crossing Points	COMPLETE	None
6.2	Carry Out Initial Border Audit (Red Bridge – Azerbaijan)	Initial Audit Carried-out Both Sides	COMPLETE	None
6.3	Prepare Audit Database Parameters and Programme	Initial Database in English Complete	COMPLETE	None Audit Complete
6.4	Summarise Audit Results and Recommendations	BHEW Created Recommendations	COMPLETE	None Audit Complete
6.5	Finalise Database and Define Web-Site Input	Database Eng/Rus. Version – Website Defined	Russian & English COMPLETE	Under Review Customs
Task 7	Document Preparation			
7.1	Collection of Documentation	NAS Documentation to be finalised	COMPLETE	None
7.2	Correlation and Processing of Documentation	Awaiting Final Documentation	On-GOING – Meetings in Geneva Undertaken	None
Task 8	List of Harmonised Controls and Implementation Plan			
8.1	Initiative on Afghan Aid – Transit Visa	Progressive Country Development	ON-GOING – Transfer to CLBTT	Longer-Term Task
8.2	Development of Transit Visa and Alternatives (Process)	Progressive Country Development	ON-GOING – Transfer to CLBTT	Longer-Term Task
8.3	Review Best Practices / EU Standards / Kyoto Convention	BHEW Recommendations Advocate this	ON-GOING	Developing in CWG's
Task 9	Management Development and Training			
9.1	Development of Customs Manual – CD ROM	BHEW Included Material for this purpose	ON-GOING	Customs open-minded on this.
9.2	Development of Users Guide - CD ROM	Data Assimilation and user enquiries	ON-GOING	Database will be supportive
Task 10	Establish an Institute of Customs Brokers			
10.1	Evaluation of and Institute as a Discussion Platform or Entity	Evaluation Documentation Prepared	COMPLETE	None
10.2	Develop Parameters for an Institute Foundation Documents	Foundation documents under review	ON-GOING	Developing in CWG's
10.3	Prepare Recommendations for Institute Foundation Documents	Awaiting initial feedback from CWG'S	ON-GOING	None

SUB-ACTIVITY	ACTIVITY	VERIFIABLE INDICATORS	VERIFICATION PROGRESS	ASSUMPTIONS
Task 11	Prefeasibility Study for a Common Transit Procedure			
11.1	Development of TRACECA Common Documents	Assimilation of Data	ON-GOING	None
11.2	Development of TRACECA Transit Visa	Progressive with countries and CWG's	ON-GOING	Available Legal Base and CWG's acquire Authority
Task 12	Liaison With Other Projects and IFIs			
12.1	Interaction With Other Relevant Projects	World Bank. USAID, ADB, EU	ON-GOING	
12.2	Liaison and Interchange of Data / Information	World Bank. USAID, ADB, EU	ON-GOING	
Task 13	Progress Reports			
13.1	Preparation and Distribution of 1 st Progress Report	Complete and Distributed	COMPLETE	None
13.2	Preparation and Distribution of 2 nd Progress Report	Due March/April 2003		None
Task 14	Final Report			
14.1	Preparation and Distribution of Draft Final Report	Due September 2003		None
14.2	Preparation and Distribution of Final Report	Due November 2003		None
Task 15	Computerisation			
15.1	Development of Project Website	Basic Development and Parameters	COMPLETE	None
15.2	Correlate and Filter Website Data	Under current development	ON-GOING Mar/Apr 2003	Restructure Pages
15.3	Launch Website	Due March/April 2003	ON-GOING	None
15.4	Review and Ascertain Website Sustainability	Through rest of Project timeframe		None

Published February - March 2003

This publication has been produced with the assistance of the European Union.
The contents of this publication is the sole responsibility of
Scott Wilson / Compass / NEA / Sema and can in no way be taken to reflect the views of
the European Union.

