

**COMMUNICATION FROM CHILE, THE EUROPEAN COMMUNITIES, JAPAN, KOREA,
MONGOLIA, AND SINGAPORE**

The following communication, dated 9 May 2006, is being circulated at the request of the Delegations of Japan, Korea, Mongolia, New Zealand, Singapore, Switzerland, and the Separate Customs Territory of Taiwan, Penghu, Kinmen and Matsu.

**PROPOSAL ON THE INTRODUCTION OF
SINGLE WINDOW/ONE-TIME SUBMISSION**

1. This submission is to present the key elements on the establishment and application of single window/one-time submission which are summarized from existing proposals.¹ Also identified are the elements that need further discussions among Members for greater clarification and specification.

I. INTRODUCTION

- The main purpose of single window/one-time submission is to allow parties involved in trade and transport to lodge required information and documents with a single entry point on a one-time basis, to fulfil all imports, exports, and transit-related regulatory requirements.

II. KEY ELEMENTS OF SINGLE WINDOW

- All documentation and data requirements for exportation and importation are submitted, one time only, to a single entry point and distributed to all the relevant authorities.
- Coordination is endeavoured among the relevant authorities in introducing a single window/one-time submission environment.
- A single window does not necessarily imply the implementation and use of high-tech information and communication technology (ICT), although facilitation can be enhanced if relevant ICT technologies are identified and adopted.²

¹ Japan, Mongolia, Chinese Taipei and Peru (TN/TF/W/17), Korea (TN/TF/W/18), Peru (TN/TF/W/30), Turkey (TN/TF/W/45), EC (TN/TF/W/46), Chile (TN/TF/W/70). See also Canada (TN/TF/W/20), Singapore (TN/TF/W/58), Thailand (TN/TF/W/61), Egypt (TN/TF/W/69).

² Recommendations and Guidelines on Establishing a Single Window, Recommendation No. 33, UN/CEFACT, July 2005.

III. ELEMENTS THAT NEED FURTHER DISCUSSION

- Use of international standards where applicable.³
- A single point of decision making for the release of cargo.
- Means of achieving single window/one-time submission environment (including the option of using electronic form).
- Notification of single window through the Secretariat.
- Built-in Flexibilities
 - Recognising each Member will have its own unique requirements and conditions;
 - Phase-in approach for implementation: for example, initial introduction of single window for items that are subject to normal customs procedures, such as non-dutiable and/or non-controlled goods, and progressive extension of application to those with specific procedural or inspection requirements.
- Special and Differential Treatment, possibly including
 - Longer implementation time, temporary exemptions of commitments for developing countries and least-developed countries.
- Technical Assistance and Capacity Building
 - Identify specific needs and priorities (e.g., feasibility study, review of legal issues, developing project management plan);
 - Human resource training session by relevant international organizations and Members;
 - Building up co-ordination capacity with regard to documentation and data requirements among the relevant agencies (including the option of using electronic form).

³ International standards and practices include Recommendation No. 33 and its Guidelines by UN/CEFACT, Transitional Standard 3.35 of the WCO Revised Kyoto Convention and Article 5.5 of the IMO Convention on Facilitation of International Maritime Traffic.