

WORLD TRADE ORGANIZATION

RESTRICTED

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Committee on Budget, Finance and Administration

2002

BUDGET ESTIMATES

Proposals by the Director-General

Volume 2

NOTE ON PRESENTATION: In an attempt to deal effectively with an increasing amount of information, the Director-General's budget proposals for 2002 are presented in two parts. *Volume 1* contains the Director-General's Foreword, overall summary information and tables with regard to the budget proposals and income estimates. Also included are various informational tables relating to the evolution of the organization since 1985, regular staff positions, schedule of temporary assistance information with regard to budget proposals.

Volume 2 provides information on functional and programme budget (divisional objectives in a revised, results-based format, and budgets) as well as information on extra-budgetary funds.

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Note: The budget tables included are derived from the 2002 budget estimates.

- (i) salary costs are based on standard cost.
- (ii) apportionment of the allocations for temporary assistance, EDP projects and missions will only take place after a review of the needs has been completed. and
- (iii) pending a decision on new posts, the relevant costs are included under the Condominium Budget.

Senior Management

Staffing

Ungraded	5
Other Staff	5

Budget

PART	SECTION	CHF
A. STAFF COSTS	Work Years/Salary Temporary Assistance	1,154,000
B. ADMINISTRATIVE COSTS	Communication and Building Permanent Equipment Expendable Equipment Contractual Services *	
C. OTHER COSTS	Staff Overhead Costs Missions ** Various - Representation and Hospitality - Other	203,000
TOTAL		1,357,000

* Allocation for EDP reserve is managed by the EDP Steering Committee.

** Allocation for missions to be apportioned at a later date.

Office of the Director-General

Staffing

Director	1
Other Staff	10

Budget

PART	SECTION	CHF
A. STAFF COSTS	Work years/Salary	1,269,400
	Temporary Assistance	
B. ADMINISTRATIVE COSTS	Communication and Building	
	Permanent Equipment	
	Expendable Equipment	
	Contractual Services	
	Other	
C. OTHER COSTS	Staff Overhead Costs	2,500
	Missions *	
	Various	
	- Representation and Hospitality	
	- Other	
TOTAL		1,271,900

* Allocation for missions to be apportioned at a later date.

Accessions Division

Objectives and Work Programme for 2002

Objectives

- Pursue and facilitate the negotiations between WTO Members and states and entities requesting accession to the WTO by encouraging their integration into the multilateral trading system through the effective liberalisation of their trade regimes in goods and services.
- Act as a focal point in the overall efforts of WTO Members to achieve an open and liberal multilateral trading system with wider scope and coverage.

Background

There are presently 28 Accession Working Parties in operation (two further to be added at the July 2001 General Council) and more in the pipeline. They are at different stages in the process.

Main Activities

- Facilitation of the work of accession Working Parties and assistance in bilateral and multilateral negotiations between WTO Members and acceding governments.
- Technical assistance to all acceding governments at various stages - during the fact finding phase, in preparing implementing legislation, through to the facilitation of market access negotiations in goods, agriculture and services.

Expected Results

- 2002, like this year, will again be a busy one for Accessions because a significant number of accessions negotiations are likely to be concluded, requiring special efforts by the Division. A number of accessions will be concluded. The Division will also be starting new accessions such as Bosnia-Herzegovina, Bhutan, Samoa, Sudan, Uzbekistan. Other important accessions such as Nepal, Russia, Saudi Arabia, Ukraine, Vietnam etc. will be further accelerated.
- We expect to schedule around 4-5 working Party meetings per month during 2002.

Estimate of work hours per year allocated to technical assistance activities in your Division:

All work related to accessions incorporates considerable elements of technical assistance, both in terms of detailed issues of a technical nature and policy guidance to the acceding governments.

Accessions Division

Staffing

Director	1
Other Staff	6.4

Divisional Budget

PART	SECTION	CHF
A. STAFF COSTS	Work Years/Salary	853,960
	Temporary Assistance	
B. ADMINISTRATIVE COSTS	Communication and Building	
	Permanent Equipment	
	Expendable Equipment	
	Contractual Services	
C.. OTHER COSTS	Staff Overhead Costs	
	Missions *	
	Various	
	- Representation and Hospitality	800
	- Other	
TOTAL		854,760

*Allocation for missions to be apportioned at a later date.

Administration And General Services Division

Objectives and Work Programme for 2002

Objectives:

- Ensure the efficient functioning of services in (a) all financial matters, including budget preparation and control, accounting, and payroll, (b) human resources matters, (c) logistical issues related to the physical facilities, and (d) missions and other travel arrangements.
- Monitor the decentralized budget as well as the Extra-budgetary Funds and provide timely information to Divisions.
- Ensure the smooth administrative functioning of the Committee on Budget, Finance and Administration.
- Provide information to the Senior Management to ensure a smooth and efficient functioning of the Organization.
- Assure logistical support for technical co-operation activities.

Background

The Administration and General Services Division had been restructured in 2001 and is responsible for the (i) functioning of the services of the Organization in respect of all financial matters, including budget preparation and control, accounting, and payroll, (ii) management of the human resources, and (iii) logistical issues related to the physical facilities. It serves the Committee on Budget, Finance and Administration. The Division is divided into (i) Budget and Control Section, (ii) Finance and Accounts Section (iii) Human Resources Section, (iv) Technical Projects and Telecommunications Section and (v) Procurement, Insurance and Transportation Section.

Main Activities

- The Division will continue to ensure that expenditure of the WTO Secretariat as well as of the Appellate Body and its Secretariat is effected in accordance with the budget approved by WTO Members.
- The Division will carry out and monitor the cash flow of the Organization. It will record all the financial proceedings on a daily basis, and execute the monthly payment of salaries as well as the subsistence allowances of staff on missions. In addition, the Division will replace equipment, furniture as well as general office supplies when the needs arise in accordance to the approved allocation. The Centre William Rappard will be insured and maintained as appropriate throughout the year.
- The Division will manage the human resources of the Organization in compliance with the Staff Rules and Staff Regulations. It will (i) fill vacant posts, (ii) develop and implement personnel policies, in particular the Performance Award System (PAS) and the internship programme, (iii) organise and implement training programmes for staff, and (iv) administer approximately 530 regular staff and approximately 200 short-term staff on an ongoing basis – contracts, remuneration, career development, entitlements, social security, and cessation of service, and (v) provide counselling to the staff. It will also manage the WTO Pension Plan.
- The Division will prepare the Director-General's Budgetary and Financial Report, the Divisional Report on Objectives and Expenditures and the Report on Extra-budgetary Funds for 2001 as well

as the Budget Estimates for the year 2003 based on the inputs from the various Divisions. Furthermore, it will assist the External Auditors to accomplish their auditing task.

- The Division will issue, on a quarterly basis, the budget status report to all Divisions and provide clarification upon request from the latter.
- The Division will organise approximately 6 meetings of the Committee on Budget, Finance and Administration and will prepare the agendas and related documents to be distributed 10 working days prior to the meetings. Members of the Division will work in close consultation with the Chairperson on matters concerning the Committee or issues that may arise and require to be brought to the attention of the Committee. It will organise working groups within the framework of the Committee to deal with specific issues upon requests from the Committee and/or Senior Management.
- The Division will ensure that Extra-budgetary funds are administered in the same manner as regular funds.
- The Division will assure logistical support for technical co-operation regional activities.

Expected Results:

- The cash flow of the organisation will be ensured:
 - Monthly payments of salary will be effected for some 530 staff members (regular and temporary) of the organization.
 - Pension and medical insurance contributions will be collected and processed for the WTO Pension Plan and J. Van Breda & Co. International, respectively.
 - Financial matters relating to missions (financed from regular budget or trust funds), such as the processing of the PT8s and travel claims will be managed.
 - Contributions from Member countries to the WTO operating budget will be received and processed. Assessed contributions from Observer countries in respect of the services received from the Secretariat will be received and processed.
 - Extra-budgetary Funds will be processed.
- The decentralized WTO regular budget and Extra-budgetary Funds will be managed and monitored:
 - The divisional budgets will be prepared on a quarterly basis and notified to all Divisions, with clarifications being provided upon request.
 - The Centre William Rappard will be insured and maintained as appropriate and equipment, furniture as well as general office supplies will be bought and replaced according to the approved allocation.
 - Expenditures on Extra-budgetary Funds projects will be authorised and monitored.
 - The Director-General's Budgetary and Financial Report, the Divisional Report on Objectives and Expenditures and the Report on Extra-budgetary Funds for 2001 will be prepared and assistance will be provided to the External Auditors as required.
 - The 2003 Budget Estimates will be prepared.
- The human resources will be managed in accordance with the Staff Rules and Staff Regulations:
 - The PAS will continue to be implemented as well as the internship programme.
 - Approximately 20 external vacancies and 40 internal vacancies will be filled. Staff will be given advice on problems related to work and to life in Geneva.

- Policies addressing the principal needs of the Organization will be developed.
- Meetings of the Committee on Budget, Finance and Administration will be organized and related documents and reports prepared.

Estimate of work hours per year allocated to technical assistance activities: 13,640

Administration and General Services Division

Staffing

Director	1
Other Staff	85.1

Divisional Budget

PART	SECTION	CHF
A. STAFF COSTS	Work Years/Salary	9,935,940
	Temporary Assistance	1,005,000
B. ADMINISTRATIVE COSTS	Communication and Building	
	Permanent Equipment	908,000
	Expendable Equipment	
	Contractual Services	
C. OTHER COSTS	Staff Overhead Costs	430,000
	Missions *	
	Various	26,500
	- Representation and Hospitality	800
	- Other	
TOTAL		12,306,240

* Allocation for missions to be apportioned at a later date.

Condominium Costs

Condominium costs relate to (i) expenditure for the WTO as a whole; (ii) costs which are not readily identifiable according to division; and (iii) costs which will be apportioned at a later stage.

Condominium Costs

Budget

PART	SECTION	CHF
A. STAFF COSTS	Work Years/Salary	22,446,200
	Temporary Assistance *	4,099,100
B. ADMINISTRATIVE COSTS	Communication	1,964,000
	Building facilities	2,869,100
	Permanent Equipment	2,466,100
	Expendable Equipment	708,700
	Contractual Services	
	- Reproduction	95,000
	- Office Automation	2,206,800
	- Other	244,000
C. OTHER COSTS	Staff overheads	
	- Insurance	1,112,500
	- Joint Services	529,000
	- Miscellaneous	17,500
	Missions *	
	- Official	1,241,100
	- Technical Co-operation	1,198,200
	Contribution to ITC	15,113,850
	- Representation and Hospitality	5,000
	Various	
	- Permanent Group of Experts	30,000
	- External Auditors	70,000
	- Other	73,000
	- Ministerial Conference	400,000
	Unforeseen Expenditure	100,000
TOTAL		56,989,150

* To be subsequently apportioned among divisions.

Agriculture and Commodities Division

Objectives and Work Programme for 2002

Objectives:

- To give effective assistance, as required and appropriate, in all matters related to the negotiations on continuing the reform process in agriculture.
- To actively contribute to the effective implementation of the existing WTO rules and commitments on agriculture, assist in enhancing the quality of implementation, and ensure that the work of the Committee on Agriculture in all areas, including in particular the process for multilaterally reviewing these commitments, is organized and conducted in an efficient manner.
- To actively contribute to the effective implementation of the Agreement on the Application of Sanitary and Phytosanitary Measures, addressing in particular the difficulties faced by developing countries.
- To support, as required, the implementation of the Decision on Measures concerning the Possible Negative Effect of the Reform Programme on Least-Developed and Net Food-Importing Developing Countries.
- To provide effective and efficient services for dispute settlement in the area of agriculture.
- To provide technical assistance and co-operation.
- To support senior management and other Divisions in matters related to trade in agriculture, forestry and fishery products.
- To co-operate, as appropriate, with relevant international organizations, non-governmental organizations and other representatives of the private sector.

Background

The Agriculture and Commodities Division is responsible for servicing regular meetings of the Committees on Agriculture and on Sanitary and Phytosanitary (SPS) Measures as well as the negotiations currently underway in agriculture that are being conducted in Special Sessions of the Committee on Agriculture.

The Committee on Agriculture was created to oversee the implementation of the Agreement on Agriculture and of the Decision on Measures Concerning the Possible Negative Effects of the Reform Programme on Least-Developed and Net-Food Importing Developing Countries. Four regular meetings are held each year during which Members are given the opportunity to review each others' notifications. In addition, Members can raise any other matters of concern related to the implementation of the Agreement. Notifications cover Members' commitments and actions they have taken in the areas of market access, domestic support and export subsidies as well as actions related to the Net-Food Importing Developing Countries (NFICs) Decision. Over 224 notifications were received during the period 1 May 2000 to 31 May 2001. These notifications often require technical assistance in their preparation and all are being examined carefully by the Division before circulation. The Division also prepares notes, background papers and other documents related to the work of the Committee as required.

As agreed by the General Council, the negotiations on continuing the reform process in agriculture are to be held in Special Sessions of the Committee on Agriculture. Two Special Sessions are already scheduled for 2002 (February and March) and a series of further meetings will be required for moving ahead the negotiations. Since the beginning of the negotiations, Members have asked the Secretariat

to prepare a series of background papers on a wide range of matters. Several of these papers will require updating in 2002. Furthermore, it is expected that the preparation of a series of new papers will be requested.

The SPS Committee meets three to four times a year to oversee the implementation of the SPS Agreement and to give Members an opportunity to inform about and discuss SPS-related measures and activities. The Committee has been a very effective forum for discussion, has considerably improved the understanding of the Agreement among Members and observer countries; and has successfully averted a number of disputes. Over 600 notifications of new or revised sanitary regulations were circulated during the period of 1 May 2000 to 31 May 2001, and the number continues to increase annually. In addition to formal meetings, the Division also organizes workshops and special meetings focussed on the specific provisions of the Agreement which are of greatest concern to developing country Members.

Disputes involving agricultural products tend to be complex. In addition, disputes under the SPS Agreement require the identification and involvement of scientific experts to advise the Panel. Panel reports are invariably appealed. Recourses to Articles 21.5 and 22.6 of the DSU have also been a feature of disputes related to the Agreement on Agriculture and the SPS Agreement. Panels and arbitration are therefore particularly time-consuming activities for which the Division must allocate adequate resources.

Technical co-operation is another important element of the Divisions overall activities. Technical and policy advice is given to Members, as well as to acceding countries, on the wide range of issues covered by the SPS Agreement and the Agreement on Agriculture and related commitments as well as other matters within the Division's responsibilities, including in the context of the negotiations. Developing countries are, in particular, facing difficulties with the technical requirements underlying the SPS Agreement.

Main Activities

- The Division will support, in close cooperation with the Chairperson, the agriculture negotiations by servicing the Special Sessions and providing other support as required. This activity will include advice and assistance to Members, including through background papers.
- The Division will service, in close co-operation with the Chairperson, four regular meetings of the Committee on Agriculture as well as informal meetings of the Committee and informal consultations among Members. It will ensure that the broad range of notifications required by the Committee and submitted by Members can be reviewed in an operationally effective manner. The Division will assist the Committee and individual Members in systematically and substantially addressing the general and specific implementation issues that are likely to continue to emerge from the Committee's review process. The Division will provide any documentation, background papers or other support requested by Members.
- The Division will provide appropriate support for monitoring the implementation of the SPS Agreement and assist the SPS Committee and its Chairperson in tackling generic, technical and other implementation matters as they arise. It will provide all services required for the organization of three to four regular meetings of the Committee plus the usual series of informal meetings and consultations, and in this context will also produce notes, draft guidelines, draft decisions, etc as required. Moreover, the Division will assist as necessary, in addressing the various implementation concerns raised by developing country Members.
- As in the past the Division will provide the Secretary and expert advice to Panels established to examine disputes involving the Agriculture and SPS Agreements.

- Technical co-operation will be provided (i) on an almost daily basis at headquarters to Geneva-based delegations and visitors, (ii) by way of telecommunication with capital-based officials, and (iii) through missions to capitals and elsewhere (national and regional seminars, workshops, etc, including in co-operation with other international organizations). The Division's ability to participate in missions will be subject to the workload related to servicing the negotiations, the regular meetings of the Committees and disputes. While the Division will take its own initiatives, including in developing relevant documentation and presentations, the Division will encourage a request-driven approach to technical co-operation.
- Information and advice in the areas of fisheries, forestry, tropical products and other natural-resource based products will be provided to Members, acceding countries, other relevant international organizations and the private sector.
- With respect to all matters for which the Division is responsible, the work programme will include technical, legal and policy advice to senior management of the Secretariat and substantive inputs into the work of other Divisions, as well as liaison and co-operation, as appropriate, with other international organizations and the private sector, including through participation in meetings and conferences, lecturing, speeches and informally by phone, fax and e-mail.

Expected Results

- Keeping the agriculture negotiations on track. This will contribute towards progress in agriculture trade reform and, more generally, to enhancing confidence in the WTO system.
- Facilitating the smooth implementation of the Agriculture and SPS Agreements by way of helping to ensure that the Committee on Agriculture and the SPS Committee conduct their regular work in a business-like, effective manner.
- Orderly resolution of agriculture-related trade disputes.
- A greater practical understanding of the WTO system as it relates to agriculture. This will, among other things, help Members to better use the opportunities for economic development created through the Agreement on Agriculture and the SPS Agreement.
- A better appreciation of the benefits of continuing the agriculture trade reform process through the negotiations. This will also be achieved through technical assistance to Members and acceding countries and our contacts and cooperation with other international intergovernmental organizations, Non-Governmental Organizations (NGOs) and the private sector.

Estimate of work hours per year allocated to technical assistance activities in your Division: 6,000

Agriculture and Commodities Division

Staffing

Director	1
Other Staff	15

Divisional Budget

PART	SECTION	CHF
A. STAFF COSTS	Work Years/Salary	1,846,400
	Temporary Assistance	
B. ADMINISTRATIVE COSTS	Communication and Building	
	Permanent Equipment	7,700
	Expendable Equipment	
	Contractual Services	
C. OTHER COSTS	Staff Overhead Costs	
	Missions *	
	Various	
	- Representation and Hospitality	800
	- Other	
TOTAL		1,854,900

* Allocation for missions to be apportioned at a later date.

Council Division

Objectives and Work Programme for 2002

Objectives:

- To ensure the efficient management of the General Council in carrying out the functions of the WTO and other specific tasks assigned to it by the WTO Agreement
- To ensure the efficient management of the Dispute Settlement Body (DSB) in discharging its responsibilities provided for in the Dispute Settlement Understanding (DSU)
- To ensure greater internal transparency and effective participation of Members in relation to WTO developments in the General Council and DSB including through informal consultations at plurilateral and multilateral levels.

Background

The General Council is the executive body of the WTO in the intervals between meetings of the Ministerial Conference and has the authority to take decisions on all matters under any of the Multilateral Trade Agreements. The DSB administers the DSU and has the authority to establish panels, adopt Panel and Appellate Body reports, maintain surveillance of the implementation of rulings and recommendations, and authorize suspension of concessions and other obligations under the covered agreements.

Main Activities

- To assist and advise the chairpersons of the General Council and the Dispute Settlement Body as appropriate, including through regular preparation of chairnotes for meetings.
- To prepare the agenda for meetings, in coordination with the chairperson, delegations and relevant divisions of the Secretariat.
- To monitor all developments in the WTO of relevance to the General Council or the DSB.
- To coordinate and conduct informal consultations and to ensure their follow-up as appropriate.
- To provide upon request advice and technical assistance to delegations on specific matters under the purview of the General Council or the DSB.
- To ensure the observance of Rules of Procedure and provide information and clarification thereof for the General Council and the DSB.
- To maintain and update the Indicative List of Governmental and Non-Governmental Panelists for the DSB.
- To coordinate the derestriction of WTO documentation.
- To assemble the annual volumes of the Basic Instruments and Selected Documents (BISD)

Expected Results

- Efficient and smooth functioning of the General Council and the Dispute Settlement Body in discharging their responsibilities under the WTO Agreement.

Estimate of work hours per year allocated to technical assistance activities in your Division:

The Council Division does not participate normally in technical assistance programmes. Technical advice and assistance is provided locally to delegations on a strictly ad hoc basis depending on demand.

Council Division

Staffing

Director	1
Other Staff	6.5

Divisional Budget

PART	SECTION	CHF
A. STAFF COSTS	Work Years/Salary	865,500
	Temporary Assistance	
B. ADMINISTRATIVE COSTS	Communication and Building	
	Permanent Equipment	
	Expendable Equipment	
	Contractual Services	
C. OTHER COSTS	Staff Overhead Costs	
	Missions *	
	Various	
	- Representation and Hospitality	800
	- Other	
TOTAL		866,300

* Allocation for missions to be apportioned at a later date.

Development Division

Objectives and Work Programme for 2002

Objectives:

- To intensify work on development related trade issues; conduct seminars and meetings on related issues as requested by the Committee on Trade and Development; improve service to non-resident Members and those with small missions in Geneva; ensure that development work in the WTO extends to all continents; and intensify cooperation with other relevant international organizations, including regional entities.
- To revitalize work on regional trading agreements and their impact on the multilateral trading system.

Background

The Marrakesh Agreement establishing the WTO sets out the objectives of the organization which include raising living standards, full employment, steadily growing real income and effective demand, expanding production and trade in goods and services, allowing optimal use of the world's resources in accordance with sustainable development. Under the Agreement, WTO Members also indicated their intention in fulfilling these objectives to seek, *inter alia*, "to enhance the means for doing so in manner consistent with [the] respective needs and concerns [of the Parties] at different levels of development". The Agreement also recognizes that "there is need for positive efforts designed to ensure that developing countries, and especially the least developed among them, secure a share in the growth of international trade commensurate with the needs of their economic development".

Thus, trade and development objectives remain central to the objectives of the organization and the means by which it seeks to fulfill those objectives. In addition, the development dimension of the Uruguay Round agreements continues to be stressed, and trade and development issues (implementation, special and differential treatment, technical cooperation and the integration of developing countries into the world trading system) are the focus of extensive discussion in the WTO, including in relation to the Doha Ministerial Conference.

The Marrakesh Agreement also set out that the Ministerial Conference of the WTO would establish, *inter alia*, a Committee on Trade and Development (CTD). The Committee's work covers the whole gamut of WTO activities from a development perspective. Its terms of reference are: to serve as a focal point for consideration and coordination of work on development in the WTO and in relationship to development-related activities in other multilateral agencies, to keep under continuous review the participation of developing country Members in the multilateral trading system and to consider measures and initiatives to assist developing country Members, and in particular the least-developed country Members, in the expansion of their trade and investment opportunities, including support for their measures of trade liberalization; to review periodically, in consultation as appropriate with the relevant bodies of the WTO, the application of special provisions in the Multilateral Trade Agreements and related Ministerial Decisions in favour of developing country Members, and in particular least-developed country Members, and report to the General Council for appropriate action; to consider any questions which may arise with regard to either the application or the use of special provisions in the Multilateral Trade Agreements and related Ministerial Decisions in favour of developing country Members and report to the General Council for appropriate action; and to provide guidelines for, and to review periodically, the technical cooperation activities of the WTO as they relate to developing country Members¹. The Sub-committee on Least-developed Countries reports to the CTD.

¹ WT/L/46

The Marrakesh Agreement also envisaged the establishment of additional committees, under which provision the General Council established the Committee on Regional Trade Agreements was subsequently established to carry out the functions covered by its Terms of Reference. These are: to carry out the examination of agreements in accordance with the procedures and terms of reference adopted by the Council for Trade in Goods, the Council for Trade in Services or the Committee on Trade and Development, as the case may be, and thereafter present its report to the relevant body for appropriate action; to consider how the required reporting on the operation of such agreements should be carried out and make appropriate recommendations to the relevant body; to develop, as appropriate, procedures to facilitate and improve the examination process; to consider the systemic implications of such agreements and regional initiatives for the multilateral trading system and the relationship between them, and make appropriate recommendations to the General Council; and to carry out any additional functions assigned to it by the General Council.²

In the last few years regional trade agreements have increased enormously in number and in geographical reach. Despite the difficulties experienced in the examination of reports in the Committee on Regional Trade Agreement (CRTA), this aspect of the Division's work will gain in importance and political sensitivity. Many more countries including developing countries and transition economies are seeking the assistance of the Secretariat in creating regional trade agreements (RTAs) that use WTO principles as their foundation.

Main Activities

- The principal functions of the Development Division are to support the work of the Committee on Trade and Development and the Committee on Regional Trade Agreements. This includes the provision of background documents, minutes, and Annual Reports of these committees. The Division also organizes seminars on trade and development issues, held under the auspices of the CTD. The Development Division in cooperation with the Technical Cooperation Division organizes Geneva Week, a briefing programme for representatives of Members non-resident in Geneva. The Division is also likely to be closely involved in any follow-up during 2002 to the Fourth Ministerial Conference of the WTO.
- Among the background documents planned for 2002 are substantive papers updating information on the integration of developing countries in the world trading system, the application of special and differential treatment, development aspects of e-commerce, draft reports of examinations by the CRTA, and a number of systemic papers relating to the structure of regional trade agreements. The Division is participating in the preparation for the International Conference on Finance for Development to be held in 2002. The Division may also be required to provide further inputs into the work of the CRTA on procedures and systemic matters. The Division will also be expected to draft the Annual Reports of the CTD and the CRTA to the General Council. The Division may also be required to draft material for the Fourth Ministerial Conference of the WTO on issues within its area of responsibility.
- The Development Division maintains data bases on regional trade agreements and the participation of developing countries and the substantive content of the WTO web-site on trade and development issues and regional trade agreements.
- The Division may be required to service dispute settlement panels in cooperation with the Legal Affairs Division.
- The Development Division reports to and briefs senior management on issues within its responsibilities as they arise or on request. Staff of the Division are often called on to provide advice to staff of diplomatic missions to then WTO as well as official visitors from capitals on issues within the responsibility of the Division. The Development Division, in cooperation with

² WT/L/127

the External Relations Division, provides a liaison with development-related Non-Governmental Organizations (NGOs). The Development Division may be called on for other activities, as instructed by WTO bodies or senior management.

- Staff of the Development Division are often required to represent the WTO at meetings of other inter-governmental organizations, including United Nations Conference on Trade and Development (UNCTAD), regional commissions of the United Nations, Organization for Economic Co-operation and Development (OECD), the World Bank, regional banks, etc. on trade and development issues. Staff are also required to carry out technical cooperation missions on trade and development issues as well as those related to regional trade agreements, and to lecture to WTO training courses.
- Staff are increasingly being called on to represent the WTO at international conferences, seminar and workshops on issues related to trade and development or regional trade agreements. This may be seen as an outreach activity to help explain the nature of WTO work and processes, intended to develop support for the WTO's objectives among academics, business and other sections of civil society. Participation in such meetings may also provide information which helps the substantive work of the Division.

Expected results

- The work of the Development Division may be expected to contribute to a deeper understanding of trade and development linkages, helping to strengthen the development impact of the WTO agreements, and to assist developing countries to integrate more fully into the WTO system. This is likely to intensify to the extent that the development dimension is integral to the Doha Ministerial Declaration and if a new Round of negotiations is initiated in Doha.
- The Division's support for the work of the CTD, including in relation to the notifications of specific commitments under the Enabling Clause, increases the transparency of trade measures.
- Support for the work of the CRTA likewise increases transparency in the operation of regional trade agreements, and helps foster an understanding of their relationship to the multilateral system. Work on procedures and systemic issues may lead to the clarification of existing rules or the development of new rules to reduce or eliminate the divergences of views on the rules which has contributed to problems in the examination process and will assist in possible negotiations in this area.
- The Development Division's outreach activities (participation in meetings of intergovernmental organizations, conferences, workshops and seminars) should help develop support for the WTO and its objectives.

Estimate of work hours per year allocated to technical assistance activities in your Division: 1,500

Development Division

Staffing

Director	1
Other Staff	8

Divisional Budget

PART	SECTION	CHF
A. STAFF COSTS	Work Years/Salary	1,038,600
	Temporary Assistance	
B. ADMINISTRATIVE COSTS	Communication and Building	
	Permanent Equipment	
	Expendable Equipment	
	Contractual Services	
C. OTHER COSTS	Staff Overhead Costs	
	Missions *	
	Various	
	- Representation and Hospitality	800
	- Other	
TOTAL		1,039,400

* Allocation for missions to be apportioned at a later date.

Economic Research and Analysis Division

Objectives and Work Programme for 2002

Objectives:

- Provide economic analysis of world trade developments within the Secretariat, to WTO Members and the general public. Trade analysis comprises both the actual current trade flows as well as trade policy developments.
- Maintain and develop links with the international research community in order to be kept informed with the ongoing research. Provide accurate and timely information concerning the WTO and the trading system to the research community. One of the Division's function is to be a bridge between the WTO Secretariat and universities, think-tanks and researchers at other international organizations.

Background

The scope of the WTO activities has widened considerably over the last years. Issues, which are of importance to the WTO and suitable for economic analysis, have expanded rapidly (e.g. labour standards, trade-related aspects of intellectual property rights (TRIPs), services, Dispute Settlement Mechanism (DSM)). In addition to the new issues, there is also an increasing demand to analyse the linkages between them. The present concise overview of global trade policy developments in the WTO Annual Report needs to be extended in coverage and analytical content.

Main Activities

- To produce regularly scheduled annual publications, including parts of the Annual Report.
- To provide economic analysis in support of the WTO's operational activities, including monitoring and reporting on current economic news and developments.
- To support technical cooperation by providing lecturers at the Joint Vienna Institute and for WTO missions.
- To carry out activities related to cooperation with other international organizations and the academic community through conferences, seminars and courses.
- To prepare special research projects on policy-related topics in the area of international trade.
- To organize in-house workshops for economists and seminars for delegates and WTO staff.

Expected Results

- Visible results are the scheduled annual publications, the special studies and the working papers. Support for technical assistance activities has increased considerably in the last years. In-house support is most likely to be extended by providing economic analysis to panelists in the DSM.

Estimate of work hours per year allocated to technical assistance activities in your Division: 500

Economic Research and Analysis Division

Staffing

Director	1
Other Staff	10.5

Divisional Budget

PART	SECTION	CHF
A. STAFF COSTS	Work Years/Salary	1,327,100
	Temporary Assistance	
B. ADMINISTRATIVE COSTS	Communication and Building	
	Permanent Equipment	
	Expendable Equipment	
	Contractual Services	
C. OTHER COSTS	Staff Overhead Costs	
	Missions *	
	Various	
	- Representation and Hospitality	800
	- Other	
TOTAL		1,327,900

* Allocation for missions to be apportioned at a later date.

External Relations Division

Objectives and Work Programme for 2000

Objectives:

- Further expand and intensify relations with Non-Governmental Organizations (NGOs) taking into account the results achieved at the 4th Ministerial Conference. Through increased coordination within the Secretariat and cooperation with WTO Members and NGOs, the objective is to move the current debate away from confrontation to collaboration to counter misrepresentation and misunderstandings.
- Increase working relations with Parliamentarians around the world in order to build awareness of WTO's objectives, functions and agreements, especially with regard to its important contribution to trade, development and social welfare. Greater awareness of the WTO amongst parliamentarians should help reduce criticisms of lack of accountability and transparency.
- Enhance and strengthen relations with Inter-Governmental Organizations (IGOs) whose mandates are related to WTO activities by encouraging them to do more to clarify their role and mandate, thereby help reduce pressures on the WTO to address non-trade concerns.

Background

The strongly increased and highly diversified interest from NGOs in WTO's work requires further coordination as to how the Secretariat and its Divisions work with civil society.

Parliaments are more and more an important vehicle for increasing understanding of the benefits of the multilateral trading system. Involving elected officials with strong links to society closer in the work of the WTO would enhance such understanding and build further support for the WTO.

Pressure on the WTO to expand its agenda and responsibilities has grown tremendously. Various IGOs bear the major or exclusive responsibility for several areas, but have not been sufficiently outspoken of their mandate. Increased cooperation and communication between the WTO and IGOs should help clarify the role of the WTO.

Main Activities

NGOs

- Follow-up to the 2001 WTO Ministerial Meeting
- Within the guidelines for arrangements on relations with NGOs use best means of communications: website, email, database, conferences, media, symposia, informal and formal meetings, briefings to develop direct contacts with NGOs.
- Continue to identify key issues of concern to NGOs and develop appropriate messages to increase the awareness of the public in respect of WTO activities.
- Establish early response mechanism where misinformation is corrected as quickly as possible.
- Continue to identify target groups according to area of interest and geographic region and enter such information into an electronic database.

Parliamentarians

- Continue to develop working relations with parliamentary institutions which can help to build support for the WTO.
- Work closely with the Inter-Parliamentary Union (IPU) to follow-up on their first-ever global parliamentary meeting on international trade.
- Ensure the participation of the Director-General (DG), Deputies Director-General (DDGs) or staff in appropriate parliamentary events.
- Prepare feature articles for the DG, as appropriate, for publication in parliamentary journals.
- Continue to identify target groups for the dissemination of the WTO Policy Issues for Parliamentarians publication.
- Develop contacts with key parliamentary staff and researchers, and provide them with regular updates on the WTO.
- Organize and coordinate visits to the WTO by parliamentary delegations and committees.

IGOs

- Follow developments in major United Nations (UN) Conferences and processes with a view to ensuring WTO's participation whenever necessary.
- Observe various bodies of UN system and other IGOs.
- Prepare for participation of the DG to meetings of the UN system and other IGOs.
- In close cooperation with other Divisions provide inputs, as appropriate, to UN and other IGOs reports.
- Focal point for receiving IGOs requests for observer status.

Registry

- Continue to improve efficiency of the WTO Registry in developing its automation.

Miscellaneous

- Coordination of attendance at meetings: act as the focal point in the Secretariat to ensure coordination of attendance at meetings of other organizations; attend meetings on behalf of the WTO and deliver lectures and speeches.
- Protocol: in charge of official relations with Members including host country and protocol matters in close liaison with the Office of the Director-General. Maintain Directory and issue regular revisions. An internet compatible version of the directory is being developed.

Expected Results

- Through improved coordination, communication and access to information, the relationship between the WTO and the above-mentioned actors should continue to expand, leading to increased cooperation and wider acceptance of the role and benefits of the multilateral trading system

Estimate of work hours per year allocated to technical assistance activities in your Division: None

External Relations Division

Staffing

Director	1
Other Staff	7

Divisional Budget

PART	SECTION	CHF
A. STAFF COSTS	Work Years/Salary	923,200
	Temporary Assistance	
B. ADMINISTRATIVE COSTS	Communication and Building	
	Permanent Equipment	
	Expendable Equipment	
	Contractual Services	
C. OTHER COSTS	Staff Overhead Costs	
	Missions *	
	Various	
	- Representation and Hospitality	800
	- Other	
TOTAL		924,000

* Allocation for missions to be apportioned at a later date.

Informatics Division

Objectives and Work Programme for 2002

Objectives:

- ◆ To fulfill the core functions of the Division: operation, management and enhancements of the Information Technology (IT) infrastructure and systems, and provide the best user support and training.
- ◆ To maintain a secured IT environment and introduce encryption and digital signature facilities.
- ◆ To introduce IT facilities and services when and where required.
- ◆ To study, evaluate and quantify the IT requirements for Teleworking.
- ◆ To complete the migration to Windows 2000 and Office XP.
- ◆ To provide additional services to Members, Staff and the Public through the WTO IT.

Background

A significant part of the resources of the Division is dedicated to the operational maintenance of the infrastructure, the information systems and tools in production, and provide support and training to users. In this regard, the objectives are the same as in previous years, except that the number of divisional information systems grows from year to year. The other resources are dedicated to the development of new applications with the participation of external consultants where necessary. The contribution of the IT Security Officer resources and expertise will further strengthen the IT Security Policies. Remote access solutions will be enhanced accordingly to allow the expansion of Teleworking facilities.

Main Activities

- Information Technology Strategy and Research to adapt the constant evolution of technology to the needs of the Organization.
- The maintenance, operation and evolution of the existing infrastructure covering desktops, Local Area Network, Intranet/Internet, E-Mail and Divisional Systems.
- IT Security.
- The analysis, development and implementation of IT Projects requested by Divisions.
- The IT budget and expenditures, the IT asset management, the IT training and the users' support.
- The Support of special events (Geneva Week, High-Level meetings, etc.).
- The participation in inter-organization committees and Task Forces related to IT.
- Complete the migration to the Windows 2000 and Office XP environments and train staff.
- Participation in the establishment of new WTO Reference Centers.

Expected Results

- Within the expected budgetary allocations, it is most likely that all the tasks defined in the objectives will be met. The migration to the new environment will help the organization adapt its working methods to more web-centric, collaborative and paperless workflow resulting in increased productivity.

Estimate of work hours per year allocated to technical assistance activities in your Division:

- It is estimated that 40 days of technical assistance will be provided as part of the Division's contribution to the creation of the WTO Trade Reference Centers.

Informatics Division

Staffing

Director	1
Other Staff	15.5

Divisional Budget

PART	SECTION	CHF
A. STAFF COSTS	Work Years/Salary	1,904,100
	Temporary Assistance	
B. ADMINISTRATIVE COSTS	Communication and Building	
	Permanent Equipment	2,200
	Expendable Equipment	
	Contractual Services	
C. OTHER COSTS	Staff Overhead Costs	
	- Insurance	
	- Joint Services	13,000
	Missions *	
	Various	
	- Representation and Hospitality	800
	- Publications	
	- Public Information Activities	
	- Other	
TOTAL		1,920,100

* Allocation for missions to be apportioned at a later date.

Information and Media Relations Division

Objectives and Work Programme for 2002

Objectives:

- Acting on the mandate delivered by Member Governments, to use all means at our disposal to better inform the public about the WTO through regular press contacts, public outreach activities, a range of information and reference publications, and an ever-growing internet service.
- Explain clearly what the WTO does, how it functions and its mission for the future, focusing this year on the Doha Ministerial Conference and its agenda.
- Increase efficiency in the distribution of WTO information through the use of electronic media, including the Internet, CD-ROMs and web streaming.
- Further develop the WTO website to facilitate access by a growing number of users through the use of the latest technologies for website maintenance and management.
- Expand and build upon existing co-publishing agreements to increase dissemination of WTO print and electronic publications, improve editorial control and quality, reduce costs for printing and production.

Background

The Information and Media Relations Division is the point of contact between the WTO and its various audiences, including the media and the general public. As such it is a conduit for WTO information emanating from many WTO Divisions. Its responsibility is to interpret and present this information in keeping with WTO key messages and communications objectives, using language which is accessible and clear, and employing a range of print and electronic media for the broadest possible dissemination. It carries out this work in the three WTO working languages: English, French and Spanish. The division is organized along operational lines but with staff constantly supporting each other's activities, according to their specialized knowledge and skills. The broad areas of activity are public and media relations, print and electronic publications, internet services and the WTO Library.

Main Activities

- The Information and Media Relations Division (IMRD) is committed to improving its outreach efforts to the public both through enhanced media contacts and through better distribution of our information, research and reference publications.
- Press officers will continue to build not only on existing relationships with journalists but to extend their efforts to encompass those reporters which may be unfamiliar with the work of the organization. In addition to the normal briefings on the work of committees and working groups, the division plans to continue programmes targeted for journalists who may not have experience with WTO issues.
- The internet is becoming our most effective vehicle for distributing WTO information to the general public worldwide. The web team will work to ensure that the home pages in English, French and Spanish are always consistent with each other and that the content in each language is organized so as to facilitate access by users. The use of webcasting will be continued for major WTO events and will be introduced for other information purposes as resources allow.
- IMRD, working closely with the Technical Cooperation Division, will continue to follow-up the mandate established at the October 1997 High Level Meeting on the Least Developed Countries. In concert with the Technical Cooperation Division, IMRD will continue to support WTO

Reference Centres, particularly through the development of new information and training tools available on CD-ROM and through the Internet.

- IMRD will be working with other divisions through the publications committee, to determine the full range of books, which are to be produced by the WTO.
- In the coming year, the division will further expand on its private sector partnerships in the publication and distribution of WTO material both through electronic and printed formats. Through these co-publishing arrangements, which include both print and electronic formats, the WTO can reduce its costs and expand its distribution network.

Expected Results

- Greater public understanding of the WTO and an increase in support for an openness to trade.
- Improved contacts with WTO member governments to support them in the dissemination of WTO messages and information within their countries.
- Increase in the effectiveness of the website as a means for dissemination of WTO information and data, with a continuing increase in the number of users worldwide.
- A growing list of information, research and reference publications meeting high standards for editorial content, style and presentation.
- A continuing reduction in the cost of producing and distributing WTO print and electronic publications, mainly through the increased use of co-publishing agreements with commercial publishers of high reputation.

Estimate of work hours per year allocated to technical assistance activities in your Division:

Cumulative total for all IMRD staff is approximately one person-year or about 7,760 hours.

Information and Media Relations Division
Library

Objectives and Work Programme for 2002

Objectives:

- The main objective of the year 2002 will be to give the public access to the WTO Library catalogue and services on the WTO Web page. To achieve this objective, the Library staff will continue to revise and upgrade the 30.000 bibliographic records of the books catalogued prior to computerization (including physical manipulation of the whole collection).
- The ultimate objective, if resources are available, is to give the WTO Library a higher profile and a more effective role in the relationship of the WTO with civil society as a whole, universities and academic organizations, and governments, in particular governments of developing countries and transitional economies.

Background

The WTO Library is designed to meet the needs of the WTO Secretariat, Government representatives, academic specialists and students, and public at large. The Library is the repository of specialized economic, legal and other literature dealing with WTO-related matters. It is also a repository for all specialized periodicals and studies related to international economic and trade relations as well as the central archives for all GATT/WTO documentation.

Main Activities

- Servicing the Secretariat, the Member countries, the scholars, the students, the public at large with the information they need for their respective work.
- Purchase, subscribe to, the specialized information that is needed by the Secretariat for its work : this includes books, periodicals, statistics, grey-literature, documents, electronic resources, etc.
- Insure the supply/circulation of this specialized information through the Secretariat.
- Help users to find the information they need inside or outside the WTO (other libraries, Internet, on-line data bases, etc.).

Expected Results

- Provide access to through Internet to specialized and wider public circles to the Library catalogue and services. The principal beneficiaries will be the member countries, the developing countries, the universities, the specialized researchers, and the public at large. This will also be an important element for the WTO image of openness and accessibility.

Estimate of work hours per year allocated to technical assistance activities in your Division: “NIL”

Information and Media Relations Division

Staffing

Director	1
Other Staff	28.5

Divisional Budget

PART	SECTION	CHF
A. STAFF COSTS	Work Years/Salary	3,404,300
	Temporary Assistance	
B. ADMINISTRATIVE COSTS	Communication and Building	
	Permanent Equipment	10,000
	Expendable Equipment	
	Contractual Services	
C. OTHER COSTS	Staff Overhead Costs	
	Missions *	
	Various	
	- Representation and Hospitality	5,000
	- Library	583,500
	- Publications	203,000
	- Public Information Activities	260,000
	- Other	
TOTAL		4,465,800

* Allocation for missions to be apportioned at a later date.

Intellectual Property Division

Objectives and Work Programme for 2002

Objectives:

- Provide efficient service to the Trade-Related Aspects of Intellectual Property Rights (TRIPS) Council and to dispute settlement panels that may arise.
- Service any other work on intellectual property matters that may result from the Doha Ministerial Conference.
- Maintain and, if possible, increase assistance to WTO Members through technical cooperation, in particular in conjunction with World Intellectual Property Organization (WIPO), and through the provision of information/advice more generally.
- Maintain and develop lines of communication with other intergovernmental organizations, the NGO community, intellectual property practitioners and the academic community so that they have an adequate understanding of the TRIPS Agreement and of WTO processes.
- Contribute to other Secretariat activities relating to intellectual property rights, including the General Council implementation mechanism and preparations for the next Ministerial meeting.

Background

The Intellectual Property Division is responsible for servicing the Council for TRIPS and also, jointly with the Legal Division, dispute settlement panels arising in the intellectual property area.

Given that the TRIPS Agreement is one of the most demanding WTO Agreements from the implementation point of view, technical cooperation is particularly important. Within its resources, the Division seeks to provide such assistance as it can, focusing on those aspects on which it has special knowledge and working wherever possible with WIPO and other relevant international organizations. In this connection, one of the tasks in 2002 will be implementing the joint WIPO/WTO initiative on technical cooperation in favour of least-developed countries.

In the ongoing public debate about globalization and the role of the WTO, the TRIPS Agreement is a frequent subject of discussion and views, for example in regard to such matters as its public health implications and the relationship of intellectual property (IP) protection to the conservation and sustainable use of biodiversity. In accordance with the mandate given to the Secretariat by the General Council, the Division seeks to ensure that such discussion is as well informed as possible about WTO matters.

Main Activities

- In addition to its regular agenda items, the main activities of the TRIPS Council in 2002 will include dealing with any outstanding work resulting from the reviews of the implementing legislation of developing countries and the pursuit of the built-in agenda discussions in regard to geographical indications, the protection of biotechnological inventions and plant varieties, and the overall review of the implementation of the TRIPS Agreement called for in Article 71.1, in accordance with any relevant decisions taken at Doha. The Division will also be responsible for servicing any other work on intellectual property matters that may take place as a result of decisions at Doha.
- The TRIPS Agreement continues to be one of the most active areas in the WTO for dispute settlement.

- In regard to technical cooperation, Division members participate in a large number of seminars and workshops in developing countries each year, many of which are organized by WIPO. In addition the Division provides information and advice to local delegations and visiting officials, and, in writing or through oral communication, to capital-based experts.
- In regard to other Inter-Governmental Organizations (IGO's), the Division has close cooperative relations with the WIPO, with which the WTO has a cooperation agreement. It also cooperates wherever possible with other IGO's such as International Union for the Protection of New Varieties of Plants (UPOV), the World Health Organization (WHO) and the Convention on Biological Diversity (CBD). In regard to "civil society", the Division attempts to respond to the steadily increasing interest of the NGO community, industry associations, intellectual property practitioners and the academic community, by receiving visitors, responding to enquiries and participating *in their meetings where possible*.

Expected Results

- Significant progress towards greater understanding of the issues under consideration in the context of the built-in agenda and Doha work programme and, where appropriate, towards mutually acceptable outcomes.
- Better understanding of the implementing legislation of WTO Members, including the difficulties facing individual Members in this connection and the ways in which any remaining gaps can be filled.
- Panel reports which will contribute towards the resolution of disputes on the basis of sound interpretations of the TRIPS Agreement.
- Assistance to developing countries to remedy any outstanding gaps in compliance and to make more effective their procedures and institutions as well as to least developed countries to facilitate their compliance by 2006. Also assistance to facilitate developing country participation in ongoing policy discussions on TRIPS matters.
- Better understanding on the part of other IGO's and civil society of the TRIPS Agreement, its rationale and implications.

COMPETITION POLICY

Objectives:

- Provide efficient service to the Working Group on the Interaction between Trade and Competition Policy or such other work as might result from decisions to be taken at Doha.
- Provide technical cooperation, in conjunction with United Nations Conference on Trade and Development (UNCTAD) and other intergovernmental organizations where appropriate, and information/advice more generally to WTO Members.
- Maintain and develop lines of communication with other intergovernmental organizations, business, the Non-Governmental Organization (NGO) community, the academic world, etc.
- Contribute to other Secretariat activities on competition policy matters, including the preparations for the next Ministerial meeting.

Background

The Division has primary responsibility for servicing the work of the Working Group. The Working Group is pursuing its work on the basis of the mandate established at the Singapore Ministerial Conference and the decision of the General Council taken at the end of 1998.

The Singapore Ministerial Declaration provided for the technical cooperation services of the Secretariat to be extended to cover the "new" areas on which work was initiated, including trade and competition policy, and also calls for cooperation with UNCTAD and other appropriate intergovernmental fora. Following the work for the Seattle Ministerial Conference, in which special emphasis was placed by many developing country delegations on the availability of technical cooperation to facilitate their effective participation in the work on trade and competition policy, the Secretariat has focused increased resources on this matter.

The work of the WTO on competition policy matters is of very considerable interest to many outside the WTO, including the competition community at large as well as other IGO's, business, NGO's and academics. The Secretariat has been mandated to act as a channel of communication with such bodies.

Main Activities

- While the details of the Working Group's activities in 2002 or such other work as may be agreed at Doha have yet to be determined, the Secretariat anticipates a level of activity in this area which will at least correspond with that of recent years. This will entail the holding of a number of meetings, a continuing high level of input from Members in the form of written submissions and oral statements and demands on the Secretariat to prepare a number of background papers as well as records of the work done and a report to the General Council.
- The Secretariat will organize regional technical cooperation meetings according to demand and its resources. In addition, the Secretariat will continue to contribute as actively as possible to technical cooperation activities organized by UNCTAD and other intergovernmental organizations as well as at the national level.
- In regard to other IGO's, the Division cooperates with UNCTAD, the World Bank, the Organization for Economic Co-operation and Development (OECD) and, where appropriate, other organizations. In regard to "civil society", the Division attempts to respond to the high level of interest of the NGO community, industry associations, the competition policy community and academics, by receiving visitors, responding to enquiries and participating in their meetings wherever possible.

Expected Results

- Significant progress towards greater understanding of the issues under consideration and towards the identification of any areas that may merit further consideration in the WTO framework.
- The technical cooperation activities of the Secretariat should result in a better understanding on the part of policy makers in developing countries of the links between competition policy, trade and development and of the implications of possible options for enhanced international cooperation, including at the multilateral level.
- Better understanding on the part of other IGOs and civil society of the work of the WTO on trade and competition policy and a better appreciation on the part of WTO Members of the views of such bodies on this matter.

GOVERNMENT PROCUREMENT

Objectives:

- Provide efficient service to the work of the Working Group on Transparency in Government Procurement or such other work as may result from decisions at Doha.
- Provide efficient service to the Committee established under the plurilateral Agreement on Government Procurement and to dispute settlement panels that may arise.
- Provide technical cooperation and information/advice more generally to WTO Members.
- Maintain and develop lines of communication with other intergovernmental organizations, business, the NGO community, the academic world, etc.
- Cooperate with other parts of the Secretariat on government procurement matters.

Background

The Working Group on Transparency in Government Procurement is pursuing its work on the basis of mandate established at the Singapore Ministerial Conference.

The Division is also responsible for servicing the plurilateral Agreement on Government Procurement, including its Committee, its schedules, the ongoing work on the renegotiation of the agreement and any dispute settlement proceedings that may eventuate.

The Singapore Ministerial Declaration provides for the technical cooperation services of the Secretariat to be extended to cover the "new" areas on which work was initiated, including transparency in government procurement.

The work of the WTO on government procurement is of interest to many outside the WTO, including other NGO's and "civil society". The Secretariat has a mandate to act as a channel of communication with such bodies.

Main Activities

- While the details of the Working Group's activities in 2002 or such other work as may be agreed at Doha are yet to be determined, the Secretariat anticipates the level of activity in this area will at least correspond with that of previous years.
- Activity under the plurilateral Agreement can also be expected to continue at a high level, particularly with the renegotiation of the Agreement, including expansion of coverage and elimination of discriminatory measures, likely to reach its critical stage in 2002. In addition, the Division will also service (jointly with the Legal Division) any panels arising under the Agreement.
- In regard to both the work on transparency and the plurilateral agreement, Division members will continue to undertake technical cooperation activities within the limits of the resources available, by participating in seminars and workshops and providing information and advice to local delegations and visiting officials as well as capital based experts.
- To the extent possible, the Division cooperates with other IGOs, notably United Nations Commission on International Trade Law (UNCITRAL) and the World Bank. It attempts to respond to the interest shown by the NGO community, industry associations, the government procurement community and academics, by receiving visitors, responding to enquiries and participating in their meetings wherever possible.

Expected Results

- Significant progress towards completion by the Working Group of its mandate or in the initiation of such other work as may be decided upon at Doha.
- Completion of, or at least significant progress in, the renegotiation of the plurilateral Agreement, including simplification and adaptation to information technology of its rules, possible extension of coverage and elimination of discriminatory measures.
- Better understanding on the part of developing countries of the issues under consideration in the Working Group on Transparency and of the implications of possible accession to the plurilateral Agreement.
- Better understanding on the part of other IGO's and civil society of the work of the WTO on Government Procurement and a better appreciation on the part of WTO Members of the views of such bodies on this matter.

Estimate of work hours per year allocated to technical assistance activities in your Division:

Estimate the proportion of the time of the nine professional officers in the Division devoted to technical assistance activities as being about 20 per cent. The proportion of the 5 support staff is about 10 per cent.

Intellectual Property Division

Staffing

Director	1
Other Staff	12

Divisional Budget

PART	SECTION	CHF
A. STAFF COSTS	Work Years/Salary	1,500,200
	Temporary Assistance	
B. ADMINISTRATIVE COSTS	Communication and Building	
	Permanent Equipment	3,000
	Expendable Equipment	
	Contractual Services	
C. OTHER COSTS	Staff Overhead Costs	
	Missions *	
	Various	
	- Representation and Hospitality	800
	- Other	
TOTAL		1,504,000

* Allocation for missions to be apportioned at a later date.

Language Services and Documentation Division

Objectives and Work Programme for 2002

Objectives:

- Conference services. Improve planning of meetings; streamline and facilitate registration procedures.
- Translation services. Keep abreast of work and preventing reoccurrence of backlog with a view to ensuring timely and simultaneous circulation of documents in the three working languages; provide outsourced translators and text processing (TP) operators services and access comparable to those available to in-house staff.
- Documentation services. Provide improved services to Members, observers and the public at large, with special emphasis on non-resident and small delegations.

Background

In the translation field, a special effort has been made in 2001 to eliminate the backlog that had been piling up for the last few years due to the enormous surge of documentation since the coming into being of WTO in 1995. No backlog will be left by the summer break, but this will be achieved at the cost of significant overspending. Adequate funding is needed if such a situation is to be prevented in future.

As for the other responsibilities under Language Services and Documentation Division (LSDD's) purview, every year the work programme provides for the replacement of equipment and improvement of applications as well as for the introduction of new projects. Regarding on-going projects, emphasis is put on enhancing a certain number of applications with the intention of providing Members and Observers with a more efficient service. Regarding new projects, the distinguishing feature is the creation of a working environment in Cyberspace for all those individuals who work for the WTO outside headquarters. The idea behind empowering these staff working overseas with more advanced tools is to accentuate their integration with headquarters and to improve productivity.

Main activities

On-going Projects:

- Upgrading the Document Management System. The document production function needs upgraded management tools in order to cope with present and foreseeable workload levels as well as with the integration of the Central Registry of Notification (CRN) database and the Documents Online data base.
- Enhancing facilities for the consultation of documentation by Members and Observers, including considerable improvements for the handling of notifications.
- Enhancing facilities for the dissemination of documentation for Members and Observers, including the provision of documentation on CDs and DVDs.
- Completing replacement of obsolete equipment for document reproduction with a view to introducing all-digital, on-demand reproduction techniques. This should lead to significant reductions in the volume of printed documents.

New Projects:

- Developing an electronic registration system for participants in WTO meetings. This will allow automatic registration and production of attendance sheets and lists of representatives in all official meetings.
- Creating the Teleworkers Homepage – the gateway through which staff working outside will interact with headquarters.
- Creating document references and terminology facilities for teleworkers.
- Introducing facilities in the area of text synchronisation, machine assisted translation and voice recording for internal and external translators.

Expected results

- Improved service to Members and the Secretariat.

Estimate of work hours per year allocated to technical assistance activities in your Division: “NIL”

Language Services and Documentation Division

Staffing

Director	1
Other Staff	137

Divisional Budget

PART	SECTION	CHF
A. STAFF COSTS	Work Years/Salary	15,925,200
	Temporary Assistance	6,823,000
B. ADMINISTRATIVE COSTS	Communication and Building	
	Permanent Equipment	240,000
	Expendable Equipment	635,000
	Contractual Services	1,326,000
C. OTHER COSTS	Staff Overhead Costs	
	Missions *	
	Various	
	- Representation and Hospitality	800
	- Other	
TOTAL		24,950,000

* Allocation for missions to be apportioned at a later date.

Legal Affairs Division

Objectives and Work Programme for 2002

Objectives:

- Give legal advice to panels and generally support the drafting of panel reports in an appropriate and speedy way.
- Give legal advice to the Office of the Director-General, to the organs of the WTO and to other divisions, including servicing the Joint Appeals Board (JAB) Secretariat.
- Participate in technical assistance activities, mainly in respect of training, and more generally help fulfil the training mandate of Article 27.3 Dispute Settlement Understanding (DSU).
- Prepare, publish and keep up to date the Analytical Index of WTO Agreements and other publications such as the Status of Legal Instruments, and the dispute settlement booklet.
- Perform the depository functions of the Director-General in respect of WTO Agreements.
- Set up and maintain a Dispute Settlement Registry.

Background

The first three objectives mentioned above are related to functions of the Secretariat and of the Legal Affairs Division (LAD) which have been constantly growing over the past years and which can be expected to continue to grow in the immediate and medium-term future. The Dispute Settlement Registry will be set up in 2001 and will be newly functioning in 2002.

Main Activities

- The main activities all relate to the six objectives mentioned above. In addition, the LAD occasionally gives informal legal advice to individual Members of the Organization and members of the LAD staff advise other Secretariat personnel "à titre personnel" about their rights under the Staff Regulations and Rules. In general it can be said that internal legal advice, in particular in the personnel sector, has been growing fast and probably will continue to do so.

Expected Results

- The Division should service some 15 panels during the year 2002 (including 21.5 and 22.6 procedures).
- The Division should be able to respond to all reasonable requests for training and teaching activities in the framework of technical assistance. The demand for such services is constantly growing and cannot continue to be regarded as a mere "time-filler", when there are temporarily fewer panels to be serviced.
- The Division should be able to dispense legal advice more efficiently and more in anticipation of developments, rather than "after the fact".
- Updates of the Analytical Index should be made once a year.

Estimate of work hours per year allocated to technical assistance activities in your Division:

The technical assistance function of the division is laid down in the Marrakesh Agreement (mainly training, see Article 27 of the DSU) and is growing. At present the burden is slightly over a person/year, namely some 250 days, for the division over the period May 2001 – May 2002. This burden is shared out among the lawyers of the division, as no lawyer should be assigned full-time or even principally to teaching. This is not good for the clients who want to be taught by a person with practical experience of the Dispute Settlement system, and it is not good for the lawyers who must maintain their other legal skills, next to teaching skills. Sometimes requests have had to be turned down because of lack of capacity, since assistance to panels must be given priority; on other occasions planning problems have been at the root of the impossibility of LAD providing the requested assistance. Demand for training in the framework of technical assistance on the Secretariat in general, including the Legal Affairs Division, is clearly growing and will continue to grow, especially taking into account the large number of Memorandum of Understanding's (MOU's) concluded by the Secretariat in this area as well as the "new issues" coming up in connection with a "new Round". Over the past year LAD has normally been able to cope with the increased demand (except for the occasional capacity or planning problem, as mentioned above) because new recruitment has provided the necessary capacity.

Legal Affairs Division

Staffing

Director	1
Other Staff	16

Divisional Budget

PART	SECTION	CHF
A. STAFF COSTS	Work Years/Salary	1,961,800
	Temporary Assistance	
B. ADMINISTRATIVE COSTS	Communication and Building	
	Permanent Equipment	5,000
	Expendable Equipment	
	Contractual Services	
C. OTHER COSTS	Staff Overhead Costs	
	Missions *	
	Various	
	- Representation and Hospitality	800
	- Dispute Settlement Panels	1,337,000
	- Other	
TOTAL		3,304,600

* Allocation for missions to be apportioned at a later date.

Market Access Division

Objectives and Work Programme for 2002

Objectives:

- To provide efficient service for the following WTO bodies, focussing on the following issues:

Council for Trade in Goods (CTG)

- The objectives of the CTG in 2002 will to a considerable extent be linked to the activities of its subsidiary bodies. It oversees the multilateral trade agreements and ministerial decisions covering the goods sector and takes actions, where required, on the issues raised by the various committees which report to it. Such actions would include examining and approving requests for waivers and waiver extensions, approving (if necessary) extension of the deadline for completing the Harmonization Work Programme of non-preferential rules of origin, adopting the terms of reference under which free trade agreements are to be examined in the Committee on Regional Trade Agreement (CRTA), and taking note of the situation regarding compliance with relevant notification obligations. The CTG may also address substantive matters on goods-related issues which are to be determined.

Committee on Market Access:

- The supervision of the implementation of Uruguay Round concessions relating to tariffs and non-tariff measures, and of concessions by acceding countries.
- Improving the efficacy of its work through ensuring a) the submission of timely notifications of quantitative restrictions and timely provision of trade and tariff information by Members; b) the implementation of the decision on the establishment of loose-leaf schedules on goods and the development of an electronic verification process; both of which will provide Members with the necessary information for such supervision.
- Completing the transposition of schedules of concessions into the Harmonized System (HS).
- Completing the introduction and verification of the changes in the HS approved by the World Customs Organization into WTO tariff schedules.
- Reviewing the procedural issues identified with respect to modifications and rectifications of schedules.
- Reviewing the situation of waivers granted in connection with the introduction of the HS and introduction of HS changes to schedules.
- Continuing its close working relationship with the World Customs Organization, particularly with respect to the introduction of future changes in the HS.
- Implementing modifications to the Integrated Data Base in order to develop a database that will facilitate the information-gathering and dissemination processes, thus improving the analytical tools at the disposal of the WTO and its Members.
- Continuing to oversee the work on the Consolidated Tariff Schedules database.

Committee on Customs Valuation:

- Monitoring Members' legislation and implementation of the Agreement.
- Discussing technical assistance needs of developing countries which have invoked delay periods under Article 20 and Annex III of the Agreement; and to determine a role for the WTO in providing such assistance.
- Assisting in technical cooperation missions to expedite implementation and co-managing a programme on technical assistance for customs valuation.
- Participating in World Customs Organization (WCO) meetings of the Technical Committee on Customs Valuation.
- Receiving and processing notifications of legislation
- Monitoring and administering aspects related to the Agreement on Preshipment Inspection

Committee on Rules of Origin:

- Completing the Harmonization Work Programme on non-preferential rules of origin. Members of the Division will work in close consultation with the Chairman on specific issues with a high degree of technical complexity.
- Monitoring and reviewing annually the implementation of the Agreement on Rules of Origin in light of the disciplines required by the Agreement.
- Providing information and advice to delegations, other international intergovernmental organizations, private parties and other Divisions in the Secretariat on matters relating to rules of origin.
- Attending meetings of the WCO Technical Committee on Rules of Origin in Brussels.

Committee on Import Licensing:

- Receiving, processing and reviewing notifications serviced under various provisions of the Agreement on Import Licensing Procedures.
- Providing information and advice to acceding countries, delegations, other international intergovernmental organizations, private parties and other Divisions in the Secretariat on matters relating to import licensing.

Committee on Information Technology:

- Continue consultations on non-tariff barriers.
- Review of the product coverage.
- Review of classification issues.
- Increase participation by adding new Members.
- Monitoring and review of implementation matters.
- Review other matters relating to trade in information technology products.

Other:

- The Division will have to provide "secretary" services to panels, and assist in a large number of technical assistance activities, either in-or out-house, and continue to work and aid acceding countries in the preparation of their goods schedules.
- The Division will also have to service bodies established to oversee future negotiations on areas under its responsibility.

Background

Not relevant

Main Activities

Council for Trade in Goods:

- Organize six to eight meetings of the Council for Trade in Goods (i.e. preparation of draft agendas, speaking notes, reports of meetings, informal papers, reports to the General Council etc., and coordinate activities of the subsidiary bodies of the CTG).
- Organize informal consultations prior to meetings in order to resolve sensitive issues.
- Prepare an update of the status of notifications under the WTO Agreements serviced by subsidiary bodies of the CTG and deal with other routine matters.
- The Council may continue the review envisaged under Article 9 of the Trade-Related Investment Measures (TRIMS) Agreement.
- Also, pending a decision on the scope of future analytical work on trade facilitation and/or electronic commerce in the Council, the Division will service this work, through formal and informal meetings of the Council for Trade in Goods, background notes, seminars/workshops/symposia, and any other work deemed necessary.

Committee on Market Access:

- Provide a forum for the discussion of tariff and non-tariff measures issues.
- Provide technical assistance to Members for the transposition into HS and renegotiation of pre-Uruguay Round concessions.
- Provide technical assistance to Members for the preparation of Harmonized System 96 and Harmonized System 2002 schedules.
- Develop an electronic verification methodology for the verification of schedules.
- Monitor the operation of the Integrated Data Base (IDB) and Consolidated Tariff Schedule database.

Committee on Customs Valuation:

- Monitor and review annually the implementation of the Customs Valuation Agreement.
- Attend meetings, twice annually, of the WCO Technical Committee on Customs Valuation in Brussels.
- Organize, co-manage WTO Programme for technical assistance on Customs Valuation for developing countries that have invoked the five-year delay.
- Cooperate, where necessary, with the WTO Secretariat on providing technical assistance to developing countries having requested a 5-year delay in the implementation of the Agreement.
- Monitor the implementation of the Agreement on Preshipment Inspection.
- Ensure the efficient operation of the Independent Review Entity under Article 4 of the Agreement in cooperation with the International chamber of Commerce and the International federation of Inspection Agencies.

Committee on Rules of Origin:

- Carry out the Harmonization Work Programme on non-preferential rules of origin.

- Attend meetings once a year of the WCO technical Committee on rules of Origin in Brussels.
- Provide information and advice to delegations, private parties and other Divisions in the Secretariat on matters relating to rules of origin.

Committee on Import Licensing:

- Monitor and review the implementation and operation of the Agreement on Import Licensing Procedures; paying particular attention to the compliance of Members with notification obligations.
- Provide information and advice to acceding countries, delegations, private parties and other Divisions in the Secretariat on matters relating to import licensing.

Committee on Information Technology:

- Provide technical assistance and information to acceding participants.
- Review the implementation of the Information Technology Agreement (ITA).
- Continue the work, technical and otherwise, with respect to non-tariff barriers and classification issues.
- For review of product coverage (ITA II), provide continuing support for the negotiations and the follow-up if necessary. In the event of an agreement, design a template to be used for schedules and electronic verification of schedules.

Expected Results

- To ensure the smooth running and implementation of the tasks assigned to the bodies falling under the responsibility of the Division.

Estimate of work hours per year allocated to technical assistance activities in your Division: 600

Market Access Division

Staffing

Director	1
Other Staff	13

Divisional Budget

PART	SECTION	CHF
A. STAFF COSTS	Work Years/Salary	1,615,600
	Temporary Assistance	
B. ADMINISTRATIVE COSTS	Communication and Building	
	Permanent Equipment	13,000
	Expendable Equipment	
	Contractual Services	
C. OTHER COSTS	Staff Overhead Costs	
	Missions *	
	Various	
	- Representation and Hospitality	800
	- Other	
TOTAL		1,629,400

* Allocation for missions to be apportioned at a later date.

Ministerial Sessions Division

Objectives and Work Programme for 2002

Objectives:

- Undertake and co-ordinate, as appropriate, Secretariat follow-up of decisions and work programme from the Fourth Session of the Ministerial Conference; (including consideration of objectives for the next Ministerial).
- In particular, coordinate the establishment and operation of negotiating structures or other mechanisms agreed by Ministers.
- Promote communication and teamwork within Secretariat in pursuance of these objectives.
- Advise and support senior management and Chairman of General Council (or other relevant WTO officers) in connection with their responsibilities in these areas.

Background

The Division has a primary role in the substantive preparations for the Fourth Session of the Ministerial Conference, including the responsibility for the preparatory process under the General Council and coordination of the Secretariat's work on the substantive agenda. The working sessions and consultative process at the Conference are also under the responsibility of the Division.

The work to be undertaken in 2002 as follow-up to the Ministerial Conference will be governed by the decisions taken at the Conference, particularly in respect of the operational structure of any further negotiations. If a specific umbrella body analogous to the Uruguay Round Trade Negotiations Committee (TNC) is established, it is assumed that the Ministerial Sessions Division will have primary responsibility for servicing this body and its Chairman. On the other hand, if the overall co-ordination role is to be performed by the General Council, the Division would be expected to continue servicing the Council in this role in the same way as it has done during the preparatory processes for the third and fourth Ministerial Conferences.

Any other follow-up work pursuant to the Decisions taken by Ministers at the fourth Ministerial Conference is also likely to have implications on the workload of the Division, which will be responsible for co-ordinating the Secretariat's activities in this respect.

Main Activities

- The Division is likely to have a substantial and continuous workload in 2002, which could involve regular meetings at formal or informal General Council level or the equivalent, numerous informal consultations, frequent contact with delegations and an important co-ordination and communication function within the Secretariat – responsibilities will require organizing and servicing meetings, briefing and advising the Chairman of the General Council or the TNC; briefing, advising and coordinating with delegations, officers in other divisions, and senior management; preparing notes for the Chairman, records and reports, and drafting other papers that may be required as the post-Doha work programme unfolds, and ensuring the proper handling and distribution of many formal and informal documents and the appropriate flow of information.
- In addition, the Division will be required to continue contributing to the Secretariat's efforts to promote transparency and dialogue with the public, for example by providing speakers for meetings and by contributing to speeches and talking points for senior management. It is also expected that the Division will contribute within its limits of resources to the technical co-operation programme in order to assist Members to participate to the fullest extent possible in the work programme.

- The Fifth Session of the Ministerial Conference is expected to be held in 2003, and while the date of the Conference is as yet unknown, the Division could also be required to start a certain amount of preparatory work for the Conference in 2002.

Expected Results

- Efficient management and support of all follow-up work from the Fourth Session of the Ministerial Conference.
- Provide a high level of support to the Chairman of General Council or the TNC, the Director-General and senior management in all aspects of their work.
- Timely and efficient management of Secretariat preparatory work for the Fifth Session of the Ministerial Conference, depending on the timing of this Conference.

Estimate of work hours per year allocated to technical assistance activities in your Division: 700

Ministerial Sessions Division

Staffing

Director	1
Other Staff	7

Divisional Budget

PART	SECTION	CHF
A. STAFF COSTS	Work Years/Salary	923,200
	Temporary Assistance	
B. ADMINISTRATIVE COSTS	Communication and Building	
	Permanent Equipment	
	Expendable Equipment	
	Contractual Services	
C. OTHER COSTS	Staff Overhead Costs	
	Missions *	
	Various	
	- Representation and Hospitality	800
	- Other	
TOTAL		924,000

* Allocation for missions to be apportioned at a later date.

Rules Division

Objectives and Work Programme for 2002

Objectives:

- Ensure efficient functioning of, and facilitate on-going discussions and consultations in, the WTO bodies serviced by the Division.
- Monitor implementation of the WTO Agreements in the areas of anti-dumping, subsidies and countervailing measures, safeguards, state trading and civil aircraft and actively assist in their implementation.
- Provide all necessary implementation assistance, counselling and expert advice to Members concerning the above Agreements.
- Provide "hands on" expertise and technical assistance to trade remedy investigating authorities in developing countries.
- Actively participate in the WTO technical assistance programme.
- Provide legal officers and secretaries to WTO dispute settlement panels involving the rules area Agreements.
- Support senior management and other Divisions in all matters relating to the rules area.
- Undertake any tasks which may result from the Doha Ministerial Meeting.

Main Activities

- The bodies serviced by the Rules Division are: Committee on Anti-Dumping Practices, Committee on Subsidies and Countervailing Measures, Committee on Safeguards, Committee on Trade in Civil Aircraft, Working Party on State Trading, Working Party on Subsidy Notifications, Permanent Group of Experts, Informal Group on Anti-Circumvention, Ad-Hoc Group on Implementation of the Agreement on Anti-Dumping and the Working Group on Trade and Competition (co-secretary).
- The Division will organize and service regular and special meetings of these bodies, including preparing documents, draft agenda, and minutes of meetings, as well as continuing consultations with Chairmen and delegations on matters concerning the work of these bodies. The Division will facilitate the on-going negotiations and discussions taking place in these bodies.
- The Division will continue its programmes to monitor and assist in Members' implementation of the Agreements in the rules area. These programmes involve: (1) assisting Members and countries in accession to prepare contingent trade remedy legislation, including detailed review and written comments on draft laws and regulations and (in some cases) direct assistance in the drafting process; (2) assisting Members and countries in accession in establishing or improving a domestic trade remedy system to ensure its consistency with WTO rules; (3) consulting with individual delegations on specific aspects of interpretation and application of the relevant agreements; (4) providing delegations with information regarding the practice of different Members in implementing rules area agreements; (5) developing model countervailing measures legislation for use by developing country and other Members that need such a legislation; (6) providing detailed, practical training in the conduct of contingent trade remedy investigations in a WTO consistent manner; (7) continuous update of database of all contingent trade remedies since 1980; (8) assistance to WTO Members benefitting from transition periods regarding subsidy disciplines in identifying subsidy programmes that may be subject to prohibition once the transition period ends and in devising strategies for phasing out or for modifications;

(9) assistance in preparing required notifications in the trade remedies and rules areas (subsidies, state trading); (10) cooperation with other international institutions (in particular regional institutions such as Asian Development bank (ADB) and Inter-American Development Bank (IADB) in organizing regional technical assistance on issues in the rules area.

- The Division will continue to participate in technical cooperation missions and other forms of technical assistance (preparation of technical assistance aids such as flow charts, slides, summaries of the Agreements, Internet sites etc., and lecturing in various courses for developing countries organized by the WTO, or in conjunction with other international organizations).
- The Division will service (by providing legal officers and secretaries) dispute settlement panels in the rules area. On the basis of consultations requested so far the number of panels in this area in 2002 may be established at between six to ten.
- The Division will assist Members in any new tasks they may decide to undertake, in particular pursuant to the Doha Ministerial Meeting, and will address as appropriate, problems that may emerge in the areas of subsidies/countervailing measures, anti-dumping, safeguards, state trading, civil aircraft and trade and competition.
- Division members will participate as observers in relevant meetings of other international organizations (e.g. Organization for Economic Co-operation and Development (OECD), United Nations Conference on Trade and Development (UNCTAD) on issues of relevance to the Division's work).

Expected Results

- As in previous years, the Division will do its best to meet its tasks and obligations. Increased, staffing resources of the Division should make it possible to restore the normal level of implementation and technical assistance, seriously reduced in recent years. However the consistently high demand for this assistance and increased dispute settlement activities may make it difficult if not impossible to meet all requests in a fully satisfactory way.

Estimate of work hours per year allocated to technical assistance activities in your Division:

Normally 6,000, year 2001 (because of staff shortages): 2,000. It is expected that, as its staff increases, the Division will be able to undertake normal implementation and technical assistance activities in 2002.

Rules Division

Staffing

Director	1
Other Staff	15

Divisional Budget

PART	SECTION	CHF
A. STAFF COSTS	Work Years/Salary	1,846,400
	Temporary Assistance	
B. ADMINISTRATIVE COSTS	Communication and Building	
	Permanent Equipment	8,000
	Expendable Equipment	
	Contractual Services	
C. OTHER COSTS	Staff Overhead Costs	
	Missions *	
	Various	
	- Representation and Hospitality	800
	- Permanent Group of Experts	
	- Other	
TOTAL		1,855,200

* Allocation for missions to be apportioned at a later date.

Statistics Division

Objectives and Work Programme for 2002

Objectives:

The following objectives have been identified in the following broad areas under the Division's responsibility:

Merchandise trade and trade in services

- To provide quantitative information related to economic and trade policy issues to Members, the Secretariat and the general public.
- To produce the WTO annual "International Trade Statistics" Report.
- To improve the electronic dissemination of merchandise and trade in services statistics.
- To work towards the implementation of the first internationally developed Manual on Statistics of International Trade in Services by national compilers.
- To provide technical advice and assistance to Members and the Secretariat on data collection, processing and analysis.

Tariffs and other trade policy information

- To develop and maintain the Integrated Database (IDB) for the Committee on Market Access.
- To implement the IDB Technical Assistance Programme (IDB seminars, workshops and technical assistance in the field).
- To develop the Consolidated Tariff Schedules (CTS) Database. That includes updating and maintenance activities and the development of the database infrastructure (help facility, reporting tools for analyzing the data, dissemination modes). To provide analytical facilities for future multilateral tariff negotiations, it will also be necessary to link, on an annual basis, the bound duties in the CTS database with the tariff and import information in the Integrated Data Base.
- To develop specialized databases as required (e.g. the Quantitative Restrictions database and a database for the Trade Policy Review Division).

International cooperation

- To organize and participate actively in international cooperation in the field of merchandise trade and trade in services statistics, *inter alia* ensuring that trade statistics are, or can be, made consistent with WTO requirements; cooperating with other international organizations in the collection, processing and dissemination of trade statistics; and working for the continuous improvement in the consistency, timeliness, coverage and quality of trade statistics at the international level.
- To achieve concrete results with respect to data sharing and collaboration between international agencies as agreed in the Inter-agency Taskforce on International Trade Statistics.

General

- To promote staff development activities (technical and general training activities).
- To strive constantly for improving the Division's products, services and internal working processes.

Background

The following considerations were taken into account in enumerating the Division's objectives for 2002:

- The obligation to fulfill the Division's mandate as defined by its core activities.
- WTO policies on technical assistance, transparency and inter-agency co-operation.
- Technical preparations for tariff negotiations (de-linked from the political process because of the long lead time involved).
- Continuous improvements in the quality of the products and services offered by the Division, in the effectiveness and efficiency of the work processes, and in staff expertise and working conditions.

The Division is responsible for the Integrated Data Base Technical Assistance Programme established by the General Council in July 1997. The objective of the programme is to assist developing Members and least developed Members comply with the mandated IDB notification requirements. More recently Members have been requesting technical assistance on using the information in the IDB and on the potential uses of the newly created Consolidated Tariff Schedules database.

Transparency and openness to the public are high on senior management's agenda. The Division can contribute in this area by improving public access to trade and trade-related statistics, and by improving the presentation of WTO core statistics.

International co-operation and co-ordination is also actively pursued by the Director General. The Division's contribution in this area can be through co-operative activities with the main agencies assisting data compilers (UNCTAD; UN Statistical Division; EUROSTAT) using the inter-agency Task Force on Trade Statistics as the vehicle. In a wider context, concrete improvements in inter-agency co-ordination and collaboration in the statistical field are being sought by national statistical offices through the UN Statistical Commission. Action items have been identified by the inter-agency Task Force (chaired by WTO) in this area.

The Integrated Data Base and the recently developed Consolidated Tariff Schedules Database are the repositories of the tariff information which will support tariff negotiations (on agricultural and industrial goods). The Division is actively supporting continuous efforts to improve the content and coverage of the databases through the Committee on Market Access. A significant ongoing objective, in response to Members' needs, is to develop the software required to exploit the databases effectively, and to pass that technical expertise onto Members, in particular, developing Members and least developed Members. It should be noted however, that it is difficult to control the pace and extent to which these activities can proceed since, to a large extent, the Division's work is driven by developments in the Committee on Market Access and is dependent for input on notifications from Members. For example, the Committee was yet to address substantively such issues as updating Members' CTS database files to reflect the latest modifications and rectifications and the latest tariff nomenclature; linking the bound duties in the CTS with the applied duties and imports in the IDB. Nevertheless, this technical work needs to be undertaken in anticipation of Members' future needs, to the extent that current resources permit.

A number of improvements in products and processes have been identified in the Division and incorporated into year 2002 activities.

Main Activities

- The Statistics Division was created in October 1998. Its activities are divided between four Sections. Main activities by Section are as follows:

Merchandise Trade Section (MTS):

- Produce core statistics and prepare camera-ready tables for the WTO Annual Report and International Trade Statistics (ITS) in all 3 official languages.
- Improve the contents of ITS with information on tariffs, and possibly additional information on trade in services.
- Update time series related to the monitoring of the Agreement on Agriculture.
- Improve the estimation of world production indices by main product groups and that of world GDP.
- Finalize and implement the meta data management system.
- Undertake a feasibility study to move the Statistics Data Base (SDB) onto a more robust platform.
- Develop SAS-based routines to streamline the production of tables and time-series ready for dissemination.
- Improve the timing and contents of web-based dissemination.
- Implement the inter-agency process to arrive at a commonly agreed data set for aggregate exports and imports.
- Reply to requests for statistics from other WTO Divisions, other international organizations, and users at large.
- Improve staff expertise and skills through information sharing, in-house training and external courses.

Trade in Services Section (TISS):

- Estimate world and regional trade in services, and monitor economic developments in this area.
- Provide statistics on trade in services for WTO publications.
- Compile statistics on trade in goods and services for the assessment of WTO Members' contributions in the WTO budget.
- Streamline the Section's major programmes and procedures for the Annual Report and the annual "International Trade Statistics" report.
- Reply to requests for statistics from other WTO Divisions, other international organizations, researchers, and users at large.
- Participate in the work of the Task Force of Statistics on International Trade in Services, and convene the Task Force on International Merchandise Trade Statistics.
- In co-operation with other organizations, provide guidance to countries in compiling statistics on international trade in services.
- Draft methodological papers and provide expert advice on trade in services statistics and their links to the GATS.
- Examine sectoral developments of international trade in services.
- Participate in the drafting of background papers for WTO Members' meetings.

Integrated Data Base (IDB) Section:

- Process increasing number of IDB submissions.
- Assist Members in providing comprehensive IDB submissions and in using IDB and CTS data (technical assistance missions and Geneva seminars/workshops).
- Streamline and automate handling of IDB administrative records.
- Maintain and update the CTS database.
- Further develop and maintain the link between the CTS and the IDB.
- Improve IDB and CTS dissemination and reporting facilities (Internet, CD-ROM) in collaboration with SDP Section.
- Service Market Access Committee with respect to the IDB and the CTS database.
- Service requests from Members, other WTO divisions and other ad hoc requests concerning tariffs and tariff-line imports.
- Develop analytical tariff statistics for public dissemination in collaboration with the Economic Research and Analysis Division.
- If requested, involvement in the electronic verification of the transposition of Members' goods schedules from HS 96 to HS 2002.
- If requested, support agricultural negotiations.

Systems Development and Production (SDP) Section:

- Systems development, production and support services for the IDB including: the IDB PC systems already in place (PC Conversion and Verification facility, IDB Internet File Transfer Facility, IDB data compression and checking utilities, IDB Reporting Tools, the IDB CD-ROM) and under development (IDB Internet dissemination application, IDB dissemination databases and SQL database loading/maintenance utilities); systems support services for the Quantitative Restrictions database.
- Contingent on funding, redevelop the IDB CD-ROM.
- Systems development and support services for the CTS database, in particular the development of dissemination modalities (CD-ROM, Internet, etc), analytical applications (contingent on funding) and the annual link with the IDB in collaboration with the IDB Section.
- Systems development and support for special studies and other ad hoc requests.
- Systems development and support for tariff negotiations in Agriculture (if requested).
- Systems development and support for the electronic verification of the transposition of Members' goods schedules from HS 96 to HS 2002 (if requested).
- Technical assistance for Members to resolve technical problems and to assist them in using the IDB/CTS applications.
- Maintain IDB/CTS hardware/software infrastructure and upgrade applications to Windows 2000/Office 2000, in collaboration with the Informatics Division.

Expected results

Merchandise Trade Section:

- Enhanced analytical value of the "International Trade Statistics" report.
- Improved data quality and transparency.

- Improved work processes and timeliness of statistical output by means of new and/or enhanced data manipulation applications.
- Improved data dissemination.
- Better cooperation among agencies; and further convergence on aggregate export and import data.

Trade In Services Section:

- Improvement and increased coverage of statistics on international trade in services world wide through the promotion of the *Manual on Statistics of International Trade in Services*, and compilation guidance, in co-operation with other Organizations.
- Improvement of work procedures, and of the quality and timeliness of statistical output, for the assessment of budget contributions, the WTO Annual Report, the WTO International Trade Statistics, intranet , and the WTO web site.
- Assessment of selected service sectors (e.g., telecommunications services).

Integrated Data Base Section:

- Increased IDB participation (more timely and more comprehensive coverage of Members' tariff and import data).
- Increased throughput of IDB processing if submission quality can be improved.
- Better tracing and faster reporting of status of submissions and processing.
- Up-to-date databases for bound and applied tariffs and imports, linked, increasingly, at the tariff line level.
- Faster response time for complex tariff requests resulting from improved access to IDB and CTS data.
- Improved visibility and better service to Members and public at large and improved Secretariat image.

Systems Development and Production Section:

- Provision of new and improved customized IDB/CTS analytical facilities for Members and the Secretariat.
- Regular dissemination of IDB/CTS information via the Internet and bi-annual production of the IDB CD-ROM.
- Assessments of potential tariff reductions in agriculture (if requested).
- Time-savings and transparency for Members in HS 2002 verification via use of custom applications (if requested).
- Continued effective operations of IDB/CTS/QR databases and applications, and provision of associated support services.
- Continued effective functioning of the IDB/CTS hardware and software infrastructure.
- Applications upgraded to Windows 2000/Office 2000, depending on the schedule established by the Informatics Division.

Estimate of work hours per year allocated to technical assistance activities in your Division: 1 500 hours.

Statistics Division

Staffing

Director	1
Other Staff	25.5

Divisional Budget

PART	SECTION	CHF
A. STAFF COSTS	Work Years/Salary	3,058,100
	Temporary Assistance	
B. ADMINISTRATIVE COSTS	Communication and Building	
	Permanent Equipment	5,000
	Expendable Equipment	
	Contractual Services	
C. OTHER COSTS	Staff Overhead Costs	
	Missions *	
	Various	
	- Representation and Hospitality	800
	- Other	
TOTAL		3,063,900

* Allocation for missions to be apportioned at a later date.

Technical Cooperation Division

Objectives and Work Programme for 2002

Objectives:

- Contribute to the fuller participation of developing and least-developed countries, and economies in transition in the multilateral trading system through human resource development, institutional capacity building, and increased public awareness of the multilateral trading system.
- Give high priority to the integration of LDCs in to the multilateral trading system. This will turn on the following priorities:
 - Improving the quantum and quality of trade-related technical assistance, but within the specific policy framework of LDCs' support for further trade liberalization and poverty reduction.
 - Operating in coordination with other multilateral institutions to provide support for LDCs, including through the Integrated Framework (IF) and the Joint Integrated Technical Assistance Programme for Africa (JITAP).
 - Intensifying consultations with Members to improve market access opportunities for LDCs in order to eventually attain duty-free, quota-free market access for LDCs' exports.
 - Assisting LDCs' implementation efforts by the organization of regional seminars in the areas of customs valuation and TRIPs.
- Deliver high quality technical assistance to developing and least-developed countries, and economies in transition, through activities such as training; advisory missions; seminars and workshops on a country and regional basis, and the provision of technical notes, on request, on issues of interest to the beneficiary countries. These activities aim at a better understanding of WTO rights and obligations, making better use of the opportunities in the Agreements, adaptation of national legislation, and assisting the increased participation of these countries in the multilateral trading system. Technical assistance will be delivered within the parameters of the Guidelines and Implementation Modalities for WTO Technical Assistance and the draft Strategy Paper as well as the rolling 3-year plan, and upon demand.
- Install WTO Reference Centres.
- Give legal advice for Panel to developing countries (ref. Article 27.2 of the Understanding of Rules Governing the Settlement of Disputes).
- Improve the WTO informal outreach work with groups such as the African Group, the LDCs' Consultative Group and others. These Groups have linked to extension of technical service support at their weekly meetings, to a test of WTO commitment to integrate them into the multilateral trading system.
- Maintain and improve support for the Non-Residents.
- In pursuing the foregone objectives, the Technical Cooperation Division will endeavour to balance a flexible approach with a long-term commitment to beneficiary countries. To the extent possible the private sector will be associated in activities related to the multilateral trading system which are organized by the Division. Regional and sub-regional organizations will also be essential to the work of the Division. Inter-Agency relationships including in particular on the basis of the Integrated Framework will be a priority mechanism for the delivery of trade-related technical assistance, and the "mainstreaming" of trade priority areas of action into new development plans and strategies for poverty reduction. An evident value of the Inter-Agency mechanism will be the avoidance of overlap.

Main activities

- Delivering high quality technical assistance to officials from the public and, if so requested, the private sector, from developing and least-developed countries and economies in transition, with the objective of disseminating basic information on WTO Agreements through activities including seminars and workshops at the national and regional levels.
- Delivering basic training on the multilateral trading system through the use of information technology tools such as CD-ROMs and Internet; increased use of video-conferencing, video cassettes and e-mail on technical assistance activities to supplement paper-based documentation and face-to-face interaction; raising awareness through specific workshops on the use of WTO information systems, in particular public and Member-only sites.
- Carrying out specialized workshops on matters relating to legislative and implementation aspects e.g. notification requirements and needs assessments relating to changes/revision of national legislation.
- Establishing WTO Reference Centres with Internet connectivity and with training provided on how to track down trade-related sources on the Internet, particularly the WTO Web-site; and how to use information technology tools to meet notification requirements.
- Continuous follow-up activities which aim at: (a) ensuring a continuous flow of information to governments and the business community of participating countries on opportunities in the new trading system, (b) ensuring a lasting network of cooperation, through the establishment of local contact points, so that technical know-how can be made available on a more permanent basis, as required, and (c) ensuring assessment of progress and further follow-up actions.
- Implementing the Integrated Framework (IF), chairing and coordinating the work of the six core Agencies – the Inter-Agency Working Group (IAWG) for the Integrated Framework for Trade-Related Technical Assistance to LDCs.
- Implementing the Inter-Agency Pilot Scheme Work Programme on mainstreaming trade into country development strategies and PRSPs, in the context of the IF.
- Implementing the Joint ITC/UNTCAD/WTO Integrated Technical Assistance Programme for Africa (JITAP).
- Participating in and servicing of the newly established Technical Assistance Management Committee, which will include:
 - Overseeing issues of general interest relating to trade-related technical assistance (strategy, modes of delivery, management, follow-up, relationships with beneficiaries and donors).
 - Organizing specific activities (agenda, review of spending priorities, timing, human and financial resources, coordination with other agencies).
 - Reporting to the Director-General periodically and making policy recommendations for his consideration.
- Providing technical and advisory support for the WTO LDCs Consultative Group.
- Servicing the Sub-Committee for Least-Developed countries.
- Servicing the WTO African Group and other informal outreach groups.
- Managing trust funds provided by individual donor countries, according to their different criteria and different priorities, as well as their different reporting requirements.
- Drafting of Memoranda of Understanding between the WTO and other agencies for the organization of joint technical assistance activities outside Geneva.

Expected Results

- Increased effective participation of developing and least-developed countries, and economies in transition in the multilateral trading system.
- The better understanding of developing and least-developed countries, and economies in transition of their WTO rights and obligations, the opportunities in the WTO Agreements, and of the adaptation of national legislation.

Estimate of work hours per year allocated to technical assistance activities in your Division: 41,360

Technical Cooperation Division

Staffing

Director	1
Other Staff	15

Divisional Budget

PART	SECTION	CHF
A. STAFF COSTS	Work Years/Salary	1,846,400
	Temporary Assistance	
B. ADMINISTRATIVE COSTS	Communication and Building	
	Permanent Equipment	
	Expendable Equipment	
	Contractual Services	
C. OTHER COSTS	Trade Policy Training Courses	
	Staff Overhead Costs	
	Missions *	
	Various	
	- Representation and Hospitality	800
	- Other	
TOTAL		1,847,200

* Allocation for missions to be apportioned at a later date.

Technical Cooperation Audit

Objectives and Work Programme for 2002

Objectives:

- Establishment of a methodology for monitoring and evaluating Technical Assistant (TA) activities in the WTO, and carrying out such monitoring and evaluation of both individual programmes, and thematically.

Background

The function was created in February 2001.

Main activities

- Monitoring TA activities on an individual basis.
- Evaluation of such activities.
- Development of policy for TA resulting from observations of TA activities.
- Contacts with beneficiary countries and donors.

Expected Results

- Reports to senior management and the membership (Committee on Trade and Development (CTD)) on the effectiveness of our TA activities.

Estimate of work hours per year allocated to technical assistance activities in your Division : 100%

Technical Cooperation Audit

Staffing

Director	1
Other Staff	

Divisional Budget

PART	SECTION	CHF
A. STAFF COSTS	Work Years/Salary	115,400
	Temporary Assistance	
B. ADMINISTRATIVE COSTS	Communication and Building	
	Permanent Equipment	4,000
	Expendable Equipment	
	Contractual Services	
C. OTHER COSTS	Trade Policy Training Courses	
	Staff Overhead Costs	
	Missions *	
	Various	
	- Representation and Hospitality	800
	- Other	
TOTAL		120,200

* Allocation for missions to be apportioned at a later date.

Textiles Division

Objectives and Work Programme for 2002

Objectives:

- Provide counselling and technical advice on textile trade matters and on the implementation of the Agreement on Textiles and Clothing (ATC) to WTO Members and countries in the process of accession.
- Service the Textiles Monitoring Body.
- Provide service to Dispute Settlement Understanding (DSU) panels focusing on the ATC.
- Maintain close liaison with other WTO Divisions and participate in WTO training and technical cooperation functions.
- Maintain a broad knowledge base on developments in world textiles and clothing trade and government policies and actions in this area.
- Provide information and advice to intergovernmental and non-governmental organizations, trade associations and academics.

Background

From 1974, textiles and clothing trade was largely governed by the Multifibre Arrangement (MFA). A derogation from the GATT principle of non-discrimination, it provided the basis on which many industrial countries established quotas through bilateral agreements or unilateral actions on imports of textiles and clothing from more competitive developing countries. The MFA expired on 31 December 1994 with the coming into force of the WTO and, under it, the new Agreement on Textiles and Clothing (ATC).

The ATC sets the rules for the phasing-out of the former MFA quota system through the gradual integration of textile and clothing products into GATT rules over 10 years (1995-2004): it is based on a "rollover" of the existing MFA quotas into the WTO Agreement as the starting-point for the transition; as products are integrated into GATT rules, any quotas on these products must be removed; growth rates in the remaining quotas will be progressively enlarged as a means of liberalization. It also contains a special safeguard clause to protect against damaging surges in imports during the transition. The implementation is overseen by the Textiles Monitoring Body, a standing body comprising the Chairman and 10 members.

In 2002, the ATC will reach year 8, the first year of the third stage, when a further 18% of Members' textile and clothing products will be integrated into WTO rules. This marks the beginning of the final stage in the 10-year transitional period, which will lead to the termination of the ATC and the special rules governing the trade in this sector.

Main Activities

- Technical advice and guidance on the interpretation and application of the provisions of the WTO Agreement on Textiles and Clothing; (1) to WTO Members in Geneva and in the capitals, and to countries in the process of accession; and (2) to a broad range of other organizations and individuals. In 2002, the Division will respond, in particular, to enquiries regarding the implementation of the third stage of the ATC integration process as well as any programme of work relating to the ATC which might result from the Fourth Ministerial Conference.

- The secretariat service of the Textiles Monitoring Body (TMB), including participation in about 15 meetings during the year, providing advice and information to TMB members, and the preparation of documentation and reports.
- The secretariat service to DSU panels on textile matters and on the implementation of the ATC. This involves arranging meetings, processing submissions, providing information and guidance to the Legal Division, to the representatives of the disputing Members and to the members of the Panels, drafting the descriptive part of Panel's reports to the Dispute Settlement Body (DSB) and participating in the preparation of the Panel's findings and conclusions.
- Advice to intergovernmental and non-governmental organizations, trade associations and academics on the WTO's structure, policies and programmes with particular reference to the textiles and clothing sector and will provide these organizations and persons with information on the ATC and its possible economic impact. The Division also provides to these bodies information and analysis of developments and trends in global textiles and clothing trade and on the outlook for the future.
- Maintain liaison with other WTO Divisions by providing information on the provisions of the Textiles Agreement, on global and regional textiles trade and related economic developments, as well as on notification obligations and compliance therewith.
- Prepare and present detailed lectures on the provisions and implementation of the ATC and on the economic, trade and political aspects of textiles and clothing trade for the activities organized by the Training Division, for seminars of the Technical Cooperation Division, for other organizations and at numerous sessions with delegations from Members and acceding countries visiting Geneva.

Expected Results

- To assist Members, both delegations in Geneva and their Governments in capitals, to meet their obligations under the ATC; to fully understand their rights in this regard; and to participate in all discussions on this Agreement.

Estimate of work hours per year allocated to technical assistance activities in your Division: 500

Textiles Division

Staffing

Director	1
Other Staff	3.5

Divisional Budget

PART	SECTION	CHF
A. STAFF COSTS	Work Years/Salary	519,300
	Temporary Assistance	
C. ADMINISTRATIVE COSTS	Communication and Building	
	Permanent Equipment	
	Expendable Equipment	
	Contractual Services	
D. OTHER COSTS	Staff Overhead Costs	
	Missions *	
	Various	
	- Representation and Hospitality	800
	- Other	
TOTAL		520,100

* Allocation for missions to be apportioned at a later date.

Textiles Monitoring Body

Objectives and Work Programme for 2002

Objectives:

- Ensure the efficient functioning of the Textiles Monitoring Body (TMB) by providing full service to it in carrying out its tasks under the Agreement on Textiles and Clothing (ATC).
- Assist the TMB, in particular in the conduct of its examination of any disputes that can be referred to it by WTO Members.
- Provide assistance to the TMB in preserving transparency on all matters related to its activities.

Background

The ATC specifies that the task of the TMB is to supervise the implementation of this Agreement, to examine all measures taken under this Agreement and their conformity therewith, and to take the actions specifically required of it by the Agreement.

As a standing body, the TMB has to meet regularly (usually on a monthly basis).

Several provisions of the ATC define specific requirements *vis-à-vis* the TMB regarding the kind of action that has to be carried out or taken by it when addressing issues in the context of the particular ATC provision invoked.

Main Activities

- Organize and prepare the meetings of the TMB which is scheduled to meet on a monthly basis.
- Ensure timely processing and circulation of notifications addressed to the TMB and reports adopted by it, to WTO Members for their information.
- Assist WTO Members in complying with their obligations, in particular with those related to notifications, under the ATC.
- Provide full support to TMB members and their alternates in the preparation and conduct of the TMB meetings (preparation of draft agendas and reports, preparation of background notes, etc.)
- Assist newly appointed TMB members and alternates in assuming their functions, inter alia, by providing detailed briefings to them.
- Provide technical assistance, when required.

Expected Results

- To comply with the requirements defined for the TMB by the ATC. To review, as required, all the notifications addressed to the Body. To conduct a thorough examination of any dispute between WTO Members that may be referred to it and to make the necessary findings, observations and recommendations, as appropriate. To respect the deadlines defined by the ATC and to preserve transparency on all matters related to the activities of the Body.

Estimate of work hours per year allocated to technical assistance activities in your Division: 200

Textiles Monitoring Body

Staffing

Ungraded	1
Other Staff	1

Divisional Budget

PART	SECTION	CHF
A. STAFF COSTS	Work Years/Salary	230,800
	Temporary Assistance	
B. ADMINISTRATIVE COSTS	Communication and Building	
	Permanent Equipment	
	Expendable Equipment	
	Contractual Services	
C. OTHER COSTS	Staff Overhead Costs	
	Missions *	
	Various	
	- Representation and Hospitality	17,000
	- Other	
TOTAL		247,800

* Allocation for missions to be apportioned at a later date.

Trade and Environment Division

Objectives and Work Programme for 2002

Objectives:

- To give the best possible service to the Committee on Trade and Environment (CTE) in pursuing the work programme agreed by Minister.
- To promote a better understanding of WTO rules among environment officials, as well as in "civil society". This applies also to WTO rules as they relate to matters covered by, or under negotiations, in Multilateral Environmental Agreements (MEAs).
- To provide technical assistance.

Background

The 1994 Ministerial Decision on Trade and Environment called for the establishment of a Committee on Trade and Environment (CTE). A broad based mandate was agreed upon for the CTE, consisting, in short, of identifying the relationship between trade measures and environmental measures in order to promote sustainable development, and of making appropriate recommendations on whether any modifications of the provisions of the multilateral trading system are required. With the aim of making trade and environment policies mutually supportive, the CTE addresses a number of specific issues, including the effect of environmental measures on market access and environmental benefits of removing trade restrictions and distortions (win-win-win situations).

Main activities

- Service the Chair and Members of the Committee Trade and Environment.
- Provide Secretariat support to any relevant dispute panels.
- Provide technical assistance to developing countries, including through technical cooperation missions.
- Maintain dialogue with Non-Governmental Organizations (NGOs), academia and private sector on issues of mutual interest.
- Cooperate with the Secretariats of multilateral environmental agreements as well as with relevant Inter-Governmental Organizations (IGOs), including participation in meetings they hold.
- Respond to a well of correspondence.
- Service WTO senior management and coordinate with other WTO divisions.

Expected results

- Raised awareness on the links between trade, environment and sustainable development.
- Enhanced dialogue between trade and environment policy makers.
- In general, facilitated consensus-building in a politically sensitive area.

Technical Barriers to Trade

Objectives:

- To give the best possible service to the Committee on technical Barriers to Trade.
- To provide technical assistance.

Background

The Technical Barriers to Trade, TBT Agreement deals with standards, technical regulations and conformity assessment procedures on goods. Increasingly, these measures are considered to be important non-tariff trade barriers. The Agreement aims at minimizing these obstacles to trade, and has been gaining increased attention from WTO Members and private business. Discussions on TBT related matters are being held in the TBT Committee and other international and regional organizations. Coordinate and cooperate with these relevant organizations is essential.

Main activities

- Service the Chair and Members of the TBT Committee.
- Provide secretariat support to any relevant dispute panels.
- Maintain contacts with and attend meetings organized by relevant international and regional organizations.
- Provide technical assistance to developing countries, Least-Developed Countries (LDCs) and transition economies.
- Organize seminars, workshops, information sessions and symposia on TBT related matters.
- Service WTO senior management and provide expert technical advice to other WTO divisions.

Expected additional activities and results in year 2002

- Effective implementation and operation of the TBT Agreement. Smooth functioning of the Committee.
- Hopefully, reduced implementation problems in developing countries.

WTO and ILO

Objectives/Background

- As noted by Ministers in Singapore, "the WTO and ILO Secretariats will continue their existing cooperation".

Main Activities

- The Trade and Environment Division keeps track of relevant developments and attends International Labour Organization (ILO) meetings notably the ILO Governing Body, the Annual Conference and the Working Party on Social Dimensions of Globalization, as the agendas may relate to trade matters.

Estimate of work hours per year allocated to technical assistance activities in your Division: 1,500

Trade and Environment Division

Staffing

Director	1
Other Staff	9

Divisional Budget

PRT	SECTION	CHF
A. STAFF COSTS	Work Years/Salary	1,154,000
	Temporary Assistance	
B. ADMINISTRATIVE COSTS	Communication and Building	
	Permanent Equipment	
	Expendable Equipment	
	Contractual Services	
C. OTHER COSTS	Staff Overhead Costs	
	Missions *	
	Various	
	- Representation and Hospitality	800
	- ISO	58,900
	- Other	
TOTAL		1,213,700

* Allocation for missions to be apportioned at a later date.

Trade and Finance Division

Objectives and Work Programme for 2002

Objectives:

- Service the Committees on Balance-of-Payment Restrictions and on Trade-Related Investment Measures, the Working Group on the Relationship between Trade and Investment, and informal General Council meetings on "Coherence in Global Economic Policy-making: WTO Cooperation with the International Monetary Fund (IMF) and the World Bank".
- Service dispute panels addressing matters falling under the Division's responsibility.
- Provide support and briefing to senior management.
- Undertake activities resulting from decisions taken by the General Council on Trade-Related investment Measures (TRIMs) transition periods and the Implementation Mechanism.
- Provide technical assistance and expert advice to Members in Geneva and in capitals, including joint activities with United Nations Conference on Trade and Development (UNCTAD) in the area of trade and investment.
- Further develop collaboration and cooperation with the staff of the IMF and World Bank in work relating to the Coherence mandate.
- Further develop contacts with Non-Governmental Organizations (NGOs) and the private sector, and increase public transparency of the division's work.

Background

The Division's work programme remains largely unchanged from 2001. The main differences are likely to lie in the area of TRIMs.

Main Activities

- Committee on Trade-Related Investment Measures; Committee on Balance-of-Payments Restrictions; Working Group on the Relationship between Trade and Investment; Marrakesh Declaration on Coherence.

Expected Results

- All objectives achieved.

Estimate of work hours per year allocated to technical assistance activities in your Division: 400

Trade and Finance Division

Staffing

Director	1
Other Staff	6

Divisional Budget

PART	SECTION	CHF
A. STAFF COSTS	Work Years/Salary	807,800
	Temporary Assistance	
B. ADMINISTRATIVE COSTS	Communication and Building	
	Permanent Equipment	
	Expendable Equipment	
	Contractual Services	
C. OTHER COSTS	Staff Overhead Costs	
	Missions *	
	Various	
	- Representation and Hospitality	800
	- ISO	
	- Other	
TOTAL		808,600

* Allocation for missions to be apportioned at a later date.

Trade Information Centre

Objectives and Work Programme for 2002

Objectives:

- To improve the flow of information between the WTO and its Members, Observers and others wishing to join the Organization thus ensuring their fuller participation in the multilateral trading system, through designing and implementing new information strategies based on the application of state-of-the-art technologies.

Background

Since least-developed, more capacity-constrained and non-resident Members and Observers face more difficulties than others in managing the vast amount of information disseminated by WTO, a coherent package of integrated services will be designed using information and communications technologies and the provision of targeted (customized) advice and training.

Main Activities

- To assess the needs of the target group.
- To set-up a physical and virtual centre.
- To provide advice and training.
- To coordinate the development of innovative tools and methods to facilitate the dissemination of information concerning the WTO.

Expected Results

- To provide full Internet connectivity to the target group.
- To improve the Members"/Observers" Home Page.
- To develop an integrated services package of the different databases developed by WTO (i.e. Documents Online, IDB, Services Database, Notification Database, Consolidated Tariff Schedules Database, Library Catalogue Database, Dispute Settlement Database, Rules Database).
- To devise new and more efficient ways of integrating WTO Reference Centres into the WTO framework and *modus operandi*.
- To develop a package of data through push technology that contains topical information that closely matches the needs and priorities of the target group.

N.B. The above programme of work for 2002 assumes the approval of the strategy and the availability of both human and financial resources as requested on 21 June 2001.

Estimate of work hours per year allocated to technical assistance activities in your Division: 100 per cent.

Trade Information Centre

Director	1
Other Staff	

Divisional Budget

PART	SECTION	CHF
A. STAFF COSTS	Work Years/Salary	115,400
	Temporary Assistance	
B. ADMINISTRATIVE COSTS	Communication and Building	
	Permanent Equipment	
	Expendable Equipment	
	Contractual Services	
C. OTHER COSTS	Staff Overhead Costs	
	Missions *	
	Various	
	- Representation and Hospitality	800
	- ISO	
	- Other	
TOTAL		116,200

Trade in Services Division

Objectives and Work Programme for 2002

Objectives:

- The objectives for the Division will be essentially the same as in 2001. The year 2002 will be the third year in the new round of negotiations on services. This will involve negotiations on new commitments in all services sectors as well as negotiations on new disciplines under the General Agreement on Trade in Services (GATS) including the clarification of some aspects of the Agreement itself. The negotiations will take place under the aegis of the Council for Trade in Services and will involve some or all of the four subsidiary committees. It is also possible that Members will decide to create additional negotiating structures (negotiating groups). The Services Division will provide support for all of these bodies.
- The Division will therefore continue to provide support for the Council for Trade in Services and other bodies established under the GATS:
 - The Committee on Financial Services.
 - The Working Party on Domestic Regulation (in developing disciplines under Article VI:4).
 - The Working Party on GATS Rules (in developing disciplines relating to Subsidies and Government procurement of services, and on safeguards where the negotiations were prolonged until March 2002).
 - The Committee on Specific Commitments.
 - Any additional bodies set up under the Council.
 - Any dispute settlement panels involving services.

In addition, the Division will also:

- Provide support for the Committee on Regional Trade Agreements in its work relating to Article V of the GATS, and for Working Parties on Accession of new Members in relation to services.
- Facilitate the implementation of the results of negotiations on basic telecommunications, financial services.
- Continue to participate actively in technical co-operation and other forms of public explanation of the GATS, and to provide advice and assistance to Geneva delegations.
- Monitor the implementation of the GATS in terms of notifications and implementation of existing and new commitments.
- Extend the Division's knowledge of specific service sectors and make available the services database presently being developed.
- Provide support and briefing to senior management on all matters relating to services.
- Maintain and extend contacts with private sector organizations.

Background

The essential background to all work on services in 2002 will be the fact that the new round of negotiations under Article XIX of the GATS will continue, perhaps in the context of a wider round of negotiations, and will be moving into a higher gear with the commencement of negotiations on market-access commitments. This is expected to entail a substantially higher level of activity for the Division in the form of assistance to delegations on the technicalities of scheduling and negotiating procedures generally. The fact that the negotiations are taking place will also give rise to a higher level of interest in GATS matters among service industries and the public; this will generate even greater demand for the Division's participation in technical assistance and other forms of public presentation of the issues at stake. Activity of this kind is already a very important part of the Division's work, since the GATS is still a new agreement and not well understood in many quarters.

Main Activities

- The most important activity of the Division will continue to be the servicing of the Council and all other standing bodies. Since negotiations will be in progress it may be expected that there will be a heavy focus on the technicalities of scheduling and the classification of services. It must also be expected that the heavy programme of meetings, of all bodies, which has been followed in 2000 and 2001 will be maintained in 2002. It should be noted that in addition to the negotiations proper and its administration of the normal function of the Agreement, the Services Council is continuing its review of the Air Transport Annex of the GATS, and beginning background information for maritime services and the review of the effect of suspending the Most Favoured nations (MFN) obligation in the sector, for which the Division is also providing technical support.
- The Division's second priority, in terms of the time and resources devoted to it, is and will continue to be technical cooperation. The opening of negotiations has already stimulated a higher level of request for assistance missions and we must assume that demand will increase further.
- Contacts with service industries and with the public generally, to explain the GATS and the purposes of the current negotiations, will also be an important activity, especially in view of the misunderstanding, not to say hostility, manifested by some Non-Governmental Organizations (NGOs) and commentators.
- The fact that services are supplied electronically on a very large and increasing scale means that electronic commerce will continue to make a major call on the Division's resources.

Expected Results

- It is not expected that the new services round will be completed in 2002, so that no definitive results can be expected from this major element of the Division's work in this year. Results will rather take the form of significant progress, essentially through technical work on scheduling, the classification of services and negotiating techniques, towards the objective laid down in Article XIX - i.e. the achievement of a progressively higher level of liberalization - and the guidelines and procedures for the negotiations. However, it is expected that in some rule-making areas progress would be achieved. In particular, in the negotiations on emergency safeguard measures where the current deadline is 15 March 2002.
- The results of work in the area of technical assistance will take the form of fuller participation in the negotiations and in all aspects of trade in services by developing countries, especially the smaller and less developed among them.

Estimate of work hours per year allocated to technical assistance activities in your Division:

Based on experience in 2000 and 2001, we should budget for least 400 working days (i.e. 3200 hours) of technical assistance, including travel and preparation time and lectures given in Geneva. This

figure represents about 20 per cent of the working time of 10 professionals and the director. As suggested above, the experience of the past two years may not be a wholly adequate basis for planning, since the intensification of the negotiations is likely to generate additional demand. The figure given above should therefore be considered as conservative.

Trade in Services Division

Staffing

Director	1
Other Staff	14

Divisional Budget

PART	SECTION	CHF
A. STAFF COSTS	Work Hours/Salary	1,731,000
	Temporary Assistance	
B. ADMINISTRATIVE COSTS	Communication and Building	
	Permanent Equipment	6,600
	Expendable Equipment	
	Contractual Services	
C. OTHER COSTS	Staff Overhead Costs	
	Missions *	
	Various	
	- Representation and Hospitality	800
	- Other	
TOTAL		1,738,400

ALLOCATION FOR MISSIONS TO BE APPORTIONED AT A LATER DATE.

Trade Policies Review Division

Objectives and Work Programme for 2002

Objectives:

- The principal task of the Trade Policies Review Division (TPRD) is, pursuant to Annex 3 of the WTO Agreement, to prepare reports for, and provide the Secretariat of, meetings of the Trade Policy Review Body, at which Reviews of Members are carried out. The Division also prepares the Director-General Annual Overview of trade policy developments, plays significant role in the preparation of the WTO Annual Report and is increasingly involved in technical cooperation activities.

Background

The Uruguay-Round mandated "Appraisal of the Operation of the Trade Policy Review Mechanism" (WT/MIN(99)/2) reaffirmed the relevance of the TPRM, noted its usefulness on technical assistance, and emphasized that all Members, including Least-Developed Countries (LDCs), should be reviewed once as soon as possible, with efforts continuing to be made to achieve maximum efficiency in the use of Trade Policy Review mechanism (TPRM) resources.

Main Activities

- During 2002, the Division will be working on the Reviews of the following Members (in alphabetical order), the largest ever workload:
 - Australia; Barbados; Dominican Republic; Estonia; European Union; Guatemala; Haiti; Hong Kong, China; India; Japan; Malawi; Mauritania; Mexico; Pakistan; SACU (5*); Venezuela; Zambia.
 - N.B.: SACU = South Africa, Botswana, Lesotho, Namibia, Swaziland.

Expected Results

- Timely completion of the programme.

Estimate of work hours per year allocated to technical assistance activities in your Division:

During 2002, technical assistance missions are likely to be undertaken to Benin, Chad, Haiti, Mauritania, Zambia. Each would take about five working days and conform to the requirement that the Secretariat is required to make technical assistance available to developing countries, on request (Annex 3(d) of the WTO Agreement).

Trade Policies Review Division

Staffing

Director	1
Other Staff	28.5

Divisional Budget

PART	SECTION	CHF
A. STAFF COSTS	Work Years/Salary	3,404,300
	Temporary Assistance	
B. ADMINISTRATIVE COSTS	Communication and Building	
	Permanent Equipment	7,000
	Expendable Equipment	
	Contractual Services	
C. OTHER COSTS	Staff Overhead Costs	
	Missions *	
	Various	
	- Representation and Hospitality	800
	- Other	
TOTAL		3,412,100

ALLOCATION FOR MISSIONS TO BE APPORTIONED AT A LATER DATE.

WTO Training Institute

Objectives and Work Programme for 2002

Objectives:

- WTO Training activities aim to assist recipient countries in their understanding and implementation of agreed international trade rules and to contribute towards human resource development. This objective is achieved by the organization of residential Trade Policy Courses in Geneva for officials from developing countries.
- Regular Trade Policy courses aim to widen the participating officials' understanding of the multilateral trading system and international trade law, and of the activities, scope and structure of the WTO, in order to allow them to improve the effectiveness of their work in their own administrations.
- Other objectives for 2002 are to continue with the follow-up programme initiated in late 1999 for the past-participants of the Trade Policy Courses and fine tuning both the internal and external evaluation processes for the courses. It is also intended to examine further the feasibility of contributing to the Distance Learning projects being pursued in the WTO.
- To fulfil as well and as completely as possible the new tasks and responsibilities arising from the reconstitution of the Division as a Training Institute (see below).

Background

The year 2002 will be the 47th of the training courses organized by the WTO and its predecessor, GATT. Since 1955, GATT/WTO has organized 101 regular courses for about 2,000 officials from over 160 countries or customs territories. Offered in English twice every year and in French and Spanish every second year, the courses are open to government officials from developing countries/customs territories and economies in transition that are Members or Observers of the WTO or in the process of applying for membership, and least-developed countries.

The decision of 1 June 2001 by the Director-General OFFICE (01) 53:

" ... intend to begin to expand and diversify the WTO's training activities. ... The WTO Training Institute will be advised by a Board ... that will report to the Director-General. The Board will include representatives from the Members, the Secretariat, other interested intergovernmental organizations dealing with trade matters, and representatives of the academic community. ... The Board will act in an advisory capacity only and is intended to offer fresh perspectives on approaches to training and to increase transparency, accountability and coherence among international agencies engaged in trade-related training."

Main Activities

- The Training Institute will be responsible for the planning, organization and implementation of three Trade Policy Courses of a twelve-week duration. In 2002 one course will be held in Spanish and the other two in English and twenty-seven WTO fellowships will be available for each course. As customary, auditors' posts will be available for government officials whose authorities agree to finance the participation.
- The programme of the Courses consists of lectures by the Training Institute and other WTO officials, invited experts from other International Organizations, various simulation exercises conducted by outside consultants, study tours in Switzerland and abroad. The Training Institute is also responsible for supervising the participants' research work.
- For all Courses, the Training Institute is involved in:

- Pre-Course administration, which concerns the selection of participants, travel and visas administration and the organization of accommodation of participants.
- Course administration involving the delivery of the Course Programme (scheduling of lectures, coordination of practical work and organization of simulations and study tours).
- Post-Course administration, concerning preparing course reports and maintaining contacts with trainees after they leave Geneva.
- Organize and conduct the periodic one-day Induction Courses.
- Organize and conduct a diversified range of short-term trade policy courses.
- Organize and conduct Training for trainers.
- Develop a pilot project for distance-learning services.
- Cooperate with universities and other institutions of learning in curriculum development on WTO and trade-related issues.
- Service the new Joint Advisory Board on Training.
- Assist the Association of Former Participants to GATT/WTO TPCs.

Expected Results

- To train satisfactorily 81 fellows and up to 9 self-financed auditors.
- Offer short courses in Geneva for LDCs.
- Hold three workshops on dispute settlement in Geneva.
- Initiate training for trainers.
- Explore further possibilities for other types of courses/workshops.
- Develop a first pilot project and feasibility study for distance learning.
- Develop, coordinate and rationalize the relations with Universities.

Estimate of work hours per year allocated to technical assistance activities in your Division: 16,600

WTO Training Institute

Staffing

Director	1
Other Staff	7

Divisional Budget

PART	SECTION	CHF
A. STAFF COSTS	Work Years/Salary	923,200
	Temporary Assistance	
B. ADMINISTRATIVE COSTS	Communication and Building	
	Permanent Equipment	5,200
	Expendable Equipment	
	Contractual Services	
C. OTHER COSTS	Trade Policy Training Courses	1,542,000
	Staff Overhead Costs	
	Missions *	
	Various	
	- Representation and Hospitality	9,600
	- Other	
TOTAL		2,480,000

* Allocation for missions to be apportioned at a later date.

Appellate Body

Objectives and Work Programme for 2002

Objectives:

- To enable the Appellate Body to hear and decide appeals from panel reports pursuant to the provisions of the Understanding on Rules and Procedures Governing the Settlement of Disputes (the "DSU").
- To continue to provide an efficient, independent Secretariat to service and assist the Appellate Body in its functions.
- To manage a growing caseload effectively and efficiently, while maintaining a high level of quality in the output of the Appellate Body.
- To carry out, effectively and efficiently, other responsibilities (e.g. arbitrations under Article 21.3(c) of the DSU) assigned by WTO Members to the Appellate Body or its Members.

Background

The Appellate Body was established pursuant to the DSU, which is contained in Annex 2 to the *Marrakesh Agreement Establishing the World Trade Organization*. The function of the Appellate Body is to hear appeals from panel reports pursuant to Article 17 of the DSU. The Appellate Body is comprised of seven Members, recognized authorities in law, international trade and the subject-matter of the covered agreements generally, who reside in different parts of the world and are required to be available at all times and on short notice to hear appeals. Individual Members of the Appellate Body are sometimes called upon to act as arbitrators under other provisions of the DSU.

Main Activities

- Assisting the Appellate Body Members in hearing and deciding appeals from panel reports, and in hearing and deciding arbitrations referred to individual Appellate Body Members, in accordance with the provisions of the DSU; providing an efficient, independent Secretariat to service and assist the Appellate Body in carrying out its functions; managing increasing caseloads and producing Appellate Body Reports and related documents.

Expected Results

- It is projected that there will be a caseload of approximately 15 appeals and 5 arbitrations in 2002. This estimate is based on the number of cases currently before panels and the number of panels likely to be established by the Dispute Settlement Body before the end of 2001. The Appellate Body Secretariat will service and assist the Appellate Body and its Members in the appeals and other matters to be considered in 2002.

Estimate of work hours per year allocated to technical assistance activities in your Division: 900

Appellate Body

Staffing

Director	1
Other Staff	12

Budget

PART	SECTION	CHF
A. STAFF COSTS	Work Years/Salary	1,500,200
	Pensions and Common Staff Cost	540,800
	Temporary Assistance	36,000
B. ADMINISTRATIVE COSTS	Communication and Building	19,500
	Permanent Equipment	47,200
	Expendable Equipment	17,700
	Contractual Services	15,000
C. OTHER COSTS	Staff Overhead Costs	7,000
	Missions	10,000
	Various	
	- Representation and Hospitality	1,000
	- Appellate Body Members	618,200
	- Library	3,400
TOTAL		2,816,000

Statement of Extra-Budgetary Funds

Fund	Donor	Balance 1 Jan 2001	Transfers	Contributions	Expenses	Overhead Fees	Balance 31 August 2001	Notes
TRUST FUNDS								
T0006	Netherlands (Trainees)	561'605.43		1'310'838.10	713'454.19	92'749.04	1'066'240.30	
T0013	Pre Shipment Inspection	70'405.65		88.00	40.00	5.20	70'448.45	
T0020	Switzerland (1999 Special Course)	(18'297.17)	418.17	17'879.00			-	(1)
T0024	Hong Kong	27'427.88			1'764.70	229.41	25'433.77	
T0027	JITAP	105'471.89			87'038.30	11'314.98	7'118.61	
T0028	United States (Reference Centres)	11'041.01					11'041.01	
T0030	Switzerland	334'718.37			163'652.23	21'274.19	149'791.95	
T0037	United Kingdom	174'451.68	(96'383.57)		69'086.82	8'981.29	0.00	(1)
T0039	Switzerland (Saner)	-		55'086.00	22'200.00	2'886.00	30'000.00	
T0044	United Kingdom (CTS project)	(64'978.53)		140'000.00	54'364.35	7'067.37	13'589.75	
TAD01	Nordic Countries (Anti-Dumping)	17'707.00	(17'707.00)				-	(1)
TCA01	Canada (Mainstreaming)	-		27'902.50	24'692.48	3'210.02	-	(1)
TCH04	Switzerland (2000 Special Course)	2'111.88	(418.17)	(1'693.71)			-	(1)
TDE01	Germany (TPRs)	64'840.73		92'001.85	144'312.40	18'760.61	(6'230.43)	
TDE02	Germany (GTF)	-		337'258.35	(315.51)	(41.02)	337'614.88	
TDK02	Denmark (GTF)	629'020.66			100'226.98	13'029.51	515'764.17	
TES01	Spain (GTF)	-		152'503.66	117'218.00	15'238.34	20'047.32	
TEU01	European Commission (Services)	(4'842.22)		4'842.22			-	(1)
TFI01	Finland (GTF)	96'863.92		257'665.55	310'202.85	40'326.37	4'000.25	
TFR01	France (SPS)	230'121.80			126'983.61	16'507.87	86'630.32	
TFR02	France (GTF)	-	76'136.37	232'713.40	130'392.90	16'951.08	161'505.79	
TGTF1	Global Trust Fund	35'770.99					35'770.99	
THK02	Hong Kong	-		1'000'000.00	377'190.15	49'034.72	573'775.13	
TIE01	Ireland (GTF)	86'500.00	(57'000.00)		32'615.25	4'239.98	(7'355.23)	
TIMM1	Interns for Members' Missions	-	103'383.57		3'744.00	486.72	99'152.85	
TJP05	Japan 1999	313'297.05	(40'000.00)		228'328.85	29'682.75	15'285.45	
TJP07	Japan (CTS Project)	9'200.00		7'700.00	8'139.95	1'058.19	7'701.86	
TKR01	Korea (GTF)	-	(265'000.00)	519'554.12			254'554.12	
TLU01	Luxembourg (Africa)	-	33'173.16				33'173.16	
TMI03	Seattle Ministerial (LDCs)	(359'026.61)	(33'541.35)	392'567.96			0.00	(1)
TMI04	Qatar Ministerial (LDCs)	-	53'541.35				53'541.35	

Fund	Donor	Balance 1 Jan 2001	Transfers	Contributions	Expenses	Overhead Fees	Balance 31 August 2001	Notes
TRUST FUNDS								
TMIGA	Libreville Ministerial (LDCs)	100'621.05	(109'309.53)	50'063.75	37'896.50	4'926.55	(1'447.78)	
TNL03	Netherlands (GTF)	586'252.26			508'191.11	66'064.84	11'996.31	
TNO02	Norway (GTF)	503'071.58			322'539.26	41'930.10	138'602.22	
TNO03	Norway (Drug Pricing)	-		314'160.00	222'136.66	11'689.90	80'333.44	
TNZ03	New Zealand	288'897.82			119'911.77	15'588.53	153'397.52	
TSE02	Sweden (GTF)	735'560.04	25'499.48		384'630.93	50'002.02	326'426.57	
TSP08	Second Geneva Week	(50'000.00)	(7'792.48)	50'000.00	(6'896.00)	(896.48)	0.00	(1)
TSP09	Third Geneva Week	-	565'000.00		496'913.00	64'598.69	3'488.31	
TSP10	NGO Symposium	-	248'000.00	378'527.83	279'716.04	36'363.09	310'448.70	
TUK03	United Kingdom (Evaluation)	(44'996.23)		84'350.00	34'419.40	4'474.52	459.85	
TUK04	United Kingdom (Competition)	-		520'000.00	320'993.88	41'729.20	157'276.92	
TUK05	United Kingdom (GTF)	-					-	
TUS03	United States (SPS)	(30'909.46)		74'800.00			43'890.54	
TUS04	United States (GTF)	-		113'920.00	111'349.80	14'475.47	(11'905.27)	
TUS05	United States (GTF)	-	(478'000.00)	1'744'400.00			1'266'400.00	
TWP01	Workshop on TBT	(17'476.24)	(17'467.31)	34'943.55			-	(1)
TWP02	Workshop on TBT	-	17'467.31	45'420.00	60'259.00	7'833.67	(5'205.36)	
TOTAL TRUST FUNDS		4'394'432.23	0.00	7'957'492.13	5'607'393.85	711'772.72	6'032'757.79	

OTHER EXTRA-BUDGETARY FUNDS

EPSF1	Programme Support Fund	894'538.93		711'772.72	699'260.19	-	907'051.46	
ES962	96 Surplus (TAA)	11'153.45				-	11'153.45	
ES963	96 Surplus (Legal Fund)	178'662.05				-	178'662.05	
TOTAL OTHER EXTRA-BUDGETARY FUNDS		1'084'354.43	-	711'772.72	699'260.19	-	1'096'866.96	
GRAND TOTAL		5'478'786.66	0.00	8'669'264.85	6'306'654.04	711'772.72	7'129'624.75	

(1) Fund now closed