

**WCO Online Accreditation Workshop for Technical and Operational Advisors on Free Zones  
WCO CLiKC! platform  
17 – 21 May 2021**

**Draft Programme**

	<b>Topic and objectives</b>	<b>Notes for the facilitators</b>
<b>Day 1</b> <b>Three hours</b>	<ul style="list-style-type: none"> <li>▪ Official opening <i>10 minutes</i></li> <li>▪ Introduction and Workshop objectives 30 <i>minutes including a tour de table for introductions by participants or an ice-breaker exercise</i></li> <li>▪ WCO Capacity Building Programme and overview of the accreditation process <i>20 minutes</i></li> <li>▪ Overview of the relevant WCO instruments and tools on free zone including the latest developments <i>30 min</i></li> <li>▪ Overview of the December 2020 Policy Commission (PC) and Council Free Zone Guidance <i>20 min</i></li> <li>▪ Introduction and instructions for Exercise 1-3 <i>20 minutes</i></li> </ul>	
<b>Day 2</b> <b>Three and half hours</b>	<ul style="list-style-type: none"> <li>▪ Exercise 1 – individual presentations (10 minutes per individual presentation, followed by 5 minutes Q&amp;A session with each participant) <i>12*15 minutes = 3 hours</i></li> <li>▪ Key lessons and practices arising from individual presentations on Exercise 1 <i>20 minutes</i></li> <li>▪</li> </ul>	For Exercise 2, participants will be grouped in groups of two. In grouping the participants, individual characteristics and impressions from Day 2 will be taken into account. The group composition will be announced when providing the instructions for exercise 2.
<b>Day 3</b> <b>Three and half hours</b>	<ul style="list-style-type: none"> <li>▪ Exercise 2 – group presentations <i>6*20 minutes = 2 hours</i></li> <li>▪ Key lessons ad practices arising from the group presentations on Exercise 2 <i>20 minutes</i></li> <li>▪ Exercise 3 – presentations <i>3*20 minutes = 1 hours</i></li> </ul>	For Exercise 3, different grouping of participants will be applied. The group composition will be announced when providing the instructions for exercise 3. Participants that have presented first on exercise 2 should be towards the end of the list of presenters on exercise 3, i.e. some balance should be sought as far as practical.
<b>Day 4</b> <b>Three and half hours</b>	<ul style="list-style-type: none"> <li>▪ Exercise 3 – presentations <i>9*20 minutes = 3 hours</i></li> <li>▪ Key lessons ad practices arising from the group presentations on Exercise 3 <i>20 minutes</i></li> </ul>	
<b>Day 5</b> <b>Three hours</b>	<ul style="list-style-type: none"> <li>▪ Feedback on participants' performance (12 individual sessions) <i>12* 10 minutes = 2 hours</i></li> <li>▪ Closing Session</li> </ul>	

