



Australian Government

Department of Foreign Affairs and Trade



2 November, 2016

Dear Madam/Sir

**Request for Nominations for an Aid for Trade Training Course for SMEs in  
Indian Ocean States**

The Mauritius Chamber of Commerce working in partnership with trade experts from Economic Development Services Pty Ltd and the Institute for International Trade in Australia, would like to invite you to nominate a representative(s) to attend a specialised 8-day short course trade training program for small and medium enterprises in the Indian Ocean region from the 14<sup>th</sup> February – 23<sup>rd</sup> February, 2017.

Sponsored by the Australian Department of Foreign Affairs and Trade, the key objective of this trade training program is to provide representatives from small to medium sized private sector businesses with the knowledge, skills and information networks for their companies to better understand how to use and benefit from trade agreements including how to access trade support on offer from developed countries.

Attachment A lists a number of the topics to be covered but they include for example, understanding rules of origin and how to make the most of preferential trade agreements, negotiating customs and customs evaluation, practical aspects of importing and exporting, how to use trade agreements for investment opportunities, ways to influence government trade policy and how best to deal with technical barriers to trade such as quarantine standards or services regulations.

It is a practical course designed for business and will require participants to learn some important trade terminology as well as basic trade requirements and law. All participants will be expected to learn these concepts and apply them back in the work place, so please make sure these expectations are communicated. On the successful completion of the course, there will be a formal dinner with certificates presented to successful participants by the Australian High Commissioner.

Please note the participant selection criteria we would ask you to take into account:

1. Participants must be actively working in a small or medium sized company or be involved in a chamber of commerce/business association which represents SMEs involved in international trade.
2. Participants must be willing to learn and apply skills and share knowledge from this course when they return to work.
3. Participants must be willing to undertake a short assignment during the course and a short multiple choice test administered at the end of the course in order to receive the certificate.
4. Participants must be able to understand, speak and write English competently as our budget doesn't allow us to provide interpretation and translation facilities.

4. Participants must be able to understand, speak and write English competently as our budget doesn't allow us to provide simultaneous interpretation and translation facilities.
5. Full attendance and active participation will be expected throughout the course.
6. An overall gender balance is sought so please encourage women to apply as well as men.

The course will be held at the MCCI Business School in Ebene starting formally on Tuesday 14<sup>th</sup> February and finishing with a formal dinner on Thursday 23<sup>rd</sup> February, 2017. Selected participants travelling to Mauritius for the training course will have the following expenses covered:

- Return economy airfare
- Accommodation throughout the course
- Travel to and from the airport in Plaisance, Mauritius, to their hotel
- Breakfast and lunch provided during the course
- A modest per diem to cover evening meals/laundry

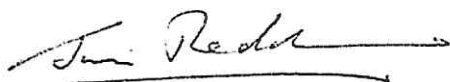
All flights and costs will be managed by the MCCI Business School and representatives should ensure receipts are kept for all expenses incurred. The MCCI Business School will organise all flights in consult with selected participants.

Please RSVP to MCCI Business School as soon as possible but by **30<sup>th</sup> November, 2016** at the latest to ensure a place for you representative(s). For any clarification or follow up please contact Mikaël Gujadhur at the MCCI Business School directly either by email ([mgujadhur@mccibs.ac.mu](mailto:mgujadhur@mccibs.ac.mu)) or phone on (230) 454 8950.

We look forward to hearing from you soon.



Raju Jaddoo  
Secretary General MCCI



Jim Redden  
Director, Economic Development Services

## Attachment A: Course Information

### 1. Objectives and Outcomes

The key objective of the training program is to provide SME private sector participants with the knowledge, skills and information networks in order for them to participate in the trade policy formulation process and utilise trade agreements consistent with their core business interests and consistent with the sustainable economic objectives of their countries.

The trade course will be specially designed to target the capacity building and human resource development for SME private sector operators in Mauritius, Madagascar, Mozambique, the Seychelles and Comoros. The course will cover trade related development issues and will seek to ensure a gender balance of participants undertaking the course.

Specific outcomes will include the following:

1. Increased participant knowledge of trade terminology, trade concepts and the advantages of trade for small island states.
2. Clear participant understanding of how trade agreements are negotiated and implemented and how the private sector can participate in the trade policy process
3. Increased understanding of how preferential agreements can be utilised with increased capacity to understand the application of rules of origin and customs valuation procedures.
4. Increased knowledge of the practical aspects of importing and exporting and how to overcome technical barriers to trade.
5. Better knowledge and skills in how their company or industry can benefit from the efficient utilisation of trade facilitation and trade agreements generally.
6. Enhanced Indian Ocean regional network of private sector traders.
7. Enhanced cooperation and understanding among Indian Ocean chambers of commerce, SMEs in the region.

### 2. Course Design and Outline

The trade course has been specially designed to target the trade needs of the private sector SME companies in Indian Ocean States. As such the course program outlined below is well progressed but there will be room to fine tune the final course program based on a final round of negotiations with chambers of commerce and input from SMEs from around Indian Ocean island states and Mozambique so any feedback is welcome by 26 November, 2016.



## **Draft Course Outline**

### **Topic One – Key Concepts: Trade, Business and Small Island States**

- The value of international trade to small island states for economic growth and development
- Trade terminology and key definitions/concepts that business need to know

### **Topic Two - What business needs to know about trade agreements**

- WTO agreements (eg The Agreement on Agriculture, Anti-Dumping Rules, the Trade in Services Agreement - TISA)
- Regional agreements (eg COMESA, SADC, IORA and others)
- Bilateral (FTAs with USA, Turkey, Pakistan etc)

### **Topic Three - Business, Preferential Schemes and Sustainable Development**

- Understanding preferences and preferential schemes (GSP, the EPA Agreement with the EU - SADC EPA and ESA EPA - AGOA with the USA and benefits of GSP with countries like Australia) - how to take advantage of these schemes.
- ESA region and services agreements with EU and SADC
- The importance of trade that is sustainable and inclusive with longer term development outcomes
- Using rules of origin, special and differential treatment and Aid for Trade – maximise the benefits of these modalities and minimise the risk of being used.

### **Topic Four - Practical Aspects of Importing and Exporting**

- Focus on marketing, client requirements, export/import rules, meeting standards (SPS and TBT), customs and valuation issues and taking advantage of WTO rules
- Trade facilitation, customs, customs evaluation and logistical services
- Navigating red tape and the importance of ethics, standards and accountability
- Trade and investment issues – how the two link and how to take advantage of investment opportunities

### **Topic Five - Trade and My Industry/Company**

- Pulling it all together – what does all this mean for my country, my industry or company and strategies going forward – value adding
- Understanding and integrating with global and regional value chains with summary of the implications of a Tripartite Agreement and the All Africa Continental Agreement for SMEs in the Indian Ocean region
- Finding trade information and statistics that you need to help your business
- Maintaining business networks and relationships
- Ongoing mentoring arrangements and results of short assignment and test.

## **Methodology and Trainers**

This training program will be held over 8 days with a weekend break in between the two weeks to allow participants to work on a short assignment directly applicable to their work and company. The training program will be held at MCCI Business School, Ebene Cybercity with the key lecturers managing the course including trade and business experts from Australia, Mauritius and other areas of Africa. They will be complimented by local experts from Customs, local business trader, as well as guest inputs from the Ministry of Trade and University of Mauritius.

Most sessions throughout the course will be interactive and provide for role plays, case-studies and practical applications of trade policy and 'doing business' more efficiently. It will not be an academic or theoretical course. Participants will complete a short report to their employer on a relevant aspect of international trade for their business or chamber and upon completion of a final test, will be presented with a Certificate in International Trade and Business Development at a final presentation dinner with relevant dignitaries, including the Australian High Commissioner to Mauritius, the Secretary General of the Mauritius Chamber of Commerce and Industry and subject to availability, the Minister for Trade in Mauritius or his designate.

Selection of participants will be undertaken in partnership between the overall course coordinator, Program Director, Jim Redden and the Mauritius Chamber of Commerce (MCCI) in consultation with the respective Chambers of Commerce and other industry bodies in the region and the Australian High Commission.

## **Safety and Welfare of Course Participants**

### **General**

Participants will be sent information packages by mid-January 2017 on the course, including preparatory requirements and on the pastoral care aspects of the course including how to access health and emergency services. The information package will cover all the necessary logistical details they will need from arrival to departure, accommodation details and contact numbers for key EDS and MCCI staff.

### **Gender, Safety and Professionalism**

In the first session of the course, all participants will be briefed on training room safety procedures followed by a discussion and consensus on professional expectations and behaviour during the course. This will include the need for listening to each other, respecting gender, religious and cultural traditions, zero tolerance of any sexual harassment, punctuality expectations and switching off phones and other ICT equipment that may obstruct adult learning. (unless for translation purposes).

### **Accommodation**

Participants will be accommodated in a clean and modern hotel adjacent to the training location. Hotel safety and emergency procedures to be given out on arrival as well as reinforced during first session of the training program.

### **Airport (travel to/from course location)**

Overseas participants will be welcomed on arrival at SSR airport in Plaisance and will be conducted by taxi to their hotel. On departure, participants will be assisted with transportation from the hotel to the airport. Local participants from Mauritius will be welcomed along with other participants upon arrival on the first day of the course.

### **Course-related travel – site visits**

All travel related to field visits or extracurricular activity will be by chartered bus. Local parking will be made available for participants from Mauritius.

### **Administration of participants' stipend**

MCCI administrative staff will administer international participants' stipends as checked and overseen by the Program Director. Overseas participants will be provided with their weekly stipend at the beginning of each week of the course.

### **Catering**

Participants will be provided with morning and afternoon teas as well as a catered lunch throughout the training program. At the end of the training program, participants will be provided with dinner as part of a final certificate ceremony. All other meals will be the responsibility of participants.

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