



## World Customs Organization

Rue du Marché 30, B-1210 Brussels, Belgium  
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### Att. WCO Members

05.10.2022 / Brussels  
22HL0455E

Dear Director General,

I am pleased to inform you that the World Customs Organization (WCO) is organizing a Workshop on the Pre-accreditation of WCO Leadership and Management Development Advisors (LMDA). It is scheduled to take place from **12 to 16 December 2022** at the WCO Headquarters in Brussels.

The Pre-accreditation Workshop is designed to strengthen the pool of highly competent experts capable of organizing and delivering capacity building activities on behalf of the WCO and of supporting Members in improving the management of human capital based on international standards and best practices. The role of an LMDA is demanding because the WCO LMD Programme offers intense, innovative and interactive activities for all management levels of the organization (top executives, senior and middle management). The LMDA helps participants develop modern leadership and management skills, attitude, and behaviour based on greater awareness and knowing oneself, self-management and a real understanding of others to positively impact them. Additionally, the LMDA works on a deep, personal level and coaches participants to integrate this knowledge into their daily management and to better contribute to their administration's organizational development and modernization processes. LMDA are genuine and inspiring personalities with strong facilitation skills and relevant professional experience.

This Accreditation Workshop will be held in **English**. Candidates who successfully complete the Workshop and a subsequent in-country workshop will become accredited as WCO LMDA. More detailed information about the requested profile for candidates is attached as Annex I.

You are invited to nominate one or more officers with a high degree of competency in LMDA matters to attend the Pre-accreditation Workshop, noting that the Workshop is limited to 12 persons. A separate nomination form is required for each participant. The nomination form for the Workshop is attached as Annex III.

Nominations should be signed by the authorized personnel and sent by email in PDF format to the Secretariat no later than **21 October 2022**. Please note that no application after this date will be accepted. Following a pre-evaluation process, which may include an online interview, the WCO Secretariat will inform the pre-selected candidates by **11 November 2022**.

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All related costs (air ticket, accommodation, per diem) for one pre-selected candidate are to be borne by Your Administration.

Should you wish to have any further information on the Workshop, please have your staff contact the following coordinators:

Ms. Karolyn Salcedo  
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Yours sincerely,

A handwritten signature in black ink, reading 'Kunio Mikuriya'.

**Kunio Mikuriya**  
WCO Secretary General