



World Customs Organization

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Dear Director General,

I am pleased to inform you of **the World Customs Organization (WCO)-Japan Career Development Programme 2023-2024**, to be held from September 2023 at the WCO Headquarters. Funds for this Programme will be provided by the Japanese Customs Administration.

The main objectives of the Programme are to promote the involvement of Members where neither of the two official WCO languages is widely spoken; to provide developing-country Members with an opportunity for selected candidates to undertake work at the Secretariat as a Professional Associate to obtain knowledge, skills and international work experience; to develop and enhance networks among WCO Members and the Secretariat; to support and assist the Secretariat in its missions, work and tasks; to enhance the research function of the WCO; and to develop a pool of highly competent officials with expertise in Member administrations.

Under this Programme, the selected Customs officials will spend approximately ten months from September 2023 at the WCO Secretariat and thus gain valuable international experience. Each official will be assigned to an area of work which is commensurate with his/her skills. If you wish to nominate a candidate for this Programme, please return the attached nomination form (Annex I) and application form (Annex II) duly completed by your Administration and the candidate respectively, to the Office of WCO Secretary General by email (careerdevpro@wcoomd.org) **by Monday, 24 April 2023**. Please note that applications received after the deadline will not be considered.

Along with the application documents, it is also required that each Administration nominating one or more candidates sends a formal letter on behalf of the Head of Administration addressed to the WCO Secretary General where the names and the positions of the nominees are stated. It should be noted that **Administrations are expected to nominate no more than three candidates**.

More detailed information on the Programme, including the conditions of service, is set out in Annex III. When the officer joins the Programme, a Tripartite Agreement between the WCO, the Member administration and the selected applicant from that Member administration will be signed. The draft agreement, subject to the change in due course, is attached as Annex IV for your information. If you have any questions or need clarification regarding this Programme, you may contact Mr. Tadashi Yasui, Manager of the Programme by e-mail: careerdevpro@wcoomd.org or phone: +32 2 209 96 45.



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I look forward to receiving nominations of good candidates for the WCO-Japan Career Development Programme.

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

Dr. Kunio Mikuriya
WCO Secretary General