

গণপ্রজাতন্ত্রী বাংলাদেশ সরকার
জাতীয় রাজস্ব বোর্ড
রাজস্ব ভবন
সেগুনবাগিচা, ঢাকা।
[কাস্টমস: WCO Affairs]

নথি নং-০৮.০১.০০০০.০৫৬.০২.০১৭.১৮/১০৮ (৪৬)

তারিখ: ২২/১২/২০২০ খ্রিঃ

বিষয়: Japan-WCO Human Resource Development Programme (Scholarship Programme) এর আওতায় National Graduate Institute for Policy Studies (GRIPS), Japan এ Public Finance বিষয়ের উপর ১৩ মাস মেয়াদী মাস্টার্স ডিগ্রীর জন্য দরখাস্ত আহ্বান।

সূত্র: WCO হতে প্রাপ্ত পত্র নং-20HL0270E, তারিখ: ১৫/১২/২০২০ খ্রিঃ।

উপর্যুক্ত বিষয়ের প্রতি সদয় দৃষ্টি আকর্ষণপূর্বক আদিষ্ট হয়ে জানানো যাচ্ছে যে, Japan-WCO Human Resource Development Programme (Scholarship Programme) এর আওতায় National Graduate Institute for Policy Studies (GRIPS), Japan এ Public Finance বিষয়ে মাস্টার্স ডিগ্রী সম্পন্ন করার জন্য সুত্রোক্ত পত্রের মাধ্যমে WCO এর সদস্য দেশসমূহ হতে প্রার্থী মনোনয়ন চাওয়া হয়েছে। এ প্রোগ্রামটি জাপানের টোকিওতে অবস্থিত National Graduate Institute for Policy Studies (GRIPS) তে অনুষ্ঠিত হবে। এ পত্রের সাথে সংযুক্ত দলিলাদিতে উক্ত স্কলারশিপ প্রোগ্রাম বিষয়ে বিস্তারিত তথ্য সন্নিবেশিত আছে।

২। বর্ণিতাবস্থায়, উপর্যুক্ত মাস্টার্স প্রোগ্রামে অংশগ্রহণের লক্ষ্যে কাস্টমস অ্যান্ড এক্সাইজ ক্যাডারের যোগ্য ও আগ্রহী কর্মকর্তাগণকে আগামী ৩১/০১/২০২১ খ্রিঃ তারিখের মধ্যে সংলাগ “ক” অনুযায়ী আবেদনপত্রের Scanned Copy (PDF) ও MS Word Copy (Times New Roman font-12) নিম্নস্বাক্ষরকারীকে ই-মেইলযোগে প্রেরণের জন্য নির্দেশক্রমে অনুরোধ করা হল।

৩। বিরাজমান কোভিড-১৯ পরিস্থিতি বিবেচনায় সুত্রোক্ত বিষয়ে জাতীয় রাজস্ব বোর্ডের সাথে যোগাযোগের ক্ষেত্রে সংশ্লিষ্ট সকলকে শুধুমাত্র ই-মেইল মাধ্যম ব্যবহার করার জন্য নির্দেশক্রমে অনুরোধ করা হল।

সংযুক্তি: বর্ণনা মোতাবেক ১৫ (পনের) পাতা।

(মোঃ শহিদুজ্জামান সরকার)

দ্বিতীয় সচিব (কাস্টমস: WCO Affairs)

জাতীয় রাজস্ব বোর্ড, ঢাকা।

ই-মেইল: shahid.zaman31@nbr.gov.bd

বিতরণ জ্ঞাতার্থে ও কার্যার্থে (জ্যেষ্ঠতার অনুসারে)

- ১-৭। সদস্য (কাস্টমস ও ভ্যাট প্রশাসন)/(কাস্টমস নিরীক্ষা, আধুনিকায়ন ও আন্তর্জাতিক বাণিজ্য)/(কাস্টমস রপ্তানি, বন্ড ও আইটি)/(কাস্টমস নীতি)/(মুসক নীতি)/(মুসক বাস্তবায়ন ও আইটি)/(মুসক নিরীক্ষা ও গোয়েন্দা), জাতীয় রাজস্ব বোর্ড, ঢাকা।
- ৮। প্রেসিডেন্ট, কাস্টমস, এক্সাইজ ও ভ্যাট আপীলাত ট্রাইব্যুনাল, জীবন বীমা টাওয়ার, ১০ দিলকুশা বা/এ, ঢাকা।
- ৯-১৪। কমিশনার, কাস্টম হাউস, ঢাকা/চট্টগ্রাম/মোংলা/পানগাঁও/আইসিডি (কমলাপুর)/বেনাপোল।
- ১৫-১৭। প্রকল্প পরিচালক, ন্যাশনাল সিঙ্গেল উইন্ডো প্রকল্প, ঢাকা/ ভ্যাট অনলাইন প্রকল্প, ঢাকা/ বন্ড ব্যবস্থাপনা স্বয়ংক্রিয়করণ প্রকল্প, ঢাকা।

- ১৮-২৯। কমিশনার, কাস্টমস, এক্সাইজ ও ভ্যাট কমিশনারেট, ঢাকা(উত্তর)/ঢাকা(দক্ষিণ)/ঢাকা(পূর্ব)/ঢাকা(পশ্চিম)/রংপুর/কুমিল্লা/চট্টগ্রাম/রাজশাহী/সিলেট/খুলনা/যশোর/বৃহৎ করদাতা ইউনিট (মুসক), ঢাকা।
- ৩০। মহাপরিচালক, সেন্ট্রাল ইন্টেলিজেন্স সেল (সিআইসি), জাতীয় রাজস্ব বোর্ড, ঢাকা।
- ৩১। মহাপরিচালক, কাস্টমস, এক্সাইজ ও ভ্যাট ট্রেনিং একাডেমী, সাগরিকা রোড, পাহাড়তলী, চট্টগ্রাম।
- ৩২-৩৩। মহাপরিচালক, নিরীক্ষা গোয়েন্দা ও তদন্ত অধিদপ্তর, মুসক, ঢাকা/কাস্টমস গোয়েন্দা ও তদন্ত অধিদপ্তর, ঢাকা।
- ৩৪। মহাপরিচালক, শুল্ক রেয়াত ও প্রত্যর্পণ পরিদপ্তর, ঢাকা।
- ৩৫। মহাপরিচালক, গবেষণা ও পরিসংখ্যান অনুবিভাগ, জাতীয় রাজস্ব বোর্ড, ঢাকা।
- ৩৬-৩৯। কমিশনার, কাস্টমস, এক্সাইজ ও মুসক (আপীল), ঢাকা-১/ঢাকা-২/চট্টগ্রাম/খুলনা।
- ৪০। কমিশনার, কাস্টমস মূল্যায়ন ও অভ্যন্তরীণ নিরীক্ষা কমিশনারেট, ঢাকা।
- ৪১-৪২। কমিশনার, কাস্টমস বন্দ কমিশনারেট, ঢাকা/চট্টগ্রাম।
- ✓ ৪৩। সিস্টেমস ম্যানেজার, আইসিটি অনুবিভাগ, জাতীয় রাজস্ব বোর্ড, ঢাকা [জাতীয় রাজস্ব বোর্ডের ওয়েবসাইটে প্রকাশের অনুরোধসহ]।

অনুলিপি জ্ঞাতার্থে (জ্যেষ্ঠতার ক্রমানুসারে নয়):

- ১। পিএস টু চেয়ারম্যান, জাতীয় রাজস্ব বোর্ড, ঢাকা (চেয়ারম্যান মহোদয়ের সদয় অবগতির জন্য)।
- ২। অফিস কপি।



World Customs Organization

Rue du Marché 30, B-1210 Brussels, Belgium
T: +32 (0)2 209 92 11 / info@wcoomd.org
Bank account: IBAN 210-0475126-72

For the attention of :
WCO developing-country Members

15.12.2020 / Brussels
20HL0270E

Dear Director General,

I am pleased to inform you that the World Customs Organization (WCO) will award a number of scholarships for the **Master's Degree Programme in Public Finance at the National Graduate Institute for Policy Studies (GRIPS)** in Tokyo, Japan. Funds for these scholarships will be provided by Japan Customs under the Japan-WCO Human Resource Development Programme (Scholarship Programme).

The Scholarship Programme is aimed at **promising young managers from the Customs administrations of developing-country Members**. Candidates should demonstrate **potential capability and commitment for contribution to the growth of the service** of their administrations and should be **fully proficient in English**. Conditions of candidacy and selection are specified in the attachment. This Master's Degree Programme will start in September 2021 and finish in September 2022.

The Master's Degree Programme comprises two segments: an academic segment and a practical segment. The academic segment provides rigorous, economics-oriented training aimed at developing a broad understanding of the theoretical, empirical and institutional aspects of Customs policy implementation and administration. The practical segment is taught in co-operation with Japan Customs, including the Japan Customs Training Institute, pursuing acquirement of enough knowledges and Customs practices applying for their home administration for further improvement of Customs procedures and modernization.

Attached to this letter you will find a set of documents explaining the administrative provisions governing the Programme, application procedures and information for applicants from the University. If you would like to nominate a candidate or candidates from your Administration for this Scholarship Programme, please arrange for the application to be submitted with all supporting documents, including Nomination Form from your Administration (downloadable from below-mentioned Website after online registration).

.../...





World Customs Organization

Rue du Marché 30, B-1210 Brussels, Belgium
T: +32 (0)2 209 92 11 / info@wcoomd.org
Bank account: IBAN 210-0475126-72

The application process for candidates is as follows:

- The nominated applicant must read carefully and consent to the ADMINISTRATIVE PROVISIONS (Annex 1)
- The nominated applicant must read the GRIPS Online Application Guide thoroughly: https://www.grips.ac.jp/cms/wp-content/uploads/2020/08/GRIPS_OnlineAppGuide_2021-.pdf
- The applicant fills out and submits the Online Entry Form (<https://gast.grips.ac.jp/entry/>) **by 26 February 2021** (no later than 17:00 Japan Standard Time (JST)). The GRIPS Admissions Office will send you an ID and a password by e-mail.
- The applicant must then complete and submit the Online Application Form and send all the supporting documents **by 5 March 2021** (no later than 17:00 JST) to the GRIPS Admissions Office address as indicated on the application Web page.
- The Nomination Form, which can be downloaded from the application Web page, should be completed and submitted along with the rest of the supporting documents.

Please note that applications received after the deadlines will not be considered. As late submissions, including of supporting documents such as proof of English proficiency, are not acceptable, applicants and nominating Administrations are encouraged to prepare the required documents well in advance.

Should you have any questions regarding this Programme, a member of your staff may contact Mr. Takashi SATO of the WCO Capacity Building Directorate (Tel.: + 32 2 209 96 47; Fax : + 32 2 209 94 96; or E-mail : scholarship@wcoomd.org), or the GRIPS Admissions Office (E-mail : admissions@grips.ac.jp).

Yours sincerely,

Kunio Mikuriya
WCO Secretary General

Japan-WCO Human Resource Development Programme (Scholarship Programme)

【Public Finance】

ADMINISTRATIVE PROVISIONS

Introduction

1. The major objective of the Japan-WCO Human Resource Development Programme is to provide scholars with the conceptual understanding and technical competence that are required to leaders who lead the organizations in the area of taxation and Customs. Scholars are expected to return to home Customs in order to utilize their knowledge and skills acquired through the programme and disseminate them to home Customs administrations.
2. The Japan-WCO Human Resource Development Programme (Scholarship Programme) provides a grant covering travel, subsistence, admission, tuition and other approved expenses to enable promising young Customs managers from developing countries to undertake Master's level studies at the National Graduate Institute for Policy Studies (GRIPS) in Tokyo, Japan.
3. The following administrative provisions govern this Scholarship Programme. If a nominee or a concerned person in the nominating administrations has any questions, he/she should address them to the Capacity Building Directorate of the WCO Secretariat before the Scholarship is accepted.

Capacity Building Directorate,
World Customs Organization (WCO)
Rue du Marché 30, 1210 Brussels, Belgium
Tel. : + 32 2 209 96 47
Fax : + 32 2 209 94 96
e-mail : scholarship@wcoomd.org

Conditions of candidacy and selection

4. The candidates should be in good health to productively pursue studies in Japan, preferably below 35 years of age as of 1 April 2021.
5. The recipients of scholarships under this Programme will enrol for a **Master's degree in the Public Finance Program** at the GRIPS.
6. This Scholarship is for 13 months academic year starting from September. The Scholarship period cannot be extended.
7. Individuals who have already been awarded a scholarship under the Japan-WCO Human Resource Development Programme in the past will not be entitled to apply for this Scholarship Programme.
8. Candidates should be Customs officers **fully proficient in English** (a minimum TOEFL score of iBT 79 or IELTS Academic 6.0). Applicants who have completed or expect to complete an undergraduate or graduate degree at an accredited institution located in the United States, the

United Kingdom, Canada, Australia, New Zealand, or Ireland will be automatically exempted from submitting an English test score. Applicants who have completed or expect to complete an undergraduate or a graduate degree at an institution where the language of instruction is English may request a waiver of the English language proficiency requirement. They should have a bachelor's degree or its equivalent. They should have at least **two-year work experience** in Customs field as of 1 September 2021, and should have assessed potential for advancement.

9. After the completion of the Programme, **the candidates should continue to work in their home Customs administration for 3 years at least.** For monitoring purposes, they are kindly requested to inform the GRIPS and the WCO beforehand, in the event that they plan to leave their home Customs administrations.
10. The candidates will be selected by the WCO in consultation with the GRIPS. The GRIPS shall inform the candidates about their selection or otherwise. The WCO will send an appropriate congratulatory letter to the home administration.
11. In accepting a Scholarship the candidate:
 - Must fill out and submit Scholar Guidelines to WCO, which will be shared later.
 - Undertakes to work full time on the assigned Programme. It will not be possible to undertake other activities not related to the Programme.
 - Undertakes to comply with the laws and show due respect to the culture and life of the host country.
12. The application process for candidates is as follows:
 - The nominated applicant must read the GRIPS Online Application Guide thoroughly:
https://www.grips.ac.jp/cms/wp-content/uploads/2020/08/GRIPS_OnlineAppGuide_2021-.pdf
 - The applicant fills out and submits the **Online Entry Form** (<https://gast.grips.ac.jp/entry/>) **by 26 February 2021 (no later than 17:00 JST)**. The GRIPS Admissions Office will send you an ID and a password by email.
 - The applicant must then complete and submit the **Online Application Form** and send **all the supporting documents by 5 March 2021 (no later than 17:00 JST)** to the GRIPS Admissions Office at below indicated address.
 - The **Nomination Form**, which can be downloaded from the application Web page, should be completed and submitted along with the rest of the supporting documents.
13. **The original set of all supporting documents, including the Nomination Form from your administration, should be submitted to :**

Admissions Office
National Graduate Institute for Policy Studies (GRIPS)
7-22-1 Roppongi, Minato-ku,
Tokyo 106-8677, Japan
Telephone : + 81 3 6439 6046
Fax : + 81 3 6439 6050
e-mail : admissions@grips.ac.jp
Website : <http://www.grips.ac.jp/en/admissions/index/>
with the envelope to be marked "Application for the WCO Scholarship".

14. A duplicate set will be made and forwarded to the WCO Secretariat by the GRIPS Admissions Office. Therefore, it is not necessary to send the duplicate set to the WCO Secretariat.

15. Please note that applications received after the deadlines will not be considered.

FINANCIAL ARRANGEMENTS

Accommodation and living allowance

16. An all-inclusive allowance of about 147,000 Japanese Yen per month will be granted to cover the cost of accommodation, meals and incidental expenses for the study period. The amount of the allowance is subject to change according to the decision of the Japanese Government. (The allowance will be paid in Japanese Yen.)
17. The Scholars will be offered assistance by the GRIPS to find residential accommodation at reasonable rent.
18. The Scholars should note that the allowance will not be sufficient to cover the expenses of any accompanying dependants. No family related expenses will be paid or added to the monthly living allowance.

Other

19. If costs are incurred by failure in following application rules such as late notification of non-acceptance, the WCO will charge the costs to candidates or to the organization to which the candidates belong.
20. If the WCO is informed by the GRIPS that a Scholar is unable to complete the course in accordance with the standard terms due, for example, to poor academic performance or suspension, the Scholarship may be terminated even during the academic year.

TRAVEL ARRANGEMENTS

Travel costs

21. The cost of travel (return trip) between the Scholar's place of residence and Tokyo will be borne by the Programme budget. For this purpose an economy class pre-paid air ticket by the shortest and the most economical route will be provided to the selected candidate. Transportation cost between the Scholar's place of residence and departure/arrival airport should be borne by the Scholars.
22. Any additional costs entailed with the changes of the pre-arranged itineraries or cancellation of the flight without reasonable grounds after the issuance of e-ticket should be borne by the Scholar or his/her home administration.

Insurance

23. No insurance coverage is provided by the WCO/Japan in respect of personal accidents or damage to or loss of personal effects during transport to or from Tokyo.

Passports - Visas

24. Persons entering Japan must hold a valid Passport and Visa. Vaccination requirements depend upon nationality, and the Scholar is personally responsible for complying with them. The GRIPS will provide the selected candidates with a letter certifying enrolment in the Japan-WCO Scholarship in order that he/she may apply to the Japanese Embassy in his/her home country for a **student visa**, authorizing temporary residence in Japan for the duration of the Programme.

Health Certificate

25. The Scholars selected will have to undergo a comprehensive medical examination and submit a certificate from a licensed physician **certifying that they are free from any medical condition that would impair his/her studies during the Programme.**

COMPLETION OF PROGRAMME

26. Scholars are expected to complete the Programme as scheduled. Early repatriation may be authorized only on medical grounds or for other similarly important reasons. If a Scholar withdraws from the Programme before commencement of the Programme or before its scheduled completion, he/she shall not be entitled to any benefits from the date of the decision. The WCO may request for refund of any expenses that are incurred from his/her withdrawal to the Scholar. In case refund is requested, if the scholar cannot afford this for any reason, the organization to which the Scholar belongs should undertake the obligation.
27. On completion of the Programme, the Scholar is required to go back to his/her home country without delay. **In the event of no return, the WCO may request for refund of the scholarship to the Scholar or to the Organization to where the Scholar belongs.** The WCO/Japan will pay travel costs, as described above, for the Scholar's return journey from Tokyo to the point of first departure. Entitlement to return travel expenses shall cease if the Scholar does not leave Tokyo within two weeks of completion of the Programme, unless he/she has any compelling reason for extending his/her stay.
28. In the event of a Scholar's failing to complete the Programme, a request of partial refund may be sent to the Scholar. In case refund is requested, if the scholar cannot afford this for any reason, the organization to which the Scholar belongs should undertake the obligation.
29. After half a year and 3 years respectively from completion of the Programme, Scholars should report to the WCO and the GRIPS indicating the post they occupy in their home administration and how they have been utilizing the experience they acquired in Japan.
-

**APPLICATION FOR
THE JAPAN-WCO HUMAN RESOURCE DEVELOPMENT PROGRAMME
(SCHOLARSHIP)**

[Public Finance]



1. PARTICULARS

*Please affix a
passport-sized
photograph*

Family name:	Maiden name <i>(in block capitals)</i>	
First name(s):		Sex:
Date of birth:	Age (as of 1 April 2021):	
Present nationality:	Nationality at birth:	

2. CONTACT DETAILS

Postal address

Telephone number(s)

E-mail address(es)

3. PERSONAL DETAILS

Marital status

Information about your spouse

Family name and first name: Maiden name:
Date of birth: Nationality:
Profession:

Dependant(s) (family name, first name, date of birth and relationship)

Compulsory military or non-military national service

Dates and latest rank:
 Outstanding obligations (if applicable):

State of health

Have you ever suffered any serious illness or accident?
 Do you have a disability that should be taken into consideration?

If yes, please give details:

Honour(s)**Sanction(s)**

Indicate any conviction, administrative sanction or pending case

.....

**4. HIGHER EDUCATION, POST-GRADUATE QUALIFICATIONS, LANGUAGES,
IT SKILLS AND PUBLICATIONS**

Name, place and country of university or equivalent	Degree(s), distinction(s) obtained	From	To

Knowledge of languages

Mother tongue:

	Read Score	Write Score	Speak Score	Listening Score
English (IELTS Academic)				
English (iBT)				
French				

IT skills

List the word-processing and other software with which you are familiar

--

Publication(s)

Indicate the title of any significant publications you have written

--

5. PROFESSIONAL EXPERIENCE

Present post	
Since:	Description of your duties
Exact title of your post:	
Name and contact details of your employer	

Previous post	
From:	Description of your duties
To:	
Exact title of your post:	
Name and contact details of your employer	

Previous post	
From:	Description of your duties
To:	
Exact title of your post:	
Name and contact details of your employer	

Previous post	
From: To:	Description of your duties
Exact title of your post: Assistant Commissioner,	
Name and contact details of your employer	

This image shows a full page of primary-ruled paper. It features a series of horizontal dashed lines spaced evenly down the page. A single solid vertical line runs along the left side, creating a margin. The paper is otherwise blank, with no handwriting or other markings.

7. ADDITIONAL INFORMATION

Have you previously applied for any scholarship programme?

Yes/ No

If yes, provide details:

.....

.....

.....

.....

Have you lived abroad for any period(s) exceeding 3 months?

Yes/No

If yes, provide details:

Special aptitudes or interests

8. REFERENCES

Give the names and addresses of three persons, not related to you, who are able to vouch for your qualifications and character

FAMILY NAME AND FIRST NAME	OCCUPATION	CONTACT DETAILS Address, telephone number, e-mail

I certify that the statements made by me above are accurate and complete and I undertake to supply, on request, any documentary evidence required in support of them.

.....

(Date)

.....

(Candidate's signature)