

The WCO-Korea EPCBA Programme **(Executive Programme in Customs & Business Administration)**

ADMINISTRATIVE PROVISIONS

Introduction

1. The WCO-Korea EPCBA Programme provides a grant covering travel (face to face), subsistence(face to face), tuition and other approved expenses to enable Customs officials from developing countries to complete this programme at the Seoul National University(SNU) in Seoul, Korea.
2. The following administrative provisions govern this 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.

Capacity Building Directorate,
World Customs Organization,
Rue du Marché 30, 1210 Brussels, Belgium
Tel : + 32 2 209 96 37
Fax : + 32 2 209 94 96
e-mail : sungsig.kim@wcoomd.org

Conditions of candidacy and selection

3. The candidates should be in good health, preferably below 50 years of age as of 31st December 2020.
4. Candidates who apply for the program shall meet all the requirements as follows: (1) be a senior manager (director or higher-level official); (2) have more than 10 years of work experience in Customs; and (3) hold a Bachelor's degree with proficiency in English.
5. The candidates will be selected by the WCO in consultation with SNU. SNU shall inform the candidates about their selection or otherwise. The WCO will send a congratulatory letter to the administrations whose candidates have been selected.
6. After the completion of the programme, the candidates should continue to work in their home Customs administration for 2 years at least.
7. The participant undertakes to:
 - Work full time on the assigned programme. It will not be possible to undertake other activities not related to the programme.
 - Comply with the laws and show due respect for the culture and way of life of the host country in the case of the face to face programme.

8. The application process for candidates is as follows:

- The nomination form must be completed in English and returned by e-mail to Mr. Sungsig Kim at CBD, Capacity Building Directorate, WCO (email: sungsig.kim@wcoomd.org) and Prof. Chongsup Kim at SNU, Seoul National University (e-mail: chongsup@snu.ac.kr, Tel.: +82 2 880-5812), by **5 March 2021** (no later than 17:00 Korea Standard Time (KST)).
- Please note that applications received after the deadline will not be considered.
- The candidate's application must be supported by the Administration. The selected candidates will be informed by **15 March 2021** via e-mail.

FINANCIAL ARRANGEMENTS

Accommodation and living allowance

9. The cost of accommodation, meals and incidental expenses will be covered for the programme period. The amount of the allowance is subject to change according to the decision of the Korean Government. (The allowance will be paid in Korean won.)
10. The participants should note that the allowance will not be sufficient to cover the expenses of any accompanying dependents. No family-related expenses will be paid or added to the allowance.

TRAVEL ARRANGEMENTS (Physical event)

Travel costs

11. The cost of travel (return trip) between the Participant's place of residence and Seoul will be borne by the Programme budget. For this purpose, an economy class pre-paid air ticket by the most direct route will be arranged by SNU through a local travel or airline office or by courier in the country of the selected candidate.

Passports - Visas

12. Persons entering Korea must hold a valid passport and visa. SNU will provide the selected candidates with a letter certifying enrolment in the WCO-Korea Programme in order that he/she may apply to the Korean Embassy in his/her home country for a visa, authorizing temporary stay in Korea for the duration of the Programme.

COMPLETION OF PROGRAMME

13. Participants 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 participant withdraws from the Programme before its scheduled completion, he/she shall not be entitled to any benefits from the date of the decision.
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