



# The Development and Implementation of Egypt TBT Inquiry Point:

A Proposal for Technical Assistance for the Egyptian Organization for Standardization and Quality (EOS)

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## **Executive Summary**

The purpose of this report is three folds: First, provide a broad description of the organization and operation of the Egyptian Organization for Standardization and Quality (EOS), along with recommendations for reform based on international best practice; Second, provide a review of the scope of existing technical assistance from other projects and the gaps for additional assistance; and Third, provide recommendations on how the TBT enquiry point should be strengthened to better serve the needs of Egypt.

The report begins with a description of the approach and methodology used in conducting the consultancy. Methods of information gathering described include one-on-one interviews, group exercises, presentations and review of documents and reports. The overview section is intended to provide readers, especially USAID with an increased understanding of EOS structure as it relates to the development and review of standards and the implementation of Egypt's TBT obligations. The best practices section discusses how international trends are moving towards liberalizing conformity assessment activities and how the emphasis on national quality infrastructure has shifted from MSTQ to SQAM (standards, quality assurance, accreditation and metrology). A snapshot of the Egyptian national quality infrastructure highlights the roles played by various organizations and how EOS fits into the big picture. The benchmark analysis section assesses EOS against performance measures such as robustness, transparency, communication, and meeting its objectives. It also provides comments about how the current structure and organization compare to international best practice. A streamlined organization structure is provided which includes new functions for TBT Enquiry Point, Technical Regulations and Accreditation. The TBT Enquiry Point section provides background about Egypt obligations under the WTO-TBT agreement followed by an analysis of how EOS as the authority responsible for meeting these obligations is implementing its role, the challenges it faces in this effort and how this important activity could be improved.

Finally, the report provides a review of the scope of technical assistance from other projects EOS is receiving discusses the gaps and needs for additional assistance, and gives recommendations on how the TBT enquiry point should be strengthened to better serve the needs of Egypt. The recommendation section includes a project implementation plan and terms of reference to give a clear path for future assistance for EOS by USAID.

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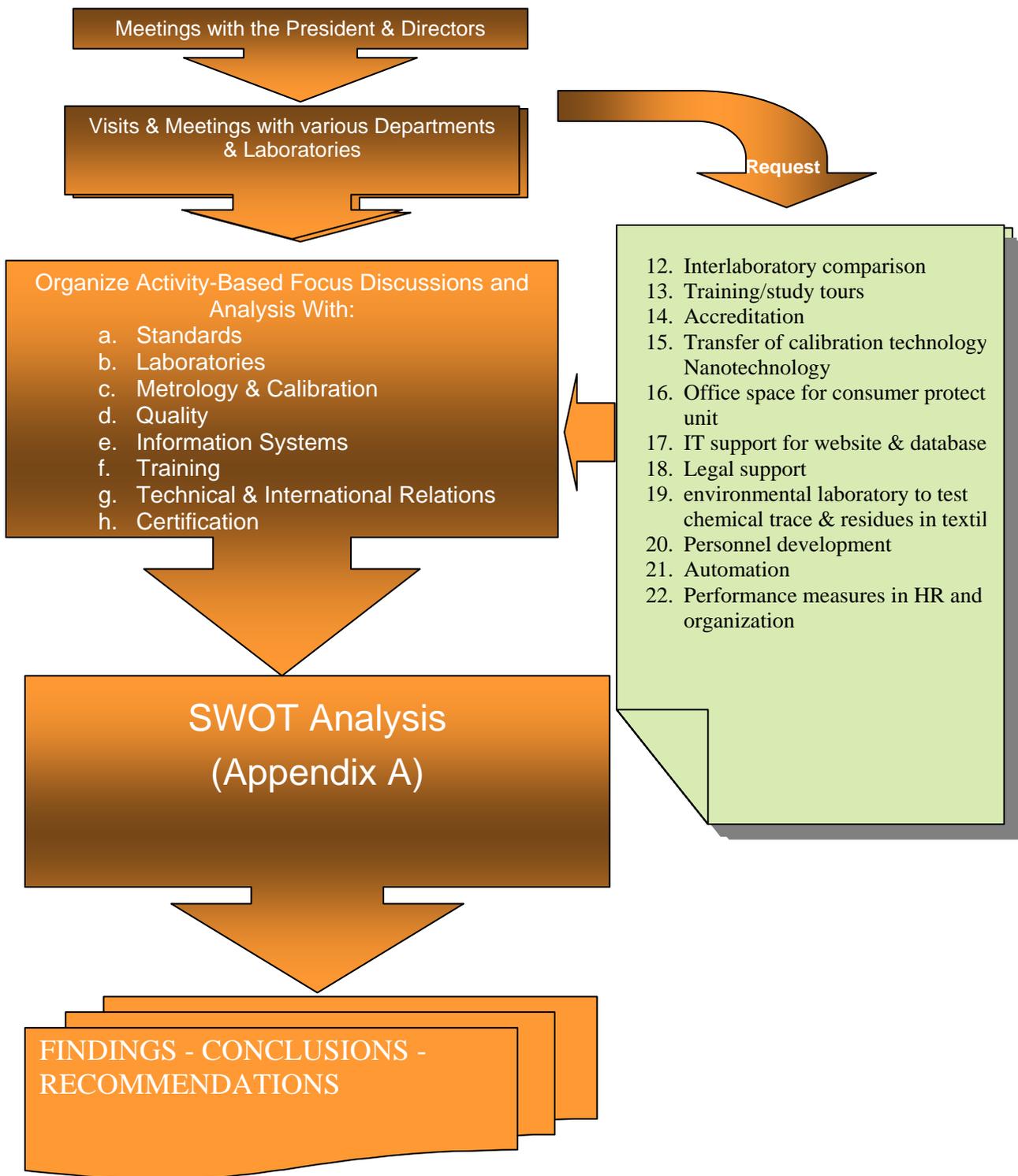
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## **I. Approach and Methodology**

The illustration below describes the approach used in conducting this four weeks consultancy and the methods of gathering the relevant information needed to review:

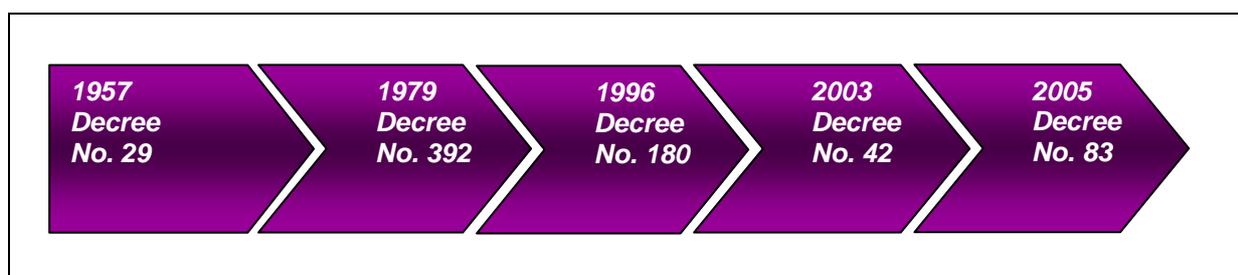
- The structure of EOS as it relates to the development and review of standards and the implementation of Egypt's TBT and SPS obligations and comment upon how the current structure and organization compare to international best practice.
- EOS' efforts to implement its role as the TBT enquiry point and make recommendations on how that activity could be improved.
- EOS' current efforts to make its standards and activities known to the trading and manufacturing public and identify any potential gaps in that effort.
- What opportunities may exist to support EOS to support Egyptian industry in improving the quality of Egyptian products?

The methodology included one-on-one interviews, group exercises, and presentations by EOS staff and review of documents and reports provided.



## II. Overview of EOS

The Egyptian Organization for Standardization and Quality (EOS), a semi-autonomous body affiliated to the Ministry of Trade and Industry, is the national authority in all matters related to standardization, quality control, and metrology. The legal mandate of EOS is derived from a series of decrees which set the roles and responsibilities of the organization. The following diagram describes EOS legal framework and the important standardization decrees which impact it:



EOS Legal Framework Development

- In 1957 the first official nation-wide standardisation law “Presidential Decree No. 29/1957” in Egypt was issued. In the same year, the Egyptian Organization for Standardization EOS was established as the only national authority for all matters related to standardization, quality control and metrology.
- In 1979 “Presidential Decree No. 392/1979” expanded the scope of EOS to include Quality Control by annexing the recently established Quality Control Centre and naming EOS the Egyptian Organization for Standardization and Quality Control.
- In 1996 “Ministerial Decree No. 180/1996” stipulates that in cases of products for which there are no Egyptian standards, one of the following international standards shall be adopted as an Egyptian standard: British standards (BS), American standards (ANS), German standards (DIN), Japanese standards (JIS), French standards (NF), International standard (ISO/IEC).
- In 2003 “Ministerial decree number 42/2003” reaffirmed EOS the only national body in Egypt responsible for granting the licence to affix the Egyptian conformity mark and the Egyptian quality mark.
- In 2005 “Presidential Decree No. 83/2005” stipulated EOS name as the Egyptian Organization for Standardization and Quality.

As the national standards body (NSB) in Egypt, EOS is responsible for the following:

- Preparation and issuance of Egyptian Standards;
- Licensing the award of Egyptian Quality Marks & Conformity Certificates for various products;
- Providing technical consultancy services in the areas of Standards and Quality;
- Conducting laboratory inspections and testing;
- Representing Egypt in international and regional organizations in the fields of standards and quality;
- Calibration of measuring and testing equipments for industrial companies and establishments;
- Providing information in the fields and activities of standards and quality;
- The national WTO-TBT Enquiry Point and Notification Authority.

EOS employs approximately 1,000 people 60% of them are technical and the remaining 40% are administrative staff. While EOS main function is to formulate and set standards, verification of compliance is the responsibility of agencies affiliated to different ministries, including the Ministries of Agriculture and Health, the Atomic Energy Authority the National Telecommunications Regulatory Authority and, for imported goods, the General Organization for Export and Import Control (GOEIC) in the Ministry of Trade and Industry.

Although EOS is fully funded by the government, part of its budget is supplemented through sales of standards and other services. It is also worth mentioning that in 2004/2005 the standardization and quality control functions generated most of EOS non-governmental income as shown in the table below:

Income	%
Standard sales	29%
Licensing of Conformity and Quality marks, and issuing Conformity Certificates	56%
Testing services	10%
Membership fees	4%
Training services	1%

Table 1: EOS non-governmental income

On the other hand, EOS expenditures are distributed as follows:

Expenditures	%
Training	3%
Equipment	20%
Research & development	34%
Running costs & investments	43%

Table 2: EOS expenditures

### III. Best Practices

#### International System

Since the international trade agreements overseen by WTO went into effect and in view of the globalization of commerce countries are, more than ever, realizing the importance of building a viable quality infrastructure according to international best practices. Sound and internationally recognized quality infrastructure is an essential component of modern society and economy. Furthermore, a proper quality infrastructure ensures fair trade competition, quality and safety of good and services and overcome Technical Barriers to Trade (TBT).

The term MSTQ (metrology, standards, testing and quality assurance) is often used to refer to national quality infrastructure which also includes other important functions such as certification, accreditation, inspection, and consumer protection. Formerly, the national standards bodies in developing countries provided services in all areas of MSTQ and had no competitors. The emphasis was on import control and consumer protection. However, international trends are now moving towards liberalizing conformity assessment activities. Conformity assessment is defined as a "demonstration that specified requirements relating to a product, process, system, person or body are fulfilled." There are many of these conformity assessment activities applied in today's marketplace including Accreditation, Certification, Inspection, Registration, Supplier's Declaration, and Testing.

This trend towards privatization has created a strong need for accreditation to ensure that the playing field is level. Accreditation is also becoming increasingly more important because it strengthens mutual recognition agreements/arrangements entered into by countries, laboratories and certification bodies to facilitate trade. Therefore, accreditation is now included in the new model of national quality infrastructure and emphasis has shifted from MSTQ to SQAM (standards, quality assurance, accreditation and metrology). The following table summarizes the key functions covered by national standard bodies (NSBs) in other countries and how EOS compares to international best practices:

Country	NSB	FUNCTIONS COVERED BY NSB				
		Standards	Quality	Accreditation	Metrology	Conformity assessment
Egypt	EOS	X	X		X	X
Saudi	SASO	X	X	X	X	X
Jordan	JISM	X	X	X	X	X
UAE	ESMA	X	X			X
USA	ANSI	X		X		
UK	BSI	X	X	X		X
MALAYSIA	DSM	X		X		
AUSTRALIA	AS	X				
SOUTH AFRICA	SABS	X		X		X
BRAZIL	INMETRO	X	X	X	X	X

Table 3: Functions Covered by National Standard Bodies (NSBs)

### Egyptian National System

EOS plays an important role in Egypt quality infrastructure providing services in several areas including: standards, metrology, quality assurance, and conformity assessment (testing and certification). As shown in table below, other essential components of the infrastructure related to conformity assessment (testing, inspection and accreditation) seem to be fulfilled by other organizations. Nevertheless, Accreditation related to the competence of bodies to carry out product or personnel certification in accordance with requirements defined in International Standards does not appear to be fulfilled by any organization. This is an area in which EOS in partnership with other organizations such as the National Quality Institute (NQI) could play important role.

ORGS	NATIONAL QUALITY INFRASTRUCTURE				
	Standards	Quality	Accreditation	Metrology	Conformity assessment
EOS	X	X		X	X
GOEIC					X
ECS					X
ICA					X

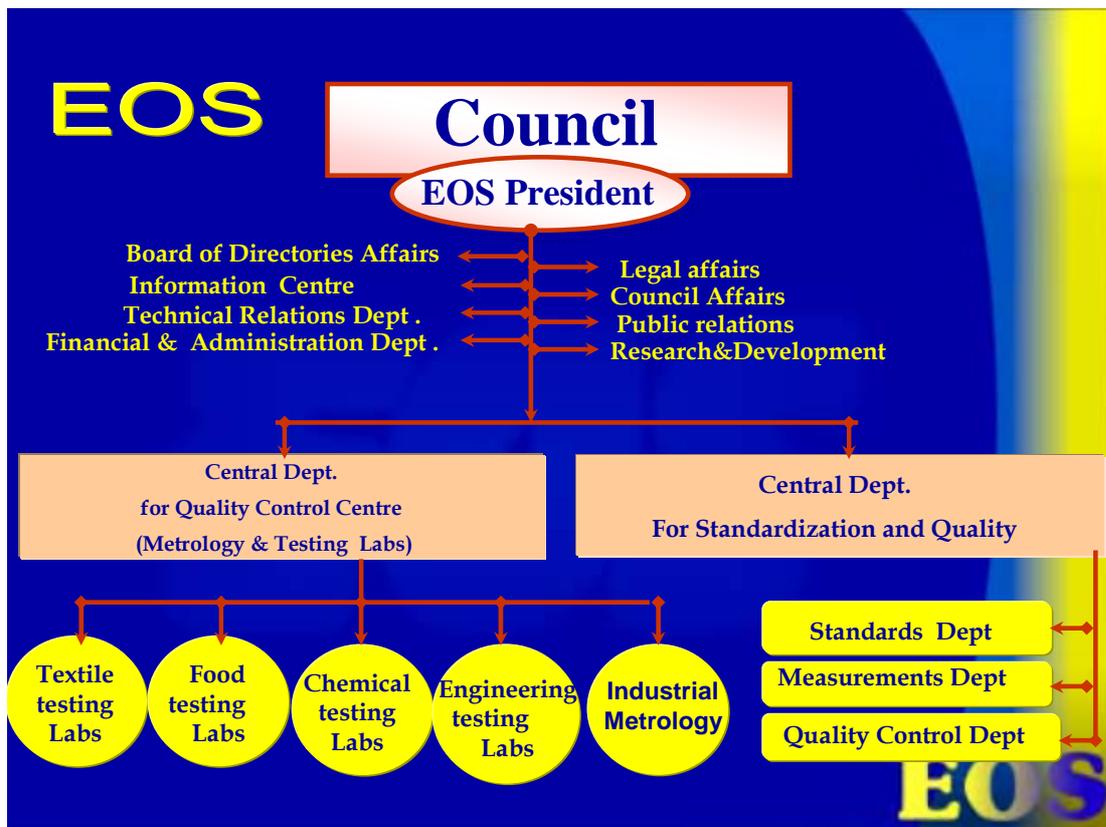
AWM				X	X
EJAC/NLAP			X (Laboratories)		
NIS				X	

Table 4: Egypt Quality Infrastructure

- General Organization for Export and Import Control (GOEIC) – Inspection and testing at borders
- Egyptian Chemical Society (ECS) – Quality Control Testing of chemical industrial products
- Industrial Control Authority (ICA) – Quality Control Testing of other industrial products
- Administration of Weights and Measures (AWM) – Legal Metrology
- Egyptian Accreditation Council (EJAC) and National Laboratory Accreditation Program (NLAP) are in the process of merging – Accreditation of testing and calibration laboratory
- National Institute of Standards (NIS) – Scientific Metrology – Responsible for maintaining Egypt physical reference standards used for scientific and academic research, it is part of the Ministry of Science & Technology

### EOS versus International Best Practice

Below is a high-level diagram describing the current EOS organizational structure followed by a benchmark analysis of EOS relative to best practices.



### Benchmark Analysis

Benchmark	Analysis	Comments
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<b>Benchmark</b>	<b>Analysis</b>	<b>Comments</b>
Robustness	<ul style="list-style-type: none"> <li>• Very large organization in number of employees (1000)</li> <li>• Decisions are centralized</li> <li>• Average age of employees is over 45</li> <li>• Limited employment opportunities for young graduates</li> <li>• Limited opportunities for career growth</li> <li>• Limited delegations of authority among top management</li> <li>• Senior and middle managers have limited opportunities for international exposure and interaction with peers in other countries</li> </ul>	Change structure from pyramid to flat (matrix)
Transparency	<ul style="list-style-type: none"> <li>• Approved standard do not reach all users especially private sector</li> <li>• Little adherence to the Code of Good Practice</li> </ul>	Create Enquiry Point department
Communication	<ul style="list-style-type: none"> <li>• Lack of electronic means (ICT diffusion)</li> <li>• Limited access to internet and e-mail</li> <li>• Technological gap between Egypt and advanced countries</li> <li>• Lack of capabilities in human, systems and information</li> </ul>	
Objectives	<ul style="list-style-type: none"> <li>• Overlapping responsibility with other organizations in product testing</li> <li>• Gap in Accreditation of product and personnel areas</li> </ul>	<ul style="list-style-type: none"> <li>• Get rid of product testing function</li> <li>• Add new function for accreditation of product and personnel certification</li> </ul>

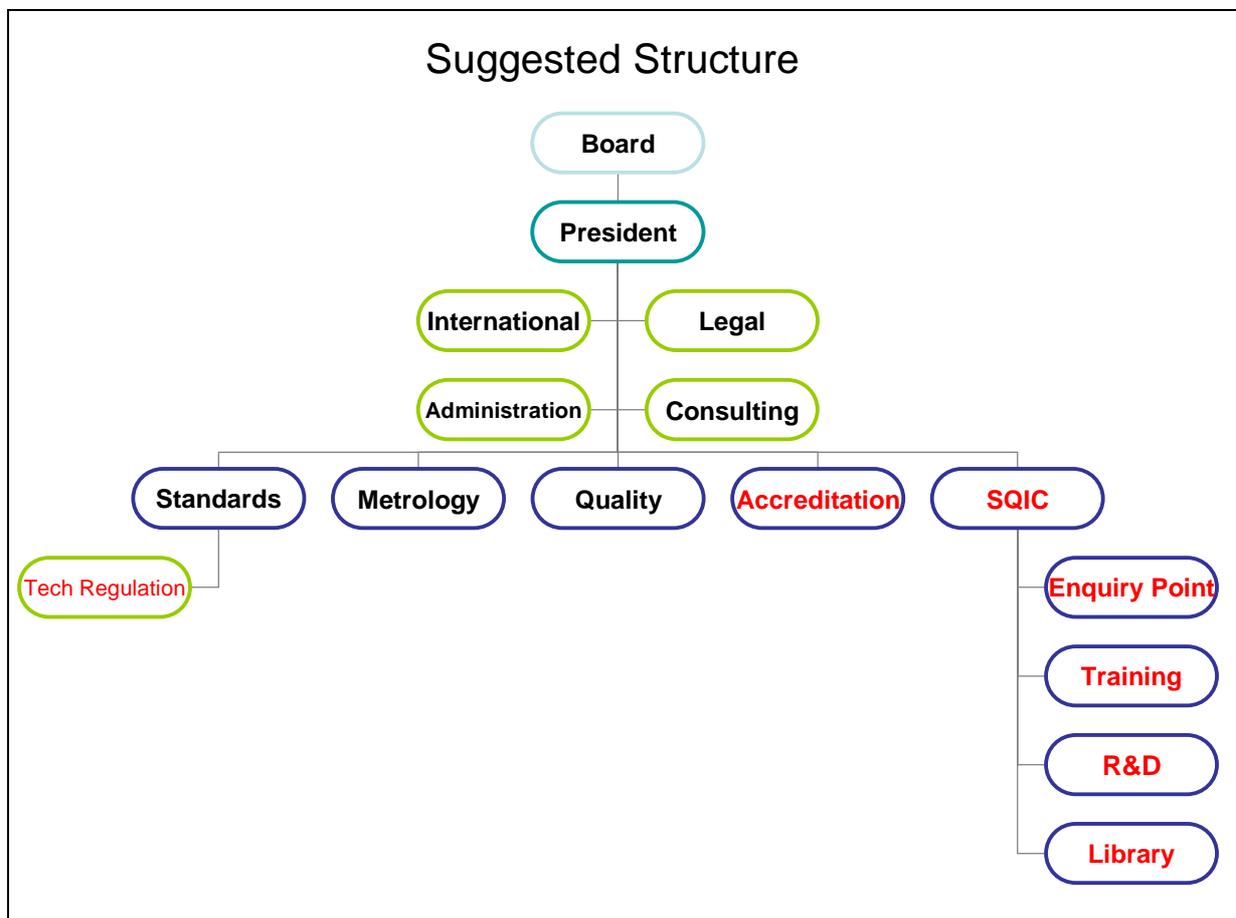
Table 5: Benchmark Analysis of EOS Relative to Best Practices

### Comments on Current Structure

1. EOS in its current structure is very similar to most national standards bodies (NSBs). The core business functions are currently concentrated in the two central departments: Standardization and Quality Control Center. Several other departments provide various primary and supportive services.
2. In light of current effort to align EOS vision with that of the Ministry of Trade and Industry (MOTI), it is important to take another look at the functions of EOS and where possible adjust current structure as needed to avoid overlapping with other organizations.
3. EOS should streamline its activities by focussing on the three main objectives established in its law: Standardization, Quality and Industrial Calibrations. It is recommended to merge the product testing laboratories into other organizations such as GOEIC and the Industry Control Authority.
4. EOS should provide Accreditation services to recognize the competence of Certification Bodies to carry out product or personnel certification in accordance with requirements defined in International Standards. Accreditation of Certification Bodies can help increase the competitiveness of Egypt and:

- Encourage marketplace confidence in CB's by their undergoing regular impartial and independent audits by an internationally respected body
- Positively influence customer satisfaction with CB's and their clients via greater quality awareness and enhanced communication
- Sustain continual improvement for the CB's and their clients through the assessment of system effectiveness, efficiency and competence
- Promote consistency and demonstrate equivalence of assessments via mutual recognition based on peer review
- Reduce multiple audits and remove barriers to trade in working towards the goal of: **"Certified once – accepted everywhere"**

5. Below is a suggested EOS organizational structure based on the comments and analysis above. New departments and functions are shown in red:



## Standardization

Standards development is the most important EOS activity. The standards department is responsible for managing all standard development activities at the national level in coordination with all concerned parties. On annual basis, the department formulates a work plan which specifies new standards needed, standards to be deleted and standards to be revised. The standards department facilitate the implemented of the work plan by providing secretariat to the technical committees. There are about 105 active technical committees. Each committee

consist of 10 to 15 experts from various organisations representing government, trade and industry associations, academic and scientific institutions, private organisations as well as consumer groups. Currently, there are about 60 committee secretariats working at the standardization department.

The Central Department of Standards consists of three general departments: Standards, Measurement and Quality. The General Department for Standards consists of four sectors: Engineering, Chemicals, Food, and Textile. Each sector consists of specialized departments with technical committees responsible for standards development. In addition, there are some technical committees reporting directly to the general manager, such as environment, consumer protection, documentation and library, Arabic letters, and tourism. The following table summarizes the number of international standards adopted as Egyptian standards by sector.

	Enginee ring	Chemi cal	Measurem ents	Spinning weaving	& Fo od	Tot al
Total published standards	834	999	437	686	746	37 02
Ref. document: ISO/IEC, CODEX, OIML	152	144	281	285	218	10 80
Ref. document: EN, BS, AFNOR, DIN	100	50	55	4	0	20 9

Table 6: Number of International Standards Adopted as ES by Sector.

Egyptian standards cover various fields including metrology, food, building and civil engineering, mechanical and electrical engineering, metallurgy, chemical engineering, textiles, measurement and calibration standards. Compliance with most ES standards is voluntary. ES standards which meet the objectives of protecting human life, health and the environment, and preventing deceptive practices may become technical regulations (sometimes is referred to as mandatory standards). In such cases, rule-making process is invoked through Ministerial Decrees and compliance to technical regulations becomes mandatory. The following table summarizes the number of ES and TR by sector.

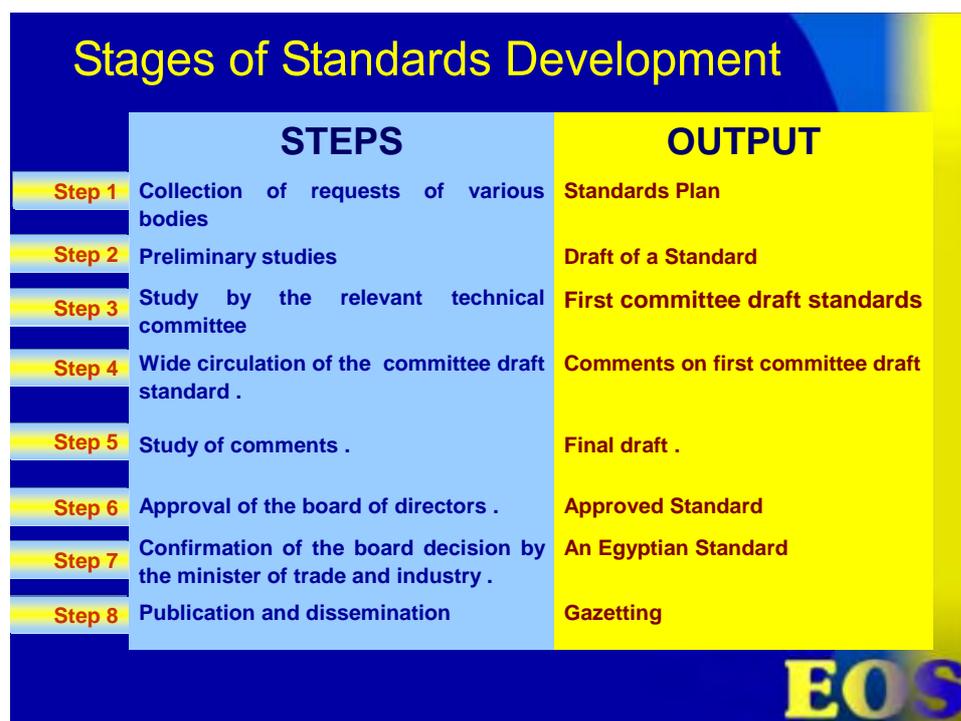
Sector	Total number of mandatory standards (TR)	Total number of voluntary standards	Total number of published standards
Food	207	1231	1438
Engineering	92	1706	1798
Chemical	110	1792	1902
Textiles	13	1030	1043
Measurements	1		733
Documentation & Information	0	63	63
Other (management, environment, international guides, etc...)	0	43	43

Total	423	6597	7020
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Table 7: Number of ES and TR by Sector

## Standards Development Process

The basic process by which Egyptian Standard is developed is consistent with standard development organizations, national and international. The following is a description of the current process:



Egypt through EOS has accepted the Code of Good Practice (CGP)<sup>1</sup>. The CGP or Annex 3 of the WTO TBT agreement provides for transparency in the preparation, adoption and application of standards. The CGP is open for acceptance by standardization bodies, whether central government, local government or non-governmental and regional standardizing bodies. Appendix D includes the TBT Provisions Relevant to Transparency which must be followed in developing standards (mandatory as well as voluntary).

## Gaps & Challenges

- Lack of clear model for issuing technical regulations.
- Difficulty of collecting the relevant technical regulations and Ministerial Decrees.
- Ineffective implementation of the ISO Code of Good Practice.
- Lack of information about demands that drive needs for standards in both national and international market.
- Lack of awareness about Egypt commitments under the TBT Agreement.
- Ineffective communication among internal and external stakeholders.

<sup>1</sup> WTO. (2005). Retrieved January 12, 2006 from [http://www.wto.org/english/thewto\\_e/whatis\\_e/eol/e/wto03/wto3\\_19.htm#note1](http://www.wto.org/english/thewto_e/whatis_e/eol/e/wto03/wto3_19.htm#note1)

#### IV. TBT Enquiry Point

Under the TBT Agreement WTO Members are obligated to designate a single central government authority responsible for the implementation of notification procedures at the national level. Members are also required to ensure that an enquiry points exist and is able to reply to enquiries regarding technical regulations, conformity assessment procedures and standards issued by central and local government bodies, and non-governmental bodies which are entrusted with the legal power to enforce a technical regulation.

In addition to fulfilling the obligations discussed above, certain enquiry points have performed additional tasks, for instance related to the better dissemination and understanding of TBT-related information. For instance, Canada uses *Export Alert* system, which disseminates foreign notifications to Canadian stakeholders through a web-enabled application.<sup>2</sup> *Export Alert* allows, *inter alia*, tracking regulatory developments in selected countries and selected areas, to request regulatory texts more easily at the click of a button, and to receive HTML e-mails on new notifications. Canada has also developed a Spanish version of *Export Alert* to help Latin American countries with the dissemination of WTO notifications to national stakeholders. Similar systems have been set up by other national enquiry points: "TBT website" in the European Communities; "AlertaExportador" in Brazil; "Notificarnom-Alert" in Mexico; and the Chinese TBT/SPS web site.

EOS is the Egyptian national enquiry point. Therefore, it is obligated to notify the WTO of the following: 1) all new technical regulations by central and local government bodies, when these may have a "significant effect on trade of other Members"; 2) all conformity assessment procedures by central and local government bodies when these may have a "significant effect on trade of other Members"; 3) agreements with any other Country or countries on standards, technical regulations or conformity assessment procedures "which may have a significant effect on trade"; 4) measures taken to ensure the implementation and administration of the Agreement; 5) acceptance or withdrawal from the Code of Good Practice; 6) since EOS has accepted the Code of Good Practice it is required to issue notification of its work programmes every six months, as well as information on the standards under preparation and those which have recently been adopted.

In 2005, Egypt made three notifications to the WTO's TBT Committee. These covered the Ministerial Decree No. 130-2005 for the application of mandatory Egyptian standards related to food products; Ministerial Decree No. 423-2005 for the application of chemical, textile and engineering products; and Ministerial Decree No. 515-2005 for the application of mandatory Egyptian standards related to food products.

Notifications Issued by Egypt			
Notification	Date Issued	Final Date for Comments	Products Covered
EGY/3	12/14/2005	2/14/2006	Chemical, textile and engineering products
EGY/2	12/14/2005	2/14/2006	Food products
EGY/1	12/14/2005	2/14/2006	Food products

Table 8: Summary of TBT notifications issued by Egypt

<sup>2</sup> G/TBT/M/24, *op. cit.*, pages 23-24 and G/TBT/M/34, *op. cit.*, para. 22.

## Current Situation

Currently the TBT enquiry point function at EOS is handled by an Ad-Hoc committee (known as GATT committee) comprising of representatives of four EOS departments: standards, quality, technical services and testing. Although the committee was able to successfully issue several notifications in 2005-2006 to the WTO, it remains deficient in many respects such as lack of dedicated office space, lack of staff, and lack of ICT equipment.

According to the high level analysis<sup>3</sup> prepared by the USAID ICT contractor on EOS Web Portal pilot project (see Table 9) the system has the following capabilities:

1. Tracking TBT related documents received from different international organizations,
2. Providing news to Egyptian stakeholders (e.g. exporters) on changes in international regulations, and
3. Providing online inquiry services concerning Egyptian and foreign technical regulations, and conformity assessment procedures.

On the other hand, the system has the following limitations:

1. Process is not fully defined – apparently the three processes described in Appendices C-1,2 and 3 were not yet available at the time the system was developed
2. Not searchable by country and industry
3. Not fully automated – e-mails notifications to are sent upon request

Recently the General Department for WTO-TBT at the Ministry of Trade & Industry (MOTI) has developed three processes which must be followed by the TBT enquiry point in order to fulfill Egypt's responsibilities under the TBT agreement. The processes and corresponding charts that explain them are listed below:

1. Notification procedures taken by Egypt within the TBT Agreement (Appendix C-1)
2. Comments received regarding notifications sent to WTO (Appendix C-2)
3. TBT notifications received from WTO Secretariat (Appendix C-3)

## Gaps & Challenges

The Egyptian TBT GAT Committee is currently facing the following problems and difficulties:

- Weak organizational structure - Enquiry Point department does not exist.
- Low-level awareness of the benefits accrued from compliance to the TBT Agreement.
- Lack of documentation for implementation – the processes for the notifications, comments and enquiries are not clear or available
- Lacks of staff - members of the GATT committee are not dedicated to the TBT Enquiry Point task.
- Difficulty in combining technical regulations in timely manner.
- Lack of specific model for technical regulations.
- Little adherence to the Code of Good Practice
- Lack of information about the requirements in export markets, for example through brochures that explain technical regulations and SPS measures applicable to certain products, export-alert systems to signal changes in technical regulations and SPS measures.
- Technological and technical gap between developed and developing countries.

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<sup>3</sup> High Level Analysis And Scope of Work for the Egyptian Organization for Standardization and Quality Control (EOS), DECEMBER 6, 2004, PREPARED FOR USAID MISSION TO EGYPT  
CONTRACT NO: 263-C-00-02-00020-00, General Dynamics

- Insignificant benefit drawn from technical assistance programs.
- Preferential treatment for developing countries constitutes items that need to be energized.
- Absence of utilization of electronic vehicles.
- Lack of team spirit and harmony among parties concerned.
- Ambiguity of notification content and lack of interest in its review.

## **V. Technical Assistance**

### **Gaps in Existing Assistance**

The national strategy to integrate Egypt into the global economy is expected to yield good results such as increasing export; however this could not happen without improving the quality and competitiveness of local manufacturing. Standardization is one of the first steps on the way to industrialization and EOS has a vital role in this strategy. In order to meet its obligations, EOS has introduced an initiative to modernize and improve the services and activities across the board. To achieve its goals EOS sought technical assistance from external sources and has been able to secure some commitments for assistance some of which have been fulfilled while others are still waiting. The table below summarizes the scope of existing technical assistance from other projects and the gaps where additional assistance is still needed:

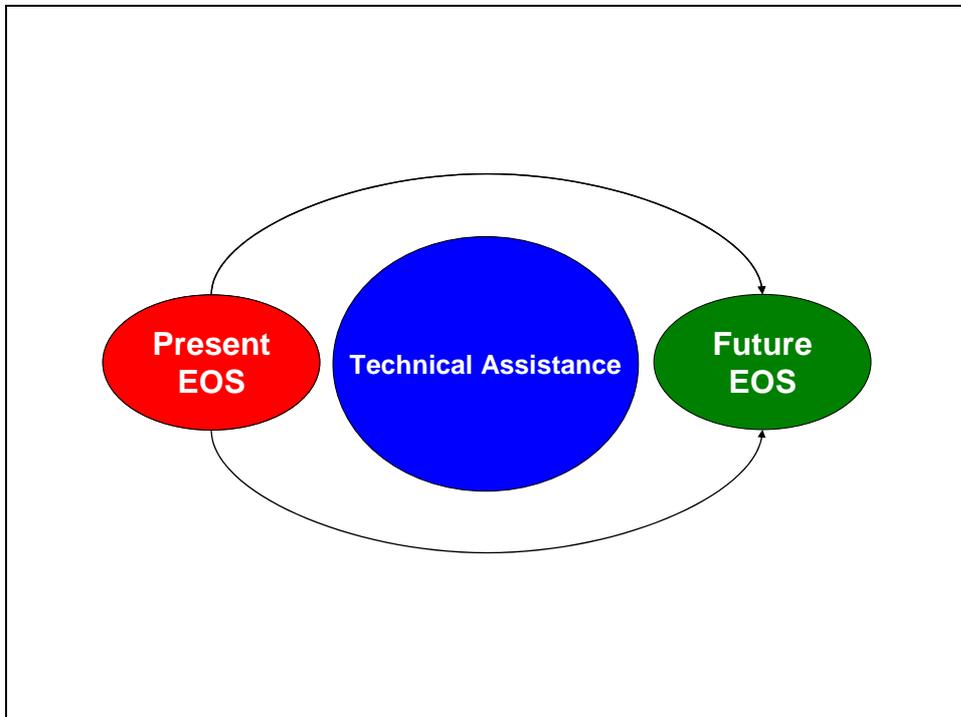
EOS Web Portal Pilot Project	USAID	<ul style="list-style-type: none"> <li>Automation of EOS activities;</li> <li>Provide hardware and software for the Standards &amp; Quality Information Center (SQIC);</li> <li>Design of EOS web portal; and</li> <li>Management and technical consultants/advisors for implementing the web portal</li> </ul>	Improve EOS efficiency by providing a platform to serve core business functions.	Active	Training on: <ol style="list-style-type: none"> <li>standards document management;</li> <li>transparency</li> <li>due process</li> <li>consensus</li> <li>openness</li> <li>code of good practice</li> <li>standards development &amp; management tools</li> <li>committee management tools</li> <li>online meetings</li> <li>online TBT notifications</li> <li>online export alert</li> </ol>
Harmonization of Egyptian Standard and Conformity Assessment procedures with international standards and CA guides.	EU	Reviewing ES against international standards, in order to assess the technical equivalence, and modernization of standards, with a view to ensure that differences do not constitute technical barriers to trade	Improve trade and removal of trade barriers	Active	<ul style="list-style-type: none"> <li>Preparation of the Electronic catalogue of Egyptian standards.</li> <li>Supporting the technical committees on the participation of the international technical committees – exchange of</li> </ul>

					<p>live-link facility with ISO/TCs for areas of interest for Egyptian economy.</p> <ul style="list-style-type: none"> <li>• Awareness campaign for issues such as WTO/TBT agreement, drafting technical regulations , etc...</li> </ul>
Accreditation of industrial and calibration laboratories	EU	Accredit EOS product testing and calibration laboratories under ISO 17025.	Improve competitiveness of Egyptian industry through international recognition of test results and opportunities to enter MRAs in conformity assessment	Pending / EOS has applied for TA under the Industry Modernization Program	<ol style="list-style-type: none"> <li>1. Pre-qualify laboratories for accreditation</li> <li>1. Inter-laboratory comparison</li> <li>2. Study tours to learn new technologies i.e., nanotechnology</li> </ol>

Table 9: Gaps in Existing Technical Assistance from other Projects

## **Bridging the Gaps through Additional Assistance**

Transforming EOS from its present situation to a more robust organization will require a major technical assistance program designed to bridge the gaps of existing projects and building capacities of staff, systems and mechanisms.



## **VI. Recommendations**

This section provides recommendations on how the TBT enquiry point should be strengthened to better serve the needs of Egypt. The Terms of Reference (ToR) below provides clear path for future assistance by USAID to EOS.

### **Program Management**

The Contractor shall provide program management services to support the execution of the Project, including, but not limited to, monitoring the Project throughout its implementation, organizing and coordinating with relevant subcontractors as needed, and submitting in a timely manner the deliverables and a final report to USAID. The Contractor shall perform the following tasks in cooperation with the EOS, which will provide expertise and regular feedback.

### **Terms of Reference**

#### **Task 1.0: Establish TBT Enquiry Point Department**

- 1.1 The Contractor shall work with EOS to change the current structure from GATT committee to TBT Enquiry Point Department. The new department name should be similar to: Center for Standards and Trade Information (CSTI).

- 1.1.1 The Contractor shall work with EOS to develop department mission statement. The mission should include the following:
- To implement EOS objectives as Egypt national TBT enquiry point
  - To support Egyptian industry in improving the quality production
- 1.1.2 The Contractor shall work with EOS to develop department goals. The goals should include the following:
- To be the Egyptian Enquiry Point for the World Trade Organization's Agreement on Technical Barriers to Trade (WTO TBT), the Great Arab Free Trade Area (GAFTA), and the International Organization for Standardization Information Network (ISONET).
  - To provide research services on standards, technical regulations, and conformity assessment procedures.
  - To be a central repository for standards-related information in Egypt and has access to Egyptian, foreign and international documents and contact points through its role as Egypt national inquiry point.
  - To answer questions on standards, technical regulations, and conformity assessment.
  - To maintain a reference collection on standards for use in the Center and on the Internet.
  - To alert users to changes in Egyptian, foreign and international regulations and conformity assessment rules.
- 1.1.3 The Contractor shall work with EOS to develop department organizational structure. The new structure should have the following features:
- Report to EOS President
  - Lean matrix setup
  - Has a strong direct linkage to the Standards and Quality Information Center
  - Has a strong direct linkage to the Library
  - Has a strong direct linkage to the Customer Service Center
  - Has a strong direct linkage to the Standards Department

### **Task 1. 2: Establish Work Space**

- 1.2.1 The Contractor shall work with EOS to identify physical work space for the new department and chose suitable office layout. Work space should have the following features:
- Within close proximity to the Standards and Quality Information Center
  - Within close proximity to the Library
  - Open floor design
  - Modular office furniture
  - Fully equipped and wired with modern information and communication technology (ICT) infrastructure

### **Task 1.3: Identifying Information Resources**

- 1.3.1 The Contractor shall work with EOS to identify and acquire information resources including the following:
- Catalog and copies of Egyptian Standards
  - Standards catalogs from many World Trade Organization (WTO) member countries
  - Global WTO Technical Barriers to Trade (TBT) foreign inquiry points

- Regional and international standards groups
- Publications and technical regulations from other countries
- Technical committee work programs of EOS
- Standards catalogs of all ISO/IEC, CEN, BSI, ASTM, CODEX, and other reference standards.
- Copies of foreign and international standards
- Reference publications (directories, bibliographies, indexes, dictionaries)
- Database of Egyptian national standards, technical regulations, and conformity assessment procedures
- Access to CD-ROM/online databases of foreign standards

1.3.2 The Contractor shall work with EOS to develop an electronic notification system (which could be called Notify Egypt). This is a free, web-based e-mail subscription service that can offer Egyptian entities (citizens, industries, organizations) an opportunity to review and comment on proposed foreign technical regulations that can affect their businesses and their access to international markets. Notify Egypt should provide users with access to WTO TBT information and should allow them to request complete texts of changing technical regulations. Notify Egypt should have the following features:

- Guide users in the preparation of comments
- Allows users to easily submit comments through the Egyptian enquiry point (CSTI)
- Offer information on translation services
- Offer news and information about standards, conformity assessment, and the WTO TBT

#### **Task 1.4: Staffing**

1.4.1 The Contractor shall work with EOS to develop roles, responsibilities and work functions for the following positions:

- Department Manager
- Information Specialists
- Lawyer
- Librarians
- Computer Analyst / Programmers
- Data Entry Clerks

1.4.2 The Contractor shall work with EOS to develop recruitment plan which has the following features:

- Provide employment opportunities for new college graduates
- Encourage delegations of authority among staff
- Provide opportunities for career growth

#### **Task 1.5: Training**

1.5.1 The Contractor shall work with EOS to develop an execute training program which takes the format of Orientation Visits, Study Tours, Internships, Online webinars, Workshops in and outside of Egypt. The training subjects should include:

- Notification procedures taken by Egypt within the TBT Agreement (Appendix C-1)
- Comments received regarding notifications sent to WTO (Appendix C-2)
- TBT notifications received from WTO Secretariat (Appendix C-3)

- The latest proposed Egyptian and foreign technical regulations
- The latest proposed Egyptian and foreign conformity assessment systems
- The relevant technical regulations and ministerial decrees
- Commitments to the TBT agreement
- Code Of Good Practice (Appendix B)
- The current Egyptian and foreign regulatory points of contact
- Standards or technical regulations exported and imported products must meet

1.5.2 The Contractor shall work with EOS to recruit staff, assign resources, follow up and evaluate performance according to the following plan:

STAGE	STAFF	RESOURCES	PERFORMANCE
8 months from starting	<ul style="list-style-type: none"> <li>• Dept. Manager</li> <li>• Lawyer</li> <li>• 2 Information Specialists</li> </ul>	<ul style="list-style-type: none"> <li>• Catalog and copies of Egyptian national standards</li> <li>• Technical committee work programs of EOS</li> <li>• Standards catalogs of all ISO/IEC, CEN, BSI, ASTM, CODEX, and other reference standards.</li> </ul>	<ul style="list-style-type: none"> <li>• Identify and provide lists of relevant national, foreign, and international standards (bibliographic information such as designations, title, date), technical regulations, and conformity assessment procedures</li> <li>• Sources for obtaining copies of documents</li> <li>• Provide WTO TBT notifications</li> <li>• Provide contacts for draft and work in progress for Egyptian national standards</li> </ul>
16 months from starting	Add: <ul style="list-style-type: none"> <li>• 2 Librarians</li> <li>• 2 Technical Information Specialists</li> </ul>	Add: <ul style="list-style-type: none"> <li>• Copies of foreign and international standards</li> <li>• Reference publications (directories, bibliographies, indexes, dictionaries)</li> </ul>	Add: <ul style="list-style-type: none"> <li>• Provide additional information about the content of standards</li> <li>• Provide on-site review of documents</li> <li>• Provide information about associations, technical terms, accredited organizations, acronyms, etc.</li> </ul>
24 months from starting	Add: <ul style="list-style-type: none"> <li>• 3 Computer Analyst/Programmers</li> <li>• 3 Data Entry Clerks</li> </ul>	Add: <ul style="list-style-type: none"> <li>• Database of Egyptian national standards, technical regulations, and conformity assessment procedures</li> <li>• Access to CD-ROM/online</li> </ul>	Add: <ul style="list-style-type: none"> <li>• Identify all relevant requirements for products sold in Egypt</li> <li>• Provide access to databases for external users</li> </ul>

		databases of foreign standards	
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Table 10: Plan to Recruit Staff, Assign Resources, Follow-up and Evaluate Performance

**Task 2.0: Standards & Technical Regulations Development**

- 2.1 The Contractor shall work with EOS to develop a plan to close the gaps identified in the web portal project by developing human capacity to proliferate the system throughout the organization. A full diffusion of the web portal system can only be realized when users at both front-end and back-end are fully trained to deal with document management systems. Although, the project has a training component for the IT staff on system functionality (front-end) who will then train other employees, a major gap exist in training of EOS staff responsible for feeding the information (back-end) to the system.
- 2.2 The Contractor shall work with EOS to develop and execute training campaign which takes the format of Orientation Visits, Study Tours, Internships, and Online webinars, Workshops in and outside of Egypt. The training campaign should be geared toward transforming the skills of EOS staff utilizing information technology. Training should address the following subjects:

**TECHNICAL REGULATIONS**

- Collecting the relevant Technical Regulations and Ministerial Decrees
- The commitments under the TBT Agreement
- Adherence to the Code of Good Practice
- Transparency
- Due process
- Consensus
- Openness
- Standards development & management tools
- Committee management tools
- Online meetings

**STANDARDS DEVELOPMENT**

- Standards development forums
- Life cycle of a standard
- Form and style manual
- Preparing revisions for ballot
- Maintenance of standards
- Effective implementation of international standards
- Electronic means

**THE BALLOTING PROCESS**

- Basic principles
- Subcommittee ballot
- Main committee ballot and society review
- Committee on standards review

**HANDLING OF NEGATIVE VOTES**

- Communication
- Consideration of negative votes
- Documenting negative votes

- Disposition of negative votes
- Appeal mechanisms

#### MEETINGS

- Planning meetings
- Conducting meetings
- Online tools

#### COMMITTEE CHAIRMAN AND VICE CHAIRMAN

- Chairman's duties
- Role of the vice chairman
- Chairing executive and main committee meetings
- Overseeing standards development
- Committee administration

#### RECORDING SECRETARY

- Ballot status
- Duties at a meeting
- Minutes

#### MEMBERSHIP SECRETARY

- Society membership
- Committee membership
- Administrative procedures
- Report to executive and main

#### SUBCOMMITTEE CHAIRMAN

- Subcommittee organization
- Subcommittee membership
- Membership recruitment
- Standards editing and publication

#### TASK GROUP CHAIRMAN

- Task group operations
- Developing a draft standard

#### TECHNOLOGY

- Standardization Technology in new areas such as Nanotechnology, Security, etc.

2.3 The Contractor shall work with EOS to increase its participation in standardization activities at international level by activating the current cooperation agreements and memoranda of understanding EOS have with ASTM, BSI, CEN, ISO and other standardization bodies. Where possible the Contractor shall assist EOS to enter into twinning arrangements with one or more of these organizations to benefit from transfer of standardization technology.

2.4 The Contractor shall work with EOS to provide greater awareness among its stakeholders especially, industry and trade associations on the need to participate more actively in standardization activities at both national and international level. As coordinator of Egyptian standards, EOS should utilize more private sector involvement as this will improve the usability and credibility of ES.

- 2.5 The Contractor shall work with EOS to reorganize and restructure itself according to international practices and fulfill its objectives as part of the overall quality infrastructure of Egypt by focusing on its core business areas.
- 2.6 The Contractor shall work with EOS to streamline its standards development process to ensure transparency in the preparation, adoption and application in accordance with WTO-TBT transparency requirements and procedures and the code of good practice.

ID		(days)		
1.0	<b>Establishing TBT Enquiry Point Department</b>			
1.1	Change structure from committee to Department	5	STLE	
1.1.1	Develop mission statement	5	STLE	
1.1.2	Develop department goals	10	STLE	
1.1.3	Develop department organizational structure.	10	STLE	
1.2	<b>Establishing Work Space</b>			
1.2.1	Identify work space and chose office layout	10	STLE	
1.3	<b>Identifying Information Resources</b>			
1.3.1	Identify and acquire information resources	15	STIE	
1.3.2	Develop electronic notification system	30	STIE	
1.4	<b>Staffing</b>			
1.4.1	Develop roles, responsibilities and work functions	10	STLE	1.1.3
1.4.2	Develop recruitment plan	10	STLE	1.4.1
1.5	<b>Training</b>			
1.5.1	Develop & execute training program	120	LTIE	1.0, 1.2, 1.3, 1.4
1.5.2	Follow up and evaluate performance	60	LTIE	
<b>1.0</b>	<b>Total LOE for Task 1</b>	<b>285</b>		
2.0	<b>Standards &amp; Technical Regulations Development</b>			
2.1	Develop plan to close the gaps in the web portal project.	10	STIE	
2.2	Develop and execute training campaign	120	LTIE	2.1
2.3	Increase participation in international standardization	60	LTIE	2.2
2.4	Provide greater awareness among stakeholders	60	LTIE	2.2
2.5	Restructure EOS according to international practices	20	LTIE	2.3
2.6	Streamline standards development process to ensure transparency	20	LTIE	2.1, 2.2, 2.3, 2.4
<b>2.0</b>	<b>Total LOE for Task 2</b>	<b>290</b>		

LTIE: Long Term International Expert; STIE: Short Term International Expert;  
LTLE: Long Term Local Expert; STLE: Short Term Local Expert

## **VII. Appendices**

## **SWOT Analysis of GATT Committee**

### Strengths

- Harmonization of Egyptian Standards with International counterparts.
- Experienced members of WTO/TBT Enquiry Point.
- Specialized contact persons in most fields.
- Top management understanding of the importance of the Agreement and adherence to it.
- Application of international criteria with regard to conformity assessment systems.
- Egyptian Standards cover most fields.
- Egyptian Standards are applied to local as well as exported products.

### Weaknesses

- The approved standard does not reach all users.
- Difficulty of collecting the relevant technical regulations and Ministerial Decrees.
- Information about national and inter national markets is not available.
- Little awareness of standardization activities (Standards and conformity assessment).
- Little awareness of the commitments of the Agreement.
- Little outcome of the technical assistance provided.
- Difficulty of integration among interested parties.
- No electronic means.
- Weak infrastructure of the Enquiry Point.
- No documentation of the implementation system and mechanism.
- Members of WTO/TBT Enquiry Point are not dedicated to their tasks.
- No specific model for technical regulations.
- Little adherence to the Code of Good Practice.

### Opportunities

- Availability of specialized technical committees in most fields.
- Steps taken for accreditation of EOS labs according to ISO/IEC 17025.
- Signed bilateral agreements between Egypt and African and European countries as well as America.
- EOS is member of most regional and international organizations.
- Suitable atmosphere for receiving technical assistance.

### Threats

- Language obstacles.
- Financial obstacles.
- Technological gap between Egypt and advanced countries.
- Effective implementation of International Standards.
- Gap in implementation requirements.
- Building and development of capabilities (human – methods – mechanisms- ...etc).

## TBT Provisions Relevant to Transparency<sup>4</sup>

### *Article 2 Preparation, Adoption and Application of Technical Regulations by Central Government Bodies*

With respect to their central government bodies: .../...

2.9 Whenever a relevant international standard does not exist or the technical content of a proposed technical regulation is not in accordance with the technical content of relevant international standards, and if the technical regulation may have a significant effect on trade of other Members, Members shall:

- 2.9.1 publish a notice in a publication at an early appropriate stage, in such a manner as to enable interested parties in other Members to become acquainted with it, that they propose to introduce a particular technical regulation;
- 2.9.2 notify other Members through the Secretariat of the products to be covered by the proposed technical regulation, together with a brief indication of its objective and rationale. Such notifications shall take place at an early appropriate stage, when amendments can still be introduced and comments taken into account;
- 2.9.3 upon request, provide to other Members particulars or copies of the proposed technical regulation and, whenever possible, identify the parts which in substance deviate from relevant international standards;
- 2.9.4 without discrimination, allow reasonable time for other Members to make comments in writing, discuss these comments upon request, and take these written comments and the results of these discussions into account.

2.10 Subject to the provisions in the lead-in to paragraph 9, where urgent problems of safety, health, environmental protection or national security arise or threaten to arise for a Member, that Member may omit such of the steps enumerated in paragraph 9 as it finds necessary, provided that the Member, upon adoption of a technical regulation, shall:

- 2.10.1 notify immediately other Members through the Secretariat of the particular technical regulation and the products covered, with a brief indication of the objective and the rationale of the technical regulation, including the nature of the urgent problems;
- 2.10.2 upon request, provide other Members with copies of the technical regulation;
- 2.10.3 without discrimination, allow other Members to present their comments in writing, discuss these comments upon request, and take these written comments and the results of these discussions into account.
- 2.11 Members shall ensure that all technical regulations which have been adopted are published promptly or otherwise made available in such a manner as to enable interested parties in other Members to become acquainted with them.

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<sup>4</sup> WTO, G/TBT/W/250, 16 February 2005

- 2.12 Except in those urgent circumstances referred to in paragraph 10, Members shall allow a reasonable interval between the publication of technical regulations and their entry into force in order to allow time for producers in exporting Members, and particularly in developing country Members, to adapt their products or methods of production to the requirements of the importing Member.

*Article 3  
Preparation, Adoption and Application of Technical Regulations  
by Local Government Bodies and Non-Governmental Bodies*

With respect to their local government and non-governmental bodies within their territories:

- 3.1 Members shall take such reasonable measures as may be available to them to ensure compliance by such bodies with the provisions of Article 2, with the exception of the obligation to notify as referred to in paragraphs 9.2 and 10.1 of Article 2.
- 3.2 Members shall ensure that the technical regulations of local governments on the level directly below that of the central government in Members are notified in accordance with the provisions of paragraphs 9.2 and 10.1 of Article 2, noting that notification shall not be required for technical regulations the technical content of which is substantially the same as that of previously notified technical regulations of central government bodies of the Member concerned.
- 3.3 Members may require contact with other Members, including the notifications, provision of information, comments and discussions referred to in paragraphs 9 and 10 of Article 2, to take place through the central government.

.../...

*Article 5  
Procedures for Assessment of Conformity by Central Government Bodies*

.../...

- 5.6 Whenever a relevant guide or recommendation issued by an international standardizing body does not exist or the technical content of a proposed conformity assessment procedure is not in accordance with relevant guides and recommendations issued by international standardizing bodies, and if the conformity assessment procedure may have a significant effect on trade of other Members, Members shall:
- 5.6.1 publish a notice in a publication at an early appropriate stage, in such a manner as to enable interested parties in other Members to become acquainted with it, that they propose to introduce a particular conformity assessment procedure;
- 5.6.2 notify other Members through the Secretariat of the products to be covered by the proposed conformity assessment procedure, together with a brief indication of its objective and rationale. Such notifications shall take place at an early appropriate stage, when amendments can still be introduced and comments taken into account;
- 5.6.3 upon request, provide to other Members particulars or copies of the proposed procedure and, whenever possible, identify the parts which in substance deviate from relevant guides or recommendations issued by international standardizing bodies;
- 5.6.4 without discrimination, allow reasonable time for other Members to make comments in writing, discuss these comments upon request,

and take these written comments and the results of these discussions into account.

5.7 Subject to the provisions in the lead-in to paragraph 6, where urgent problems of safety, health, environmental protection or national security arise or threaten to arise for a Member, that Member may omit such of the steps enumerated in paragraph 6 as it finds necessary, provided that the Member, upon adoption of the procedure, shall:

- 5.7.1 notify immediately other Members through the Secretariat of the particular procedure and the products covered, with a brief indication of the objective and the rationale of the procedure, including the nature of the urgent problems;
- 5.7.2 upon request, provide other Members with copies of the rules of the procedure;
- 5.7.3 without discrimination, allow other Members to present their comments in writing, discuss these comments upon request, and take these written comments and the results of these discussions into account.

5.8 Members shall ensure that all conformity assessment procedures which have been adopted are published promptly or otherwise made available in such a manner as to enable interested parties in other Members to become acquainted with them.

5.9 Except in those urgent circumstances referred to in paragraph 7, Members shall allow a reasonable interval between the publication of requirements concerning conformity assessment procedures and their entry into force in order to allow time for producers in exporting Members, and particularly in developing country Members, to adapt their products or methods of production to the requirements of the importing Member.

#### *Article 7*

##### *Procedures for Assessment of Conformity by Local Government Bodies*

With respect to their local government bodies within their territories:

7.1 Members shall take such reasonable measures as may be available to them to ensure compliance by such bodies with the provisions of Articles 5 and 6, with the exception of the obligation to notify as referred to in paragraphs 6.2 and 7.1 of Article 5.

7.2 Members shall ensure that the conformity assessment procedures of local governments on the level directly below that of the central government in Members are notified in accordance with the provisions of paragraphs 6.2 and 7.1 of Article 5, noting that notifications shall not be required for conformity assessment procedures the technical content of which is substantially the same as that of previously notified conformity assessment procedures of central government bodies of the Members concerned.

7.3 Members may require contact with other Members, including the notifications, provision of information, comments and discussions referred to in paragraphs 6 and 7 of Article 5, to take place through the central government.

.../...

#### *Article 8*

##### *Procedures for Assessment of Conformity by Non-Governmental Bodies*

8.1 Members shall take such reasonable measures as may be available to them to ensure that non-governmental bodies within their territories which operate conformity assessment procedures comply with the provisions of Articles 5 and 6, with the exception of the obligation to notify proposed conformity assessment procedures. In addition, Members shall not take measures which have the effect of, directly or indirectly, requiring or

encouraging such bodies to act in a manner inconsistent with the provisions of Articles 5 and 6.

8.2 Members shall ensure that their central government bodies rely on conformity assessment procedures operated by non-governmental bodies only if these latter bodies comply with the provisions of Articles 5 and 6, with the exception of the obligation to notify proposed conformity assessment procedures.

*Article 9  
International and Regional Systems*

.../...

9.2 Members shall take such reasonable measures as may be available to them to ensure that international and regional systems for conformity assessment in which relevant bodies within their territories are members or participants comply with the provisions of Articles 5 and 6. In addition, Members shall not take any measures which have the effect of, directly or indirectly, requiring or encouraging such systems to act in a manner inconsistent with any of the provisions of Articles 5 and 6.

9.3 Members shall ensure that their central government bodies rely on international or regional conformity assessment systems only to the extent that these systems comply with the provisions of Articles 5 and 6, as applicable.

*Article 10  
Information about Technical Regulations, Standards and  
Conformity Assessment Procedures*

10.1 Each Member shall ensure that an enquiry point exists which is able to answer all reasonable enquiries from other Members and interested parties in other Members as well as to provide the relevant documents regarding:

- 10.1.1 any technical regulations adopted or proposed within its territory by central or local government bodies, by non-governmental bodies which have legal power to enforce a technical regulation, or by regional standardizing bodies of which such bodies are members or participants;
- 10.1.2 any standards adopted or proposed within its territory by central or local government bodies, or by regional standardizing bodies of which such bodies are members or participants;
- 10.1.3 any conformity assessment procedures, or proposed conformity assessment procedures, which are operated within its territory by central or local government bodies, or by non-governmental bodies which have legal power to enforce a technical regulation, or by regional bodies of which such bodies are members or participants;
- 10.1.4 the membership and participation of the Member, or of relevant central or local government bodies within its territory, in international and regional standardizing bodies and conformity assessment systems, as well as in bilateral and multilateral arrangements within the scope of this Agreement; it shall also be able to provide reasonable information on the provisions of such systems and arrangements;

10.1.5 the location of notices published pursuant to this Agreement, or the provision of information as to where such information can be obtained; and

10.1.6 the location of the enquiry points mentioned in paragraph 3.

10.2 If, however, for legal or administrative reasons more than one enquiry point is established by a Member, that Member shall provide to the other Members complete and unambiguous information on the scope of responsibility of each of these enquiry points. In addition, that Member shall ensure that any enquiries addressed to an incorrect enquiry point shall promptly be conveyed to the correct enquiry point.

10.3 Each Member shall take such reasonable measures as may be available to it to ensure that one or more enquiry points exist which are able to answer all reasonable enquiries from other Members and interested parties in other Members as well as to provide the relevant documents or information as to where they can be obtained regarding:

10.3.1 any standards adopted or proposed within its territory by non-governmental standardizing bodies, or by regional standardizing bodies of which such bodies are members or participants; and

10.3.2 any conformity assessment procedures, or proposed conformity assessment procedures, which are operated within its territory by non-governmental bodies, or by regional bodies of which such bodies are members or participants;

10.3.3 the membership and participation of relevant non-governmental bodies within its territory in international and regional standardizing bodies and conformity assessment systems, as well as in bilateral and multilateral arrangements within the scope of this Agreement; they shall also be able to provide reasonable information on the provisions of such systems and arrangements.

10.4 Members shall take such reasonable measures as may be available to them to ensure that where copies of documents are requested by other Members or by interested parties in other Members, in accordance with the provisions of this Agreement, they are supplied at an equitable price (if any) which shall, apart from the real cost of delivery, be the same for the nationals<sup>5</sup> of the Member concerned or of any other Member.

10.5 Developed country Members shall, if requested by other Members, provide, in English, French or Spanish, translations of the documents covered by a specific notification or, in case of voluminous documents, of summaries of such documents.

10.6 The Secretariat shall, when it receives notifications in accordance with the provisions of this Agreement, circulate copies of the notifications to all Members and interested international standardizing and conformity assessment bodies, and draw the attention of developing country Members to any notifications relating to products of particular interest to them.

10.7 Whenever a Member has reached an agreement with any other country or countries on issues related to technical regulations, standards or conformity assessment procedures which may have a significant effect on trade, at least one Member party to the agreement shall notify other Members through the Secretariat of the products to be covered by the agreement and include a brief description of the agreement. Members concerned are

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<sup>5</sup> "Nationals" here shall be deemed, in the case of a separate customs territory Member of the WTO, to mean persons, natural or legal, who are domiciled or who have a real and effective industrial or commercial establishment in that customs territory.

encouraged to enter, upon request, into consultations with other Members for the purposes of concluding similar agreements or of arranging for their participation in such agreements.

10.8 Nothing in this Agreement shall be construed as requiring:

10.8.1 the publication of texts other than in the language of the Member;

10.8.2 the provision of particulars or copies of drafts other than in the language of the Member except as stated in paragraph 5; or

10.8.3 Members to furnish any information, the disclosure of which they consider contrary to their essential security interests.

10.9 Notifications to the Secretariat shall be in English, French or Spanish.

10.10 Members shall designate a single central government authority that is responsible for the implementation on the national level of the provisions concerning notification procedures under this Agreement except those included in Annex 3.

10.11 If, however, for legal or administrative reasons the responsibility for notification procedures is divided among two or more central government authorities, the Member concerned shall provide to the other Members complete and unambiguous information on the scope of responsibility of each of these authorities.

#### *Article 15 Final Provisions*

.../...

15.2 Each Member shall, promptly after the date on which the WTO Agreement enters into force for it, inform the Committee of measures in existence or taken to ensure the implementation and administration of this Agreement. Any changes of such measures thereafter shall also be notified to the Committee.

15.3 The Committee shall review annually the implementation and operation of this Agreement taking into account the objectives thereof.

15.4 Not later than the end of the third year from the date of entry into force of the WTO Agreement and at the end of each three-year period thereafter, the Committee shall review the operation and implementation of this Agreement, including the provisions relating to transparency, with a view to recommending an adjustment of the rights and obligations of this Agreement where necessary to ensure mutual economic advantage and balance of rights and obligations, without prejudice to the provisions of Article 12. Having regard, *inter alia*, to the experience gained in the implementation of the Agreement, the Committee shall, where appropriate, submit proposals for amendments to the text of this Agreement to the Council for Trade in Goods.

ANNEX 3  
CODE OF GOOD PRACTICE FOR THE PREPARATION, ADOPTION AND  
APPLICATION OF STANDARDS

J. At least once every six months, the standardizing body shall publish a work programme containing its name and address, the standards it is currently preparing and the standards which it has adopted in the preceding period. A standard is under preparation from the moment a decision has been taken to develop a standard until that standard has been adopted. The titles of specific draft standards shall, upon request, be provided in English, French or Spanish. A notice of the existence of the work programme shall be published in a national or, as the case may be, regional publication of standardization activities.

The work programme shall for each standard indicate, in accordance with any ISONET rules, the classification relevant to the subject matter, the stage attained in the standard's development, and the references of any international standards taken as a basis. No later than at the time of publication of its work programme, the standardizing body shall notify the existence thereof to the ISO/IEC Information Centre in Geneva.

The notification shall contain the name and address of the standardizing body, the name and issue of the publication in which the work programme is published, the period to which the work programme applies, its price (if any), and how and where it can be obtained. The notification may be sent directly to the ISO/IEC Information Centre, or, preferably, through the relevant national member or international affiliate of ISONET, as appropriate.

L. Before adopting a standard, the standardizing body shall allow a period of at least 60 days for the submission of comments on the draft standard by interested parties within the territory of a Member of the WTO. This period may, however, be shortened in cases where urgent problems of safety, health or environment arise or threaten to arise. No later than at the start of the comment period, the standardizing body shall publish a notice announcing the period for commenting in the publication referred to in paragraph J. Such notification shall include, as far as practicable, whether the draft standard deviates from relevant international standards.

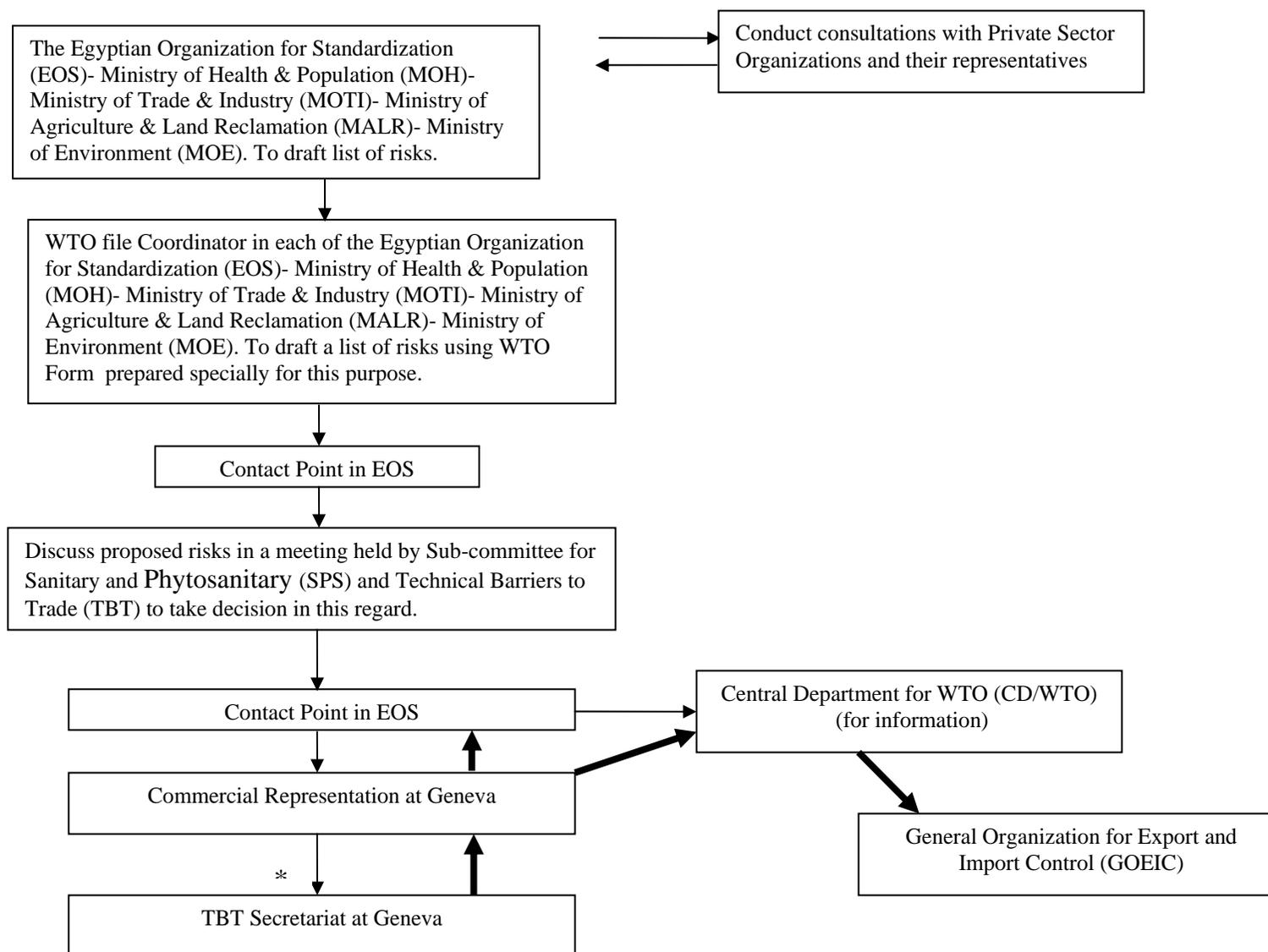
M. On the request of any interested party within the territory of a Member of the WTO, the standardizing body shall promptly provide, or arrange to provide, a copy of a draft standard which it has submitted for comments. Any fees charged for this service shall, apart from the real cost of delivery, be the same for foreign and domestic parties.

N. The standardizing body shall take into account, in the further processing of the standard, the comments received during the period for commenting. Comments received through standardizing bodies that have accepted this Code of Good Practice shall, if so requested, be replied to as promptly as possible. The reply shall include an explanation why a deviation from relevant international standards is necessary.

O. Once the standard has been adopted, it shall be promptly published.

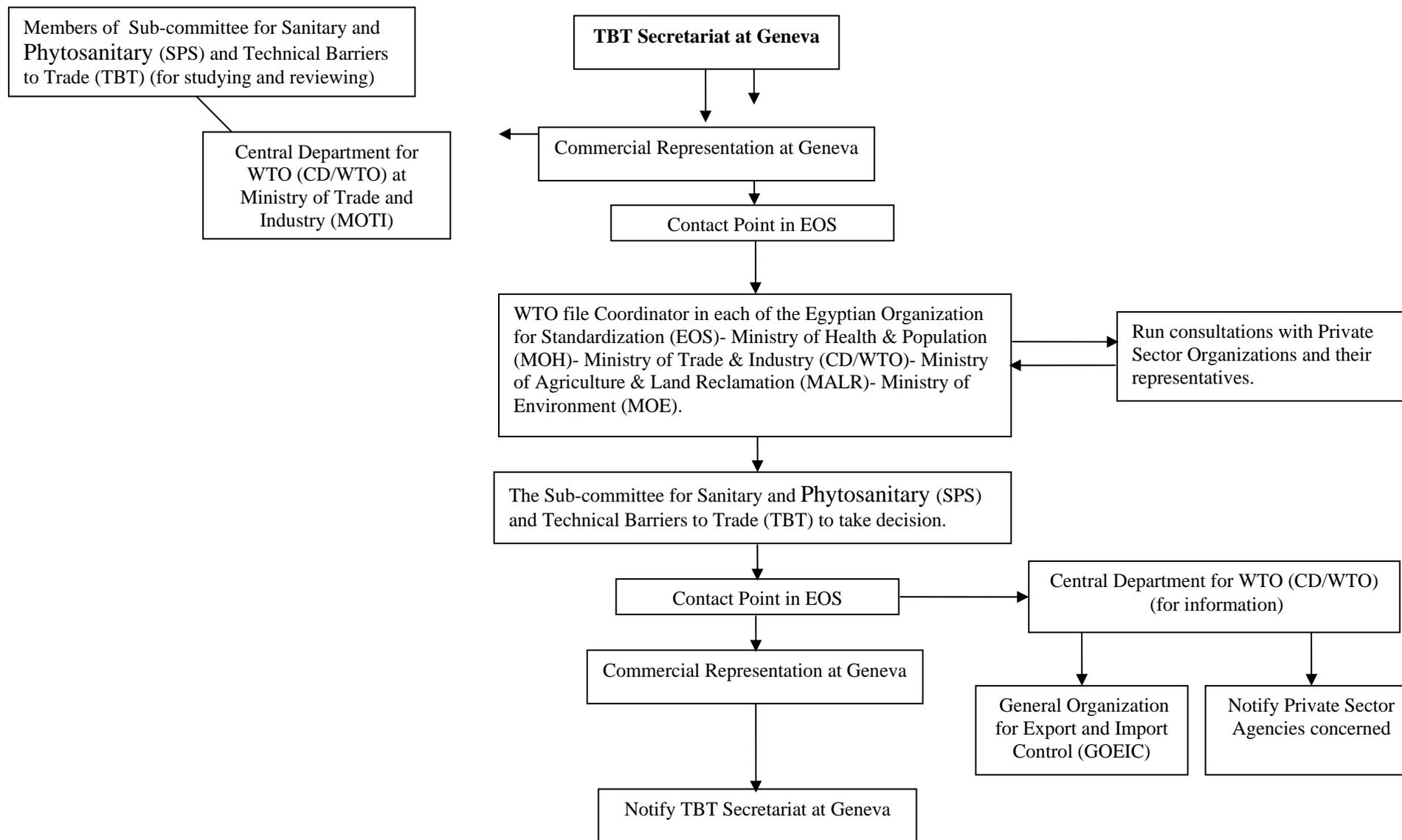
P. On the request of any interested party within the territory of a Member of the WTO, the standardizing body shall promptly provide, or arrange to provide, a copy of its most recent work programme or of a standard which it produced. Any fees charged for this service shall, apart from the real cost of delivery, be the same for foreign and domestic parties.

Steps of Notification procedures taken by Egypt within TBT Agreement



\* This draft of risks shall be deemed final unless comments received from other countries.

Comments received as regard to Egyptian notifications sent to WTO



TBT Notifications received from WTO Secretariat

