**National Workshop on Import Licensing Procedures and Notifications**

18 - 20 November 2025

Gaborone, Botswana

draft program

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| **Day 1: Tuesday 18 November** | |
| AM | Registration |
| AM | Introduction and opening remarks |
| AM | Pre-workshop test |
| AM | **Session 1: Overview of the Agreement on Import Licensing Procedures**  *- Presentation* |
|  | Break |
| AM | **Session 2: Overview of the Agreement on Import Licensing Procedures (continued)**  *- Presentation*  *- Case studies on different types of Import Licensing Procedures* |
|  | Lunch |
| PM | **Session 3: Introduction to the notification provisions of the Agreement: Article 1.4(a), 8.2(b), Article 5 and Article 7.3.**  *- Presentation* |
| PM | **Session 4: Import Licensing Website / Database and the Import Licensing Notification Portal (ILNP)**  *- Presentation and practice*  *- How to consult the database and how to submit Import Licensing Notifications via the Import Licensing Notification Portal* |
| **Day 2: Wednesday 19 November** | |
| AM | **Session 5: Current Status of Botswana's Import Licensing Notifications**  *- Presentation and practice* |
|  | Break |
| AM | **Session 6: How to prepare N/2 Notifications – Review of best practices of WTO Members.**  *- Practice, preparation of Botswana's N2 notifications.*  *- Preparation of N2 notifications from participants.* |
|  | Lunch |
| PM | **Session 7: How to prepare N/3 Notifications – Review of best practices of WTO Members.**  *- Review of Botswana most recent N3 questionnaire notification (2021)*  *- Presentation on best practices of other WTO Members in the preparation of the N3 questionnaire.* |
| PM | **Session 8: Botswana 's N3 Questionnaire**  *- Practice, preparation of Botswana's next N3 notification: presentation of draft with product categories on the basis of the latest Trade Policy Review Report and on information shared by participants.* |
| **Day 3: Thursday 20 November** | |
|  | *For these sessions, participants will be divided into groups corresponding to the various ministries / agencies responsible for import licensing procedures, whose officials attend the workshop.* |
| AM | **Session 9: N/3 Notification Training Session**  *- Practice, preparation of Botswana's notification* |
|  | Break |
| AM | **Session 9: N/3 Notification Training Session (continued)**  *- Practice, preparation of Botswana's notification* |
|  | Lunch |
| PM | **Session 9: N/3 Notification Training Session (continued)**  *- Practice, preparation of Botswana's notification* |
| PM | **Session 10: Post-Workshop Test and Evaluation**  *- Presentation, practice, test* |

**Competent Authorities attending the Workshop:**

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