

Manual for PACER Plus Contact Points

SANITARY AND PHYTOSANITARY (SPS) MEASURES

UNCTAD

DISCLAIMER | This manual includes suggestions on roles of PACER Plus Contact Points and their use of the Trade Information Portal (TIP) to implement transparency obligations under PACER Plus. As this manual simplifies contents to help readers' understanding, terms and details may not match PACER Plus. For precise contents, please refer to the text of PACER Plus. If you have any question, please contact Seul Lee (seul.lee@un.org) or Julian Fraga-Campos (julian.fraga-campos@un.org).

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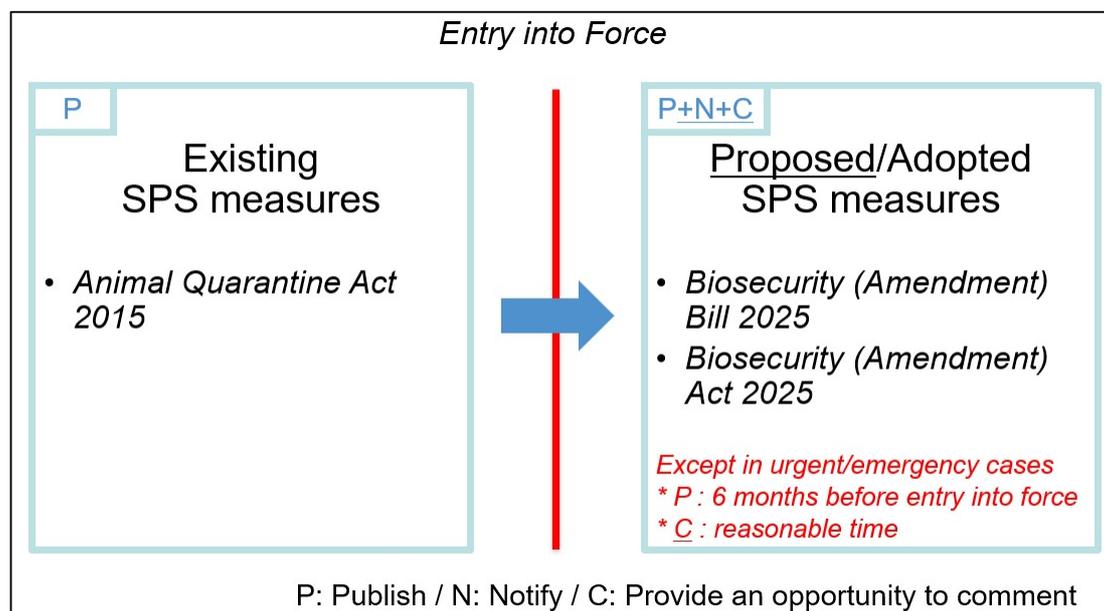
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1. What are the transparency obligations concerning SPS measures?

A Contact Point of Sanitary and Phytosanitary (SPS) Measures covers [PACER Plus Chapter 5 SPS measures](#). The Chapter's transparency obligations are summarized in *Annex 1. Compliance Table 2 Pagers*.

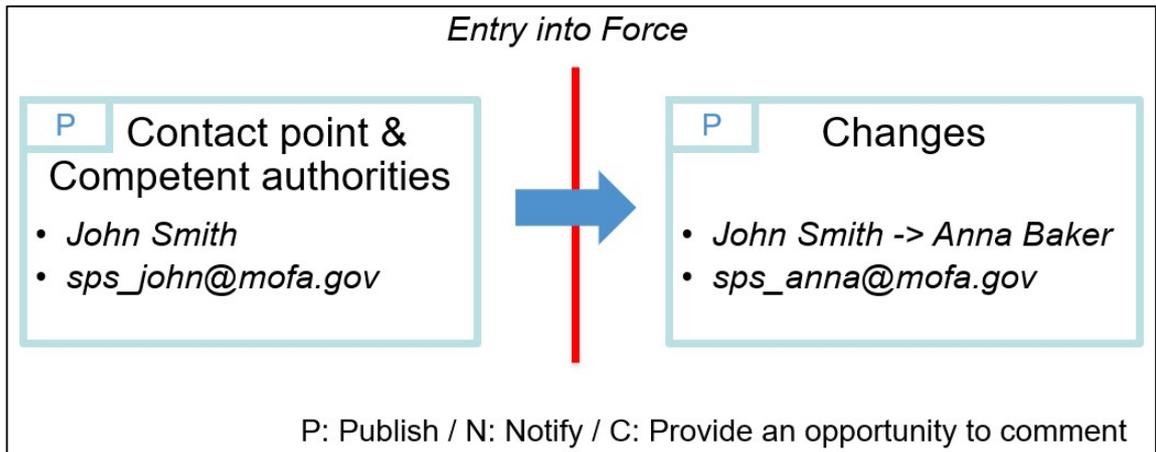
To simplify, there are four main transparency obligations.

1. **Publish** SPS legislation (SPS measures such as laws, decrees or ordinances which are applicable generally).
 - For proposed SPS legislation, publish a notice (except in urgent/emergency cases).
 - For adopted SPS legislation, publish at least 6 months before entry into force (except in urgent/emergency cases).
2. **Notify** SPS legislation.
 - For proposed SPS legislation, notify at least products, objective and rationale, and (if in urgent/emergency cases) the nature of the urgent problems; and on request, provide electronic copies.
3. **Provide an opportunity to comment** on proposed SPS legislation.
 - Allow reasonable time (except in urgent/emergency cases).



An example timeline of the three obligations is summarized in *Annex 2. SPS timeline*.

4. Provide a **Contact Point** and **Competent Authorities** for communication including notifications, covered by the Chapter 5.



2. How can a Contact Point of SPS measures be chosen?

PACER Plus does not specify who should be a Contact Point of SPS measures, so it is up to a country.

UNCTAD suggests:

- Designate **one high-level officer** (e.g., CEO, Head, Minister) as a Contact Point; and
- Designate **several operation-level officers** who support day-to-day work of the Contact Point such as
 - Publish legislation and international agreements
 - Receive in cc, emails that are sent to the Contact Point and, when needed, draft a reply
 - Flag important issues to the Contact Point
 - Coordinate with other ministries

The Contact Point must cover every issue related to SPS measures, not just the issue related to his/her ministry. For example, an agriculture minister or a head of biosecurity department became a SPS Contact Point. As a Contact Point, he/she must take care of all the issues related to SPS measures vis à vis other countries, even though the issues are regulated by ministries of health, fisheries, forestry, etc.

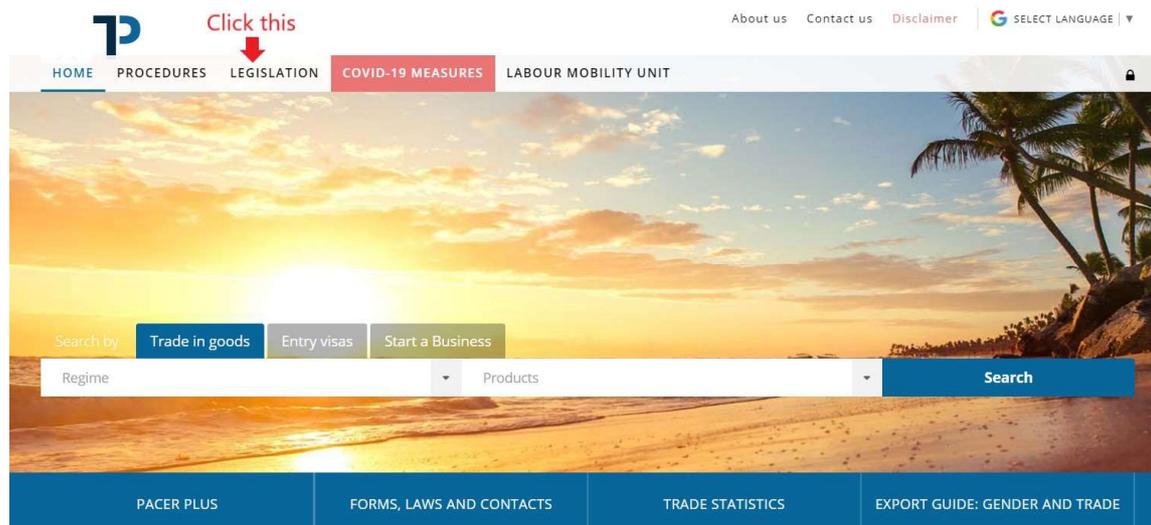
3. I am a Contact Point of SPS measures. What should I do?

Suggestion 1: Check if published SPS legislation is correct.

SPS legislation (SPS measures such as laws, decrees or ordinances which are applicable generally) are published in the **“SPS” category** in the “Legislation” tab in the TIP.

How to check:

1. Go to the Trade Information Portal (<https://country.tradeportal.org>, <- substitute **country** with the name of your country, e.g., <https://nauru.tradeportal.org>).
2. Click “Legislation”.



- Click "Category" and then, click "SPS (Sanitary and Phytosanitary measure)".

LEGISLATION (116)

CATEGORY	PRODUCT	COUNTRY	INSTITUTION(S)	ENTRYINTOFORCE
All	Search legislation	Search Product	Search Country	All
All				
SPS (Sanitary and Phytosanitary measure)				
TBT (Technical Barriers to Trade)				
Import Licence				
Quota / Prohibition / Export Licence	Anim...	All types of live animals listed i...	All countries	Department of Justice and Bor... 07/01/2009
Service				
Trade remedy				
Other	Fees)...	A- Any goods	All countries	Department of Justice and Bor... 31/07/2015
International agreement				
SPS; OTH...	Agricultural Quarantine Act, 1...	All plants, plant materials, live ...	All countries	Department of Justice and Bor... 18/10/1999
OTHER; S...	Animals (Amendment) Regula...	All types of live animals.	All countries	Department of Justice and Bor... 07/01/2009

- Now, the list is filtered to show only the SPS legislation. From the list, click the legislation to see its details.

LEGISLATION (11) From the list of legislatoin...

CATEGORY	NAME	PRODUCT	COUNTRY	INSTITUTION(S)	ENTRYINTOFORCE
SPS (Sanit...
OTHER; I...	Agricultural Quarantine (Anim...	All types of live animals listed i...	All countries	Department of Justice and Bor...	07/01/2009
SPS;	Agricultural Quarantine (Fees)...	A- Any goods	All countries	Department of Justice and Bor...	31/07/2015
SPS; OTH...	Agricultural Quarantine Act, 1...			Department of Justice and Bor...	18/10/1999
OTHER; S...	Animals (Amendment) Regula...	All types of live animals.	All countries	Department of Justice and Bor...	07/01/2009
OTHER; S...	Animals (Forms) Regulations, ...	Male and female dogs; bees o...	All countries	Department of Justice and Bor...	06/09/1982

5. Check details of the legislation.

[← BACK TO LIST](#) **AGRICULTURAL QUARANTINE ACT, 1999**

STATUS

IN FORCE PROPOSED REPEALED

CATEGORY

Which one is this document?
 DOMESTIC LEGISLATION INTERNATIONAL AGREEMENT

Which one does this apply to? If both, click both.
 SERVICE GOODS

What is the objective of this? If both, click both. If neither, don't click.
 SPS (SANITARY AND PHYTOSANITARY MEASURE) TBT (TECHNICAL BARRIERS TO TRADE)

What requirement does this have?
 IMPORT LICENCE QUOTA / PROHIBITION / EXPORT LICENCE TRADE REMEDY OTHER

APPLICABILITY

This legislation regulates THIS LEGISLATION ALSO APPLIED FOR DOMESTIC PRODUCTION
 IMPORT EXPORT

At which level does this legislation apply? THIS IS AN URGENT/EMERGENCY MEASURE
 NATIONAL LOCAL / REGIONAL

LEGISLATION

Name	Commencement date	Expiry date
<input type="text" value="Agricultural Quarantine Act, 1999"/>	<input type="text" value="18/10/1999"/>	<input type="text"/>

Check the details
(e.g., is it still in force?
Does it regulate both import and export?
Is the name correct?)

6. If a detail on the legislation is wrong/missing,

- Provide information (what should be corrected how) to the TIP team; or
- Correct by yourself in the TIP admin page. See *Annex 3. How to log-in to the TIP.*

If a whole regulation is missing,

- See *Suggestion 3.*

Suggestion 2: When your country proposes to make or amend SPS legislation...

To simplify, there are 3 actions to take when your country proposes to make a new piece of SPS legislation (SPS measures such as laws, decrees or ordinances which are applicable generally) or amend its existing SPS legislation.

- (a) Publish a notice on proposed SPS legislation (except in urgent/emergency cases).
- (b) Notify proposed SPS legislation and an opportunity to comment, with reasonable time (except in urgent/emergency cases).
- (c) (If requested) provide electronic copies of proposed SPS legislation.

The actions are explained in the next pages. Also, see *Article 10.5 of Chapter 5 of PACER Plus*.

(a) Publish a notice on proposed SPS legislation.

A notice concerning the proposal to introduce new or amended SPS legislation should be published in **the “SPS” category** in the “Legislation” tab in the TIP.

In urgent/emergency cases, it is possible to move to the next action directly. See *Suggestion 2(b)*.

How to publish:

- Fill in the form to the extent possible and provide it to the TIP team; or
- Publish the form to the extent possible by yourself in the TIP admin page. See *Annex 2. How to log-in to the TIP.*

The form is in the next pages. Click a question mark  to see explanation.

[← BACK TO LIST](#)

CREATE LEGISLATION

PUBLISH IN THE PUBLIC SITE

STATUS

IN FORCE PROPOSED REPEALED

CATEGORY

Which one is this document?

DOMESTIC LEGISLATION INTERNATIONAL AGREEMENT

Which one does this apply to? If both, click both.

SERVICE GOODS

What is the objective of this? If both, click both. If neither, don't click.

SPS (SANITARY AND PHYTOSANITARY MEASURE) TBT (TECHNICAL BARRIERS TO TRADE)

What requirement does this have?

IMPORT LICENCE QUOTA / PROHIBITION / EXPORT LICENCE TRADE REMEDY OTHER

APPLICABILITY

This legislation regulates

IMPORT EXPORT

This legislation applies also to domestic production

At which level does this legislation apply?

NATIONAL LOCAL / REGIONAL

This is an urgent/emergency measure

LEGISLATION

Name

Proposed commencement date

Proposed expiry date

Description

Institution(s) in charge

Document

Document from URL?

Related legislation

PRODUCTS AND COUNTRIES AFFECTED

HS codes of "GOODS"

Products description

Partner countries (Export destination, import origin)

Countries description (optional)

SPS (SANITARY AND PHYTOSANITARY MEASURE)

OBJECTIVE AND JUSTIFICATION

Objective and rationale

Relevant international standard?

Name and number of the relevant international standards

Does this legislation deviate from the international standards?

COMMENTS

Start date for comments



End date for comments



In addition to contact points of other countries, the public can also make comments

PACER Plus Contact Point in charge



(b) Notify proposed SPS legislation and an opportunity to comment.

1. Make sure to **publish at least the following details** in the form in *Suggestion 2(a)*.
 - “Products description”
 - “Objective and rationale”
 - “Start date for comments” and “End date for comments”
 - Allow reasonable time between the start and end dates (c.f., 60 days in the WTO) except in urgent/emergency cases.
 - “PACER Plus Contact Point in charge”
 - In urgent/emergency cases, the nature of the urgent problem should be entered in “Legislation description”

How to publish:

- Fill in the form in *Suggestion 2(a)* and provide it to the TIP team; or
- Publish the form in *Suggestion 2(a)* by yourself in the TIP admin page. See *Annex 2. How to log-in to the TIP.*

2. **Send a notification email** to Contact Points of SPS measures in other countries.

A notification email containing details on proposed SPS legislation and an opportunity to comment should be sent through the “Legislation” tab in the admin page in the TIP.

A notification email is automatically generated based on the details published in **the “SPS” category** in the “Legislation” tab in the TIP, as well as the information additionally entered for the email.

A notification email is sent from an email address of your country’s SPS Contact Point to

- The email address of your country’s SPS Contact Point;
- The email addresses of receiving countries’ SPS Contact Points; and
- The email addresses of operational-level officers that are registered in the CC List of receiving countries’ SPS Contact Points

How to send a notification email:

- Confirm that all the details in the form are correct and provide information needed in Step 6 and Step 7 below to the TIP team; or
- Confirm that all the details in the form are correct and notify by yourself in the TIP admin page. See *Annex 2. How to log-in to the TIP.*

The steps to send a notification email are explained in the next pages.

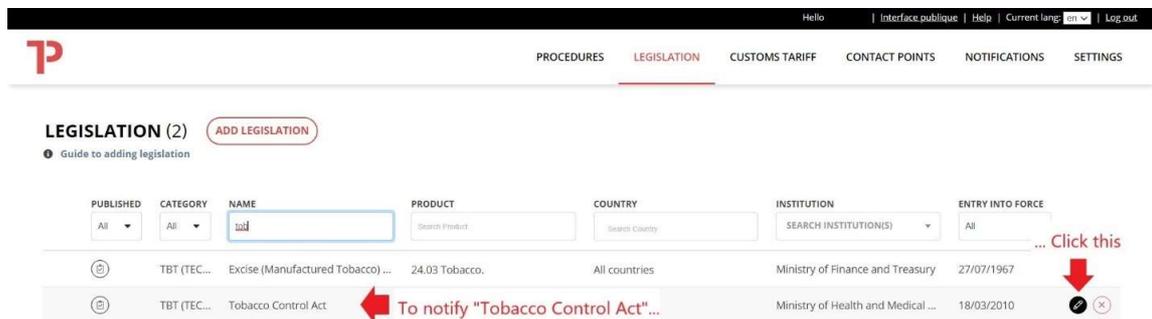
How to send a notification email?

1. Log in to the TIP. See *Annex 2. How to log-in to the TIP.*

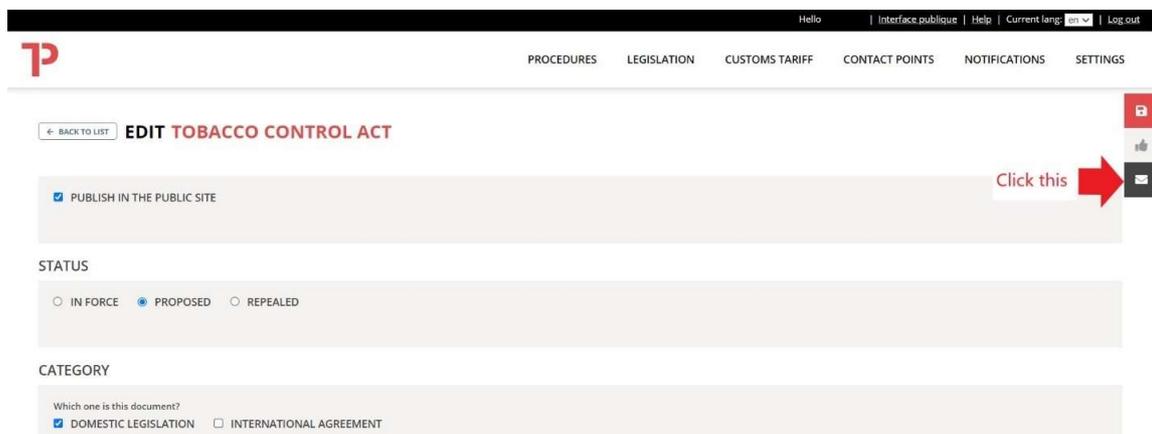
2. Click "Legislation".



3. Click the pen button of the legislation to notify.



4. Click the envelope button.



5. Click “Subject” and then, click “Sanitary and phytosanitary measures”.

The screenshot shows the 'EDIT TOBACCO CONTROL ACT' form on the left and a 'Send Notification' modal on the right. The modal has a 'Subject' dropdown menu with the following options: Trade in goods, Sanitary and phytosanitary measures (highlighted), Technical regulations, standards and conformity assessment, Trade in services, Movement of natural persons, Institutional provisions, Development and economic cooperation, Contact points, and National Task Force. A 'SAVE AND NOTIFY' button is at the bottom of the modal. Two red arrows labeled 'Click this' point to the dropdown arrow and the selected option.

6. If any, enter additional information in “Additional information”.

* e.g., “As per Article 10.5 of Chapter 5 SPS Measures of PACER Plus, your country notifies information on proposed SPS legislation and an opportunity to comment.”

The screenshot shows the 'EDIT TOBACCO CONTROL ACT' form on the left and a 'Send Notification' modal on the right. The modal has a 'Subject' dropdown menu with 'Sanitary and phytosanitary measures' selected. Below it is an 'Additional Information' text box. A red arrow labeled 'Enter additional information, if any' points to this text box. The modal also has a 'Send to' section with checkboxes for 'Contact points' and 'National Task Force', and a 'SAVE AND NOTIFY' button at the bottom.

7. Tick "Contact points" and then, click the blank box and one or multiples countries, SPS Contact Points of which will receive a notification email.
 * "All countries" mean all 11 signatory countries, not ratifying countries.

The screenshot shows the 'EDIT TOBACCO CONTROL ACT' form. The 'Send Notification' sidebar is open on the right. In the main form, the 'STATUS' section has 'PROPOSED' selected. The 'CATEGORY' section has 'DOMESTIC LEGISLATION' and 'GOODS' selected. In the sidebar, the 'Contact points' checkbox is checked. A dropdown menu is open below it, showing a list of countries: All countries, Cook Islands, Kiribati, Samoa (highlighted), Tonga, Tuvalu, and Nauru. Red arrows point from text labels to these elements: 'Tick this' points to the 'Contact points' checkbox, 'Click this' points to the dropdown menu, and 'Click one or multiple countries to send a notification email' points to the 'Samoa' option in the dropdown.

8. Click "SEND AND NOTIFY"

This screenshot shows the same form as the previous one, but now the 'Send Notification' sidebar has more options. Under 'Contact points', there are several country tags: Cook Islands, Kiribati, Samoa, Tonga, Niue, Australia, and New Zealand. The 'National Task Force' checkbox is unchecked. A red arrow points from the text 'Click this' to the 'SAVE AND NOTIFY' button at the bottom of the sidebar.

Congratulation! You sent a notification email.

For example, the notification email sent through Step 1 to 8 looks like the following.

Dear PACER Plus Contact Point for Sanitary and phytosanitary measures,

On 5/19/2021, PACER Plus Contact Point(s) for Sanitary and phytosanitary measures in **your country** notifies through this email, Tobacco Control Act as below:

- **Title:** Tobacco Control Act

- **Description:** This legislation states that no person shall manufacture, sell, distribute, import or export any tobacco product except with a licence issued under this section (Clause 15). Any tobacco product should be correctly labelled and fulfil hygiene requirements.

- **Institution:** Ministry of Health and Medical Services

- **Affected Product:** Goods: Tobacco and tobacco products; Toxic constituent 'Toxic constituent' means any substance prescribed by regulations to be a toxic constituent, and includes any substance found in a tobacco product or in its smoke.

- **HS code of Affected product:** 2401, 2402, 2403

- **Additional Information:** As per Article 10.5 of Chapter 5 SPS Measures of PACER Plus, **your country** notifies information on proposed SPS legislation and an opportunity to comment.

Tobacco Control Act is also published in

<http://your.country.tradeportal.org/Regulations/Details/?lawId=40> with more details.

For any enquiries please contact:

Contact Point's name **Contact Point's email address**

Best regards,

(c) (If requested) provide electronic copies of proposed SPS legislation.

On request, electronic copies of proposed regulation should be provided to other countries. It could be done by uploading the electronic copies in the form in *Suggestion 2(a)* and sending a notification email as in *Suggestion 2(b)2*.

How to provide electronic copies:

- Provide a pdf file of the proposed legislation and information needed in Step 6 and Step 7 in *Suggestion 2(b)2* to the TIP team; or
- Upload a pdf file of the proposed legislation and notify by yourself in the TIP admin page. See *Annex 2. How to log-in to the TIP*.

Suggestion 3: When your country adopts SPS legislation...

New or amended SPS legislation which is adopted should be published in the **“SPS” category** in the “Legislation” tab in the TIP.

Publication should be made at least 6 months before entry into force of the legislation except in urgent/emergency cases.

How to publish:

- Fill in the form and provide it with a pdf file of the legislation to the TIP team; or
- Publish the form by yourself in the TIP admin page. See *Annex 2. How to log-in to the TIP*.

The form is in the next page. Click a question mark  to see explanation.

How to notify:

- See *Suggestion 2(b)2*.

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CREATE LEGISLATION

 PUBLISH IN THE PUBLIC SITE

STATUS

 IN FORCE PROPOSED REPEALED

CATEGORY

Which one is this document?

 DOMESTIC LEGISLATION INTERNATIONAL AGREEMENT

Which one does this apply to? If both, click both.

 SERVICE GOODS

What is the objective of this? If both, click both. If neither, don't click.

 SPS (SANITARY AND PHYTOSANITARY MEASURE) TBT (TECHNICAL BARRIERS TO TRADE)

What requirement does this have?

 IMPORT LICENCE QUOTA / PROHIBITION / EXPORT LICENCE TRADE REMEDY OTHER

APPLICABILITY

This legislation regulates

 IMPORT EXPORT This legislation applies also to domestic production

At which level does this legislation apply?

 NATIONAL LOCAL / REGIONAL This is an urgent/emergency measure

LEGISLATION

Name

Commencement date

Expiry date

* min. 6 months interval between publication and entry into force

Description

Institution(s) in charge

Document

 Document from URL?

Related legislation

PRODUCTS AND COUNTRIES AFFECTED

HS codes of "GOODS"

Products description

Partner countries (Export destination, import origin)

Countries description (optional)

SPS (SANITARY AND PHYTOSANITARY MEASURE)

OBJECTIVE AND JUSTIFICATION

Objective and rationale

Relevant international standard?

Name and number of the relevant international standards

 Does this legislation deviate from the international standards?

Suggestion 4: Update information on a Contact Point of SPS measures

Information on a Contact Point of SPS measures should be always up-to-date because communication including notifications will be made through the Contact Point.

How to update:

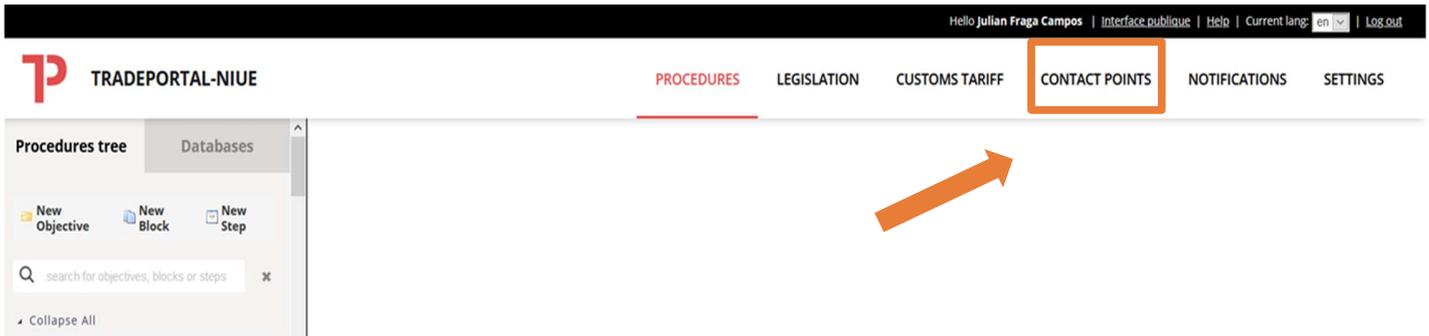
- Provide information (what should be updated how) to the TIP team; or
- Update by yourself in the TIP admin page. See *Annex 2. How to log-in to the TIP*.

Creation/modification of a Contact Point is in the next page. Click a question mark  to see explanation.

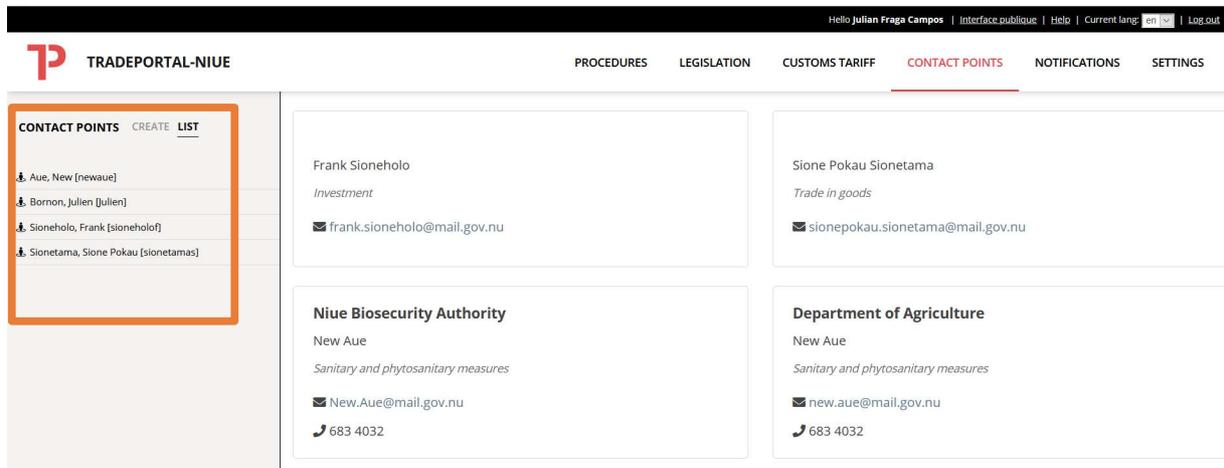
A Contact Point can register email addresses of operation-level officers to a “CC List” so that the operation-level officers can receive notification emails in cc.

How to create/modify a Contact Point?

- 1) On the Admin main site, click on “**Contact Points**”, to access the contact points management section page.

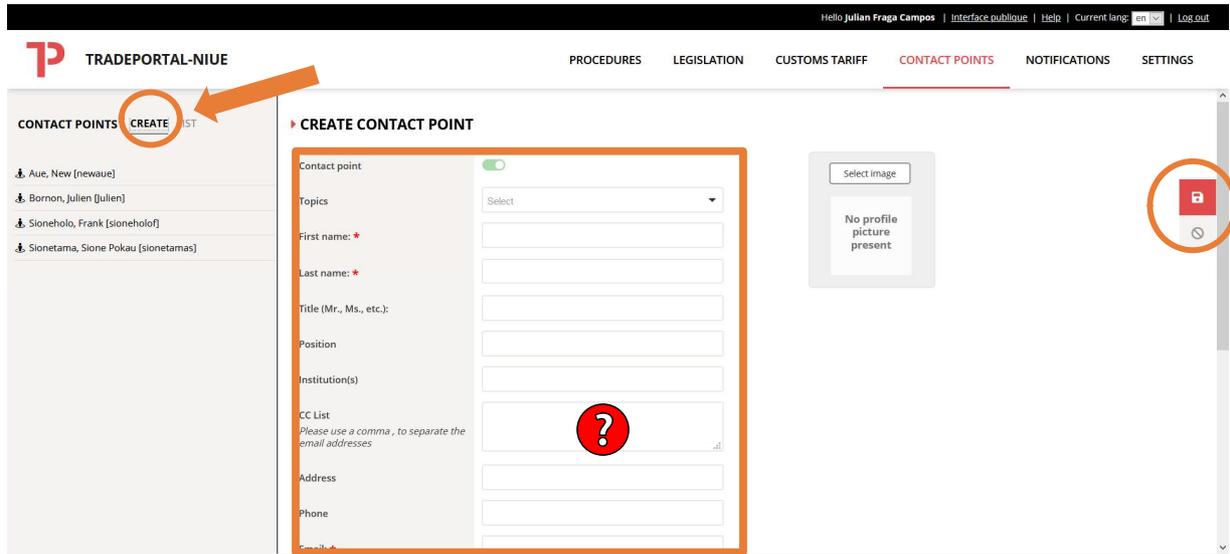


- 2) The following overview will show a database of existing contact points on the left-hand side.



QUICK USER GUIDE – CONTACT POINTS

- 3) To **create a new contact point**, click on **“create”** on the left-hand side. Then you simply need to fill in all the details of the contact point. Make sure to save your changes by clicking the red disk button  on the right of the screen.



TRADEPORTAL-NIUE

PROCEDURES LEGISLATION CUSTOMS TARIFF CONTACT POINTS NOTIFICATIONS SETTINGS

CONTACT POINTS CREATE LIST

CREATE CONTACT POINT

Contact point

Topics Select

First name: *

Last name: *

Title (Mr., Ms., etc.):

Position

Institution(s)

CC List
Please use a comma , to separate the email addresses

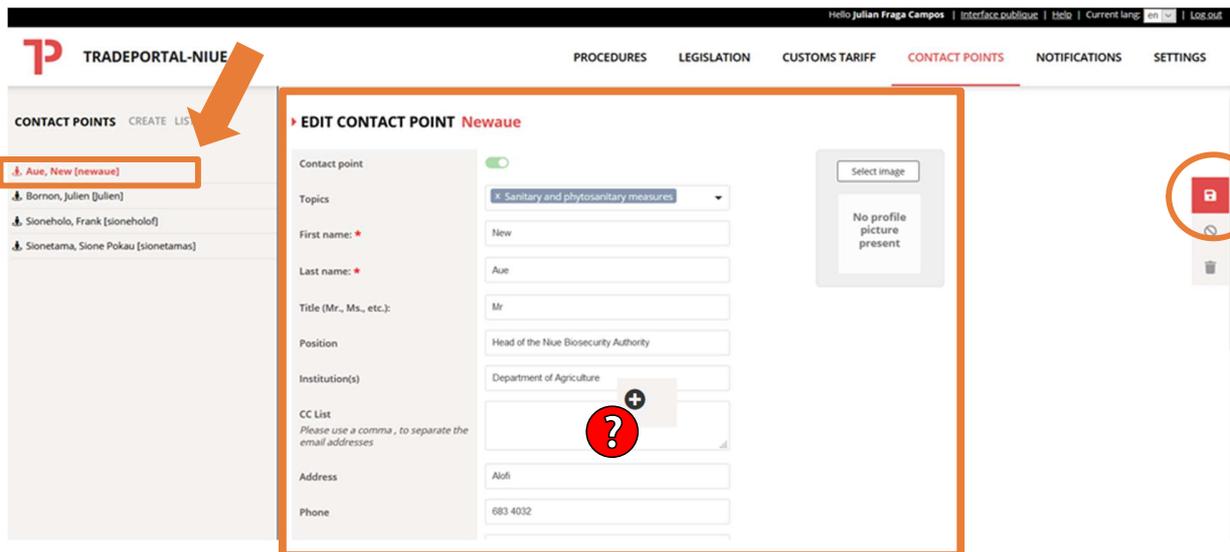
Address

Phone

Select image

No profile picture present

- 4) If you want to **modify the details** (e-mail, topic, institution, etc.) of the respective contact point, click on the name of one of the contact points on the list on the left side of the screen. Then amend the information in the different boxes. To save your changes, click on the red disk button  on the right of the screen.



TRADEPORTAL-NIUE

PROCEDURES LEGISLATION CUSTOMS TARIFF CONTACT POINTS NOTIFICATIONS SETTINGS

CONTACT POINTS CREATE LIST

EDIT CONTACT POINT Newaue

Contact point

Topics Sanitary and phytosanitary measures

First name: * New

Last name: * Aue

Title (Mr., Ms., etc.): Mr

Position Head of the Niue Biosecurity Authority

Institution(s) Department of Agriculture

CC List
Please use a comma , to separate the email addresses

Address Alofi

Phone 683 4032

Select image

No profile picture present

- 5) Enjoy your updated list of contact points.

4. What else should I do?

Below are the cases where a country should communicate with another.

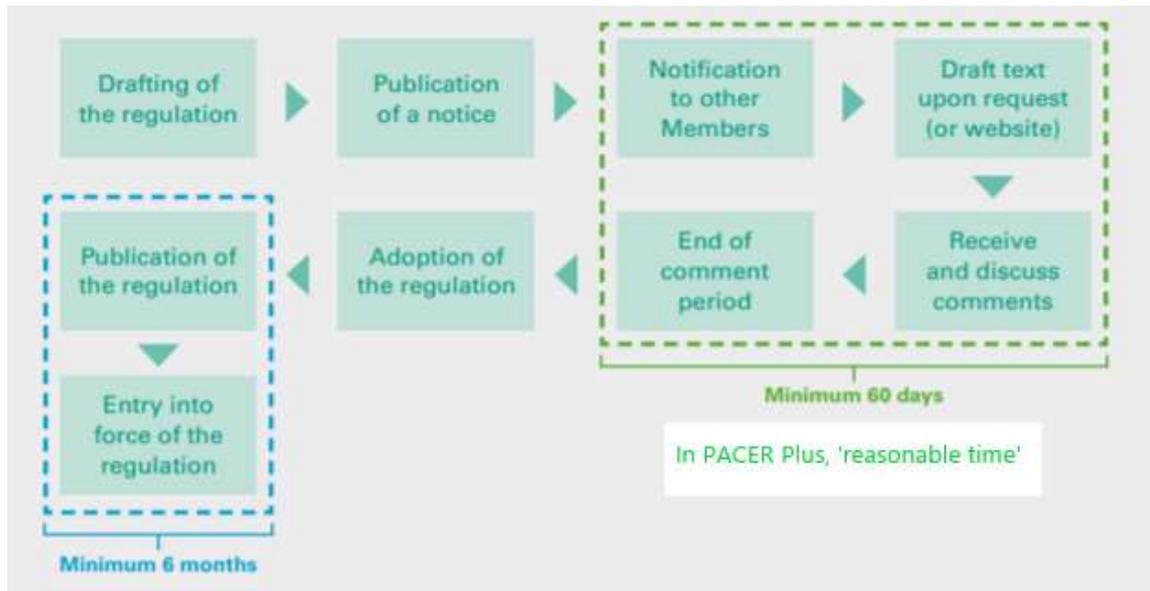
- When a **change in animal or plant health status** may affect existing trade, a country should provide information to all other countries.
- When an exporting country identifies after exportation a significant **SPS risk** associated with an export consignment, the exporting country should provide information to an importing country of the consignment.
- When a country has determined a significant, sustained or recurring pattern of **non-compliance with a SPS measure**, the importing country should notify the exporting country of non-compliance and if requested, provide information on non-compliant consignments from the exporting country.
- When an importing country does not recognize an exporting country as **pest- or disease-free areas, or areas of low pest or disease prevalence**, the importing country should provide the rationale to the exporting country.

Compliance Table 2 Pagers

PACER Plus chapters - full text here	Topics (reference provisions of PACER Plus): definition and explanation	Compliance time <i>Before/Upon the entry into force</i>	Compliance time <i>After the entry into force</i>
2. Trade in goods	Import licensing procedures (11.2-4, 14.1c, 14.2b, 14.3, 14.4, 2-C): Procedures requiring the submission of an application or other documentation (other than those required for customs purposes) to the relevant body as a prior condition for importation of goods	<ul style="list-style-type: none"> • <u>Notify</u> and <u>publish</u> sources and legislation containing import licensing procedures (11.3) • <u>Notify</u> and <u>publish</u> new or modified import licensing procedures (11.4, 14.1c, 14.4, 2-C) 	<ul style="list-style-type: none"> • <u>Notify</u> and <u>publish</u> any changes (11.3) – <i>publish no later than the effective date</i> • <u>Notify</u> and <u>publish</u> any changes (11.4, 14.2b, 14.4, 2-C) – <i>notify no later than within 60 days of publication or, if possible, 60 days before effective date</i>
	Quantitative restrictions (12): Prohibitions or restrictions through quotas, import or export licences or other measures, on imports and exports of goods. E.g., import quota on agricultural and fishery products to restrict the quantities of a products in domestic market or export prohibition of foodstuffs and other products temporarily to prevent or relieve critical shortage of a product that is essential to the country		<ul style="list-style-type: none"> • <u>Notify</u> quantitative restrictions (12) E.g., notify import restrictions on agricultural or fisheries product, specifying total quantity or value of permitted import during a specified future period
	Customs duties, fees and charges (14.1.ab, 14.2.a, 14.4)	<ul style="list-style-type: none"> • <u>Provide information</u> on existing schedules of applied rates of customs duty and all existing fees and charges that a country imposes on or in connection with importation or exportation (14.1.ab) 	<ul style="list-style-type: none"> • <u>Provide information</u> on any changes (14.2a) – <i>no later than the effective date</i>
	Trade and tariff-related laws, regulations and rulings (13.1)	<ul style="list-style-type: none"> • <u>Publish</u> trade and tariff-related laws, regulations and rulings (13.1) 	<ul style="list-style-type: none"> • <u>Publish</u> any changes (13.1) – <i>(for more burdensome import measures) in advance</i>
	International agreements affecting international trade policy (13.2, 2-B)	<ul style="list-style-type: none"> • <u>Publish</u> agreements affecting international trade policy that is in force (13.2) 	<ul style="list-style-type: none"> • <u>Publish</u> any changes (13.2) * Also, <u>notify</u> if a country requests an exemption from the MFN obligation based on such agreement
	Anti-dumping measures (7.4-6): measures against an imported product on which lower price than its home market price is charged and which is found to be hurting domestic producers Countervailing measures (7.4-6): measures against a subsidized imported product that is found to be hurting domestic producers	<ul style="list-style-type: none"> • <u>Notify</u> and <u>publish</u> that a country has or does not have legislation containing anti-dumping or countervailing measures and competent authorities (7.4-5) 	<ul style="list-style-type: none"> • <u>Notify</u> and <u>publish</u> any changes or establishment of legislation and competent authorities (7.5, 7.6a) • <u>Notify</u> and <u>publish</u> determination, undertaking and termination of anti-dumping or countervailing measures (7.6b)
	Global safeguard measures (7.10-12, 7.14): Import restriction of a product from all the countries up to 4 years and cumulatively up to 8 years, if domestic industry is injured or threatened with injury caused by a surge in imports	<ul style="list-style-type: none"> • <u>Notify</u> and <u>publish</u> that a country has or does not have legislation containing global SG measures and competent authorities (7.10-11) 	<ul style="list-style-type: none"> • <u>Notify</u> and <u>publish</u> any changes or establishment of legislation and competent authorities (7.10-11) • <u>Notify</u> and <u>publish</u>: <ul style="list-style-type: none"> ◦ Initiation of global SG investigation (7.12a) ◦ Finding of global SG investigation and detailed report (7.12b, 7.14) ◦ Decision to apply or extend a global SG measure and detailed (7.12c, 7.14)
	Provisional global safeguard measures (7.13-14): Provisional import restriction of a product from all the countries up to 200 days, if domestic industry is injured or threatened with injury caused by a surge in imports		<ul style="list-style-type: none"> • <u>Notify</u> and <u>publish</u> decision to apply a provisional global SG measures and detailed report (7.13-14) – <i>in advance</i>
	(Provisional) transitional safeguard measures (8.15-17): Import restriction of a product from a particular country up to 2 years and cumulatively up to 5 years (in case of provisional measures, up to 200 days), if domestic industry is injured or threatened with injury caused by a surge in imports.		<ul style="list-style-type: none"> • <u>Notify</u>: <ul style="list-style-type: none"> ◦ Initiation of (provisional) transitional SG investigation (8.15a) ◦ Finding of (provisional) transitional SG investigation and detailed report (8.15b, 8.16) ◦ Decision to apply or extend a (provisional) transitional SG measure and detailed report (8.15c, 8.16-7) ◦ Decision to modify a (provisional) transitional SG measure and detailed report (8.15d, 8.16)
Contact points (15)	<ul style="list-style-type: none"> • <u>Provide</u> a contact point (15) 	<ul style="list-style-type: none"> • <u>Provide information</u> on any changes (15) 	
5. Sanitary and phytosanitary measures (c.f., WTO SPS agreement)	Existing sanitary and phytosanitary measures (8): food safety, animal and plant health standards applied to protect human, animal, plant life, health	<ul style="list-style-type: none"> • <u>Publish</u> SPS measures such as laws, decrees or ordinances which are applicable generally (8) 	
	Proposed or adopted sanitary and phytosanitary measures (8, 10.1a-b, 10.5)		<ul style="list-style-type: none"> • <u>Publish</u> and <u>Notify</u> proposed SPS measures such as laws, decrees or ordinances (10.1a-b, 10.5) – <i>and allow other countries to comment on proposed SPS measures (especially if measure deviates from international standards)</i>

			<ul style="list-style-type: none"> • <u>Publish</u> adopted SPS measures such as laws, decrees or ordinances (8) - <i>six months before effective date</i>
	Change in animal or plant health status (10.1c): Outbreak and termination of diseases or pests		<ul style="list-style-type: none"> • <u>Provide information</u> on change in animal or plant health status (10.1c)
	Sanitary and phytosanitary risk or non-compliance of consignment (10.2-4)		<ul style="list-style-type: none"> • An exporting country <u>provides information</u> on SPS risk associated with its export consignments (10.2) • An importing country <u>notifies</u> its import consignments' non-compliance with SPS measures and if requested <u>provides information</u> (10.3-4)
	Explanations for the decline of pest-, disease-free areas, areas of low pest and disease prevalence (7.3): It takes place when countries mutually agree to adapt sanitary and phytosanitary measures to regional conditions		<ul style="list-style-type: none"> • An importing country <u>provides the rationale</u>, if it does not recognize the pest- and disease-free areas, or areas of low pest and disease prevalence of other countries (7.3)
	Contact points (9)	<ul style="list-style-type: none"> • <u>Provide</u> description and responsibilities of competent authorities, and contact point (9) 	<ul style="list-style-type: none"> • <u>Provide</u> any changes (9)
6. Technical regulations, standard and conformity assessment (a.k.a. Technical Barriers to Trade) (c.f., WTO TBT agreement)	Existing technical regulations and conformity assessment procedures (8.4): Mandatory technical requirements of a product for national security, health, safety, environment, etc. and procedures used to decide whether a product conforms with the requirements	<ul style="list-style-type: none"> • <u>Publish</u> technical regulations and conformity assessment procedures (8.4) 	
	Proposed or adopted technical regulations and conformity assessment (8.1-2, 8.4)		<ul style="list-style-type: none"> • <u>Publish</u> and <u>notify</u> proposed technical regulations and conformity assessment procedures (8.1-2) – <i>and allow other countries to comment on proposed ones (especially if measure deviates from international standards)</i> • <u>Publish</u> adopted technical regulations and conformity assessment (8.4) - <i>six months before effective date</i>
	Information exchange on technical regulations, standards and conformity assessment procedures (6)		<ul style="list-style-type: none"> • <u>Explain</u> a country's technical regulations, standards and conformity assessment procedures, if other countries request (6)
	Contact points (9)	<ul style="list-style-type: none"> • <u>Provide</u> name and contact details of contact point (9.3) 	<ul style="list-style-type: none"> • <u>Provide information</u> on any changes (9.3)
7. Trade in Services	Licensing, qualification, technical standards for services (17.3)	<ul style="list-style-type: none"> • <u>Publish</u> licensing, qualification, technical standards for services (17.3) 	<ul style="list-style-type: none"> • <u>Publish</u> any changes (17.3)
	International agreements affecting trade in services (17.2)	<ul style="list-style-type: none"> • <u>Publish</u> international agreements affecting trade in services to which a Party is a signatory (17.2) 	<ul style="list-style-type: none"> • <u>Publish</u> any changes (17.2)
	Emergency safeguard measures (14)		<ul style="list-style-type: none"> • <u>Hold consultation</u> on emergency SG measures, if other countries request, and <u>notify</u> agreed solutions (14)
	Specific information on services measures (17.4)		<ul style="list-style-type: none"> • <u>Respond</u>, if other countries request for specific information on services measures (17.4)
	Contact points (4.2, 17.1)	<ul style="list-style-type: none"> • <u>Provide</u> details of contact point (17.1) 	<ul style="list-style-type: none"> • <u>Notify</u> any changes (17.1) • <u>Facilitate</u> the access of service suppliers to information related to their respective markets (4.2) – <i>Within one year of the date of entry into force</i>
8. Movement of Natural Persons	Contact points (7)	<ul style="list-style-type: none"> • <u>Provide</u> details of contact point (7) 	<ul style="list-style-type: none"> • <u>Notify</u> any changes (7)
9. Investment	Contact points (21)	<ul style="list-style-type: none"> • <u>Provide</u> description and responsibilities of competent authorities, and contact point (9) 	<ul style="list-style-type: none"> • <u>Provide</u> any changes (9)
10. Development and Economic Cooperation	Focal points (5)	<ul style="list-style-type: none"> • <u>Keep</u> other countries <u>updated</u> on details of contact point (5) 	<ul style="list-style-type: none"> • <u>Keep</u> other countries <u>updated</u> on details of contact point (5)
11. Institutional Provisions	Contact points (5)	<ul style="list-style-type: none"> • <u>Designate</u> a contact point (5) 	<ul style="list-style-type: none"> • <u>Designate</u> a contact point (5)
13. Transparency	Actual laws, regulations, procedures and rulings (2.1-2, 3.1-2)	<ul style="list-style-type: none"> • <u>Publish</u> (online), <u>notify</u> and, if other countries request, <u>provide information</u> on actual laws, regulations, procedures and rulings (2.1-2, 3) 	
	Proposed laws, regulations, procedures and rulings (2.3, 3.1-2)		<ul style="list-style-type: none"> • <u>Publish</u> (online) <u>in advance</u>, <u>provide an opportunity to comment</u> on, and, if other countries request, <u>provide information</u> on proposed laws, regulations, procedures and rulings (2.3, 3.1-2)

Annex 2. SPS timeline

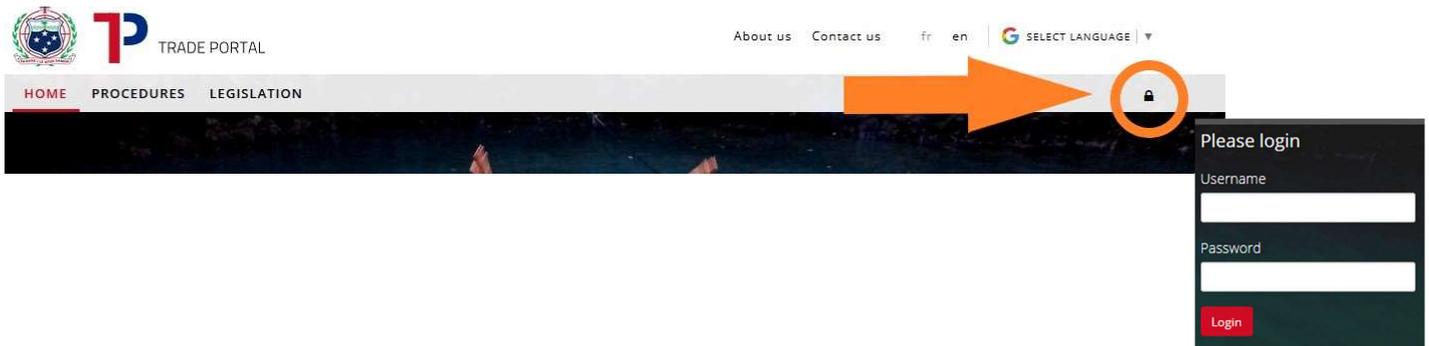


This is an example timeline in the WTO. Although minimum 60 days are allowed as reasonable time for comments in the WTO, it is not clear in PACER Plus. The timeline is for regular cases, not in urgent/emergency cases.

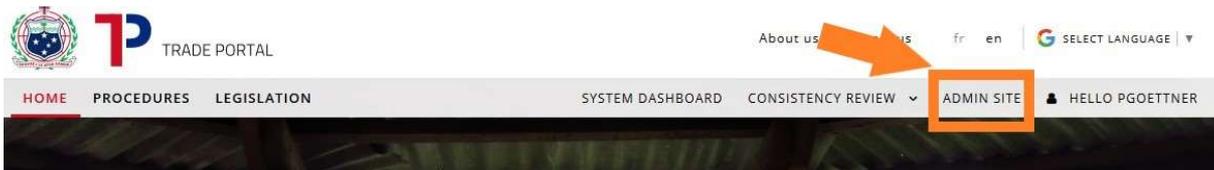
Source: Technical cooperation handbook on notification requirements, WTO, https://www.wto.org/english/tratop_e/handbook_on_notifications_complete_e.pdf

How to log-in to the trade portal?

- 1) If you access the page of your national trade portal (<https://country.tradeportal.org>, <- substitute "country" with the name of your country, e.g. <https://nauru.tradeportal.org> or <https://kiribati.tradeportal.org>), **click on the lock symbol** in the upper right hand corner to enter your user name and password:



- 2) Once you clicked on "Login", you will see that different options appear on the top of the page. Click on "Admin Site", and the internal admin site will open up in a new tab of your web browser.



- 3) Once you're logged in you will see the following start screen with the **different options** that give you access to the different parts of the trade portal.
(e.g. "Contact Points" where you can create or modify contact contact points)

