

Trading Across Borders – Economy - www.doingbusiness.org

Dear Contributor,

We would like to thank you for your cooperation with the *Doing Business* project. As an expert in the field of international trade, you have been selected as contributor to the Trading Across Borders indicator.

Trading Across Borders is one of the 11 indicators of the *Doing Business* report. It measures the number of documents, time and cost associated with exporting and importing goods by ocean transport in 183 countries based on a standard case study. Excessive document requirements, burdensome customs procedures, time-consuming physical inspections and inefficient port operations affect a firm's ability to reach new markets and be competitive. Governments can play a big role in overcoming these obstacles to trade.

In 2009/10 our contributors (local freight forwarders, shipping lines, customs brokers, port officials) helped us identify 33 economies that made it easier for local firms to trade across borders. Among the most popular reforms around the world were the introduction or the improvement of electronic data interchange systems, risk-based inspections, and improvement of customs administration. Many of these reforms were influenced by the *Doing Business* reports.

Governments around the world are using the *Doing Business* reports as an input for policy debate about regulatory reform. This is only possible thanks to the generous contribution of over 8,000 experts like you, in 183 economies. Since 2004, *Doing Business* has informed over 300 reforms around the world. The last edition of the report, *Doing Business 2011: Making a Difference for Entrepreneurs* was launched on November 4, 2010. This report received a record number of 2744 media citations within one month of publication, including from major global, regional and local media outlets such as TV, print, broadcast and web.

For *Doing Business 2012*, we are honored to be able to count on your expertise:

- Before completing the survey, please carefully review the assumptions of the case study. We ask that you update last year's information, included in the survey Section 1 and 2. Please describe in detail any regulatory reform or other factors that affect cross-border trade since June 1, 2010.
- Please answer the Section 3 for research purposes regarding the international trading environment.

We would appreciate if you could return the completed survey by **March 10, 2011** to . Please make sure to complete your name and address, so we can mail you a complimentary copy of the report.

We thank you again for your invaluable contribution to the World Bank's work.

Sincerely,



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Primary Contributor Information

All information will be published. Please **check** the information you **do not** want us to **publish**. We do not publish mobile phone numbers, positions and professions.

[Click here if you want us to update your contact information based on new information you are providing below](#)

Do not publish	Name	
	Title (Mr., Ms., Mrs., etc.)	[]
<input type="checkbox"/>	First Name	[]
	Last Name	[]
<i>Not published</i>	Position (e.g. manager, associate, partner)	[]
<i>Not published</i>	Profession (e.g. freight forwarder, customs broker, etc)	[]

Do not publish	Contact details	
<input type="checkbox"/>	FIRM NAME	[]
<input type="checkbox"/>	E-Mail address	[]
<input type="checkbox"/>	Phone	[]
<input type="checkbox"/>	Fax	[]
<input type="checkbox"/>	Website	[]
<i>Not Published</i>	Mobile phone	[]

<input type="checkbox"/> Do not publish	Firm Address		
	Street	[]	P.O. Box []
	City	[]	State/ Province []
	Zip/Postal code	[]	Country []

Information on Additional Contributors to this Survey

Name	Occupation	Email	Phone	Address, if different than above
[title] [first name] [last name]	[firm] [position] [profession]	[]	[phone] [mobile]	[street] [state/province] [city/country]
[title] [first name] [last name]	[firm] [position] [profession]	[]	[phone] [mobile]	[street] [state/province] [city/country]
[title] [first name] [last name]	[firm] [position] [profession]	[]	[phone] [mobile]	[street] [state/province] [city/country]

Trading Across Borders Case Study

Please provide responses to the survey (Section 1 and Section 2) based on the case study assumptions and information below.

ASSUMPTIONS ✓ PRODUCT: The commercial product must not be hazardous, require refrigeration, or be used for military purposes. It is imported or exported in a dry cargo 20-ft full container load (FCL), weighs 10 tons and is valued at US\$20,000. The product should be one of your country's leading exports and imports. ✓ DESTINATION: Company "ABC" located in seeks to trade with largest overseas trading partner via ocean transportation through its main port. (In case of landlocked countries the port may be located in another country).																										
Leading export/import product: _____ for exports _____ for imports If NOT correct, please specify another product from the following (<i>choose only one export and/or one import</i>):																										
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Product type</th> <th style="text-align: center;">Export</th> <th style="text-align: center;">Import</th> </tr> </thead> <tbody> <tr> <td>Textiles, Apparel and Clothing (SITC 65, 84)</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Coffee, Tea, Cocoa, Spices and Tobacco (SITC 07, 12)</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Electrical Machinery (SITC 77)</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Industrial Equipment (SITC 74)</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Telecommunication Equipment (SITC 76)</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Metal Products (SITC 69)</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td colspan="3">If none of the above applies, specify another product that fits case study assumptions</td> </tr> </tbody> </table>	Product type	Export	Import	Textiles, Apparel and Clothing (SITC 65, 84)	<input type="checkbox"/>	<input type="checkbox"/>	Coffee, Tea, Cocoa, Spices and Tobacco (SITC 07, 12)	<input type="checkbox"/>	<input type="checkbox"/>	Electrical Machinery (SITC 77)	<input type="checkbox"/>	<input type="checkbox"/>	Industrial Equipment (SITC 74)	<input type="checkbox"/>	<input type="checkbox"/>	Telecommunication Equipment (SITC 76)	<input type="checkbox"/>	<input type="checkbox"/>	Metal Products (SITC 69)	<input type="checkbox"/>	<input type="checkbox"/>	If none of the above applies, specify another product that fits case study assumptions			Comment on product:	
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Metal Products (SITC 69)	<input type="checkbox"/>	<input type="checkbox"/>																								
If none of the above applies, specify another product that fits case study assumptions																										
Main overseas trading partner of _____ for exports _____ for imports _____ for the product chosen above is: Comment on overseas partner:																										
The most commonly used seaport by traders in _____ is: _____ If NOT correct, please specify other port:																										
What is the distance from _____ to the seaport chosen above? _____ Comment:																										
What is the main method of transporting the containerized product specified above between _____ and the chosen seaport? Train <input type="checkbox"/> Truck <input type="checkbox"/> Barge/Boat <input type="checkbox"/> If other, please specify: _____ Comment:																										
ASSUMPTIONS ✓ PAYMENT TERMS: Please assume that the method of payment will be a Letter of Credit (L/C) and that the L/C will specify a method of delivery based on INCOTERMS. ✓ COMPANY "ABC": <ul style="list-style-type: none"> • employs 60 workers or more; • operates in _____ • is a private, limited liability company, registered and operating under the commercial laws of the country; • is domestically-owned with no foreign ownership; • exports over 10% of its sales to international markets; • does not operate within an export processing zone or industrial estate with special export or import privileges 																										

Reform Update

Every year the *Doing Business* report records reforms affecting cross-border trade around the world. Therefore, we would like to know the following:

1. Have there been any government regulations in the area of trade and customs or changes in port operations that impacted number of documents, time or cost of exports/imports of general cargo products since **June 1, 2010**?

Yes No

Please describe what changes and since when:

2. Last year, Doing Business was informed that:

Has this reform been implemented **since June 1, 2010**? If yes, does it impact import/export time, cost or number of documents required for exports/imports in your country?

Yes No

Comment:

3. Are you aware of any ongoing government regulations in the area of trade and customs or changes in port operations that will impact number of documents, time or cost of exports/imports of general cargo products **in the future**?

Yes No

Please describe what changes and when they are expected to take place:

4. Since **June 1, 2010** have there been any other factors significantly influencing time and cost of exporting and importing, such as inflation, sharp change in trade volumes of general cargo, oil price, instability, exchange rate fluctuations, etc.?

Yes No

Please describe:

Data Update

For your convenience, based on the responses we received from various contributors in from *June 1, 2009 to May 31, 2010*, we included last year's answers in this survey. This year we are collecting data in the time period from *June 1, 2010 to May 31, 2011*.

Please update the last year's data that we provide (keep in mind the assumptions of the Trading Across Borders case study). Describe any change that happened, why and since when it took place and specify as follows:

- *Reform* -- if it is a result of government regulations in the area of trade and customs or changes in port operations which occurred after June 1, 2010
- *Other* -- if it is due to such exogenous factors as inflation, sharp change in trade volumes of general cargo, oil price, exchange rate fluctuations
- *Correction* -- if it is a result of an inaccuracy in the data that we provide you for last year

Section 1 – Questions on Exporting

- For questions on Time, if an activity takes less than a day, please specify in hours, e.g. 4 hours. Time estimate should include the time to fill out, obtain (if applicable) and submit each document.
- For questions on Cost, please provide cost in US\$ equivalent.

(i) Document preparation

Export Documents							
			TIME (days) <i>- specify if in hours</i>		COST (US\$) <i>- document fees</i>		Explain change
Document	Obtained from:	Submitted to:	2009/10	2010/11	2009/10	2010/11	
<i>Example: Export Permit</i>	<i>Ministry of Economy</i>	<i>Customs official</i>	2	1 hour	10	10	<i>Introduced electronic submission</i>
Other 1							
Other 2							
TOTAL for all the above documents:							
Which of these documents can be obtained simultaneously?:							

Export Letter of Credit						
		TIME (days) <i>- specify if in hours</i>		COST (US\$)		Explain change
	Obtained from:	2009/10	2010/11	2009/10	2010/11	
Letter of Credit <i>(US\$20,000 value)</i>	<i>Bank</i>					
What documents are required by bank to obtain an export Letter of Credit? Please list here:						

(ii) Inland transportation and handling

EXPORT TIME	2009/10 (day)	2010/11 (day) <i>-specify if in hours</i>	Please explain change
1. Arrange inland transportation and load onto truck/train at client's warehouse			
2. Inland transportation time from to seaport			

3. TOTAL time for all the above (for landlocked countries include time at inland border posts)			
4. For landlocked countries, please specify waiting time in queue at an inland border post			
5. For landlocked countries, please specify time for customs clearance and other inspections at the inland border post			
6 For landlocked countries, specify the name of the inland border post for exports:			
EXPORT COST	2009/10 (US\$)	2010/11 (US\$)	Please explain change
7. Handling (<i>loading, unloading</i>) and inland transportation			
8. For landlocked countries, please specify customs and other fees (excluding tariffs and bribes) at inland border post			

(iii) Customs clearance and other inspections (by the port of exit indicated on page 3)

EXPORT TIME	2009/10 (day)	2010/11 (day) - specify if in hours	Please explain change
1. Average time for customs clearance (from document submission to cargo release)			
2. Maximum time for customs clearance (from document submission to cargo release)			
3. Technical/health inspections (only if applies to the export product specified in the Case Study on p.3)			
4. Security inspections			
5. Pre-shipment inspection			
6. TOTAL time for all the above			
7. Which activities above are carried out simultaneously?			
EXPORT COST (<i>excluding tariffs and bribes</i>)	2009/10 (US\$)	2010/11 (US\$)	Please explain change
8. Administrative charges for customs clearance			
9. Customs brokers charges			
10. Inspection fees			
11. Other, please specify:			
12. TOTAL cost for all the above			
13. Are informal facilitation payments (e.g. bribes) common for clearing export goods?			

(iv) Port and terminal handling (at the port indicated on page 3)

EXPORT TIME	2009/10 (day)	2010/11 (day) - specify if in hours	Please explain change
1. Port and terminal handling (e.g. movement of container etc)			
2. Waiting (closing) time before next ship departs			
3. Loading containers onto the vessel			
4. TOTAL time for all the above			
5. Which activities above are carried out simultaneously?			

EXPORT COST	2009/10 (US\$)	2010/11 (US\$)	Please explain change
6. Terminal handling charges			
7. Stevedoring charges			
8. Other, please specify:			
9. TOTAL cost for all the above			

Section 2 – Questions on Importing

- For questions on Time, if an activity takes less than a day, please specify in hours, e.g. 4 hours. Time estimate should include the time to fill out, obtain (if applicable) and submit each document.
- For questions on Cost, please provide cost in US\$ equivalent.

(i) Document preparation

Import Documents							
			TIME (days) - specify if in hours		COST (US\$) -document fees		Explain change
Document	Obtained from:	Submitted to:	2009/10	2010/11	2009/10	2010/11	
<i>Example:</i> Import permit	Chamber of Commerce	Customs official	2	0	10	0	According to new regulation, document is not required.
Other 1							
Other 2							
TOTAL for all the above documents:							
Which documents can be obtained simultaneously?							

Import Letter of Credit						
		TIME (days) -specify if in hours		COST (US\$)		Explain change
	Obtained from:	2009/10	2010/11	2009/10	2010/11	
Letter of Credit (US\$20,000 value)	Bank					
What documents are required by bank to obtain an import Letter of Credit? Please list here:						

(ii) Port and terminal handling (at the port indicated on page 3)

IMPORT TIME	2009/10 (day)	2010/11 (day) - specify if in hours	Please explain change
1. Vessel waiting time outside the seaport before entering			
2. Vessel berthing and unloading at seaport			
3. Port and terminal handling (e.g. movement of container, warehousing, etc.)			
4. TOTAL time for all of the above			
5. Which activities above are carried out simultaneously?			
IMPORT COST	2009/10 (US\$)	2010/11 (US\$)	Please explain change
6. Terminal handling charges			

7. Stevedoring charges			
8. Other, please specify:			
9. TOTAL cost for all the above			

(iii) Customs clearance and inspections – (by the port of entry indicated on page 3)

IMPORT TIME	2009/10 (day)	2010/11 (day) - specify if in hours	Please explain change
1. Average time for seaport customs clearance (from document submission to cargo release)			
2. Maximum time for seaport customs clearance (from document submission to cargo release)			
3. Technical/health inspections (only if applies to the import product specified in Case Study on p.3)			
4. Security inspections			
5. TOTAL time for all the above			
6. Which activities above are carried out simultaneously?			
IMPORT COST <i>(excluding tariffs and bribes)</i>	2009/10 (US\$)	2010/11 (US\$)	Please explain change
7. Administrative charges for customs clearance			
8. Customs brokers charges			
9. Inspection fees			
10. Other, please specify:			
11. TOTAL cost for all the above			
12. Are informal facilitation payments (e.g. bribes) common for clearing import goods?			

(iv) Inland transportation and handling

IMPORT TIME	2009/10 (day)	2010/11 (day) - specify if in hours	Please explain change
1. Arrange inland transportation and load cargo onto truck/train			
2. Inland transportation from seaport to warehouse in			
3. TOTAL time for all the above (for landlocked countries include time spent at border post)			
4. For landlocked countries, please specify waiting time in queue at an inland border post			
5. For landlocked countries, please specify time for customs clearance and other inspections at the inland border post			
6. For landlocked countries, specify the name of the inland border post for imports:			
IMPORT COST	2009/10 (US\$)	2010/11 (US\$)	Please explain change
7. Inland transportation and handling <i>(loading and unloading)</i> costs			
8. For landlocked countries, please specify customs and other fees at inland border post (excluding tariffs and bribes)			

5.3 If yes, from which source can you obtain such information?	<input type="checkbox"/> Customs website <input type="checkbox"/> Customs office <input type="checkbox"/> Other, please specify:
5.4 What processes are simplified for authorized traders? (click all that apply)	<input type="checkbox"/> Custom clearance <input type="checkbox"/> Inspections <input type="checkbox"/> Document requirement <input type="checkbox"/> Other. Please specify:
E-systems	
6.1 Electronic Data Interchange (EDI): can documents be submitted electronically to customs? <input type="checkbox"/> ALL documents <input type="checkbox"/> SOME documents <input type="checkbox"/> NONE	
6.2 If there is an electronic submission system, are traders still required to submit hard copies? <input type="checkbox"/> Yes <input type="checkbox"/> No	
6.3 Electronic Single Window: can exporters/importers submit all trade-related information in a single online location where it is automatically distributed among relevant agencies for review and approval? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Such a system is in place but not all relevant agencies are linked to it Comments:	
6.4 If known, please specify name of your country's EDI and/or Single Window system:	

Trading Environment - Constraints	
Please rate main constraints in the trade logistics environment using the following scale: 0 = Not an obstacle ; 1 = Minor obstacle; 2 = Moderate obstacle; 3 = Major obstacle	
Constraints	Degree of Obstacle
Too many agencies involved in the approval of documents	
Slow processing of documents by customs	
Slow processing of documents by banks (e.g. L/C, insurance, foreign exchange, etc.)	
Slow processing of documents by health/technical control agencies	
Delays introduced by security checks	
Poor inland road/rail infrastructure and transportation services	
Poor port infrastructure (berths, stevedoring equipment, warehouses) and services	
Unpredictability and unreliability of trading time (e.g. time for customs clearance and other checks vary each time, obtaining documents is unpredictable)	
Corruption and bribery during the trading procedure	
Please provide comments and explanation	

Referrals

Please help us expand our list of contributors by referring us to other experts in the private and public sector who can answer the Doing Business-Trading Across Borders survey.

	First name	Last name	Firm	Position	Phone	E-mail
Freight forwarders	[]	[]	[]	[]	[]	[]
Shipping companies	[]	[]	[]	[]	[]	[]
Customs brokers	[]	[]	[]	[]	[]	[]
Commercial banks	[]	[]	[]	[]	[]	[]

Thank you very much for completing the survey!

We sincerely appreciate your contribution to the Doing Business project.
The results will appear in *Doing Business 2012* and on our website: <http://www.doingbusiness.org>.
Your work will be gratefully acknowledged in both.