

**2nd General Orientation Meeting**  
**Open Forum**  
 May 14, 2021

<b>Category</b>	<b>Question</b>	<b>Answer</b>
<b>Integration / Interfacing</b>	Can we just link our system with TradeNet?	Yes, Integration can be an option for those agencies who have already developed their own system. Integration is preferred to maximize real exchange of information.
	We have an existing end-to-end Automated System for the application and issuance of License and Certificates, is linking our system to TradeNet can be considered as onboarding?	<p>Yes, linking is considered onboarding, it is just a matter of defining the linking process if it is integration or interfacing to the TradeNet System. Still, the agencies with their own automated system should still submit / comply with the requested onboarding documents.</p> <p>The TPMO IT Team shall meet with the Agency IT Team in order for the TPMO to gain better understanding of how the agency specific system works, and determine the design and linkage; whether the existing automated system is for Interfacing or Integration (to the TradeNet system).</p>

	<p>MCIAA is not directly involved in export/import activities because the cargo facility is operated by private concessionaires. Do we have to adopt and establish the TradeNet platform in partnership with the private concessionaires?</p>	<p>For MCIAA, an interfacing will happen as they are part of the logistics sector. Air and sea freight forwarders, and the logistics sector have their own system; therefore agencies who are part of the NEHEMIA Program are required to interface their current systems in use with TradeNet.</p>
	<p>PPA is classified as Monitoring Agency considering that PPA does not issue export/import permits; PPA's intervention in export &amp; import processes lies in the billing and collection of cargo such as wharfage dues, and that other regulatory impositions are exercised directly by the cargo handling operators or terminal operators, do we still need to go onboard with TradeNet as TRGA?</p>	<p>PPA will interface with the TradeNet platform.</p>
	<p>For agencies that are currently engaged with a 3rd party service provider, will you allow our onboarding process with the 3rd party provider?</p> <p>What about the scope and limitations of TradeNet that can be found with the existing platform that we have?</p>	<p>The TPMO shall do a face-to-face meeting with the agencies to discuss the next steps to be taken for the agency's onboarding to the TradeNet platform without the VASP of the agency.</p> <p>Also to discuss the functional scope of the TradeNet System to align with the agency requirements.</p>

<p><b>TradeNet Scope and Coverage</b></p>	<p>Clarification regarding TradeNet: This involves only import and export?</p>	<p>Yes, TradeNet will only cover import and export related processes.</p>
	<p>Is an online payment system required? Since uploaded copy of Official Receipts need verification/validation.</p>	<p>Yes, online payments are required in order to render the transactions end-to-end.</p> <p>Currently, the existing workflow in the TradeNet system includes the uploading of OR for verification and validation.</p>
	<p>What will be the participation / data exchange between TradeNet and Port Authorities? Do you have an API for vessel Voyages and Cargo manifest?</p>	<p>TradeNet uses an open API to enable system integration with other systems. PPA to provide TradeNet the API to proceed with the system linkage</p>
	<p>How many personnel can register/log on to the system? For example we have 5 personnel who process requests, will they all be able to register and log on prior to endorsing to the supervisor?</p>	<p>There are no limitations as to how many users an agency may have registered on TradeNet, so long as the agency defines the user groups and permission/s.</p> <p>The agency's IT Personnel will be the TradeNet Administrator for their agency, and will manage the users, credentials, and permissions.</p>

	<p>How open / flexible is the TradeNet Platform? If we'll eventually develop a system to be used by our Estate Managers for the issuance of permits (i.e., business permit, building permit), can we integrate at a later stage to minimize the redundancy of submitting similar documents by the locators?</p>	<p>The TradeNet platform is flexible when it comes to accommodating specifications, and allowing changes per an agency's business requirements.</p>
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	<p>Can the system also generate report/s of delinquent importers / exporters so we can also tag them when they apply for a business permit? Other features can be further discussed with the TCT.</p>	
	<p>What is the difference between TradeNet and an intercommerce platform? or are they the same? DSWD is applying for permits through intercommerce for our foreign in-kind donations.</p>	<p>TradeNet and Intercommerce are both electronic data interchange platforms. The primary difference is that TradeNet is a government provided system which entails no cost to the exporter/importer for using it. Unlike the systems operated by VASPs, the trader will have to pay the VASP for the use of their system.</p>

	<p>Should the regulatory body already have an established electronic payment system for accepting fees or collecting charges? Can we still be considered on the boarding in the TRADENET if we still do not have an electronic payment system?</p>	<p>For agencies who currently do not have electronic payment systems, the TradeNet platform will simply require the clients/applicants to upload the Official Receipt for the agency to validate. The TradeNet shall adapt the existing payment methods of the agency, and include it in the agency workflow.</p> <p>This will be the case until the ePayment capabilities of TradeNet will be made available for use.</p>
	<p>PAGCOR is the regulator of gaming equipment and paraphernalia used in the different casinos in the Phils. We have various evaluating departments issuing import permits depending on the type of gaming equipment after which we apply for duties and taxes with the DOF.</p> <p>Questions:</p> <ol style="list-style-type: none"> <li>1. Our evaluating depts. will approve the shipment request thru the TradeNet system?</li> <li>2. Once approved, do we have to apply for the tax exemption of the items thru TradeNet or manually submit the required docs to the DOF?</li> </ol>	<p>Yes, all trade-related processes will be transacted through TradeNet as the Philippine National Single Window including the tax-exempt process to fulfill the regulatory requirements of Permit/Certificate Issuing Agencies</p>

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<b>Agency Counterpart Team Roles, Functions, etc.</b>	<p>What should be the composition of the ACT? What position levels should head as well as be members of the ACT</p>	<p>Lead Facilitator should be at least Director level. While for the rest of the members, TPMP requires personnel who are knowledgeable with the agency's business process.</p>
	<p>After the ACT had been created how does the ACT communicate with the TCT? Are there channels of direct communications between the ACT and the TCT particularly with submission of reports?</p>	<p>As currently practiced, TPMP is utilizing the use of email for exchange and discussion of important information. While for urgent concerns, the TPMP and the agency uses Viber to address them in real time.</p>
	<p>Where can we get the information to connect with TCT 7 and TCT 8 (the team who is in charge for the monitoring and oversight cluster)</p>	<p>TPMP to designate TCT to the rest of agencies once the hiring of additional technical staff is completed.</p>
	<p>Is it correct to say that the counterpart agency's task is more on the formulation and submission to the DICT of the documentary requirements and streamlined as-is processes and develop the to-be processes? Then the DICT will integrate these processes to the online business portal/TradeNet?</p>	<p>Yes, the ACT will work on the formulation of the To-be process and submit to DICT and DOF for configuration in the TradeNet System.</p>

	<p>After submission of our agency's ACT and the onboarding documents, do we just wait to be contacted by the PMO for the assignment of the TCT, the conduct of the TradeNet orientation &amp; next steps?</p>	<p>First part of the process is reaching out to the TPMO or TCT, since we are following the prioritization that is stated in the memo. As mentioned by Director Sarmiento, we are prioritizing the agencies previously onboarded in the NSW and adding a few based on the requirements of ARTA and the Logistics Sector under the NEHEMIAH project. Once we reach out and engage the agency, and the ACT has been identified, we will keep that coordination with the Agency since when we assign a TFO or team, they will be the permanent TCT who will work with PEZA, or any other agency that is being engaged.</p>

<p><b>Onboarding Document and/or Reportorial Requirements</b></p>	<p>TPMO has not yet engaged with our agency which is not included in the list of priority agencies, but ARTA has already deemed our agency non-compliant with report submission. Please clarify.</p>	<p>The initial report required for agencies who have yet to be engaged by the TPMO shall be the agency's submission of the documentary requirements (Onboarding Document Checklist and ACT Members) indicated in the ARTA MC 2021-01.</p> <p>The bi-monthly report will be expected from agencies after they have been engaged with the TCT assigned to their specific agency.</p>
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	<p>When will the bi-weekly reportorial requirement commence? May we confirm if subject report will be required once a TradeNet Coordinating Team (TCT) has been assigned to the respective TRGAs.</p> <p>During the 1st General Consultative meeting held on 19 March 2021, it was relayed that a template for the bi-weekly report will be provided by the TradeNet PMO. Is the template for the bi-weekly report already available for use by the TRGAs?</p>	<p>The ARTA MC 2021-01 S. 2021 requires the initial submission of all TradeNet Onboarding documentary requirements. After engagement by the DOF-TPMO, the bi-weekly Onboarding Report submission will now be required to be submitted every two weeks. The TFO assigned to the agency will furnish the ACT with a copy of the template.</p>
	<p>Under Stage 2 of the onboarding process, a TradeNet Coordinating Team (TCT) will be assigned to the respective TRGAs. May we know when we can expect the designation of a TCT for our agencies to facilitate onboarding to the TradeNet?</p>	<p>For those agencies who don't have their assigned TCT yet, TPMO will assign a team on the 3rd week of May to monitor the onboarding progress of those agencies. With the limited staffing, TPMO was able to provide TCT to the priority agencies but with the additional personnel to be hired, TPMO will be able to designate additional TCT to engage the non-priority agencies.</p>
	<p>Will there be a google link for the submission of the report template? or is it submission via memo/letter?</p>	<p>The report shall be submitted through a memo/letter, via electronic mail (e-mail) to the email address provided in the ARTA MC.</p>



	<p>After the ACT had been created how does the ACT communicate with the TCT? Are there channels of direct communications between the ACT and the TCT</p>	<p>As currently practiced, TPMO is utilizing the use of email for exchange and discussion of important information. While for urgent concerns, the TPMO and the agency uses Viber to address them in real time.</p>
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	<p>particularly with submission of reports?</p>	
	<p>For the submission of the bi-weekly report, do we need to submit the hard copy or can we send it via email (i.e., TradeNet Secretariat)?</p>	<p>Yes, agencies may submit their bi-weekly report via email to the TradeNet Secretariat.</p>
	<p>Can we be clear, if the non priority agencies will now be submitting bi weekly reports if they have not yet been formally engaged by the TradeNet PMO (with an orientation meeting with TradeNet PMO).</p>	<p>If the Agency has not yet been engaged by the TradeNet PMO, the MC is not expecting the bi-weekly report. However, as per ARTA MC, two weeks upon receipt of the MC, the Agency is mandated to submit the initial reportorial requirements to the DOF Secretary and ARTA DG.</p>
	<p>Are Agencies under the Monitoring and Oversight Cluster need to submit Onboarding Document Nos. 3 to 5? Please clarify on this since these agencies are not directly involved in the import and export activities.</p>	<p>No need to submit the sample issued documents for monitoring agencies. For No.3, monitoring agencies may submit the applicable trade related data they are monitoring.</p>

	<p>Are Monitoring and Oversight agencies also required to submit bi-weekly reports to TradeNet?</p>	<p>Yes, agencies will start submitting bi-weekly reports once they are engaged by the assigned TCT.</p>
	<p>Would it be possible for ARTA or DOF to provide some sort of documentation to delineate the specifics such as onboarding activities, roles/responsibility relative to TradeNet and expectations for TRGA's that are classified as regulatory and monitoring. Thank you.</p>	<p>Yes, TPMO may provide a separate onboarding work plan for regulatory and monitoring. TPMO was able to send the work plan for regulatory agencies.</p>
<p><b>Agency Specific Queries/Clarifications</b></p>	<p>How come OWWA is considered as one of the TRGAs?</p>	<p>OWWA was initially classified as a Monitoring Agency that will consume the data from the TradeNet. The TPMO will assess the mandate and processes that OWWA has and evaluate whether they can be delisted from the list of TRGAs.</p>
	<p>We would like to request confirmation that for the DOF Revenue Office no onboarding</p>	<p>An integration will be looked into.</p>

	will be required and instead systems integration will be done given the existing online tax exemption system?	DOF Revenue Office is still required to submit Documents 1, 2, 4 and 5 in the Document Checklist. The assigned TFO will coordinate with the RO for the submission.
	When is the expected start/estimate month for the onboarding exercise for the non- priority agencies?	Non-priority agencies to start engagement in the last week of May 2021.
	DOE-OIMB - Dir. Rino Abad 37. Can we clarify if DOE is part of the priority TRGAs? If not what will be the treatment?	Yes, OIMB is part of the priority TRGAs.
	How come DSWD is considered as one of the TRGAs when we are only endorsing Duty Exempt Importation of Foreign Donations to DOF?	The DSWD will be classified as a monitoring/oversight agency. Agencies who issue endorsement for tax exemption still have a role to fulfill in the actual export/import process.
	NBDB's role is to endorse the DOF TADFI application and does not approve the request. If the publishing company is willing to pay the taxes and tariffs, does this mean that the publishing company will go directly to the DOF/ BOC TradeNet account and not NBDB?	Yes, if they are not requesting for Tax Exemption, then they go directly to BOC. This will be treated as a regular importation and no longer a tax exemption.

	Can TPMO share its priority list/schedule for engagement with TRGAs (one-on-one session and capacity building)? to allow agencies to update own agency work plan.	Yes, TPMO will share its priority list and timeline of activities to the agencies.
	May we be provided with PMO focals/contact details for coordination please.	ARTA will provide the contact details of the TPMO/TCT who will handle the agency.
	Is MIAA considered as a TRGA since we only do business concerning landing and take-off, rental fees etc but not on import and export matters?	The TPMO will work with MIAA as part of the NEHEMIA Program.
	MIAA - Do we need to participate in the onboarding when there are BOC Offices assigned in all	Yes, participation in the TradeNet onboarding processes and activities is mandatory for agencies identified in the

	Terminals for the incoming and outgoing Cargo?	ARTA MC, more so for the agencies that are part of the NEHEMIA Program.
	The process we think of as a monitoring agency under the categorization shown a while ago, is the issuance of accreditation certificates to our clients. The purpose of this certificate is for our clients to gain access to MIAA facilities. Can this be considered in the onboarding?	Yes, any issuance (certificate, permit, clearance, license, etc.) that is a prerequisite to conducting trade related transactions should be onboarded in the TradeNet platform.

	<p>Can the DILG-BLGD be exempted on this TradeNet because we do not see any direct participation since we do not see any LGUs involvement because its purely government agencies. DILG-BLGD is a different office from PNP. Communications can be directly sent to PNP.</p>	<p>Yes, TPMO will directly communicate with PNP-FEO with regards to any TradeNet events and activities.</p>
	<p>If we may ask BOC and PDEA, does your TCTs is a Full Time IT plantilla Job for a fast Integration, adjustments and monitoring at the Systems Back End of TradeNet Platform?</p>	<p>The assigned focal persons in PDEA and BOC are plantilla IT personnel.</p>
<p><b>Monitoring and Oversight Agency Roles, Responsibilities, and Queries</b></p>	<p>Are the onboarding the same for a TRGAs and monitoring center?</p>	<p>General Onboarding Workplan and Activity Timeline, , is being used as reference for TRGAs on how the onboarding activities and timeline will be implemented. Each TRGA whether they are regulatory, monitoring/oversight or ecozones, will have to develop their agency specific onboarding timeline. The assigned agency TFO will work with their ACT to firm up the details of their workplan, the progress of each onboarding activity will have to be reported to ARTA for compliance monitoring.</p>

	<p>Can we be clarified on how the system will work for TRGAs considered as a Monitoring Agency?</p>	<p>If you are a monitoring agency, you are not expected to do your business process through TradeNet since you are not a permit issuing authority. But if you need information regarding export and</p>
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		<p>import data, you will have a dashboard in TradeNet relevant to the Agency's mandate.</p>
	<p>Sir, just a clarification, since Dir. Sarmiento also confirmed that the NEDA is classified as Monitoring, TRGA, is there a need to move us from the Tax and Duty Exempt Cluster to the Monitoring and Oversight Cluster as grouped in the MC?</p>	<p>The TPMO will have an internal meeting to discuss the possible reclassification of some agencies, if necessary.</p>
	<p>NBDB is not a regulatory body however, we were placed under the general merchandise and retail group. Is this correct? Or are we under a monitoring group as we are not a regulatory body?</p>	<p>NBDB is classified as a Monitoring agency under General Merchandise and Retail Cluster.</p>
	<p>Are the onboarding activities and document checklist presented be different for monitoring agencies like the Export Development Council?</p>	<p>Yes, TPMO does have a separate document checklist for Monitoring and Ecozones.</p>

	<p>Let us take this opportunity to reiterate the concern of the Tariff Commission in its letter of April 5 addressed to TPMO copy furnished the ARTA.</p> <p>1. TC is considered a monitoring and oversight agency. We are requesting for delisting from the Agriculture and Food Cluster as a TRGA. TC does not issue permits with regard to importation of agricultural and food products.</p> <p>2. We want to understand ARTA's expectation of TC (being a monitoring and oversight agency) re: onboarding requisites – may we note that there is already a drafted NSW SC Resolution which clearly defines the role of TC in the TradeNet. TC is still waiting for the signed NSW resolution, any update on this?</p>	<p>TC's role has been clarified, and has been delisted as a TRGA under the Agriculture and Food Cluster; currently being proposed to be part of the Policy Cluster which is being processed by the NSW-TWG and SC.</p> <p>The NSW resolution is currently being circulated for comments and signatures.</p>
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	<p>The Bureau of Immigration is also not involved with import and export trade. Our mandate only concerns with arriving and departing passengers. Please clarify the BI's participation with TradeNet. Thank you.</p>	<p>BI has been added as part of the Monitoring and Oversight Cluster. The TPMO will work closely with monitoring/oversight agencies, and ecozones to determine how to include them, and/or whether or not they will be included in the platform.</p>
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	Having said that we are only part of the monitoring agency, are we still required to be part of mandatory onboarding? As well as compliance on the ARTA MC 01?	Yes. The TPMO shall work with monitoring and oversight agencies, as well as ecozones, to determine their role in the TradeNet ecosystem.
<b>GCM General Questions</b>	Will you be providing the participants copies of the presentation as well as highlights of discussions in the Q&A?	Yes, copies will be sent through the email addresses provided for during the registration and actual attendance sheet.
	May we be provided with PMO focals/contact details for coordination please.	ARTA will provide the contact details of the TPMO/TCT who will handle the agency.