



**Training of Department of Commerce Officials  
on  
Negotiations of Multilateral Outcome Documents**

**Venue: ESCAP, C 2, Qutub Institutional Area  
New Delhi**

**21 June 2023**

**Background**

The United Nations ESCAP South and South-West Asia Office, New Delhi, has been requested by the Department of Commerce, Government of India to train its new officials and staff on the role and function of Secretariat for hosting multilateral meetings as they will be supporting the Trade, and Investment Working Group (TIWG) meetings of the G20 during India's Presidency. ESCAP has already organized a training of officials from Department of Commerce on 17 March 2023 on Secretariat's role and functions for hosting multilateral meetings.

The objective of this second training is to equip officials on how the multilateral intergovernmental meetings are held and how the textual negotiations are held in adopting the report or a declaration. The training will be held on **21 June 2023**.

The training will comprise of hands on exercise on adoption of report on a real time basis. The training will be provided in English and will be held in-person at the ESCAP-SSWA office, New Delhi.

<b>Tentative Agenda</b>	
10:00 – 10.15 AM	<b>Registration</b>
10:15 – 10.30 AM	<b>Welcome</b> <ul style="list-style-type: none"><li>• <b>Ms. Mikiko Tanaka</b>, Head and Director, UNESCAP-SSWA</li></ul>
10:30 – 1.00 PM	<b>Hands on training on negotiating multilateral outcome documents and adoption of report/declaration in real time</b> <ul style="list-style-type: none"><li>• <b>Dr. Rajan Sudesh Ratna</b>, Deputy Head, ESCAP South and South-West Asia Office</li></ul>
1:00 - 1:15 PM	<b>Feedback and closing</b>