

**Trade and Transport Facilitation
Monitoring Mechanism in Bangladesh:
Baseline study series #2**

**Business Process Analysis of
Import of Lentil from Nepal
to Bangladesh**



Business Process Analysis of Import of Lentil from Nepal to Bangladesh

The 2nd report of a series of 5 studies on Trade and Transport Facilitation Monitoring Mechanism (TTFMM) in Bangladesh

Copyright © United Nations 2017

June 2017, Bangkok, Thailand

Disclaimers

All rights reserved. The opinions, figures and estimates set forth in this publication are the responsibility of the authors and should not be considered as reflecting the views of carrying the endorsement of the United Nations or the Asian Development Bank. Any errors are the responsibility of the authors.

Mention of firms' names and commercial products does not imply the endorsement of the United Nations or the Asian Development Bank.

The designations employed and the presentation of the material in this publication do not imply the expression of any opinion whatsoever on the part of the Secretariat of the United Nations or the Asian Development Bank concerning the legal status of any country, territory, city or area, or of its authorities, or concerning the delimitation of its frontiers or boundaries. Where the designation "country" or "area" appears, it covers countries, territories, cities or areas.

References to dollars (\$) are to United States dollars unless otherwise stated.

Bibliographical and other references have, wherever possible, been verified. The United Nations and the Asian Development Bank bear no responsibility for the availability or functioning of URLs.

All the material in this publication may be freely quoted or reprinted, but acknowledgement is required, and a copy of the publication containing the quotation of reprint should be sent to the United Nations Economic and Social Commission for Asia and the Pacific (ESCAP) Publications Office.

The use of this publication for any commercial purposes, including resale, is prohibited unless permission is first obtained from ESCAP and the Asian Development Bank. Requests for permission should state the purpose and the extent of reproduction.

This publication has been issued without formal editing.

Contents

Figures and Tables	iii
Preface	v
Acknowledgements	vi
Executive summary	vii
Chapter 1. Introduction	1
Chapter 2. Overview of Business Process Analysis for trade facilitation	3
Chapter 3. Data Collection and Validation	6
Chapter 4. Analysis and Findings	8
4.1 “As-is” trade process and procedures	8
4.1.1 Use-case diagram	8
4.1.2 Core business processes	9
4.2 Analysis of key indicators	50
4.2.1 Time for Import	50
4.2.2 Costs for Import	52
4.2.3 Number of procedures for import	53
4.2.4 Number of documents for import	54
4.3 Diagnosis and Recommendations for improvement	56
Chapter 5. Summary and Conclusions	72
5.1 Proposed interventions to improve trade facilitation	72
5.1.1 Short-term interventions	72
5.1.2 Long-term interventions	73
5.2 Utilisation of the Report	75
Appendix 1. List of participants of workshops for the TTFMM baseline study in Bangladesh	76

Figures and Tables

Figures

Figure 2. 1 A Step-by-step approach to implementing trade facilitation measures.....	3
Figure 2. 2 Buy-Ship-Pay Model	4
Figure 4. 1 Use-Case Diagram of importing lentil from Nepal to Bangladesh	8
Figure 4. 2 “Conclude sales contract and trade terms” use-case diagram.....	9
Figure 4. 3 “Conclude sales contract and trade terms” activity diagram	9
Figure 4. 4 Use-case diagram of core business processes in ‘Ship’ process area	11
Figure 4. 5 “Obtain Trade License from Local Government Authority” use-case diagram	12
Figure 4. 6. “Obtain Trade License from Local Government Authority” activity diagram.....	12
Figure 4. 7 “Obtain Tax Identification Number” use-case diagram	14
Figure 4. 8 “Obtain Tax Identification Number” activity diagram	14
Figure 4. 9 “Open Bank Account against the trade license” use-case diagram	15
Figure 4. 10 “Open Bank Account against the trade license” activity diagram.....	16
Figure 4. 11 “Obtain Membership in a local business Association” use-case diagram	17
Figure 4. 12 “Obtain Membership in a Local Business Association/Chamber” activity diagram	18
Figure 4.13 “Obtain Import Registration Certificate” use-case diagram	19
Figure 4. 14 “Obtain Import Registration Certificate” activity diagram.....	20
Figure 4. 15 “Obtain VAT Registration Certificate” use-case diagram.....	21
Figure 4. 16 “Obtain VAT Registration Certificate” activity diagram	22
Figure 4. 17 “Obtain Import Permit” use-case diagram.....	23
Figure 4. 18 “Obtain Import Permit” activity diagram	24
Figure 4. 19 “Prepare and Endorse Import Documents” use-case diagram	25
Figure 4. 20 “Prepare and Endorse Import Documents” activity diagram.....	26
Figure 4. 21 “Arrange Transport” use-case diagram	27
Figure 4. 22 “Arrange Transport” activity diagram	28
Figure 4. 23 “Appointment of C&F Agent” use-case diagram	29
Figure 4. 24 “Appointment of C&F Agent” activity diagram	30
Figure 4. 25 “Border Crossing of Import goods” use-case diagram	31
Figure 4. 26 “Border Crossing of Import goods” activity diagram.....	32
Figure 4. 27 “Obtain Quarantine Certificate” use-case diagram.....	33
Figure 4. 28 “Obtain Quarantine Certificate” activity diagram	34
Figure 4. 29 “Provide Customs Declaration” use-case diagram	35
Figure 4. 30 “Provide Customs Declaration” activity diagram.....	36
Figure 4. 31 “Customs Inspection and Clear Goods” use-case diagram.....	38
Figure 4. 32 “Customs Inspection and Clear Goods” activity diagram	39
Figure 4. 33 “Transport goods to Importer’s Warehouse” use-case diagram	41
Figure 4. 34 “Transport goods to Importer’s Warehouse” activity diagram.....	41
Figure 4. 35 Use-case diagram of core business processes in ‘Pay’ process area	43
Figure 4. 36 “Establish Payment Guarantee by Letter of Credit (LC)” use-case diagram.....	43
Figure 4. 37 “Establish Payment Guarantee by Letter of Credit (LC)” activity diagram	44
Figure 4. 38 “Make Payment for Import goods” use-case diagram.....	45

Figure 4. 39 “Make Payment for Import goods” activity diagram.....	46
Figure 4. 40 “Submission of Customs certified Bill of Entry to Importer’s Bank” use-case diagram	48
Figure 4. 41 “Submission of Customs certified Bill of Entry to Importer’s Bank” activity diagram.....	48
Figure 4. 42. Time-procedure chart for import of Lentil from Nepal to Bangladesh through Banglabandha Land Port.....	50
Figure 4. 43: Costs of the trade procedures (import) excluding one-time procedures.....	53

Tables

Table 3. 1 Time frame for implementing TTFMM baseline study.....	6
Table 4. 1 “Conclude sales contract and trade terms” process description.....	10
Table 4. 2 “Obtain Trade License from Local Government Authority ” process description.....	13
Table 4. 3 “Obtain Tax Identification Number” process description	15
Table 4. 4 “Open Bank Account against the trade license” process description.....	16
Table 4. 5 “Obtain Membership in a Local Business Association/Chamber” process description	18
Table 4. 6. “ Obtain Import Registration Certificate ” process description	20
Table 4. 7 “Obtain VAT Registration Certificate” process description.....	22
Table 4. 8 “Obtain Import Permit” process description	24
Table 4. 9 “Prepare and Endorse Import Documents” process description	26
Table 4. 10 “Arrange Transport” process description	28
Table 4. 11 “Appointment of C&F Agent” process description	30
Table 4. 12 “Border Crossing of Import goods ” process description.....	33
Table 4. 13 “Obtain Quarantine Certificate” process description	35
Table 4. 14 “Provide Customs Declaration ” process description	36
Table 4. 15 “Customs Inspection and Clear Goods” process description.....	40
Table 4. 16 “Transport goods to Importer’s Warehouse” process description.....	42
Table 4. 17 “Establish Payment Guarantee by Letter of Credit (LC)” process description	44
Table 4. 18 “Make Payment for Import goods” process description.....	47
Table 4. 19 “Submission of Customs certified Bill of Entry to Importer’s Bank” process description.....	49
Table 4. 20 Processes involved and time required in import of Lentil from Nepal to Bangladesh	51
Table 4. 21 Costs involved in the import of Lentil from Nepal	52
Table 4. 22 Documents required for import of Lentil from Nepal to Bangladesh.....	54
Table 4. 23 Documents submission procedures for import of Lentil from Nepal to Bangladesh.....	55
Table 4. 24 Import of Lentil from Nepal to Bangladesh: Diagnosis and Recommendation.....	57

Preface

In the process of undertaking the baseline study of Trade and Transport Facilitation Monitoring Mechanism (TTFMM) in Bangladesh, five studies are carried out to provide multiple facets of trade and transport facilitation covering export and import of specific products, corridors and border crossings. A synthesis report is also produced based on five study reports.

The current report examines trade process of importing lentil from Nepal to Bangladesh using Business Process Analysis (BPA) approach. It is a stand-alone document itself and in the meantime the 2nd report of a series of 5 studies and feeds the synthesis report. As such, it needs to be read along with other reports to fully understand the background, key findings and conclusions of the TTFMM baseline study.

Acknowledgements

In preparing this report, great support was received from the host country which was essential for completion of the study. Contribution from Md Nojibur Rahman, Firoz Shah Alam and Abdul Hakim is gratefully acknowledged.

The baseline study and the underlying project were managed by Tengfei Wang from ESCAP and Aileen Pangilinan from ADB under the guidance of Yann Duval and Ronald Antonio Q. Butiong. Tanya E. Marin, Linel Ann Reyes-Tayag, and Alona Mae Agustin from ADB provided support for the logistical arrangement of the workshops.

The report was prepared by Mohammad Farhad and Tengfei Wang. Data collection was carried out by Mohammad Farhad. Study design and supervision were provided by Tengfei Wang. Participants of the various workshops under the project, as detailed in **Appendix 1**, substantially contributed their expertise to enhance the quality of the project. Mashuk Al Hossain and Muhammad Minhaz Uddin Pahloan played a crucial role for organizing the TTFMM national validation workshop on 31 July-1 August 2016 in Dhaka, Bangladesh¹. Vyonna Bondi and Ekaterina Silanteva reviewed the report.

The TTFMM baseline study is funded under both ADB's Technical Assistance Special Fund and the Japan Fund for Poverty Reduction.

预览已结束，完整报告链接和二维码如下：

https://www.yunbaogao.cn/report/index/report?reportId=5_1360

