Business Process Analysis
for Trade Facilitation Improvement

1. Defining Scope of and Planning a BPA Project

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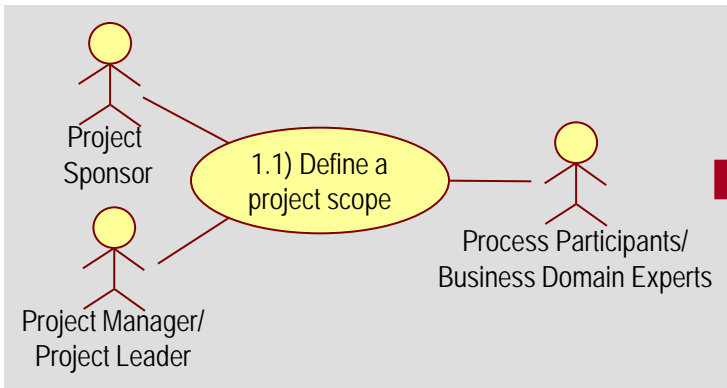**Customs Border Control Training Center (CBCTC)**
Cheon-An, Republic of Korea

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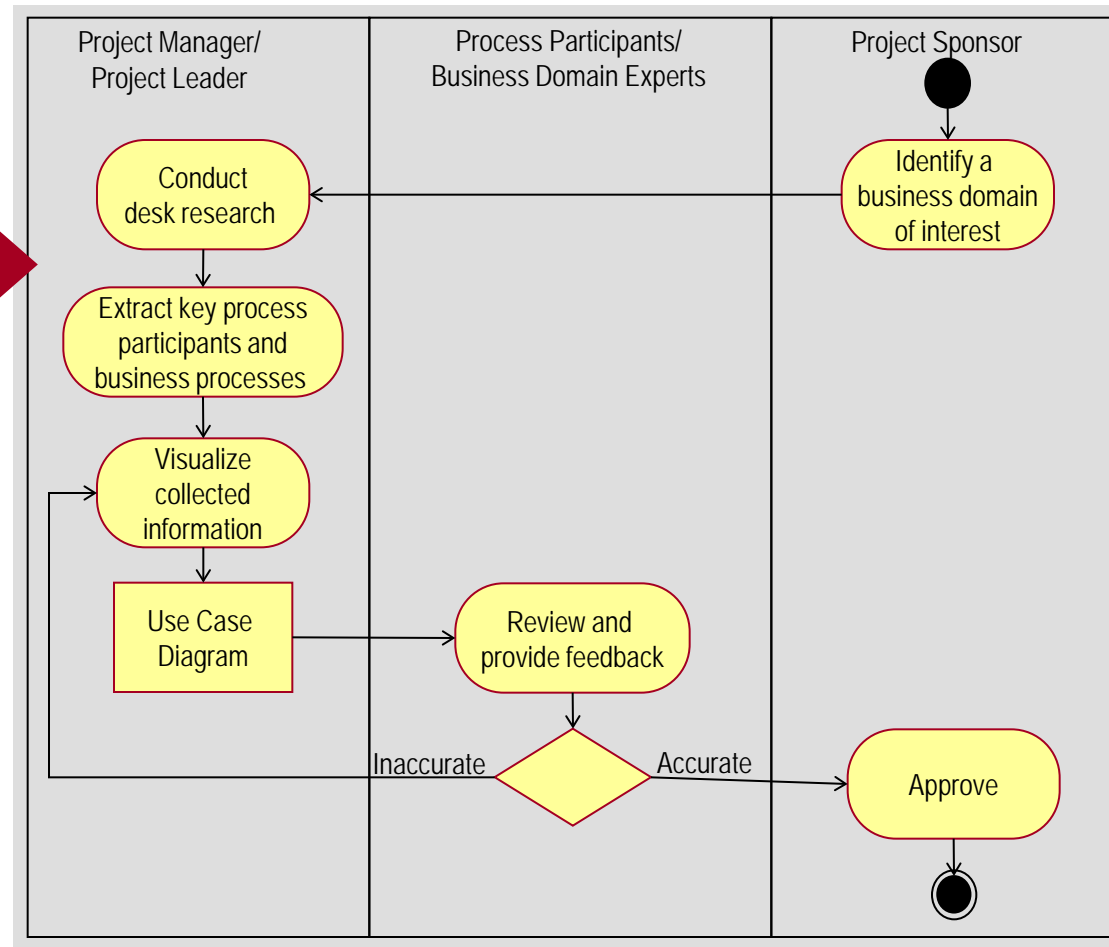
1.1 Defining the Scope of a BPA Project

Objective – To define a scope of the BPA project for conducting detailed Business Process Analysis and improvement recommendations.

Rationals for defining Scope of a BPA Project

Business domain of interest

☐ Within an organization, e.g. customs declaration and customs clearance.

☐ Across organizations, e.g. customs clearance, along with the issuance of export permits for rice exportation

Coverage

☐ The stage of the international supply chain under investigation, e.g. "Buy", "Ship", or "Pay" (all related procedures, or only some parts of them)

☐ The environment and conditions in which the business domain of interest operates such as mode of transport, term of delivery, term of payment, country of destination, country of origin (given that regulatory requirements vary from one country to another)

Strategic importance

☐ Economic rationale, e.g. strategic export products, perceived threats in the international trade

☐ Legislative priorities

☐ Public sentiment/Public interest

Tips

☐ **Be precise on the scope of the BPA**

　■ Specify the environment and conditions in which the business domain of interest operates at the early phase of the BPA project
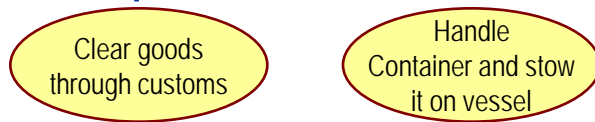
☐ **Set the scope from the project beneficiary's perspective**

　■ With limited resources, detailed modeling and analysis of business process for exporting one product is not possible. In this case, the project emphasis should be oriented towards project beneficiary.

　　☐ If the beneficiary is an exporter, the emphasis is on what the exporter has to do in order to ship the cargo to the destination country.

　　☐ If the beneficiary is a carrier, the emphasis is on what the carrier has to do in order to leave the port of departure.

☐ **Break the project into sub-projects if the scope is relatively large**

　■ E.g., if the project requires the analysis of business process for exporting 10 country's strategic products, break the project into 10 sub-projects and define the project scope for each of them

Drawing a Use Case Diagram

Based on the outcome of desk research,

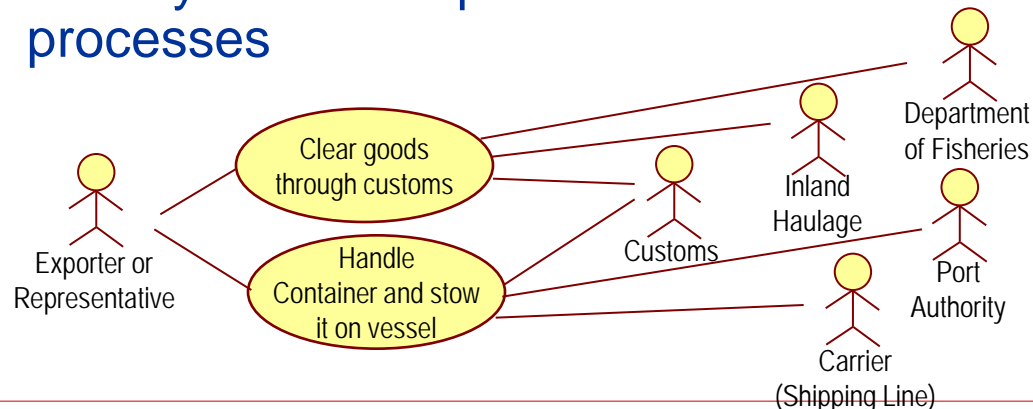☐ Identify key business processes and name it using a descriptive verb phrase
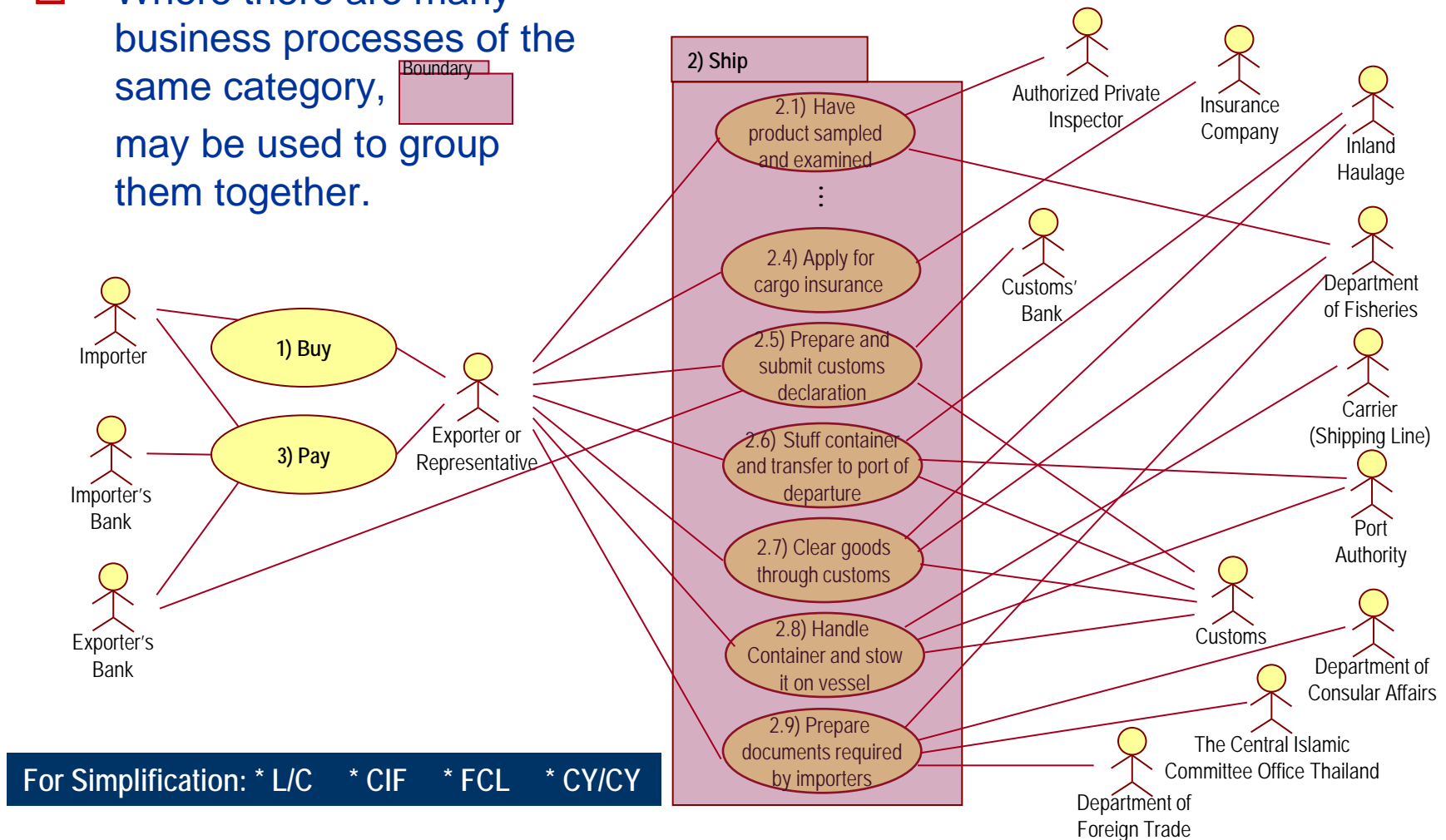

☐ Identify stakeholders

Exporter or Representative   Customs   Inland Haulage   Port Authority   Carrier (Shipping Line)

☐ Identify relationships between stakeholders and key business processes

An Example – Scope of a BPA Project
(precisely illustrated with a Use Case Diagram)

☐ Where there are many business processes of the same category, Boundary may be used to group them together.

2) Ship
- 2.1) Have product sampled and examined
⋮
- 2.4) Apply for cargo insurance
- 2.5) Prepare and submit customs declaration
- 2.6) Stuff container and transfer to port of departure
- 2.7) Clear goods through customs
- 2.8) Handle Container and stow it on vessel
- 2.9) Prepare documents required by importers

Importer

1) Buy

3) Pay

Importer's Bank

Exporter or Representative

Exporter's Bank

Authorized Private Inspector

Insurance Company

Inland Haulage

Customs' Bank

Department of Fisheries

Carrier (Shipping Line)

Port Authority

Customs

Department of Consular Affairs

The Central Islamic Committee Office Thailand

Department of Foreign Trade

For Simplification: * L/C   * CIF   * FCL   * CY/CY

Group Exercise
– Defining the scope of a BPA project -

☐ Splitting into small groups

☐ Discussing the scope of a BPA project (that you think is very useful to be carried on even after this workshop), e.g.

- Identifying one or two strategic export product(s) of your country
- Identifying a major port or a major mode of transport (with high level/volume of export activities), e.g. through a major sea port, an air port, or a cross-border dry port.
- Identifying some complicated procedures, e.g. customs clearance with some certain permits and/or special inspection (involving with not just customs but other regulatory agencies).

☐ Preparing a presentation on the selected scope of a BPA project, and reasons why this scope is selected.

Group Exercise (cont)
– Defining the scope of a BPA project -

□ If time permits, please draw the scope of your BPA project with a Use Case Diagram

  ■ Identifying the stakeholders/agencies [**Actors**]

  ■ Identifying key business processes [**Use Cases**]

  ■ Identifying their relationships [**Which actors are associated with which Use Cases**]

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_6614