Business Process Analysis
for Trade Facilitation Improvement

Introduction to Business Process Analysis

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Agenda

1. Business Process Analysis for Trade Facilitation

2. Introduction into Unified Modeling Language (UML)

3. The three Phases of a Business Process Analysis Project

4. Example: BPA of national transport logistics

What is..

- ☐ ..a Business Process?

  A Business Process is a collection of related, structured activities or tasks that produce a specific service or product

- ☐ Example
  - ■ Ordering a product
  - ■ Issuing a Certificate of Origin
  - ■ Customs clearance at the port of Mombasa

What is..

☐ **..a Business Process Analysis?**

An analysis and modelling of business processes for improvement and automation

☐ **Example**

- Documenting existing practice in an administration/company
- Describing a "Standard Procedure"
- Providing a basis to measure time/costs at different steps
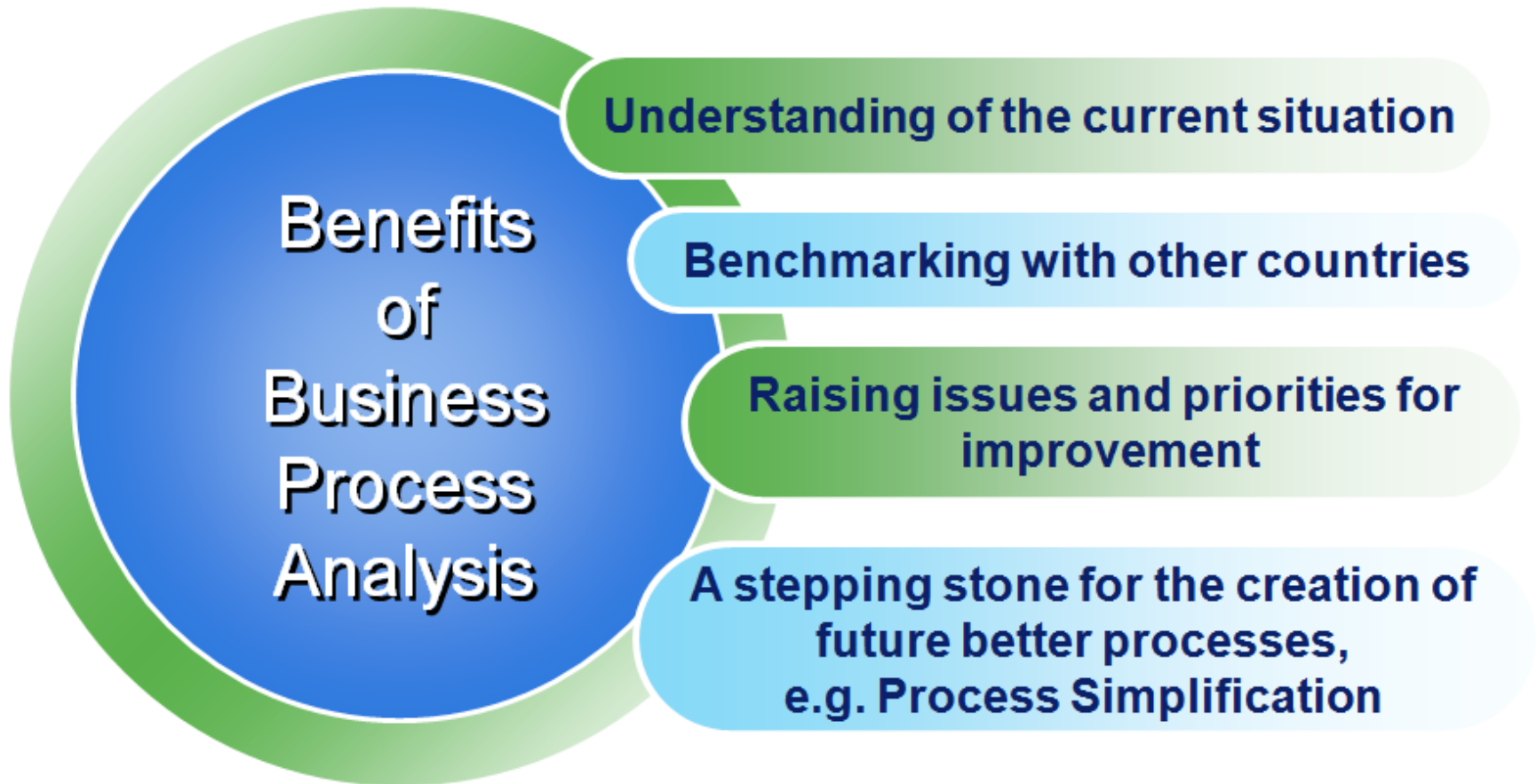- Providing a specification for automation of the process

Why conduct a Business Process Analysis?

Business Process Analysis is a practical study
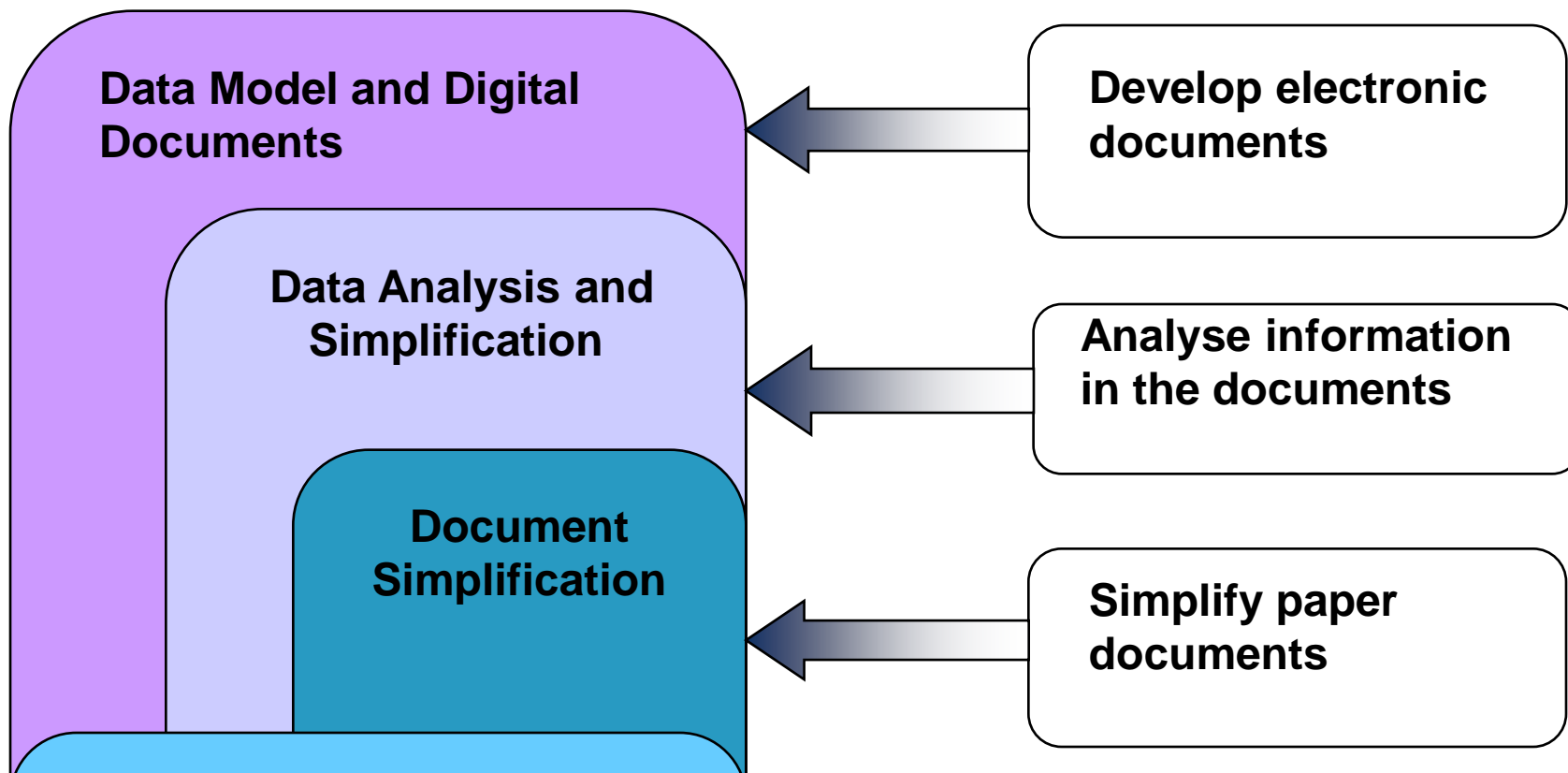- ☐ to understand attributes of business processes, and their relationships

Who involved

Procedures and Documents required

Some quantitative indicators

Related Rules and Regulations

What are benefits of Business Process Analysis?

Benefits of Business Process Analysis

- Understanding of the current situation
- Benchmarking with other countries
- Raising issues and priorities for improvement
- A stepping stone for the creation of future better processes, e.g. Process Simplification

BPA to implement Paperless Trade and Single Window

☐ BPA is the first technical step in preparing for paperless trade and SW

☐ It provides

- ■ Inventory of processes, documents, data, parties, rules & regulations..
- ■ Description of the processes
- ■ Specifications for harmonizing data and development of electronic documents
- ■ Specifications to develop software for the automation of procedures
- ■ Business Models for operation of SW
- ■ A basis for maintenance and improvement

From Paper to Paperless Trade: A Stepwise Approach

Data Model and Digital Documents

Data Analysis and Simplification

Document Simplification

Develop electronic documents

Analyse information in the documents

Simplify paper documents