भारत सरकार GOVERNMENT OF INDIA
वित्त मंत्रालय MINISTRY OF FINANCE
राजस्व विभाग DEPARTMENT OF REVENUE
केन्द्रीय अप्रत्यक्ष कर और सीमा शुल्क बोर्ड
CENTRAL BOARD OF INDIRECT TAXES AND CUSTOMS
आयुक्त का कार्यालय
OFFICE OF THE COMMISSIONER
केन्द्रीय कर एवं केन्द्रीय उत्पाद शुल्क
CENTRAL TAX & CENTRAL EXCISE
केन्द्रीय राजस्व भवन, CENTRAL REVENUE BUILDING
आई. एस. प्रेस रोड, कोच्चि, I.S. PRESS ROAD, KOCHI-682 018
E-mail: cexcochi@nic.in Fax: 0484-2390608 Phone: 0484-2390404

C.No.II/7/1/2018-Estt Date: 24.06.2020

ESTABLISHMENT CIRCULAR NO. 3/2020

Attention is invited to the following letter received from the Ministry of Finance:

Sl. No.	Letter No. and date	Subject
1.	F.No.21000/29/2014-IC(ICD) dated 18.06.2020	Master's Degree Programme in Strategic Management and Intellectual Property Rights (IPR) at Aoyama Gakuin University (AGU), Japan 2021/22- Calling nomination of suitable eligible officers

Copy of the mentioned letter may be downloaded from the website of Kochi commissionerate-www.cenexcisekochi.gov.in for information. Nominations, if any, may be sent to this office urgently.

24/6/20

[Suresh Babu P.G.]
Assistant Commissioner [P&V]

To

1. **The ADC/JC/DC/AC, C.Tax & C.Ex Hqrs Kochi.**
2. **The DC/AC of divisions under Kochi commissionerate.**
3. **The Superintendent (EDP) for uploading in website.**
4. **Notice Board, Hqrs Kochi.**
5. **Notice Board, Central Excise Bhavan, Kathrikadavu.**

Copy to:

1. **The Assistant Commissioner (CCO), Hqrs Kochi for information.**

Government of India
Ministry of Finance
Department of Revenue
Central Board of Indirect Taxes & Customs
(WCO Cell)
8th floor, Tower-II, Jeevan Bharti Building, New Delhi-110001
E-mail: *indiawco-cbec@nic.in*

F. No. 21000/29/2014-IC(ICD) **Dated : 18.06.2020**

To,

All Members of CBIC,
All Pr. Chief/ Chief Commissioners of Customs and Customs (Preventive),
All Pr. Chief/ Chief Commissioners of CGST and Central Excise and Customs,
All Principal Director/ Director Generals of the CBIC,
All Joint Secretaries/ Commissioners working in the Board.

Sir/ Madam,

Sub: Master's Degree Programme in Strategic Management and Intellectual Property Rights (IPR) at Aoyama Gakuin University (AGU), Japan 2021/22- Calling nomination of suitable eligible officers-reg.

The World Customs Organisation (WCO) will award a number of scholarships for the Master's Degree Programme in Strategic Management and Intellectual Property Rights (IPR) at the Aoyama Gakuin University (AGU), Tokyo, Japan under AGU Scholarship Programme 2021/22. Funds for these scholarships will be provided by Japan Customs under the Japan-WCO Human Resource Development Programme (Scholarship Programme) which is aimed at promising young managers from developing WCO Member administrations. The Master's Degree programme will start in March 2021 and conclude in March 2022.

2. The Master's Degree Programme comprises two segments: *an academic segment* and a *practical segment*.

- The academic segment starts with focused teaching of foundational skills in strategic management and IPR. It then moves to a range of applied topics which help scholars understand how to design, implement, and evaluate public policies, in particular Customs policy, in accordance with development strategies for organizations.
- The practical segment is taught in cooperation with Japan Customs, including the Japan Customs Training Institute.

3. The conditions of candidacy and selection and Application Procedure and other relevant information from the University is given in Annexe I & note from University is in Annexe II.

The details are as under:-

i) Administrative Provisions: The Japan-WCO Human Resource Development Programme (Scholarship Programme) provides a grant covering travel, subsistence, admission, tuition and other approved expenses to enable promising young Customs managers from developing countries to undertake Master's level studies at the Aoyama Gakuin University (AGU) in Tokyo, Japan.

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ii). Conditions of candidacy and selection:

- The candidates should be in good health to productively pursue studies in Japan, preferably below 40 years of age as of 1 April 2021.
- The recipients of Scholarships under this Programme will enrol for the Master's Degree programme in Strategic Management and Intellectual Property Rights (IPR) programme at the AGU.
- This Scholarship is for one academic year starting from April 2021. There will be a preparatory course in March 2021 for a few weeks before the start of the Programme. The Scholarship period cannot be extended.
- The candidates should be Customs officers fully proficient in English (a minimum TOEFL score of internet Based Test (iBT) 79 / Paper Based Test (PBT) 550 or IELTS Academic Module 6.0, to prove their language proficiency). They should have a university degree or equivalent qualification.
- The candidates should have at least 2 years of work experience in Customs and should have assessed potential for advancement. In the selection, preference will be given to candidates who have experience in IPR border enforcement, and who are expected to work in the IPR-related section of their Customs administration after this Scholarship Programme.
- Individuals who have already been awarded a scholarship under the Japan-WCO Human Resource Development Programme in the past will not be entitled to apply for this Scholarship Programme.
- After the completion of the Programme, the candidates should continue to work in their home Customs administration for 3 years at least.
- The candidates will be selected by the WCO in consultation with the AGU. The AGU shall inform the candidates about their selection or otherwise. The WCO will send a congratulatory letter to the administrations whose candidates have been selected.

iii). Accommodation and living allowance:

- An all-inclusive allowance of 147,000 Japanese yen per month will be granted to cover the cost of accommodation, meals and incidental expenses for the study period. The amount of the allowance is subject to change according to the decision of the Japanese Government. (The allowance will be paid in Japanese yen.)
- The Scholars will be offered assistance by the AGU to find residential accommodation at a reasonable rent.
- The candidates should note that the allowance will not be sufficient to cover the expenses of any accompanying dependants. No family-related expenses will be paid or added to the monthly living allowance.

iv). Health certificate:

- The Scholars selected will have to undergo a comprehensive medical examination and submit a certificate from a licensed physician certifying that they are free from any medical condition that would impair his/her studies during the Programme.

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v). Travel costs:

- The cost of travel (return trip) between the Scholar's place of residence and Tokyo will be borne by the Programme budget. For this purpose, an economy class pre-paid air ticket by the most direct route will be arranged by the AGU through a local travel or airline office or by courier in the country of the selected candidate.
- Any additional costs entailed with the changes of the pre-arranged itineraries or cancellation of the flight without reasonable grounds after the issuance of e-ticket should be borne by the Scholar or his/her home administration.

vi). Passports – Visas:

- Persons entering Japan must hold a valid passport and visa. Vaccination requirements depend upon nationality, and the Scholar is personally responsible for complying with those requirements. The AGU will provide the selected candidates with a letter certifying enrolment in the Japan-WCO Scholarship in order that he/she may apply to the Japanese Embassy in his/her home country for a college student visa, authorizing temporary residence in Japan for the duration of the Programme.

vii). Completion of the Programme:

- Scholars are expected to complete the Programme as scheduled. Early repatriation may be authorized only on medical grounds or for other similarly important reasons. If a Scholar withdraws from the Programme before commencement of the Programme or before its scheduled completion, he/she shall not be entitled to any benefits from the date of the decision. The WCO may request for refund of any expenses that are incurred from his/her withdrawal to the Scholar or to the Organization to which the Scholar belongs.
- On completion of the Programme, the Scholar is required to go back to his/her home country without delay. In the event of no return, the WCO may request for refund of the scholarship to the Scholar or to the organization to which the Scholar belongs. The WCO/Japan will pay travel costs, as described above, for the Scholar's return journey from Tokyo to the point of first departure. Entitlement to return travel expenses shall cease if the Scholar does not leave Tokyo within two weeks of completion of the Programme, unless he/she has any compelling reason for extending his/her stay.
- In the event of a Scholar failing to complete the Programme, a request for partial refund may be sent to the Scholar.
- After half a year and 3 years respectively from completion of the Programme, Scholars should report to the WCO and the AGU indicating the post they occupy in their home administration and how they have been utilizing the experience they acquired in Japan.

4. In accepting a Scholarship, the candidate undertakes to:

- Work full time on the assigned Programme. It will not be possible to undertake other activities not related to the Programme.

- Comply with the laws and show due respect for the culture and way of life of the host country.

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5. The application process for candidates is as follows.

- The nominated applicant requests website access via online registration option on the AGU's website (http://www.aoyamasmiprp.jp/), which should be completed by 14 August 2020 whereupon applicant will be provided with an ID and Password to download application forms.

- The applicant must then complete the application forms and submit them with all the supporting documents (including the Nomination Form from Indian Administration, which is downloadable from below-mentioned website) by 1 September 2020 to the AGU Master's Programme Admissions Office at below indicated address.

6. In this regard, you are requested to forward the nominations of willing and suitable eligible officers who fulfil the criteria specified by AGU and **vigilance clearance** and **APAR grading for the last five years** from your side. The nominations in pdf format should be sent by e-mail to indiawco-cbec@nic.in with a copy to Hardeep.Batra@gov.in. The nominations should be sent as soon as possible but not later than **10th of July 2020**. Incomplete nominations and those received after the stipulated date will not be entertained.

7. It is requested that the officers may be advised not to send their applications/ nominations to WCO directly. Further, they should not enter into any correspondence with WCO in this regard. The nomination of suitable officers will be sent to WCO after necessary approval from Board and the selected officers will be intimated by this office.

Yours sincerely,

18/06/20

Hardeep Batra
Commissioner (WCO Cell)

Enclosures:
1. Annex I (Administrative Provisions)
2. Annex II (Note from Aoyama Gakuin University)

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(Annex 1)

Japan-WCO Human Resource Development Programme
(Scholarship Programme)

【Strategic Management and Intellectual Property Rights】
2021/2022

ADMINISTRATIVE PROVISIONS

Introduction

1. The Japan-WCO Human Resource Development Programme (Scholarship Programme) provides a grant covering travel, subsistence, admission, tuition and other approved expenses to enable promising young Customs managers from developing countries to undertake Master's level studies at the Aoyama Gakuin University (AGU) in Tokyo, Japan.

2. The following administrative provisions govern this Scholarship Programme. If a nominee or a concerned person in the nominating administrations has any questions, he/she should address them to the Capacity Building Directorate of the WCO Secretariat before the Scholarship is accepted.

Capacity Building Directorate,
World Customs Organization,
Rue du Marché 30, 1210 Brussels, Belgium
Tel : +32 2 209 96 47
Fax : +32 2 209 94 96
e-mail : scholarship@wcoomd.org

Conditions of candidacy and selection

3. The candidates should be in good health to productively pursue studies in Japan, preferably below 40 years of age as of 1 April 2021.

4. The recipients of Scholarships under this Programme will enrol for **the Master's Degree programme in Strategic Management and Intellectual Property Rights (IPR)** programme at the AGU.

5. This Scholarship is for one academic year starting from April 2021. There will be a preparatory course in March 2021 for a few weeks before the start of the Programme. The Scholarship period cannot be extended.

6. The candidates should be Customs officers **fully proficient in English** (a minimum TOEFL score of internet Based Test (iBT) 79 / Paper Based Test (PBT) 550 or IELTS Academic Module 6.0, to prove their language proficiency). They should have a university degree or equivalent qualification.

7. The candidates should have at least **2 years** of work experience in Customs and should have assessed potential for advancement. In the selection, preference will be given to candidates who have experience in IPR border enforcement, and who are expected to work in the IPR-related section of their Customs administration after this Scholarship Programme.

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8. Individuals who have already been awarded a scholarship under the Japan-WCO Human Resource Development Programme in the past will not be entitled to apply for this Scholarship Programme.

9. After the completion of the Programme, **the candidates should continue to work in their home Customs administration for 3 years at least.**

10. The candidates will be selected by the WCO in consultation with the AGU. The AGU shall inform the candidates about their selection or otherwise. The WCO will send a congratulatory letter to the administrations whose candidates have been selected.

11. In accepting a Scholarship, the candidate undertakes to:

- Work full time on the assigned Programme. It will not be possible to undertake other activities not related to the Programme.
- Comply with the laws and show due respect for the culture and way of life of the host country.

12. The application process for candidates is as follows:

- The nominated applicant requests website access via **online registration** option on the AGU's website (http://www.aoyamasmiprp.jp/), which should be completed **by 14 August 2020** whereupon applicant will be provided with an ID and Password to download application forms.
- The applicant must then complete the **application forms** and **submit them with all the supporting documents** (including the Nomination Form from your Administration, which is downloadable from below-mentioned website) **by 1 September 2020** to the AGU Master's Programme Admissions Office at below indicated address.

13. **The original set of Application Forms with all supporting materials, including Nomination Form from your Administration**, should be completed and returned to:

Master's Program Admissions Office
Graduate School of Business
Aoyama Gakuin University
4-4-25 Shibuya, Shibuya-ku
Tokyo 150-8366
Japan
Telephone : +81 3 3409 6239
Fax : +81 3 3409 4575
e-mail : info_smiprp@busi.aoyama.ac.jp
Website : http://www.aoyamasmiprp.jp/

with the envelope marked, "Application for the WCO Scholarship". For more detailed information, please see the "Application Procedures" of the AGU, as enclosed herewith.

14. A duplicate set will be made and sent to the WCO Secretariat by the AGU Admissions Office. Therefore, it is not necessary to send a duplicate set to the WCO Secretariat.

15. Please note that **applications received after the deadlines will not be considered**. As late submissions, including of supporting document such as proof of English proficiency, are not acceptable, applicants and nominating Administrations are encouraged to prepare for required documents well in advance.

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(Annex 2)

<Note from the Aoyama Gakuin University>

Strategic Management and Intellectual Property Rights Program (SMIPRP)

The Graduate School of Business at AGU welcomes potential students who have a strong interest in conducting rigorous empirical and/or theoretical research integrated with their own practical work experiences. If you wish to apply for the SMIPRP at AGU, please visit our website (http://www.aoyamasmiprp.jp/), carefully read and strictly follow the admission guidelines and instructions.

1. **Program**
   Strategic Management and Intellectual Property Right Program (SMIPRP)

2. **Number to be admitted**
   The number of students to be admitted for SMIPRP course is approximately 10.

3. **Application Requirements**
   - **Bachelor's Degree or Higher**
   - **Proficiency in English:**
     Suitable level of proficiency in English to be able to write a thesis is required.
     Minimum scores in relevant English tests should be as follows:
     TOEFL iBT (internet based test) 79,
     TOEFL PBT (paper based test) 550,
     IELTS Academic Module 6.0 (in each band)
     The score should be obtained within the past two years of the application.
     TOEFL ITP score is not accepted.
   - **Online PC Environment:**
     Applicants must have online PC environment in which you can run Skype (http://www.skype.com/intl/en/home) for an interview.

4. **Application Procedure (Please check the SMIPRP website for more details)**

Step 1 Online Registration: First, you will need to create a login account to proceed with your application. To create a login account, fill out and submit the online registration form with the necessary Information.

Step 2 Notification of ID&Password: Upon your submission of the online registration form, your ID and password will be sent to you via email.

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Step 3 Download Application Forms: Please go to the top page of the SMIPRP website and click the 'LOGIN' button. Then you are required to enter the provided ID and password in the login page to proceed to the next step in order to download and fill out the designated Form1-5.

Step 4 Mail designated Application forms & other required documents: Please send all the designated application forms and other required documents by DHL or any other registered express mailing delivery service to be received by the deadline.

Mailing Address

Master's Program Admissions Office
Graduate School of Business
Aoyama Gakuin University
4-4-25 Shibuya, Shibuya-ku
Tokyo 150-8366
JAPAN

Step 5 Online Interview with selected applicants: After reviewing applications, the Admissions Committee for the SMIPRP will request an interview for selected applicants (i.e. those applicants who have successfully passed the documentary examination). Those who are selected will receive the notification and scheduling information on the interview via email. Interviews are conducted via Skype.

5. Admission Calendar

- Online Registration — up to August 14, 2020
- Mailing Materials — up to September 1, 2020
- Notification of Invitation to Interview — September 25, 2020
- Online Interview — October 8 through 12, 2020
  ※Interview schedule will be assigned from one of these days
- Notification of enrollment acceptance — November 12, 2020
- Submission of enrollment documents — December 2, 2020

6. WCO Scholarship

Full tuition scholarship is awarded to full-time candidates who have been accepted for study at AGU and approved by the WCO. You may apply for the scholarship when you submit the application for admission.

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..equirement to apply for the Scholarship

- A candidate must be a customs officer of a developing member of the WCO with quality work experience of at least two years in the field of customs policy and administration in his/her home country.
- Preferably under 40 years of age as at April 1, 2021

What the Scholarship covers

- A monthly stipend is granted to cover living expenses during your studies at AGU. This stipend cannot be increased to cover family members. The amount of your stipend is subject to change according to the decision of the Japanese Government.
- Your admission and tuition fees will be paid by the scholarship sponsors.
- Round-trip economy-class air tickets between your home country and Japan are also included.

The total amount of the scholarship is 147,000 yen per month. (as of 2020)

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