

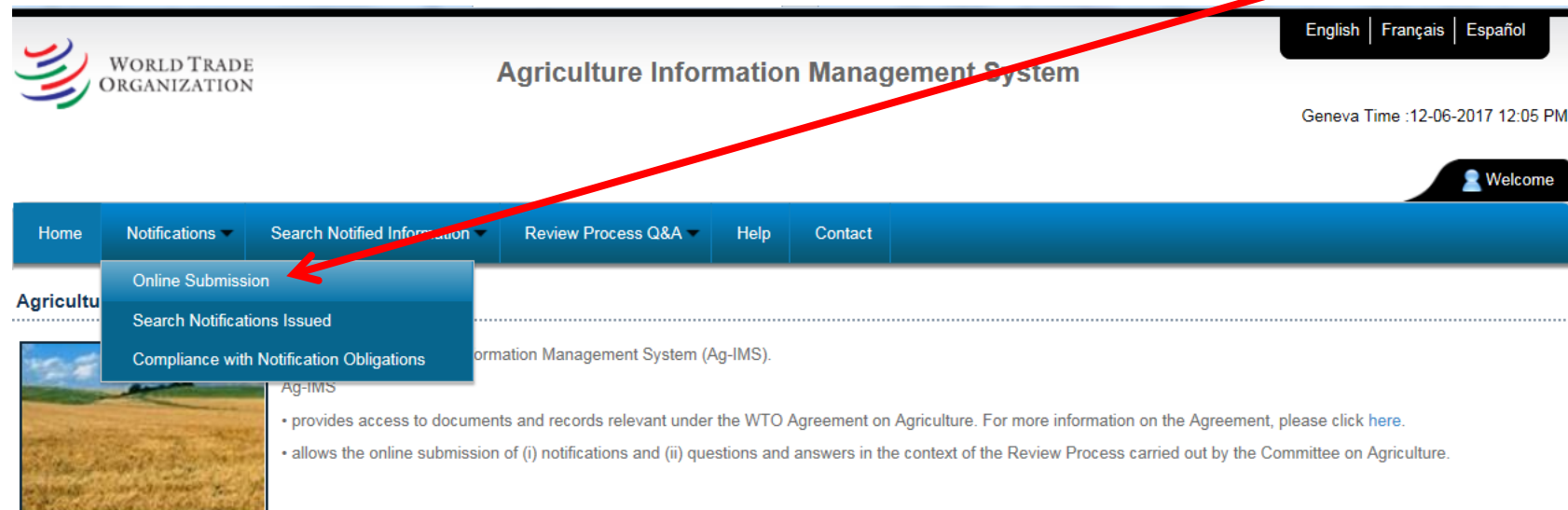
AGRICULTURE INFORMATION MANAGEMENT SYSTEM (AG IMS)

Introduction to the new function for the online submission of notifications

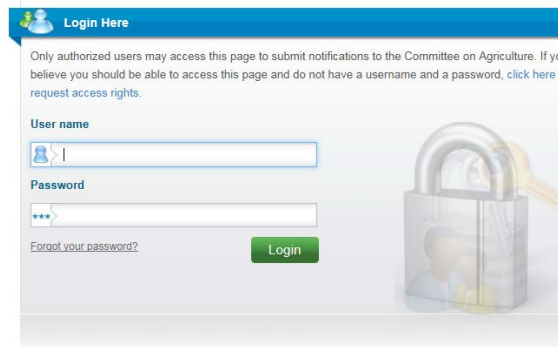


Welcome to the Agriculture Information Management System.

This system is a tool to access WTO information related to the Agreement on Agriculture, including in relation to Notifications submitted by Members under this Agreement and to the work Committee on Agriculture. Since the end of 2019 a new function has been added to this system; the online submission of Agriculture notifications.

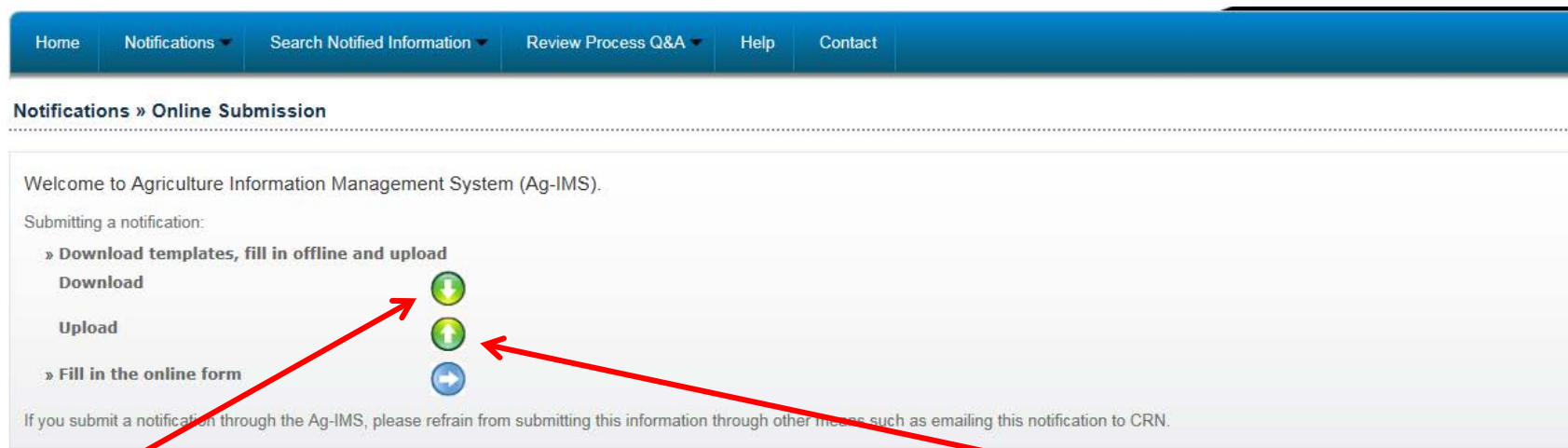


To access this function, you will need a username and password that has been provided to you by the Agriculture and Commodities Division of the WTO (if you do not yet have your login details, please send a request to AgIMS@wto.org).



A login form titled "Login Here" with a blue header. It includes a message: "Only authorized users may access this page to submit notifications to the Committee on Agriculture. If you believe you should be able to access this page and do not have a username and a password, [click here to request access rights.](#)" Below this are input fields for "User name" and "Password" (masked with asterisks). A "Forgot your password?" link is below the password field. A green "Login" button is at the bottom right. To the right of the form is a 3D illustration of a padlock being unlocked by a key.

Once you have successfully logged in, you will be presented with two options for the preparation of online notifications.



A screenshot of the "Notifications » Online Submission" page. The top navigation bar is blue with links: Home, Notifications, Search Notified Information, Review Process Q&A, Help, and Contact. Below the navigation bar, the page title "Notifications » Online Submission" is followed by a dotted line. The main content area has a light gray background and contains the text "Welcome to Agriculture Information Management System (Ag-IMS)." and "Submitting a notification:". Under "Submitting a notification:", there are two main options: "» Download templates, fill in offline and upload" and "» Fill in the online form". The first option has sub-links "Download" and "Upload". The second option has a sub-link "Fill in the online form". To the right of these sub-links are three circular icons: a green download arrow, a green upload arrow, and a blue right-pointing arrow. Two red arrows point from the text below to the green download and upload icons. At the bottom, a light gray box contains the text: "If you submit a notification through the Ag-IMS, please refrain from submitting this information through other means such as emailing this notification to CRN."

The first option is to download the template of a notification to fill in offline. Depending on the type of notification, these templates will be in word or excel format. If you are filling a particularly large notification such as a domestic support notification or a notification on Imports under TRQ, we encourage you to choose this option as you will later be able to reuse the filled-in template to report subsequent years. Once you have filled in the notification you will need to use the "Upload" facility so that the system can extract the data from your template and into the database.

The second option allows users to prepare notifications online. If you select the option to fill in the notification online, you will be presented with the page below.

WORLD TRADE ORGANIZATION

Agriculture Information Management System

English | Français | Español

Geneva Time :12-06-2017 03:01 PM

Welcome European Union | Logout

Home Notifications Search Notified Information Review Process Q&A Help Contact

Notification » Online Submission » Fill in the online form

Back Clear Next

Original Language* ☒ English ☐ Français ☐ Español

The default for the "Original Language" checkbox is the interface language, in which you will be submitting your notification. This language setting can be changed by unchecking the default language and checking another. The "Original Language" selected will appear on the official notification which will be issued.

Notification Format* --Select--

Implementation Year --Select--

Is this a?

☒ Original ☐ Corrigendum ☐ Addendum ☐ Revision


Notification Symbol **G/AG/N/EU/**

If this is a corrigendum, an addendum or a revision, check the appropriate box and indicate the document symbol of the original notification.

Back Clear Next

The original language is the language in which you are submitting the notification. The default checked language will be the language in which you have the interface. Make sure that before you fill in the notification, the interface and the language are set to your preferred language. The interface is available in the three official languages of the WTO: English, French and Spanish.

Next you must select the notification format you want to prepare. The menu shows all 12 types of notification formats notifiable under the Agreement on Agriculture (whenever applicable to the Member concerned).

 Welcome European Union | [Logout](#)

[Home](#)
[Notifications ▼](#)
[Search Notified Information ▼](#)
[Review Process Q&A ▼](#)
[Help](#)
[Contact](#)

Notification » Online Submission » Fill in the online form

[Back](#)
[Clear](#)
[Next](#)

Original Language*

☒ English ☐ Français ☐ Español

Notification Format*

Implementation Year

Is this a?

☒ English ☐ Français ☐ Español

The default for the "Original Language" checkbox is the interface language, in which you will be submitting your notification. This language setting can be changed by unchecking the default language and checking another. The "Original Language" selected will appear on the official notification which will be issued.


--Select--
MA:1 TQ Administration
MA:2 Imports under TQs
MA:3 Volume-based SSG
MA:4 Price-based SSG
MA:5 Annual summary of SSG action
DS:1 Current total AMS
DS:2 New or modified measures
ES:1 Export subsidies
ES:2 Total exports
ES:3 Food aid
ER:1 Export restrictions
NF:1 NFIDC Decision

Notification Symbol G/AG/N/EU/

Check the appropriate box and indicate the document symbol of the original notification.

[Back](#)
[Clear](#)
[Next](#)

The system allows you to submit notifications covering any of the years since you became a Member of the WTO. In the case of this example, The European Union, this means since 1995.

 Welcome European Union | [Logout](#)

[Home](#) |
 [Notifications ▼](#) |
 [Search Notified Information ▼](#) |
 [Review Process Q&A ▼](#) |
 [Help](#) |
 [Contact](#)

Notification » Online Submission » Fill in the online form

Back
Clear
Next

Original Language*

☒ English ☐ Français ☐ Español

The default for the "Original Language" checkbox is the interface language, in which you will be submitting your notification. This language setting can be changed by unchecking the default language and checking another. The "Original Language" selected will appear on the official notification which will be issued.

Notification Format*

DS:1 Current total AMS ▼

Implementation Year*

--Select--
1995
1996
1997
1998
1999
2000
2001
2002
2003
2004
2005
2006
2007
2008
2009
2010
2011
2012
2013
2014
2015
2016
2017

Is this a? ☐ Addendum ☐ Revision **Notification Symbol** G/AG/N/EU/

...ndum, an addendum or a revision, check the appropriate box and indicate the document symbol of the original notification.

Back
Clear
Next

[Trade Organization](#)

Once the year has been selected, you need to indicate whether the notification is an original one, or if it is and Addendum, Corrigendum or Revision. If the notification is a Revision, you need to indicate the symbol of the original notification. An interesting feature for a revised notification is that once you have indicated the symbol and click on next, the system will provide you with the data contained in the original notification so that you can modify it accordingly.

Once you have filled out all required fields, you can proceed to click on the "Next" button to start filling out the notification online

Please note that if the year has already been notified, the system will tell you so

The screenshot shows a web application interface for submitting notifications. At the top, there is a navigation bar with links: Home, Notifications, Search Notified Information, Review Process Q&A, Help, and Contact. A user is logged in as 'Welcome Canada' with a 'Logout' option. The main heading is 'Notification » Online Submission » Fill in the online form'. Below this, there are three buttons: 'Back', 'Clear', and 'Next'. The form fields include: 'Original Language*' with checkboxes for English (checked), Français, and Español; 'Notification Format*' with a dropdown menu showing 'ES:1 Export subsidies'; 'Implementation Year*' with a dropdown menu showing '2014'; and 'Is this a?' with radio buttons for 'Original' (selected), 'Corrigendum', 'Addendum', and 'Revision'. There is also a 'Notification Symbol' field with the text 'G/AG/N/CAN/' and a small box next to it. A message dialog box is displayed in the center, stating: 'Notification already exists for selected format, implementation year and language.' with an 'Ok' button. At the bottom of the form, there is a note: 'If this is a corrigendum, an addendum or a revision, check the appropriate box and indicate the document symbol of the original notification.' and another set of 'Back', 'Clear', and 'Next' buttons.

Notification already exists for selected format, implementation year and language.

If you opted to download the notification template, you will encounter this page:

The screenshot displays a web application interface for online notification submission. At the top, a navigation bar includes links for Home, Notifications, Search Notified Information, Review Process Q&A, Help, and Contact. A user is logged in as 'Welcome Canada' with a Logout option. The breadcrumb trail shows 'Notification » Online Submission » Download'. The main form area contains several fields: 'Original Language*' with checkboxes for English (checked), Français, and Español; a detailed instruction about the default language; 'Notification Format*' with a dropdown menu set to '--Select--'; 'Implementation Year' with a dropdown menu set to '--Select--'; and 'Is this a?' with radio buttons for 'Original' (selected) and 'Revision'. The 'Revision' option includes a 'Notification Symbol' field with the text 'G/AG/N/CAN/' and an empty input box. A note at the bottom states: 'If this is a revision, check the appropriate box and indicate the document symbol of the original notification.' At the top right of the form area are buttons for 'Back', 'Clear', and 'Download'. At the bottom right, there are buttons for 'Back', 'Clear', and 'Download', with the 'Download' button circled in red.

As you can see there are a few differences from the other option. The first noticeable one is that options for addendum and corrigendum are not provided. The second difference is that instead of a "Next" button you will find a "Download" button. Once you have selected all required fields, you need to click on "Download" which will produce you the template of the notification (either in word or excel). You may then proceed to fill in the notification, and once finalize you can proceed to upload it into the system using the procedure highlighted in page 3.

The system contains a number of features that will help Members in the preparation of their notifications. These features include:

- Automatic extraction of data from Members' schedules such as Members' TRQ commitments, AMS commitments and export subsidy commitments;
- Embedded formulas that will automatically calculate totals, subtotals, Market Price Support, *de minimis* levels, Current total AMS, SSGs triggers and fill-rates, among others.
- Automatic transfer of values from one supporting table to another, whenever applicable. This is of particular importance when filling out Table DS: 1 and Table ES: 1 notifications.
- Timely updates of data: notified data will become immediately searchable online once the notification is circulated.