

February 10, 2012

MCI/MB-M/051/'11

The Honorable
Members of the National Legislature
Republic of Liberia
Capitol Building
Monrovia, Liberia

Dear Honorable Ladies & Gentlemen:

We present our compliments and have the honor to transmit to the Honorable Body, the 2011 Annual Report of the Ministry of Commerce and Industry. This report represents significant progress made in the trade and commerce and industry sectors of the economy as a result of government support and assistance from our international partners and institutions.

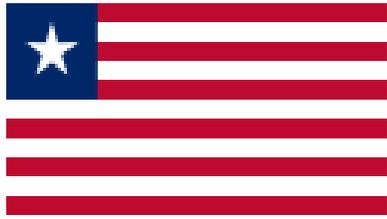
Honorable Legislature, the report contains achievements, challenges and way forward of the Ministry during the period under review. It also focuses on collaboration and cooperation with line ministries/agencies for tracking specific interventions which strengthens our trade and industrial agenda.in line with the Poverty Reduction Strategy.

Your Excellences, we are grateful for the opportunity afforded us by Her Excellency President Ellen Johnson-Sirleaf to serve our great nation and people in ensuring that Liberia will have a vibrant and competitive private sector which spurs sustainable job creation and equitable economic growth and development.

Please accept the assurance of my highest regard and consideration.

Sincerely Yours,

Miata Beysolow
MINISTER



ANNUAL REPORT

OF THE

MINISTRY OF COMMERCE & INDUSTRY

REPUBLIC OF LIBERIA

Table of Contents

	Page
Cover Letter to the Legislature	
Acronyms	I
Executive Summary	1-5
Bureau of Administration	6-16
Division of Finance	
Division of Planning & Research	
Division of Personnel	
Division of Information Services	
Division of Electronic Data Processing	
Procurement Unit	
Maintenance Unit	
Bureau of Industry	17-27
Division of Industrial Development and Compliance Support	
Division of Standards	
National Standard laboratory	
Division of Micro Small medium Enterprises	

Bureau of Commerce	28-37
Division of Trade	
Liberia Business Registry	
Division of Price Analysis and Marketing	
Division of Inspectorate	
Consumer Education and Protection Unit	

Appendixes	38-43
Graphs and tables	

EXECUTIVE SUMMARY

In line with its statutory mandate to promote, monitor, and regulate commerce and industry, the Ministry of Commerce and Industry in 2011 initiated a series of programs to strengthen commerce and industry for economic growth and development as well as to protect the interest of the Liberian People.

This Executive Summary highlights the major accomplishments of the Ministry in 2011, with key activities and details set out in the 2011 Annual Report.

Overview of 2011



The conditions for managing the availability and affordability of essential commodities in Liberia were extremely challenging throughout 2011. Most importantly for Liberia, the significant increase in commodity prices globally, the increased demand for food

driven by the influx of Ivorian refugees and the smuggling of commodities to neighboring countries had caused, by April 2011, the prices of imported rice in Liberia to rise by almost 40% in some markets (especially the Southeast), and fuel prices to rise by an average of 30% in all markets.¹ However, as a result of inter-Governmental efforts, coordination and cooperation with international agencies, Liberia did not experience shortage of any essential commodity in 2011.

Several long term projects of the Ministry were also finalized and launched during the period under review. Notably the Liberia Business Registry and the National Standards Lab were launched and are now opened to the public. These facilities

bring world class infrastructure and practices to the country and will help to enhance the national business and trading environment.

The Ministry also initiated several important programs in 2011. To bring focus to two areas which are critical to the growth of the domestic private sector - namely, the strengthening of micro, small and medium enterprises (MSMEs) and the development of industry in the country - the Ministry led efforts which resulted in the adoption of Liberia's first national MSME Policy and the national Industrial Policy. These policies, which are being implemented by the Ministry, provides a framework for Government's and other stakeholders' support to the two areas.

Major Accomplishments

1. The business registration process in Liberia is now fully modernized and computerized following



the establishment of the Liberia Business Registry in Monrovia, Ganta and Buchanan. As a result of this initiative, the World Bank ranked Liberia 35th out of 183 economies on the ease of starting a business in 2011. Overall,

Liberia was ranked 151st of 183 countries in the World Bank Doing Business Survey, improving by 4 places from 2010 ranking.

2. In 2011, a total of 9,010 businesses were registered, which represents 20% increase in the total number of businesses registered as compared to 8,293 businesses during the period 2010. Of the total number of registered businesses, 86% was Liberian owned and the remaining 14% foreign owned.
3. The period 2011, shows Liberia's total imports increased by 13% to US\$824.02m, while exports for the same period increased by 46.2% to US\$364.46m, reducing the trade deficit to US\$156.36m from US\$521.0 million

in 2010. Rubber remains the country's largest export product (comprising 84.5% of all exports).

4. The Ministry has embarked on the drafting of a National Export Strategy (NES) for Liberia. The first stakeholder symposium was held and eight (8) priority sectors (cassava; rubber; timber & non wood forest products; oil palm & other vegetable oils; fish, fish products & crustaceans; cocoa/coffee; rice; and spices) were identified for development under the NES. The design phase of the NES is expected to be completed on the validation of the draft response paper by stakeholders. To promote greater trade, the Ministry with the support of the Enhanced Integrated Framework (EIF) National Implementation Unit (NIU), also hosted a National Trade Fair that show-cased 150 exhibitors and their made-in-Liberia products. The EIF is also funding key Diagnostic Trade Integration Study (DTIS) activities.
5. The Ministry submitted Liberia's Memorandum of Foreign Trade Regime (MFTR) to the World Trade Organization (WTO). The MFTR is a major requirement in the WTO accession process.
6. Liberia's African Growth and Opportunity Act (AGOA) apparel visa system, documented in the Ministry's AGOA Textile Regulations 2011, was officially approved by the US Government in February 2011. The first-ever shipment of Liberian-made goods was successfully exported to the US under AGOA in May 2011.
7. Despite challenging local and international conditions affecting the availability and affordability of commodities, as reported above, with the assistance of international agencies, new food/cash for work programs were set up to benefit the 240,000 persons most vulnerable to the price increases (ie. refugees and people in communities hosting refugees), school feeding programs were maintained and benefitted 400,000 young people, and smuggling at key border points was reduced. The Ministry also ensured that 6 months in-country stock of rice was maintained throughout. The Ministry is anticipating, however, that affordability and availability of key commodities will continue to be an issue which requires active monitoring well into 2012.

8. A National Standards Lab (NSL) with biology, chemistry and metrology testing facilities has been officially opened and provides services that will enhance Liberia's ability to trade internationally and domestically as well as ensuring that consumers are protected.
9. To support the development of a stronger domestic private sector, the Micro, Small and Medium Enterprise (MSME) Policy and the Industrial Policy were endorsed by Cabinet as national policies. These policies are in the early stages of implementation and require the full support of both Government and the international community to achieve full and effective implementation in 2012 and beyond.
10. The implementation of the Liquor Regulation, particularly the enforcement of the provision that prohibits the sale of alcohol to minors, continued into 2011. However, the imposition of fines and subsequent prosecution has proven to be a challenge, and the Ministry recognizes the need to foster closer collaboration with key Ministries (Youth and Sports, Gender and Justice) and the Judiciary. The Ministry working with UN Women has conducted workshops to sensitize women and girls on the dangers of abusing alcohol.
11. The Government of Japan donated to the Government of Liberia through the Ministry a consignment of rice and petroleum products for monetization. The petroleum products (arrived August 2011) and consignment of rice (arriving December 2011) is expected to raise around US\$20 million for use in development projects as agreed by the two Governments.
12. The Intellectual Property (IP) Laws for Liberia are presently being reviewed by WIPO after which same will be forwarded to the Cabinet and National Legislature for final endorsement and enactment.
13. The Ministry has developed a strategic plan which, when adopted, will provide the Ministry with a three year roadmap beginning 2012. The strategic plan is the first step in the reform of the Ministry.
14. The Ministry is focused on improving its overall level of efficiency and productivity, and increasing the skill and proficiency of staff. During the year staff received local and international training in areas including metrology,

entrepreneurship development in food processing, industrial property formulation and management, international trade negotiation skills, planning and promotion for agro & food enterprises, trade transit facilitation and ethics in the workplace.

15. The Ministry undertook extensive construction projects during 2011 to enhance capacity to discharge its mandate and responsibilities. These projects include:



- Construction of rural (border) offices at Yeala, Foya City and Yekepa.
- Establishing two (2) Cassava Processing Plants at Daniel Town/Sinje (Grand Cape Mount Count) and Cestos City (River Cess County) in support of the development of the Agro Industries initiative.
- Refurbishing the MSME Division's new office and installing new equipment in support of the implementation of the MSME Policy.
- Renovating and equipping the National Standards Laboratory.

16. During the reporting period, the Ministry lost five (5) of its staff. They are:

- Chancy Dassin, Division of Standards
- Arthur Y. Wisseh, Division of Price Analysis
- Jasper Kumeh, Division of Price Analysis
- Jacob Wheagar, Division of Inspectorate
- Blama Zaza, Bureau of Administration

BUREAU OF ADMINISTRATION

In the effective management of financial and material resources, the Bureau implements and coordinates approved and budgeted projects and programs to enable the Ministry achieve its goals and objectives. The top priorities include human resource development, procurement, maintenance, policy guidance, resource mobilization. Accordingly, this report represents the period under review, highlighting activities, achievements and challenges of the Bureau of Central Administration through its five (5) divisions and two (2) auxiliary units below:

Division of Finance

Division of Planning and Research

Division of Personnel

Division of Information

Division of Electronic Data Processing

-Procurement Unit

-Maintenance Unit

Division of Finance

The Division has the oversight responsibility of logging material /capital assets, preparation, management and execution of approved allotments. It also manages the financial resources of the Ministry.

In 2011/2012 Fiscal period, the Division prepared a budget of **US\$2.5M**, however, the Department of the Budget approved the amount of **US\$1.9M** for FY 2011/2012 as compared to **US\$1.6M** or **0.3%** for FY 2010/2011. The slight rise in the Ministry's budget is due to the expansion of trade and commerce resulting in the undertaken of projects including the construction of four border offices and the purchase of cassava processing machines for jump starting cottage industries through value addition in Grand Cape Mount and Rivercess Counties.

Achievements

The achievements of the Division of Finance during the reporting period collaborated with the Ministry of Finance, the Department of the Budget in providing training in Medium Term Expenditure Framework. It also mobilized

resources in expending funds for furniture, vehicles, stationeries/supplies, personnel services, projects, etc. The categories of expenditure are detailed below.

Furniture-In 2011, the amount of USD\$50,500.00 was appropriated for furniture and fixtures, an amount allotted regularly and approved by the Department of the Budget. The funds were used mainly to furnish the newly established National Standard Laboratory and the MSME Offices.

Stationeries/Supplies-During the period under review, the Division expended the amount of USD\$53,000.00 for stationeries/supplies for the operation of the Ministry.

Contractual Services-A total of USD\$85,000.00 was expended for personnel/professional services as well as contractual and consultancy mainly for improving intellectual property system of Liberia.

Projects-During the reporting period, the Ministry developed several projects some of which would have been dedicated during Liberia 164 Independence Anniversary. Meaning, the Ministry would have constructed local offices in Nimba, and Lofa and the buildings dedicated on July 26, 2011, but due to some un-avoided circumstances, implementation was stalled. However, the Division is pleased to report that all of the border offices are completed except the Logautou border office. The cost of these projects amounts to USD\$273,000.00 which was approved and transferred in the Ministry's account.

Furthermore, the Ministry undertook a cassava processing project in two counties, Grand Cape Mount and Rivercess. The cassava transformation project is aimed at empowering the local farmers to build their economic capacities through value addition in line with government's Poverty Reduction Strategy. To this end, four cassava processing machines were procured and awaiting installation. The project is valued at US\$213,000.

Challenges

Despite the significant achievements of the Division in 2011, lack of adequate manpower including limited opportunities for capacity has been a major challenge.

Way forward

In order for the Division to minimize the numerous challenges, manpower that would include an assigned expeditor and building the capacity of those in the division should be addressed.

Division of Planning and Research

The Division which responsibilities are cross-cutting of the three bureaux and all the divisions of the Ministry, engaged in the development, implementation, monitoring and evaluation of the Ministry's activities. It formulates, conducts trade and commercial research for statistical and administrative policy direction. It also conducts investigative research as directed and provides opinion for appropriate action.

Achievements

The Division accomplished the following in 2011;

- Participated in the review of the Trade Policy in collaboration with the National Implementation Unit/Integrated Framework (NIU/IF), Technical Committee and West Africa Monetary Institute (WAMI);
- Developed and participated in validation of the Work Plan for Inter-Institutional Committees (IIC's) under the ECOWAS Trade Negotiation Capacity Building Project;
- In collaboration with the ITC, the Division hosted three stakeholders symposia resulting in the completion of the design phase and development of a first draft response paper on the National Export Strategy;
- Hosted several meetings with Core, Sector and Cross teams in the Export Strategy Development process;
- Collaborated with other units of the Ministry of Commerce and Industry to develop project bid document for capacity building;
- Commenced the activities leading to the development of the National Export Strategy for Liberia in collaboration with ITC;
- Collaborated with the NIU/IF in planning and implementing the hosting of a National Trade Fair;

- Participated in a symposium for realizing the development potential of Information Communication Technology (ICT), Base Services, hosted by the World Intellectual Property Organization (WIPO), and the African Regional Intellectual Property Organization (ARIPO), in Victoria Falls, Zimbabwe;
- Participated in a workshop on the Innovation Support through Access to Technological Knowledge and the establishment of Technology and Support Center (TISC's), hosted by WIPO and ARIPO and held in Harare, Zimbabwe.

Challenges

Despite the achievements of the division, there are some challenges impeding the works of the division as stated below:

- Inadequate staff
- Lack of adequate materials and logistical support;
- Lack of institutional coordination to carry out investigative research;
- Poor maintenance of work space

Way Forward

There is a need to address these challenges and ensure more budgetary support for the Division. Also the Division of Planning & Research in its cross-cutting role in the attainment of the Ministry's goals will need to undergo the following staff skills training:

- Training in project management;
- Acquiring basic IT skills;
- Monitoring and evaluation methods;
- Planning surveys;
- Understanding the project bid system and
- Performing statistical analysis.

Division of Personnel

In 2011, the Division maintained a credible daily attendance registry, preparation of personnel listing, facilitating the building of staff capacity and providing other related human resource delivery service.



Work Force-As at the reporting period, the entire workforce of the Ministry stands at 284 as compared to 298. The dropped in the workforce is due to staff

resignation, death and retirement.

Achievement

To resuscitate the human resource needs of the Ministry, several training packages were developed and are waiting funding for implementation. The packages considers among others, local and international trainings. Furthermore, in- house workshop in stress management and work measurement, as well as effective communication skill and leadership were held during the period.

Capacity Building-Two staff of the Ministry obtained Masters Degree from India and China respectively in the area of Human Resource Management and Financial Management, while another staff pursues training in software development, web designing and E-Commerce in the Republic of India.

Resignation-Four staff of the Ministry resigned for some personal reasons.

Challenges

Building the capacity of staff, both internally and externally remains a serious challenge. Of the total staff strength of 276, 74% have high school diplomas or less.

Attrition

The Ministry lost five (5) of its employees during the reporting period. They are:

- Chancy Dassin, Division of Standards
- Arthur Y. Wisseh, Division of Price Analysis
- Jasper Kumeh, Division of Price Analysis
- Jacob Wheagar, Division of Inspectorate
- Blama Zaza, Bureau of Administration

Way Forward

Increase budgetary support for internal and external capacity building of staff, would strengthen the productiveness of the Ministry.

Division of Information

In 2011, the Information Service Division undertook the publication of Circulars and Administrative regulations. It arranged talk shows, press conferences and other radio programs aimed at sensitizing the public on government's commercial and industrial policies.

Achievements

During the reporting period, the following were achieved by the Division:

- Publicized the launch of the Liberia Business Registry;
- Facilitated the hosting of talk show on Truth FM discussing the Ministry's achievements;
- Participated in the Ministry of Information regular press conference; discussing the Ministry of Commerce and Industry accomplishments;
- Issued press releases on the launch of MSME, AGOA, Zambia AGOA Conference, Stakeholders validation of the Industrial Policy and provided coverage on Intellectual Property Workshop, Africa Industrialization Day and World Consumer Day.

Challenges

Despite the achievements of the Division, the follow are constraints which needs to be addressed;

- Lack of printer;
- Delay in payment to newspaper vendors;
- Difficulties in delivering press releases due to lack of logistical support;

- Lack of adequate publicity on the activities of the Ministry.

Way Forward

There is a need to provide the Division with vehicle, reactivate the Commerce Today News Letter.

Division of Electronic Data Processing (EDP)

The Division of Electronic Data Processing accounts for the overall functioning of the entire computer network of the Ministry. It plays technical and advisory role of the computer operation as well as automating other sectors to enhance productivity.

Activities

- Monitors the entire computer system;
- Manages the Ministry's website (uploading and monitoring the site);
- Supervises the internet services and also provides up-to-date trade and commercial information;
- Serves as central printing hub for the Ministry;
- Provides quick impact training on best methods of using the computers;
- Carries out maintenance work and quick response action in case of break down if need requires.

Achievements

- During the period in retrospect, the Division as Member of the Joint Steering Committee of the New Liberia Business Registry transported two satellite offices of the Registry to Buchanan, Grand Bassa; and Ganta, Nimba Counties respectively. It participated in the installation and testing of the stations, thus leading to the successful inauguration of the new Liberia Business Registry 2011;
- Provided technical assistance to the MSME Division in identifying the appropriate IT and internet equipment;
- The Division in collaboration with the Division of Trade worked along with the service provider of the Automated System of Custom Data (ASYCUDA) to link the Ministry with the system. And also, participated in the meetings of stakeholders to customize the ASYCUDA system to suit the Ministry import and export data collection procedure;

- Formed part of the Dry Season Deliverables team for Grand Gedeh and Sinoe Counties respectively;
- Printed the 2010 Annual Report;
- Served as support unit to various Departments of the Ministry by providing technical and professional assistance when the need arises;
- Re-installed printers and computers in various offices;
- Participated in the validation seminar of the Industrial Policy of Liberia held at the Samuel Kanyon Doe (SKD) Sports Complex;
- Participated in the Liberia National Coordinating Committee on Trade Seminar held at the Krystal Ocean View Hotel.

Challenges

- Lack of requisite tools to effectively conduct repairs work when there is a breakdown in the system;
- Lack of requisite software and other accessories to support the system (computers) when re-configuration is required;
- Inadequate knowledge of the operation of computers on the part of some Directors and other staff resulted to most of the malfunctioning of some computers.

Way Forward

- That priority be given to the maintenance of the computer system to keep it functional at all times to enhance maximum productivity and to avoid setback;
- That technical training (short & long terms programs) be provided to staff as a means of building their capacity;
- That one vehicle is provided the Division;
- That all efforts be made to acquire the necessary tools and software to repair and install computers;
- That In-housing Capacity Building Workshop be conducted to develop the capacity of users of the system (computers) to enhance performance;
- That computers are provided to the Commerce Sub-Stations around the Country to enhance productivity;
- That all DVDs be de-activated from all computers except that of the Ministers.

Procurement Unit

The Unit has the responsibility to procure, monitor and distribute sundry and capital items in line with the PPCC Act. However, these functions require administrative will to accelerate the process in accordance with a procurement plan.

Activities

During the reporting period, the unit utilized the approved allotment of 2011/2012 in line with the Ministry master procurement plan. Accordingly, a total of five vehicles, 10 motor cycles, and one 75KVA generator were procured and distributed to strengthen the work of rural inspection and to enhance cross border trade. Besides, the purchase of capital items, the unit procured assorted stationery and supply as well as four cassava processing machines to facilitate the establishment of cottage industries in two counties. The Unit facilitated the refurbishing of the National Standards Laboratory (NSL), the MSME and the erection of four border offices in the leeward counties.

Challenges

The refusal of business entities to provide proforma invoices, and the under staffing of the unit is a serious challenge.

Way Forward

Assigning additional two persons for stock taking and sensitizing the business entities on the reason for the need for proforma invoices are the surest ways to addressing these challenges.

Maintenance Unit

In addition to the regular maintenance of the building, the Maintenance Unit serves as the repair arm of the Ministry with the responsibilities of replacing damage items, refurbishing of the entire building as well as the maintenance of vehicles and other capital equipment. It also keeps the Ministry's tidy.

Achievements

In 2011, the Unit made the following achievements:

- Refurbished the MSME Division;
- Replaced curtains to several offices;
- Facilitated the repairs of vehicles and desks;
- Facilitated the replacement of door locks to some offices.

Challenges

Some of the constraints facing the Unit are but not limited to the following:

- Lack of adequate manpower;
- Lack of computer;
- Lack of vehicle.

Way Forward

In order to address these challenges, there is a need for increase budgetary support and the assigning of additional four staff.

BUREAU OF INDUSTRY

The Bureau promotes, monitors, regulates and facilitates the growth, development and expansion of industry in the Republic of Liberia.

It is also responsible for coordinating programs with the United Nations Industrial Development Organization in Liberia. It is the focal point for CODEX.

Furthermore, the Bureau collects and compiles industrial statistics on existing industrial establishments, and promotes the development of the formal sector through support to the MSME.

During the reporting period, two divisions of the bureau were merged through administrative circular. This is in compliance with USAID recommendations contained in its institutional assessment initiative. Thus, the Bureau comprises of three divisions, a laboratory and three sections. Meaning, the Division of Industrial Supervision and Administration and the Division of Industrial Development were merged to create the Division of Industrial Development and Compliance Support. This Division is sub-divided into three auxiliary sections.

The Bureau is comprised of the following divisions and sections. They are;

- Division of Industrial Development and Compliance Support; its sections are:
 - Industrial Information Section;
 - Industrial Support Services and Compliance Section;
 - Industrial Promotion Section.
- Division of Standards;
- Division of Micro Small Medium Enterprises; and the
- National Standards Laboratory.

Division of Industrial Development and Compliance Support

The Division has the mandate to coordinate and supervise the activities of the industrial sectors, monitoring, formulating, promoting, evaluating, regulating and designing strategies for the expansion of domestic industries in Liberia. Moreover, it strengthens infant industries for sustainability. It further encourages domestic industries through policy guidance to be export oriented in order to increase its contribution to the Gross Domestic Product (GDP) of the economy. It collaborates

with experts/consultants for the formulation and implementation of Liberia's industrial policy, which seeks to create and improve the agro-industries to stimulate industrial growth and productiveness through technology transfer to enhance employment opportunities.

Achievements

In 2011, the Division accomplished the follow:

- Concluded a work program for 2012;
- Undertook base-line data on the status of industries;
- Prepared and finalized the development of an industrial directory;
- Developed project for palm-kernel transformation;
- Completed the Industrial Policy and obtained its approval by the Cabinet.
- Toured ten industrial establishments around the Monrovia and its environs to ensure that the GMP produced and distributed by Bureau are adhere to.

Challenges

The major challenges of the Division are the lack of manpower and inadequate logistical support, as well as office space.

Way Forward

Increase budgetary support and the transfer of qualified staff would enhance the enormous works of the Division.

Division of Standards



The Division of Standards is charged with the responsibility of establishing and enforcing standards for commodities and for trade. During the period in retrospect, the Division undertook calibration of filling stations within Monrovia and its environs and develops sticker system for gas stations.

Achievements

In 2011, the Division made the below achievements despite the lack of full budgetary support.

- Calibrated 40 gas stations 23 reading tolerance and 4 reading faulty.
- Reviewed, and approved additional 22 standards (twenty-two standards adopted from Nigeria for used by importers of some commodities;
- Prepared a well-defined inspection procedure and reports writing for Standards Technicians;
- Resolves over 164 cases of consumer complaints ranging from electrical, electronic, used clothes, generators, Food items to building materials;
- Ceased 199 cartons of fake mosquito spray gone from a local business man, pending necessary administrative measure as regard its illegal importation into the Country.

Activities

- Calibration of commercial and industrial scales-which takes into account the aspect of legal metrology;
- Resolution of over one thousand cases regarding sub-standard zinc imported into the commerce of Liberia by a local business entity;
- Successfully carried out monthly inspections of all business houses in an effort to ensure compliance to basic regulations, standards and quality control;
- Testing of locally produced mineral water;
- Dumping of unwholesome goods from the Liberian Market.

Challenges

In spite of the significant achievements within the period, the division still faces some challenges. These challenges include but not limited to the following:

- Limited trained personnel in metrology and quality control testing/procedures;
- Continuous influx of substandard goods into the commerce of the Republic of Liberia through our porous borders by unscrupulous business houses;
- Lack of basic laboratory equipment to perform on the spot analysis of questionable/suspicious goods;
- Inaccessibility to the leeward counties by standards officers and technicians;
- Lack of logistical support.

Rice Dealership Certificates- The Division issued 304 Rice Dealership Certificates.

The way forward

- Market surveillance of products to be certified by the Division of Standards;
- Public education on standards and quality to promote quality consciousness among consumers;
- Setting up of a National Standard Body to begin to produce standards for goods imported and exported.

National Standards Laboratory

Established in September 2011, the Objectives of the National Standards Laboratory (NSL) are to provide testing and calibration services that will enable



the country to prevent the importation of substandard product that will threaten food, animal and plant health. The Laboratory will also assure that exports from Liberia meet international standards. The NSL is comprised of three components laboratories: microbiology, chemistry, and metrology. The microbiology

lab tests for spoilage and disease causing micro-organisms in food, water, and non-food materials including drugs; the chemical lab tests for quality and safety of food, water and non-food materials; while the metrology lab will conduct calibration of devices used for weights, volume, dimension, temperature according to international standards.

Its mission is to provide quality services in the areas of product testing and calibration for the purpose of improving the sanitary phyto-sanitary system of Liberia, meeting food quality and control and facilitating trade.

Staffing-The staff of the NSL stands at 14 including professional, Middle level, janitors and security personnel.

Activities

- An organized framework for establishing basic laboratory operations;
- Collaboration and follow-up program is strengthened with stakeholders;
- All technical and managerial requirements for meeting ISO accreditation are fully in place;
- Sustainability plan of NSL is established.

Achievements

During the period in review, the management of the National Standards made the following achievements.

- A regular technical senior staff management meeting was set-up and scheduled for Monday of every week. These meetings have been on-going;
- A number of Standard Operating Procedures(SOPs), mainly on administrative and technical issues, were drafted and reviewed (personnel, administrative, facility management, etc);
- Two separate tentative budgets of six and twelve months were drafted and presented to the Ministry of Commerce and Industry to harness adequate support for the National Standards Laboratory;
- A recruitment and training exercise for some required personnel was carried out in an effort to have the chemical and microbiology laboratories ready for proficiency testing and accreditation process with support from the WAQP;
- National Standards Laboratory Management profiled contract requirements and instituted routine checks to ensure that all technical infrastructural requirements of the National Standard were duly adhered to by the contractor, (ECCOCON) and other reconditioning of the existing facility proposed by UNIDO consultants were also executed by the Ministry of Commerce and Industry. A regular update on the status of physical infrastructure of lab facility has been on-going and as a result of these activities the following were some of the accomplishments:
- National Standards Laboratory management put into place a tentative work plan regime to facilitate a timely execution of the WAQP for proficiency testing and accreditation of testing laboratories. Through this the following were executed:

- Updated and completed Technical Manuals;
- Completed major technical SOP's;
- Instituted Quality Management System on Accommodation and Environment aspects of the laboratory;
- Initiated some level trait testing activities;
- A training needs assessment was conducted;
- Facilitated an initialization of long term sustainability plan;
- Drafted a proposal on profiling of possible customers for services with the intent of developing a possible business plan.

Challenges

- Adequate budgetary support;
- Lack of public awareness.

Way forward

A public awareness program on the purpose and activities of the NSL be enhanced;

Division of Micro Small Medium Enterprise (MSME)



The MSME Division has the mandate to develop the Micro Small and Medium Enterprise sector of the economy. Following the conclusion of the stakeholder validation in December 2010, the MSME Policy was finalized and presented to Cabinet in March 2011, where it was unanimously endorsed and

adopted as Government policy and subsequently launched in September 2011.

Achievements

- The Division completed a county tour in five business concentrated counties in Liberia comprising Grand Bassa, Margibi, Bong, Nimba and Grand Gedeh, meeting with over 400 stakeholders. The tour was carried out in 2011 with the following objectives to:
 - Get the rural communities inputs on the new MSME Policy,
 - Raise more awareness about the Policy,
 - Acquaint the MSME Division with some of the problems MSMEs are facing in the counties, and
 - To assure the rural dwellers central government's commitment to improve the MSME sector.
- The Division has completed a roster showing all MSME service providers in Liberia. This roster contains details about their activities, the funders, and geographical locations of those activities amongst other things. This survey has revealed that there are about 44 different projects that support MSMEs in Liberia, with 53 providing access to finance services, 35 providing access to markets, 29 providing training and capacity building, and none were engaged in legal and regulatory reforms. This roster will form the basis of the work of the Division going forward.
- The Division is working with 2 NGOs operating in Liberia, SPARK, BiD Network and BSC Monrovia, to produce a radio show called "The Business Show". Following a lengthy planning and pre-production schedule, the show will begin broadcast on Truth FM on 14 February 2012 at 1pm, with a repeat every Sunday at 6pm. The show will showcase Liberian Entrepreneurs and bring in experts to discuss business topics. The show will run for 12 week.
- The Division has begun meeting with banks to compile information about different lending products so it can update the 2009 Finance Guide for MSMEs. This guide will enable businesses to have basic information about the different financial institutions and lending products available in Liberia, and will facilitate increased access to information about financing. The Finance Guide should be ready for publication by February 2012.

- The Division completed a county tour in five business concentrated counties in Liberia comprising Grand Bassa, Margibi, Bong, Nimba and Grand Gedeh. The tour was carried out in late July and early August of 2011 to get the rural communities' input on the new MSME Policy and raise more awareness about the Policy.
- The Division received in December 2011, a confirmation that the Japanese Government is providing a grant of US\$881,000 for its operation for the next 2 years (2012, 2013).
- The Division initiated a pilot program to educate small businesses about the significance of Intellectual Property (IP) and how business and entrepreneurs can go about registering and protecting their Intellectual Property. The 5 week course, started on December 8, 2011 and concluded January 26 2012, was organized in collaboration with the USAID/Millennium Challenge Corporate (MCC) Trade Capacity Program. Participants in the program include members of the Concern Liberia International Business Organization (COLINBO), Liberia Small Business Association (LSBA), Musician Union of Liberia, Liberia Movie Union, Liberia Writer Association and Liberia National Cultural Union.
- The Division is in the process of recruiting its balance staff of 5 (on recruitment of Director).
- The Division concluded a memorandum of understanding with the Liberia Chapter of the African Women's Entrepreneurship Program on



collaboration and support to help women entrepreneurs to improve their capacity to export and add value to raw materials. The Ministry to support the establishment of AWEP in Liberia will

house AWEP Liberia's office in the MSME Division for one year.

AWEP will launch in March 2012 and has invited the President to be Chief Patron.

- The Ministry has concluded a memorandum of understanding with the Peace Dividend Trust on sharing of business registry information and collaborating on projects to help link Liberian small businesses to opportunities to provide goods and services to large companies and concessionaires.
- The Division is working with LLab to organize free training on information technology to Liberian business people to help improve their ability to run and expand their business. A pilot week long training will begin 13 February 2012. We are also working with ILAB to arrange training for business associations on technology to help the associations improve their ability to communicate with their members, and to arrange training for MSME Division staff, particularly the new Assistant Information Specialist on technology that will allow us to send mass text messages to businesses and use of social media to help expand the reach of the Division's activities.

Challenges

- First, funding for MSME supporting programmes remains an issue. Even though, the Japanese Government is providing some funds, the grant amount can only cover operations and recurrent costs;
- Second, funding for the operation of the Division beyond 31 December 2013. The Japanese Government grant is only for 2 years. Thereafter, the Government is expected to take over the funding for the Division. Whilst the Division will continue to solicit support for its operations and MSME enhancing programs. The Government needs to urgently turn its mind to ensuring that the core budget can fund the MSME Division and supporting the implementation of the Policy;
- **Capacity of staff**-Staff capacity to implement the MSME Policy is low due to the fact that Liberia has never before implemented a policy on small businesses.

Planned Activities

- Phase 2 of County Tour. The Division, in keeping with its plan of actions and the Policy, submitted a proposal for another visit in five counties: Lofa, Gbarpolu, Cape Mount, Sinoe and Maryland. This tour is a continuation of the

first one to raise more awareness and to remind rural businesses about the opportunities they now have to take loans from banks and micro-finance institutions;

- Extension/training programs. Further to the publication of the Financing Guide and the IP training outlined above, the Division hopes to be able to carry out further training programs that utilizes existing community groupings like business associations to reach out to more Liberian business people. The training will enhance a "training of trainer" model to maximize its reach. The aim of the training is to equip businesses with the knowledge to help them to grow and expand their business. *Funding is needed.*
- Lack of access to finance;
- High interest rate and collateral;
- Short term payment

Way Forward

- Training is needed on small business promotion and also on basic public administration skills.
- Training proposals needs to be approved and funding provided.

BUREAU OF COMMERCE

This Bureau regulates, promotes, facilitates, and encourages trade and commercial activities with the view to ensuring revenue generation as well as economic growth. It also enforces commercial and trade regulations. There are four divisions that are carrying out the mandate of the Bureau. The Divisions are; Price Analysis and Marketing, Inspectorate, Trade and the Liberia Business Registry.

Division of Trade

The Division of Trade within the Ministry of Commerce and Industry is the gateway to international trade of Liberia. It has the mandate to promote, regulate and monitor trade with respect to import and export activities. The Division is structured into three sessions, namely; Internal Commercial Relation, Trade Promotion Office (TPO) and Trade Information Services (TIS)/Trade Information Center.

Internal Commercial Relations-The Internal commercial relation session handles enquiries and correspondences pertaining to foreign commerce, issuance of import and export permits and the authentication of product origin as well as certificates of origin.

Trade Promotion Office (TPO)-This session is the conduit for government to develop, expand, diversify and promote trade especially export. Collects statistical data and analyze same according to trade classification/section.

Trade Information Service (TIS)-The TIS provides trade information and serves as a reference library. Recently, the TIS have been transformed into a Trade Information Center with the objective to promote Agro Export, while at the same time facilitating export permit documentation.

Import-The volume of Import in 2011 recorded US\$824.02m as compared to US\$717.0m in 2010 with food accounting for 36.46 percent closely followed by machinery and equipment with 32.33%. The high percentage share in food and machinery reflects prospects in the investment climate and confidence in the economic.

Export-The export sub-sector of the economy excluding **mineral** accounted for **364.46m** as compared to 196m in 2010. Rubber, the traditional export earners accounts for 265.14m or 72.74 percent closely followed by Logs accounting for USD21.32 million (or 5.85%) of exports in 2011.

Trade Balance-The trade performance during the reporting period shows a deficit of -459.56m as compared to -521.0m in 2010. This slight drop is attributable to increase in imports from 717.0m in 2010 to 824.02m in 2011, showing a percentage increase of 13%, while export increased from 196.0m in 2010 to 364.46m in 2011, showing a percentage increase of 46.2 percent.

Though the analysis shows an unfavorable Balance of Trade status, but there is an increase in the value of the export basket, reflecting an improvement in the trade deficit.

See table for details.

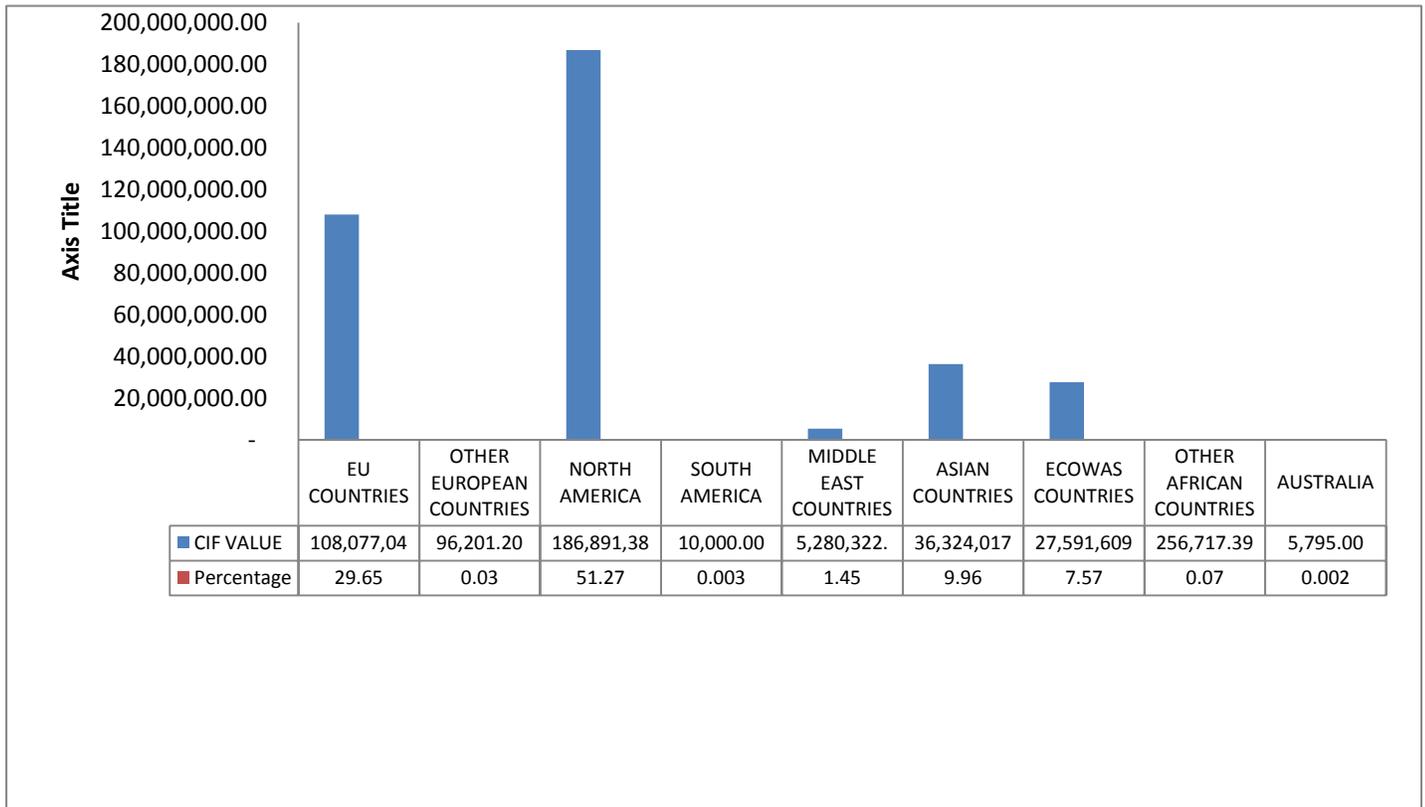
Description	Period		Value		Balance of Trade Performance	
Export	2010	2011	196.0	364.46	-521.0	-459.56
Import	2010	2011	717.0	824.02	unfavorable	Unfavorable

Achievements

- Trade Information Service (TIS) became fully functional with internet facility for export promotion;
- Reduction of the processing time for both import and export permits, along with cutting down to two signatories;
- The Division also put in place; Tracking system to ensure that all processed IPD/EPD are captured for statistical data collection, identify unregistered business firms and individuals doing business by way of import/export Trade, identify importers Trading outside their registered lines of engagements, discourage false or under declarations and coordinated activities with the Liberia Business Registry and the Division of Price Analysis & Marketing;
- The Division in 2011 delivered the necessary trade information of Liberia to the appropriate public, private as well as individual organizations (Trade Statistics).

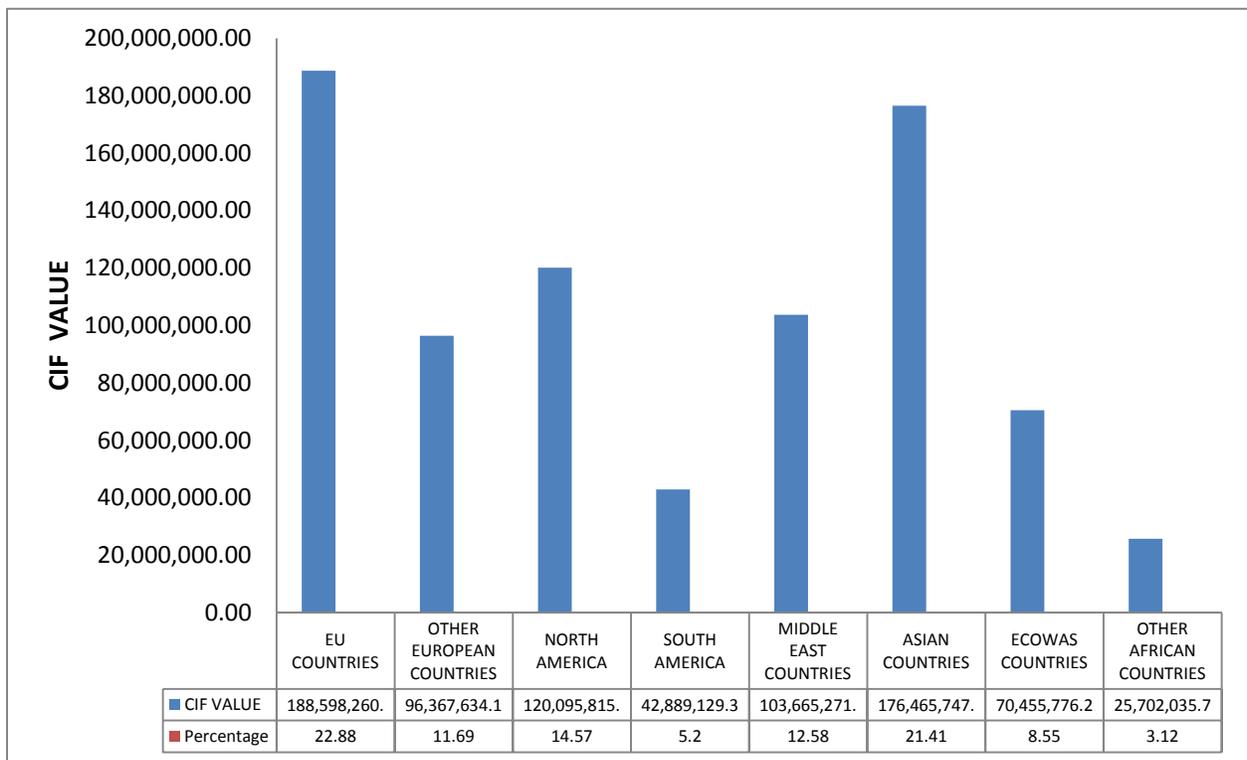
LIBERIA'S EXPORT TRADING PARTNERS BY REGION (2011)

Countries	Grand Total	Percentage
EU COUNTRIES	108,077,048.43	29.65
OTHER EUROPEAN COUNTRIES	96,201.20	0.03
NORTH AMERICA	186,891,381.50	51.27
SOUTH AMERICA	10,000.00	0.003
MIDDLE EAST COUNTRIES	5,280,322.51	1.45
ASIAN COUNTRIES	36,324,017.38	9.96
ECOWAS COUNTRIES	27,591,609.81	7.57
OTHER AFRICAN COUNTRIES	256,717.39	0.07
AUSTRALIA	5,795.00	0.002
GRAND TOTAL	364,533,093.22	100%



LIBERIA'S IMPORT TRADING PARTNERS BY REGION (2011)

Countries	Grand Total	Percentage
EU COUNTRIES	188,598,260.80	22.88
OTHER EUROPEAN COUNTRIES	96,367,634.15	11.69
NORTH AMERICA	120,095,815.97	14.57
SOUTH AMERICA	42,889,129.33	5.20
MIDDLE EAST COUNTRIES	103,665,271.88	12.58
ASIAN COUNTRIES	176,465,747.50	21.41
ECOWAS COUNTRIES	70,455,776.22	8.55
OTHER AFRICAN COUNTRIES	25,702,035.73	3.12
GRAND TOTAL	824,239,671.58	100%



Liberia Business Registry

The Liberia Business Registry (LBR) is a One-Stop-Shop, an initiative of the



Government of Liberia through the Ministry of Commerce & Industry in partnership with other Ministries / Agencies involved in enterprise formalization including, the Ministries of Foreign Affairs, Finance, Central Bank of Liberia and the National Social Security & Welfare Corporation (NASSCORP).

The establishment of the LBR was supported by the Investment Climate Facility (ICF) through the International Finance Corporation (IFC). It was launched in April 2011.

It is responsible to coordinate and implement the processes of enterprise formalization in Liberia. Accordingly, it performs the authorization, incorporation and registration of all Domestic Corporation, reregistered corporation or re-domiciled corporation and foreign corporations seeking authority for a place of business within the commerce of Liberia. Also, the LBR ensures that all business establishments conform to the domestic trade regulations of Liberia. Hence, it regulates, monitors, coordinates, promotes, and develops the domestic commerce of Liberia.

Achievements

Businesses Registered-During the period 2011, the LBR registered a total of 9,010 businesses as compared to 8,293 businesses, while the informal sector accounts for 412 as compared to 437 in 2010. The decrease in the number of the petty registration during the period is attributed to the improvement in the economy. The increase in the number of businesses registered is due to the one-stop-shop registration process initiated by the Ministry.

Revenue Generated-The revenue generated from the registration process inclusive of penalties, late registration, change of particulars and business trade

level for Liberian businesses amounted to L\$58,282,497.00, while non-Liberian business registration penalties change of particulars, and filing of Articles of Incorporation is US\$1,000,633.50. Furthermore, revenue generated from the informal sector recorded L\$794,200.00.

In line with the objectives of the establishment of the LBR, it is interesting to note



that the Doing Business Survey Team of the World Bank Group report on 183 countries economics and the ranking of these economics in ten areas of business regulations; starting a business solvency and trading across borders and other areas ranked Liberia at 35 position out of 183 as compared to 71 position in

2010, thus changing Liberia rank by 36 steps.

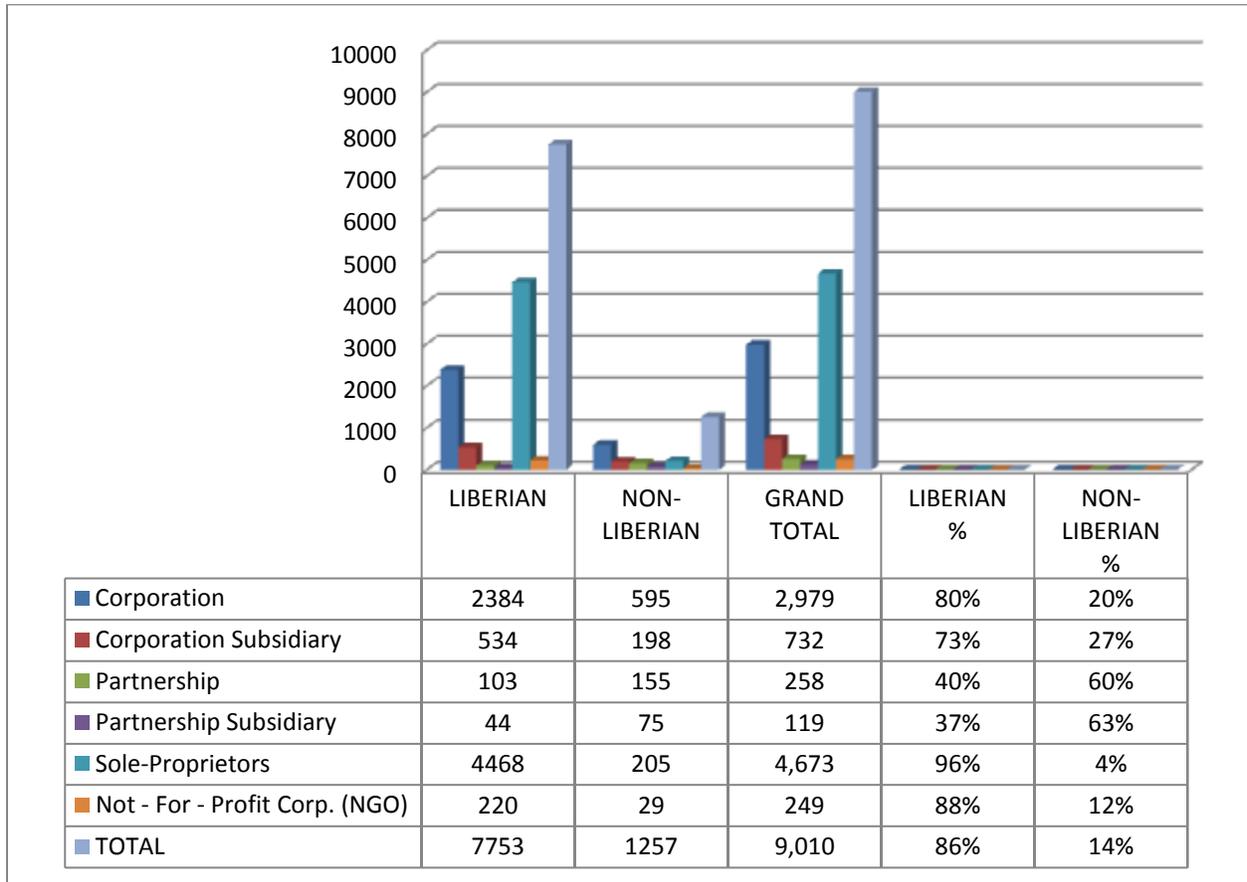
Challenges

- The Liberia Business Registry (LBR) is designed and created in accordance with international best practices with a server that runs on a 24/7 hours basis, with a mission to ease enterprise formalization and to facilitate enterprise growth through improved access to information and finance, and most importantly to make Liberia a better place to do business. In the realization of these objectives financial support to the LBR in 2011 was limited;
- Full compliance with the term of the inter-ministerial regulations is yet to be achieved. This is important in order for the LBR to be able to register business enterprises within 48 hours as it is designed to do.

Way Forward

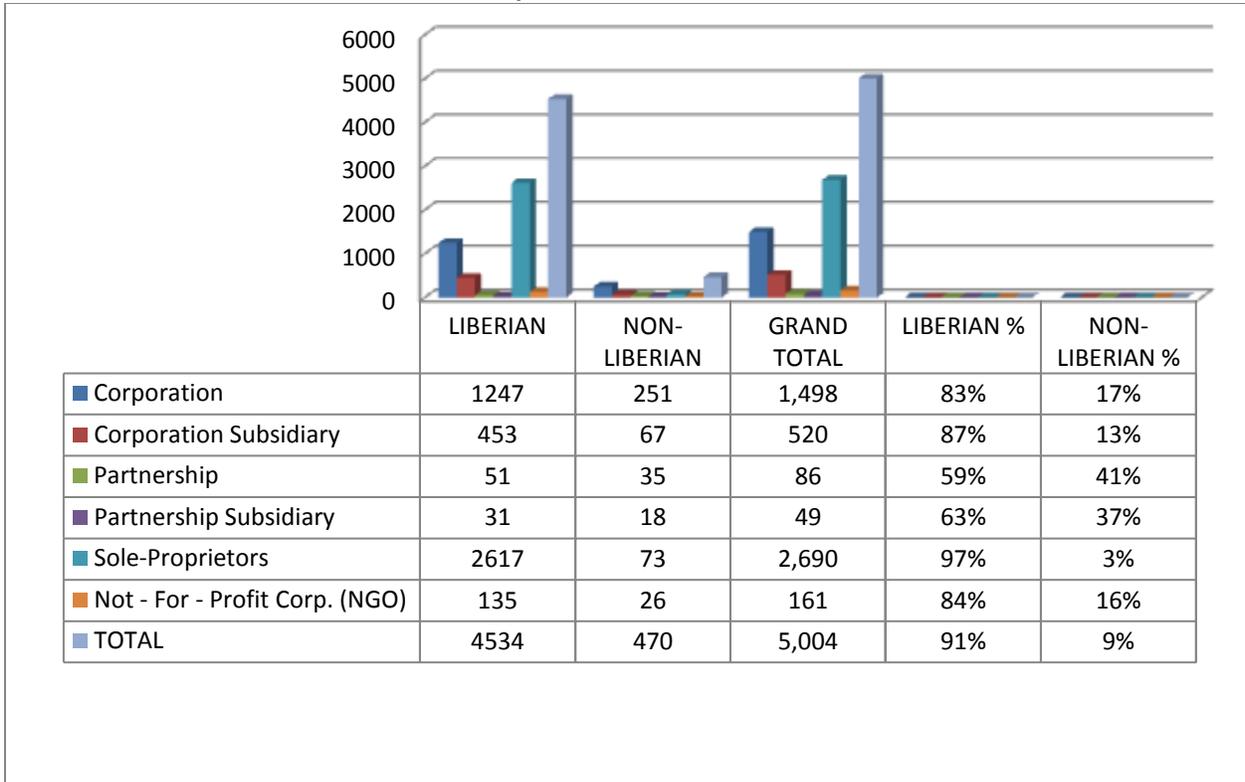
In order to address these challenges, there is need for increase budgetary support and inter-ministerial coordination, collaboration and commitment of key Ministries and Agencies that jointly established the LBR.

**Liberian Business Registry
Summary of activities
January 2 – December 31, 2011**



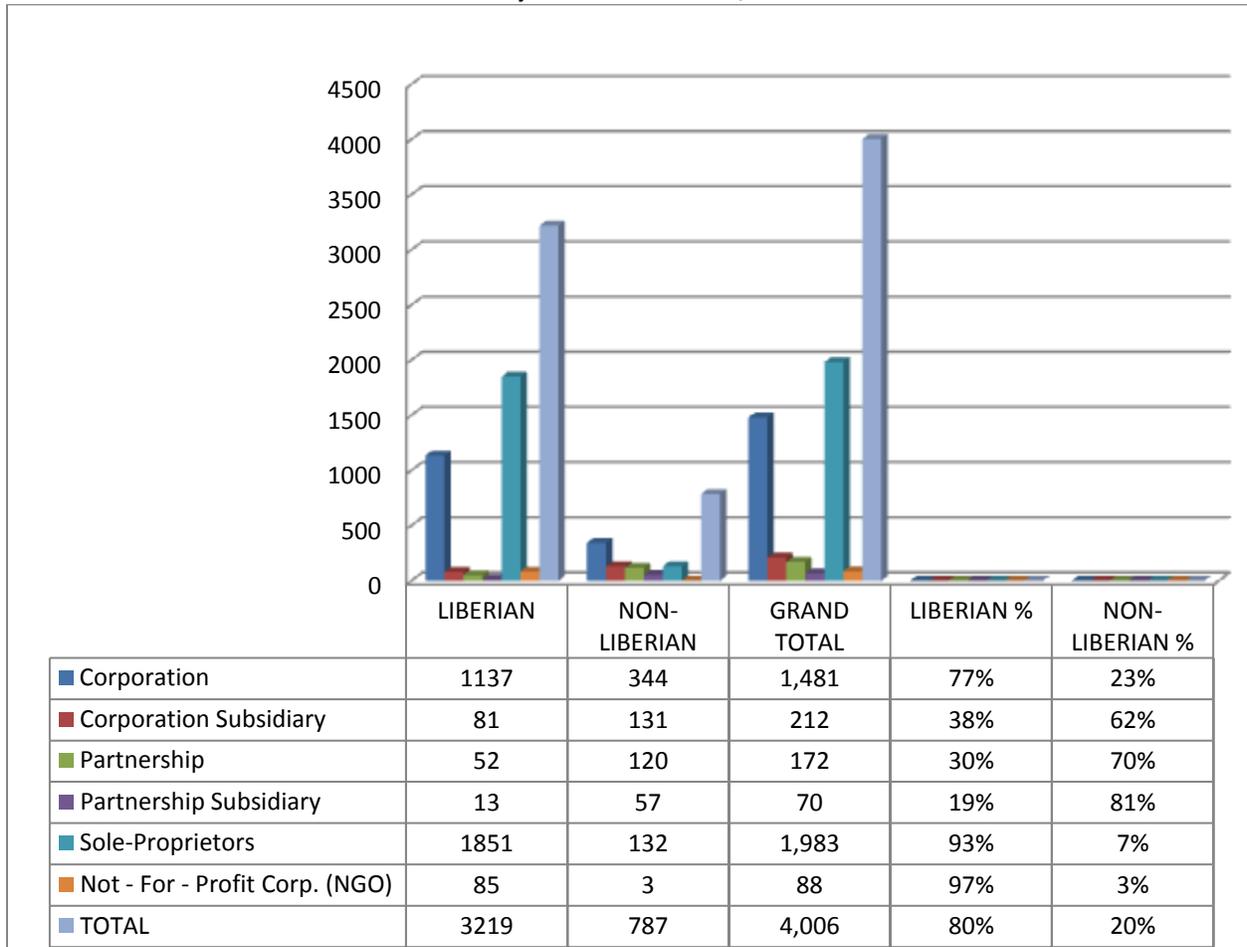
The above graph detailed the grand Summary of business registration from January 2, 2011 – December 31, 2011. It also highlights the percentage of shares for Liberians and Non-Liberians in the various categories of businesses (Corporation, Partnership, Sole-Proprietorship and NGOs).

**Liberian Business Registry
New Business Registration
January 2 – December 31, 2011**



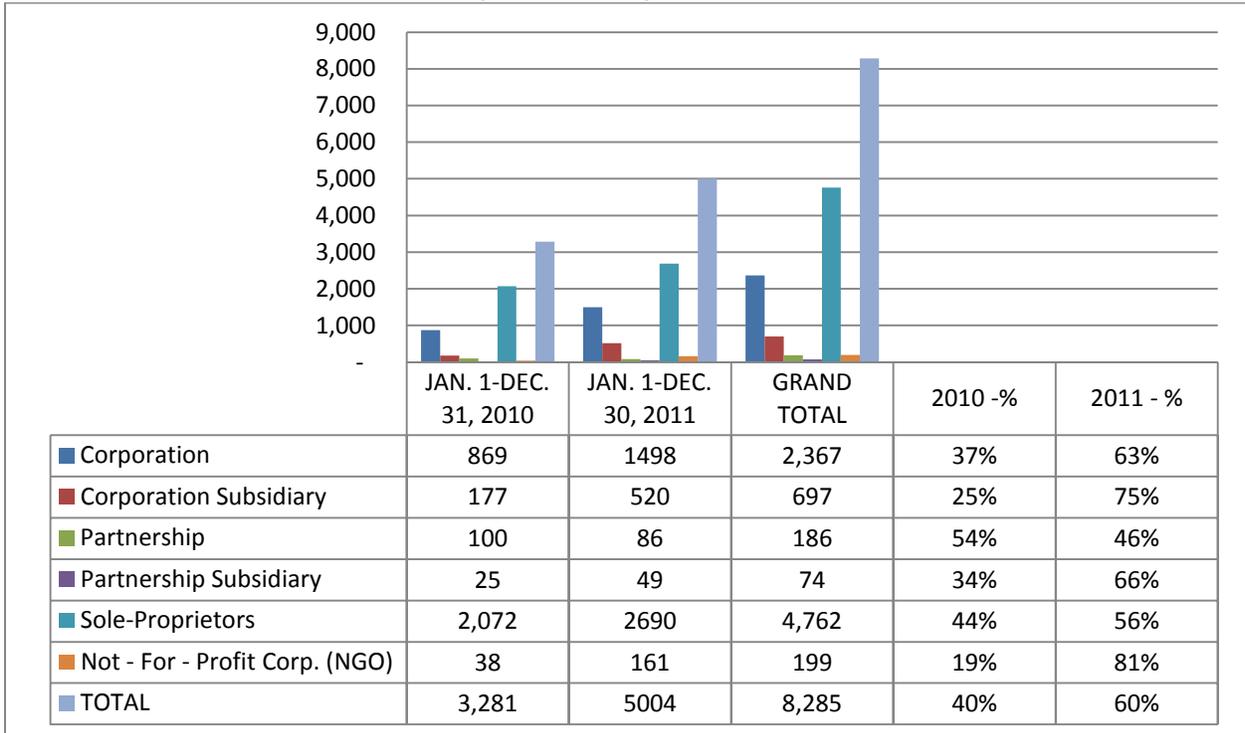
The graph above illustrates the total number of new businesses registered during the period under review with concentration on both Liberian and Non-Liberian entities, with highlights on the shares in percentage in every category of business.

**Liberian Business Registry
Old Business Registration
January 2 – December 31, 2011**



The graph above illustrates the total number of Old businesses that renewed registration during the period under review with concentration on both Liberian and Non-Liberian entities, with highlights on the shares in percentage in every category of business.

**Liberian Business Registry
New Business Registration
Comparative Analysis 2010-2011**



The above graph depicts that with the establishment of the LBR, that, there is an increment of 20% of new businesses over 2010 that registered for 2011

LBR REVENUE GENERATED REPORT

JANUARY 2,2011 - DECEMBER 30, 2011

REVENUE GENERATED IN LIBERIAN DOLLAR (L\$)		
NO.	CATEGORY	TOTAL COST (L\$)
1	LIB. REG. REVENUE (L\$)	20,685,000.00
2	PENALIZED LIB. (L\$)	771,297.00
3	CHANGE IN PART. (L\$)	30,000.00
4	LIB. / NON-LIB BUS. TRADE LEVEL (L\$)	36,796,200.00
5	TOTAL	58,282,497.00

REVENUE GENERATED IN UNITED STATE DOLLAR (US\$)		
NO.	CATEGORY	TOTAL COST (US\$)
1	NON-LIB. REG. REVENUE (US\$)	933,700.00
2	PENALIZED NON-LIB. (US\$)	32,643.50
3	CHANGE IN PART. (US\$)	110.00
4	FILLING OF ARTICLE (US\$)	35,180.00
5	TOTAL	1,001,633.50

Division of Price Analysis & Marketing

The Division is transitioning from price control to price regulations, monitoring of only those commodities categorized as essential on the local market. These commodities are rice, petroleum products, pharmaceutical products, cement, zincs, steel rods, etc. The Division no longer issues price approval to commercial entities before commencing sales.

Activities

During the period in retrospect, the Division undertook the following activities:

- Working in collaboration with USAID and partners on the Food Aid Programs for the purpose of funding food security related projects in Liberia;
- Collaborating with the Ministry of Transport in establishing rural transport fare;
- Established realistic costing formula to analyze ceiling prices of essential commodities such as rice, petroleum products, cement, building materials and perishable goods;
- Collaborating with WFP, USAID, MOA in undertaking a holistic market survey aimed at determining the impact of rising food-fuel and refugee influx in Liberia;
- Participated in the review of the Copyright law;
- Played a major role in the monetization of the Japanese donated petroleum and rice grant to the Government of Liberia.

The Rice Market-The Rice Market was relatively stable with eight major rice



importers meeting import requirements. As a result, competition among importers and distributors slightly dropped the price of the commodities below MCI an analyzed ceiling price. However, an upward trend was noticed in May, 2011 given the increasing cost of fuel oil globally, and the exchange rate differential

between the Liberian and US dollars.

Furthermore, the Ministry received a donation of second consignment of 19,101mt of rice from the Government of Japan under the Food Aid Program. The gesture is based on the transparent management of the first consignment of rice donated to Liberia. It is interesting to note that the rice will be sold for US\$15.50 per bag and proceed generated and placed in a special account.

Commercial rice statistics for the current period shows that 291.91mt were imported with an estimated CIF value of US\$162.63m. Rice was imported from nine countries with the largest percentage of 23% of total coming from Thailand.

The Petroleum Market-The Petroleum Market experienced price fluctuation during the period as a result of crisis in a number of petroleum exporting countries. In order to stabilize the market, the Liberia Petroleum Refining Company (LPRC), the Ministry of Commerce and Industry and major importers continue to implement the twenty-six days PLATT review regime to establish



ceiling prices of both wholesale and retail prices of the product on the local market. The PLATT review regime is an intervention measure to make the product available and affordable. The IMF has endorsed the formula.

In a related development, the Japanese Government under the Food-Aid none grant project donated 15,000mt of mixed fuel products to the Government of Liberia. The fuel had arrived in the country already. The Ministry of Commerce and Industry is the Consignee, while the LPRC serves as the implementing agent.

Presently, there are seven major importers of petroleum products in the Country. Comparatively, the price of gasoline and fuel oil in Liberia is lower than prices in the Sub region.

The Cement Market- Currently, the Cement Market has three active importers; namely, The Liberia Cement Corporation (CEMENCO), Fouta Corporation and the Xing Ming Commerce and Trading Liberia Limited, Inc. Besides, there are three other importers that are involved in the Cement Market. They are: SRIMEX Enterprises, MONCO Liberia Limited and Fortress Inc.

The Ministry established a ceiling price of cement at US\$9.25 to US\$10.25 wholesale and retail respectively. However, due to the large participation in the market, competition has driven the retail prices below US\$9.25.

Challenges

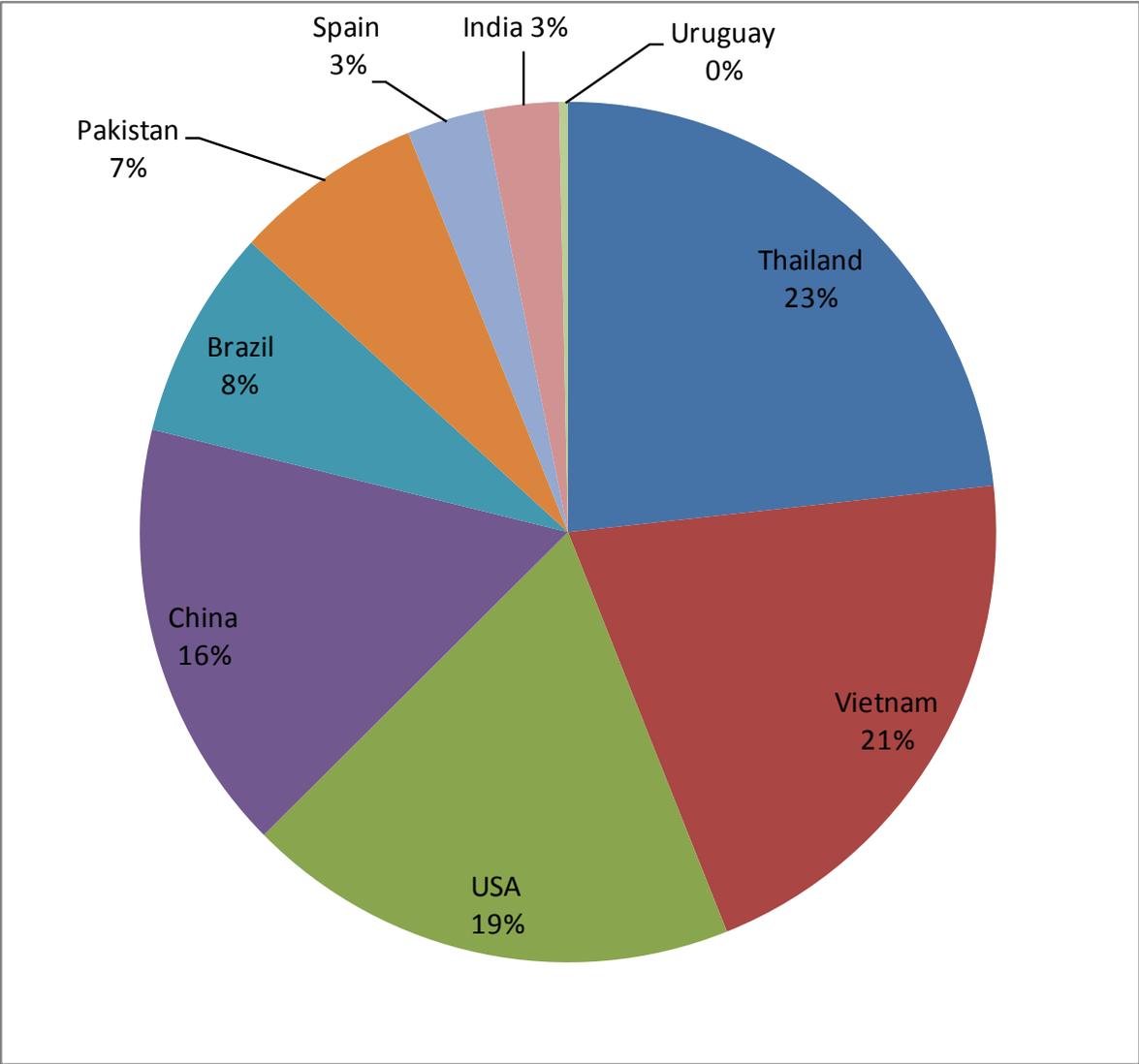
In spite of the achievements, there are still challenges. These challenges are:

- Capacity, materials, human and institutional;
- Price stability remains a major factor in the face of the dual exchange rate;
- BIVAC assessed value verses the declared value in determining the actual customs duties;
- The collection of relevant customs entries from RIA and the various ports of entry and absence of Market Monitors and logistical support are serious setbacks.

Way Forward

The way forward is to address these multi-dimensional challenges.

**Rice imports by country of origin
January-December 2011**



YEARLY RICE IMPORT STATISTICS

YEAR	METRIC TON	BAGS (50KG)	CIF VALUE IN US\$
2008	304,386.65	6,087,733	201,955,645.00
2009	126,277.60	2,525,552	67,636,010.00
2010	161,535.00	3,230,700	76,832,319.16
2011	299,797.18	5,995,944	162,627,798.55

NOTES:

*In 2008, at the peak of the Global food crisis, importers brought in more rice in order to average down the prices of what had been delivered. This stock was carried over into 2009.

*As world food prices soared in 2011, together with the influx of Ivorian refugees and the smuggling of rice to neighboring countries, through the Ministry's efforts rice importers brought in sufficient rice to cover a 6 month supply. This stock was carried over into 2012.

Summary of 2011 Rice Import and Consumption Statistics Period Covered from January 2, 2011 to December 31, 2011

YEAR	DESCRIPTION	QUANTITY IN KG
2011	Amount Imported in 50kg	5,995,943.68
2011	Amount Consumed in 50kg	3,650,525.68
2011	Amount B/F in 50kg to 2012	2,345,418.00
COMSUMPTION BY CATEGORY		
YEARLY		3,650,525.68
MONTHLY		304,210.47
DAILY		10,140.34

Division of Inspectorate

During the year under review, the Division vigorously monitored business entities to ensure compliance to commercial regulations. This is in response to the Ministry's mandate that all businesses operating in Liberia must be certificated. Thus, 2,585 businesses were inspected. Out of the number, 1,829 businesses possessed valid registration certificates, while 756 businesses were discovered un-registered but are in operation.

Price Tagging-The Division noticed improvement in business entities price tagging their goods. Specifically, 85 percent of commercial houses have complied with this regulation, while 15 percent are not complying with this regulation.

Despite the improvement in entities price tagging their goods, the used clothes dealers are in violation and have also refused to issue sales receipts to customers.

Additionally, the price of certain commodities prices sky-rocketed on the market, as the result of the rise in commodity prices globally as well as the suspension of price approval. Meaning, prices of these commodities are left with the business entities to determine.

Warehouse Inspection-The Divisions of Inspectorate and Standards jointly carried out warehouse inspection with the view of ensuring healthy and hygienic environment. During the exercise, it was discovered that there was remarkable improvement on the part of businesses in keeping their environments and warehouses clean and goods arranged in proper order.

However, despite these improvements, some businesses were complacent in adhering to these safety standards. Consequently, these businesses were closed and or penalties imposed. Also owners of warehouses found leaking and with poor ventilations were warned and made to correct these short-comings.

Challenges

In spite of these achievements, there are still some challenges including the below:

- Refusal of used clothes dealers to issue receipts to customers;
- Lack of coordination between the Divisions of Price Analysis and Marketing and Inspectorate;
- Lack of logistical support.

Way Forward

There is need for coordination between Price Analysis and Marketing and the Inspectorate to ensure that prices of commodities are affordable in realization of the objectives of the PRS.

Consumer Education and Protection Unit

The Unit serves as the voice of consumers, hears consumers complains and has arbitrate power, conducts consumers education and awareness programs. The Unit pursued its education mandate of arbitrating complaints between businesses and consumers.

Activities

During the period under review it undertook the following:

- Prepared flyers to sanitize the general public;
- Hosted talk show on the rights of consumers;
- Resolved consumer complains.

Achievements

The Unit in 2011 carried out consumer education in the 15 counties of Liberia, resolved consumer complains on substandard clothes, shoes, cell phones, food stuff, tyres, biscuits, zincs, generators and etc. It also formed part of the Ministry's Dry Season Deliverables in the counties, received complains from the counties of 23 cases and resolved 22. During the period under review, 250 cases involving Alloy Zinc were resolved leading to refunds or replacement in the amount of US\$1.8m

Challenges

Despite the achievements of the Unit, there is stay a challenge:

- Lack of internet facilitate to access relevant consumer program.

Way Forward

The provision of additional manpower and logistical support would enhance the works of the Unit.

ACRONYMS

1. AGOA Africa Growth & Opportunity Act
2. ARIPO African Regional Intellectual Property Organization
3. ASYCUDA Automated System of Custom Data
4. AWEP African Women’s Entrepreneurship Program
5. COLINBO Concern Liberia International Business Organization
6. DTIS Diagnostic Trade Integration Study
7. EPD Export Permit Declaration
8. ICFA Investment Climate Facilitates for Africa
9. ICT Information Communication Technology
10. ICTA Investment Climate facilitates Team for Africa
11. IIC Inter-Institutional Committee
12. IP Intellectual Property
13. ITC International Trade Center
14. LSBA Liberia Small Business Association
15. MCC Millennium Challenge Cooperation
16. MFTR Memorandum of Foreign Trade Regime
17. MSME Micro Small Medium Enterprises
18. NIU/IF National Implementation Unit/Integrated Framework
19. NRD Norwegian Registrar Development
20. NSL National Standard Laboratory

- 21. SOP Standard Operation Procedure
- 22. TIS Trade Information Service
- 23. TPO Trade Promotion Office
- 24. USAID United State Aid for International Development
- 25. WAMI West Africa Monetary Institute
- 25. WIPO World Intellectual Property Organization
- 26. WTO World Trade Organization