



**Asia-Pacific  
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## **Coordinating FTA Negotiations**

Submitted by: Canada



**Capacity Building Workshop on Preparing  
for FTA Negotiations  
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 Foreign Affairs and  
International Trade Canada    Affaires étrangères et  
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**Canada**

# Coordinating FTA Negotiations

APEC Capacity Building Workshop on Preparing  
for FTA Negotiations

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## Overview

- **Organization**
- **Role of coordinating divisions for FTA negotiations:**
  - Exploratory Phase
  - Negotiations
  - Post-conclusion
- **Note on Labour and Environment**
- **Some suggestions**

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## Organization

- Organized into “coordinating” and “functional” divisions to carry out negotiations mandate
- Coordinating divisions: overall strategic management of FTA negotiations – “Secretariats” for negotiations
- Functional divisions: subject matter experts on various areas in trade policy
  - Lead negotiators for individual FTA chapters

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## Exploratory Phase

- FTA negotiations require significant investment - time and resources
- Preliminary assessment - preparatory work, exchange of information, studies
- Exploratory discussions - determining scope and ambition of a potential FTA, along with modalities for negotiation

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## Exploratory Phase

- **Role of Coordinating division :**
  - Support Chief Negotiator (briefing material, logistics)
  - Overall management of interaction with partner
  - Point of contact with political level, geographic divisions, other government departments
  - Manage consultation process - Canada Gazette
  - Manage initial environmental assessment process

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## Communications and stakeholder engagement

- **All phases of FTA cycle, coordinating divisions manage:**
  - Briefings to Ministers
  - Public communications material
  - Federal/Provincial/Territorial relations
  - Private sector engagement
  - Civil society relations and inquiries
  - Advocacy

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## **Exploratory Phase: Negotiating mandate**

- **If consensus on both sides, final step before official launch of negotiations is the preparation of Canada's negotiating mandate**
- **Coordinating divisions lead drafting of Memoranda to Cabinet and related Cabinet material**

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## **Negotiations: Strategy and meeting logistics**

- **Develop and update overarching strategy for negotiations**
- **Work with Chief Negotiator and partner to set agenda and objectives for each round**
- **Prepare and coordinate detailed briefing materials with all leads**
- **Meeting logistics**
- **Post-Round follow up**

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### **Negotiations: Institutional chapters and agreement text**

- **Coordinating divisions lead negotiations on institutional chapters**
- **After each round, coordinating divisions draft a report summarizing the discussions, and the complete consolidated (bracketed) text of agreement**

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### **Post-negotiations: Approval from Cabinet and review of agreement text**

- **Conclusion of negotiations announcement**
- **Cabinet Approval**
- **Legal Scrub**
- **Translation**

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## Post-negotiations: Implementation process

- Once text is scrubbed, translated, and approved by both sides, it is ready to sign
- Before a signed agreement comes into force, it must go through the legislative process
- Managing an FTA once it is in force

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## Summary

- Coordinating divisions see the “big picture” and progress of FTA negotiations
- Deeply involved in all steps of FTA negotiations
- A good secretariat is key to any negotiation
- FTA coordinators need to possess a range of skill sets, be organized, diplomatic and be able to handle steady pressure on many fronts

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