

COMMON MARKET FOR EASTERN AND SOUTHERN AFRICA TRADE FACILITATION TRAINING PROGRAMME TRAINER'S MANUAL

Module 1 | Small-scale cross-border trade in the
Common Market for Eastern and Southern Africa

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Cover photo: Cross-border traders push their merchandise into the Democratic Republic of the Congo at Kasumbalesa border post. © IOM Zambia 2017

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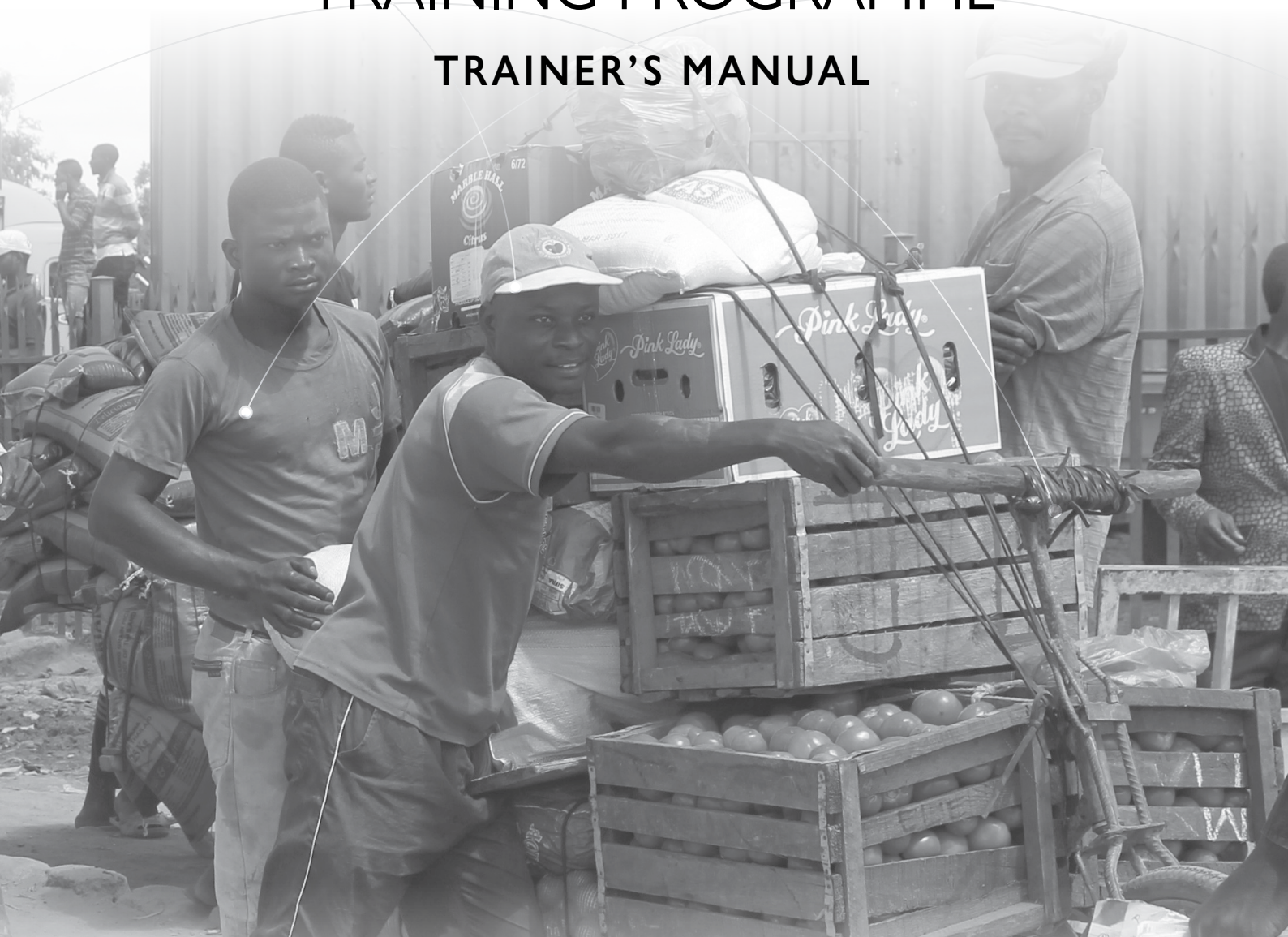
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Module 1 | Small-scale cross-border trade in the
Common Market for Eastern and Southern Africa



Funded by
the European Union





Common Market for Eastern and Southern Africa Trade Facilitation Training Programme

Trainer's Manual

TRAINING INTRODUCTION AND MODULE 1

Small-scale cross-border trade in the Common Market
for Eastern and Southern Africa



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INTRODUCTION

The Common Market for Eastern and Southern Africa (COMESA) Secretariat, with support from IOM and the International Trade Centre (ITC), are implementing a multi-year, small-scale cross-border trade (SSCBT) programme titled COMESA Cross-Border Trade Initiative: Facilitating Small-Scale Trade Across Borders (SSCBT). The programme includes a capacity-building component on trade facilitation and human mobility dynamics, specifically targeting government officials engaged in trade facilitation and border operations.

IOM Zambia, COMESA and ITC expect that this deliberate capacity-building effort will:

- (a) Increase the awareness of government officials about their role as trade and legal mobility facilitators;
- (b) Cause government officials who are trade facilitators to proactively implement the many existing policies and tools that already exist and have been created specifically to facilitate legal trade, mobility and migration across the region;
- (c) Prompt trade facilitators and immigration officers to develop new ways of making it easier, faster and cheaper for small-scale cross-border traders to engage in legal and formal trade and mobility. This could include but not be limited to new approaches to work, new processes, new policies, new tools or new partnerships;
- (d) Increase government officials' recognition of traders' rights and obligations.

This work aims to result in the eventual elimination of the non-tariff barriers that hinder trade in the region will be eliminated, thus paving the way for the effective participation of citizens of COMESA in the African Continental Free Trade Area.

To contribute towards the achievement of the above objectives in the COMESA region, the COMESA Trade Facilitation Training Programme includes five training modules namely:

- (a) Module 1: Small-scale cross-border trade in COMESA
- (b) Module 2: COMESA policy framework on free movement
- (c) Module 3: Nexus of migration and cross-border trade
- (d) Module 4: Migration, health, population mobility and cross-border trade
- (e) Module 5: Migration, trade and gender – Harassment, corruption and bribery

Target audience

The five training manuals are reference tools for the trainers who will deliver the five training modules provided as slide presentations. The trainers are expected to be government officials engaged in trade facilitation and border management, who are nominated to attend

the training-of-trainers (ToT) workshop by their respective ministries, departments or agencies.¹ The trainers, in turn, will be responsible for training government officials in their respective organizations.

Purpose of the manuals

The manuals will be used as the basis of instruction for the trainers participating in the ToT workshop.

The manuals provide a greater depth of information than is delivered in the slide presentations, as well as training tips and training tools. In this way, the manuals provide trainers with the background knowledge and additional reading materials that they need in order to successfully deliver the training.

How to use the manuals

Prior to delivering any of the modules in this training package, each trainer will be expected to review the relevant training manual and fully comprehend the contents. For example, before a trainer delivers Module 1, the trainer will review the Module 1: Small-scale cross-border trade in COMESA.

Each training module provides reference materials, as well as the following content:

- (a) Module name
- (b) Module overview
- (c) Module objectives
- (d) Target audience
- (e) Training methods and tips
- (f) Estimated duration and time plan
- (g) Pre- and post-module quizzes
- (h) Quiz answer codes
- (i) Suggested additional readings

To assist the trainer in preparing for this interactive training, suggested responses to some of the exercises are provided as background materials for the trainer. Note that participant responses may be different from the suggested responses provided in these training manuals, depending on the context within which the participants operate. Therefore, the suggested

¹ Training workshops are best handled by at least two facilitators. It is therefore recommended that each nominating ministry, department or agency should nominate at least two participants.

responses should not be interpreted as “the answer” to any question. Rather, trainers are encouraged to draw answers from the participants as frequently and possible and only offer some of the suggested responses as a means of getting the discussion started when faced with a group of quiet training participants.

Training approach

Modular design

The training is designed in modular format. Each module may either be delivered as a stand-alone module (such as an independent workshop) or as part of a training package that includes more than one module.

Highly interactive

Given that this training targets adult audiences, the training modules have been designed to be highly interactive to keep participants fully engaged. Participant exercises will therefore be found throughout the training.

Appreciative of the deep sense of ownership that comes with self-generated solutions over prescribed, pre-packaged solutions that may have been created and successfully implemented in a different setting, the training approach seeks to cause participants to draw upon their own experience and knowledge while simultaneously obtaining ideas from successful practices that have worked elsewhere. The sharing of experiences also contributes to the tailoring of the training to the local context in which the training is being delivered.

In this manner, the training design is expected to cause training participants to arrive at creative and relevant trade facilitation and human mobility solutions for small-scale cross-border traders that: (a) participants will be able to influence and implement; and (b) will work in the participants’ respective contexts.

Tailor the training to the local context

The trainer is strongly encouraged to tailor the training materials (including adding exercises, pictures, videos and audio clips) to fit the local context. Trainers should draw on local examples to illustrate principles and should also rely heavily on participants’ sharing of local examples to demonstrate challenges and the existence of successful solutions.

From the familiar to the new

The training also seeks to build on the existing knowledge and experiences of participants by always beginning with content that participants are familiar with and using that content as the springboard, if you will, into the new information and knowledge that will be delivered during the training sessions. For instance, information on the small-scale cross-border traders is introduced against the backdrop of the trade facilitation and border operations for formal trade, which government officials working in border agencies are deeply familiar with. Issues related to human mobility and migration will be addressed in Modules 2, 3 and 4. They will however be approached in a similar manner, that is, from the familiar to the new.

In-person and online delivery

In reviewing the content in this training manual, the trainer will notice that in every module, suggestions have been made as to how the training can be delivered in both in-person and online settings.

Holding a workshop

Trainer's checklist

See Annex 1 for the trainer's planning checklist designed to help the trainer think through and plan for a training workshop.

Delivering the workshop

Trainers will need to identify and provide warm-up (also called icebreaker) activities at the beginning of each new training day, *energizer*² activities during workshop delivery and also conduct training evaluation sessions. The latter may be held at the conclusion of each training day or just at the end of the entire workshop.

This training manual provides suggested warm-up activities for the beginning of each training module, as well as evaluation forms that may be used both at the conclusion of a training module and at the conclusion of a multi-module training workshop.

Workshop evaluation

Pre- and post-training quizzes distributed at the beginning and end of each module will allow the trainer to assess the degree to which participants will have increased their level of knowledge on the information delivered during each training session. The quizzes are included as annexes to this training manual. Trainers will also receive a link to an online version of the pre- and post-module survey that can be emailed to participants at the beginning and end of each training module. Notably, the pre- and post-module quizzes are identical in order for the trainer to have a means of assessing whether or not each training module resulted in increased knowledge of the subject matter among participants.

Session evaluation questions are provided at the end of each session. An overall workshop training evaluation form is included as an annex to this manual and will also be available to trainers for distribution via a link to be distributed electronically.

² *Energizer* is the term commonly used to refer to activities that trainers use to raise participants' energy levels during the course of a workshop. Energizers typically involve getting participants to stand up and participate in an activity that requires physical movement.

Module 1. Small-scale cross-border trade in the Common Market for Eastern and Southern Africa

Module name	Small-scale cross-border trade in the Common Market for Eastern and Southern Africa
Module overview	To demonstrate the widespread nature and importance of small-scale cross-border trade in the economies of the Common Market for Eastern and Southern Africa (COMESA) region and highlight the challenges small-scale cross-border traders face while trading.
Module objectives	<p>Upon completing this module, participants will be able to:</p> <ul style="list-style-type: none"> (a) Describe the important contribution of small-scale cross-border traders to the COMESA economies; (b) Understand the extent to which trade facilitation solutions typically exclude small-scale cross-border traders; (c) Identify the challenges small-scale cross-border traders face; (d) Identify solutions that the different border management/ trade facilitation agencies can provide to small-scale cross-border traders.
Target audience	Government officials in border management and trade facilitation agencies in the COMESA region
Training methods	Interactive, participatory exercises, group work, individual quizzes, experience-sharing, presentations
Equipment and materials	LCD projector for slide presentations, flip chart and markers
Estimated duration	260 minutes



PRE-MODULE WARM-UP

This is the first module in a five-module training package. Given the modular nature of the package, each module may be presented as a stand-alone module or as one module among others at a multi-module workshop.

As the trainer, you will need to conduct an activity to ease participants into the training session. There is a wide range of warm-up or icebreaker activities to choose from. The objective is to make participants feel welcome and help them get to know one another, should they happen not to have met before.

The warm-up activity that follows is just a suggestion. Trainers are free to come up with a warm-up activity of their own, provided the objectives of easing participants into the session and helping them to get to know each other or get to know each other better – in the event that they already know each other – are met.

Warm-up activities may easily be conducted in an in-person training session but may be difficult to execute in an online training session. In the latter, one may have to settle for a simple introduction by each participant.

Suggested warm-up activity

(Total discussion time in pairs: 5 minutes. Introductions: 30 minutes)

Pair up participants and ask them to tell each other their name, occupation, the job-related achievement that they are most proud of, and why. Participants are then asked to introduce each other to the larger group by sharing their partner's responses to each of the questions. This activity may also be executed during an online training session. Paired participants may communicate with each other via mobile messaging applications, email, the "chat with an individual" option of an online communication platform (such as Zoom or Google Meet) in individual breakout rooms available on some online communication platforms (such as Zoom or Google Meet).

There are unlimited options on the question that participants may be asked to answer as part of this introduction. Instead of asking about the job-related achievement participants are most proud of, examples of alternative questions include but are not limited to the following:

- (a) What is the personal achievement you are most proud of and why?
- (b) How did you celebrate your most recent birthday?
- (c) What is your dream vacation destination and why?
- (d) As a child, what was your dream occupation and why?

- (e) What would you do if you inherited USD 100,000 and why?
- (f) Which African destination would you most like to visit and why?
- (g) What do you hope to gain from this workshop? (Selecting this option will eliminate the need to hold a session during which participants share their expectations.)

Following the warm-up activity, distribute the pre-module quiz and give participants about 10 minutes to complete it.

1.1. Module overview

Module 1 reviews the contribution that small-scale cross-border traders make to the economies they operate in, examines the challenges they face and provides just a few examples of trade facilitation solutions that have increased the efficiency and lowered the costs of small-scale cross-border trade in the COMESA region. This is with a view to motivating training participants to think about the potential solutions that the border/trade facilitation agencies they represent could provide to small-scale cross-border traders.

Module 3 of this training package provides specific examples of measures that have been undertaken to facilitate trade for all, as opposed to just for the medium- to large-scale traders.

1.2. Trade facilitation in the Common Market for Eastern and Southern Africa

1.2.1. The Common Market of Eastern and Southern Africa

COMESA is one of the eight Regional Economic Communities (RECs) that are recognized by the African Union. RECs are trading blocs comprised of countries within the same region, which have signed an agreement to provide each other with a variety of trading concessions.

The mandate of COMESA is to make its 21 member States as viable and attractive investment destinations for regional and international investors. Investors expect to operate in a business environment in which it is easy for them to conduct business. This includes the easy movement of goods and services across borders, which is the role of trade facilitation.

1.2.2. Trade facilitation

The United Nations Trade Facilitation Guide defines “trade facilitation” as making trade across borders (imports and exports) faster, cheaper and more predictable while ensuring its safety and security – simplifying and harmonizing formalities, procedures and the related exchange of information and documents between the various partners in the supply chain.³

³ See <http://tfig.unece.org/about.html>.

Numerous initiatives have been implemented all over the world to make the aforementioned processes more efficient and cost-effective. However, the improvements rarely target the challenges faced by small-scale cross-border traders conducting legal trade. Yet, as will be seen later in this module, small-scale cross-border traders play a significant role in their economies. It is therefore important for solutions to be found for the challenges small-scale cross-border traders face as they engage in trade.



Name some of the trade facilitation measures your country/ department has recently implemented in an effort to eliminate bureaucratic delays and lower the cost of trade across borders.

Following participants' contributions, the trainer should draw attention to the responses that focused on small-scale traders, if any.

Trade facilitation examples

Trade facilitation improvements, to a large extent, have addressed the needs of medium- to large-scale businesses and excluded small-scale traders. An example is the e-Single Window (eSW), which connects major cross-border regulatory agencies electronically. The resulting paperless environment eliminates multiple physical inspections and repetitive document submission. The countries that have implemented eSW have greatly reduced clearance time and costs for eligible traders.

Following the 2020 Ethiopia eSW launch for example, the number of days required for a cross-border transaction went down from 44 to 13, with a plan to lower that figure to 3 days after more agencies are included. Accompanying trader compliance costs have been reduced by 50 per cent. The Rwanda eSW resulted in a reduction of average goods clearance time from 11 days to 1 day. Faster clearance times tripled the amount of inspected cargo.

The benefits of these trade facilitation initiatives are far reaching. The initiatives save time and money and also make the trading process predictable for those involved in it. However, many of these initiatives directly benefit only the medium- and large-scale traders while excluding small-scale traders. For example, in order to use eSW (to which the improvement in the Doing Business global ranking of some countries is linked), a trader must submit a tax identification number, yet the majority of small-scale traders are unregistered and do not possess tax identification numbers. Other reasons for their exclusion include the following: (a) lack of awareness that the system exists; (b) low volumes of trade; (c) poor Internet access; (d) cost of the services; and (e) fear of interacting with government agencies, specifically customs.

Another recent example of small-scale trader exclusion was the national and regional responses to the COVID-19 pandemic. Across sub-Saharan Africa, extensive efforts were undertaken to ensure that large trucks were able to continue traversing national borders. This was definitely important to do. However, in many African countries, the borders were completely locked to foot traffic and thus, small-scale cross-border traders who rely on

Improved trade facilitation measures largely exclude small-scale traders.

cross-border trade and goods transported in wheelbarrows, handcarts or on their heads for their daily livelihood were unable to trade.

COMESA pioneered the provision of emergency measures to support trade facilitation for small-scale traders by dispatching consignments of personal protective equipment (PPEs) to eight border points in May 2020. The provision of face masks, gloves and hand sanitizers made it possible for the Trade Information

Desk Officers and small-scale cross-border traders at those border points to operate. Through their associations, cross-border traders aggregated their transactions. In so doing, they created shipments large enough to justify the hiring of vehicles that met the size requirements at the borders and were thus permitted to cross through gazetted border points. Small-scale cross-border traders adapted to the situation presented to them.

African governments are now, however, looking at longer-term solutions that will promote safe trade, including the construction of markets that will comply with and promote the observance of high standards of hygiene.

Given the significant role that small-scale cross-border traders play in every economy, it is important that trade facilitation solutions include them too. This training aims to raise awareness of the issues that small-scale cross-border traders face and thus, draw attention to the need for trade facilitation and other border agencies to identify trade facilitation and migration solutions that would make it easier, faster and more cost and time effective for small-scale cross-border traders to conduct trade and move seamlessly across the region.

Module 3 in this training package goes into detail on existing trade facilitation solutions that have been created and implemented for small-scale cross-border traders.

1.3. Small-scale cross-border trader overview

To understand the impact of the small-scale cross-border traders on the economy, it is important for participants to develop an appreciation for the positive impact of the traders. If this contribution is appreciated, it could result in a reversal of the negative opinions with which small-scale cross-border traders are often viewed (Brenton et al., 2014).

Small-scale cross-border trade plays an incredibly important role in the lives of people who live in border communities and by extension, in national economies. The low barriers to entry make small-scale cross-border trade an appealing means of making a living for individuals even in urban settings away from the border who are unable to enter the formal economy.

The informal sector (which includes the majority of small-scale cross-border traders) contributes to employment, especially for low-skilled populations that are unable to obtain employment in the formal sector. The informal sector also contributes to the GDP of every African country and could be a sizeable source of tax resources if members of the informal

sector, including small-scale traders, were strongly encouraged and supported to participate in formal trade.

In addition to providing jobs, contributing to GDP and being a potentially large source of tax revenue, small-scale cross-border trade within the informal sector is an important source of food security.

Given however, that data/evidence on small-scale cross-border trade is largely unavailable because it is not properly documented or recorded, policy and investment decisions across Africa are made without taking small-scale cross-border traders into consideration. As a result, small-scale cross-border trade – which the evidence shows is women dominated throughout sub-Saharan Africa (USAID, 2016) – is conducted under difficult conditions, in environments where there are more obstacles/hindrances to the conduct of trade and where limited trade facilitation solutions if any, are offered.

The deliberate documentation of small-scale cross-border trade would go a long way in confirming its value to every country where it is practiced. This in turn would provide sufficient evidence to inform policy design not only for poverty reduction and inclusive growth, but also for the easier movement of traded goods and easier legal human mobility and migration. Such evidence-based policy and investment decisions would have a positive impact on the lives of small-scale cross-border traders and especially the women who are estimated to account for 70 per cent of cross-border traders in Southern Africa (Macheng, 2021).

Furthermore, when women work, they invest 90 per cent of their income back into their families, compared with 35 per cent for men.⁴ Supporting women traders in their efforts to increase their earnings will improve welfare at household and ultimately the national level.

1.4. Working definition of small-scale cross-border trade

Section 1.4 addresses some of the commonly used descriptions of informal traders and the manner in which the term is applied to small-scale cross-border traders. This section also provides the definition of small-scale cross-border traders that will be used during this training. It is important for the trainer and the training participants to have the same understanding of these terms.



What comes to mind when you hear the term “informal cross-border trader”?

Sometimes the terms “informal cross-border trader” and “small-scale trader” are used interchangeably. Since the majority of small-scale traders are not formally registered, they are indeed informal operators. However, they do not necessarily conduct “informal” trade.

⁴ See <https://un.org/en/ecosoc/phlntrpy/notes/clinton.pdf>.

It is possible for an informal trader (unregistered) to conduct formal trade in legal items, traded through legally recognized channels and in line with legal rules and regulations.

While definitions vary, most of the definitions cast informal cross-border trade (the activity) and informal cross-border traders (the operators) in an unfavourable light. For instance, “informal cross-border trade” is often taken to mean illegal cross-border trade. Some of the negative tags associated with illegal trade include, but are not limited to, trade in illicit goods, and trade through ungazetted border crossings by individuals who do not have the proper travel documents. Yet informal trade does not actually mean illegal trade. Informal trade may include illegal trade but that is not what it is limited to.

According to one definition,⁵ “informal cross-border trade” refers to trade in legitimately produced goods and services that escape the regulatory framework established by the government, thereby avoiding certain tax and regulatory burdens. These goods and services may be traded through the following: (a) informal (unregistered) traders operating entirely outside the formal economy and passing through unofficial routes, without the necessary travel and entry/stay requirements; or (b) formal (registered) traders who fully or partially evade trade-related regulations and duties. With reference to the second category, registered traders crossing through official or gazetted border posts on occasion may: (a) under-invoice (that is, report a lower quantity, weight or value of goods to pay lower import tariffs); (b) misclassify (that is, falsify the description of products so that they are misclassified as products subject to lower tariffs); (c) misreport the country of origin; or (d) bribe customs officials.

The term “small-scale trade” is viewed in a much more positive light. The term is immediately linked to small volumes of legally conducted trade.

For the purposes of this training therefore, small-scale cross-border traders will be defined as both registered and unregistered traders who engage in the legal buying and/or selling of goods in transactions valued at under USD 2,000⁶ and traded through designated border crossings that they cross with the proper legally accepted identification documents. “Small-scale cross-border trade” will therefore refer to small volumes of legal trade. The definition in this training excludes trade in illicit items and the act of smuggling.

1.5. Impact of small-scale cross-border trade on the economy

Section 1.5 presents the impact of small-scale cross-border trade under the following categories: (a) employment; (b) GDP; and (c) food security.

1.5.1. Leading source of employment

Within sub-Saharan Africa, informal employment is the main source of employment. After excluding agriculture, the informal sector accounts for 79 per cent of employment in Central

⁵ See <https://imf.org/en/Data/Statistics/informal-economy-data/Reports/rwanda-measuring-informal-cross-border-trade>.

⁶ USD 2,000 is the transaction size that COMESA uses as the ceiling for transactions that qualify to be handled under the COMESA Simplified Trade Regime (STR).



Small-scale traders selling beignets at a street market in Chad. © IOM 2018/Amanda NERO

Africa, 77 per cent in Eastern Africa, and 87 per cent in Western Africa. Small-scale cross-border trade specifically is estimated to contribute to the income of 43 per cent of Africans (International Labour Organization, 2018).

Relatively unskilled labour: Small-scale cross-border trade provides work and thus, a source of income for millions of men and women across Africa, especially vulnerable populations that live at or close to the border. These are populations that might find it difficult to find a means of earning a livelihood elsewhere for a number of reasons. These reasons include but are not limited to low literacy levels, low education levels and low skills development (UNCTAD, n.d.). Cross-border trade provides a means of earning a living for relatively unskilled labour.

Services provided: In terms of services provided by small-scale cross-border traders, a study conducted in Southern Africa found that women provide private domestic work and care work, hairdressing and prostitution. Men provide vehicle mechanical repairs, construction services as carpenters and masons, and also serve as petrol station attendants (USAID, 2016).

Text box 1.1. Thousands of traders cross Africa's borders every day

- At the Gisenyi–Goma (Rwanda–Democratic Republic of the Congo) border: up to 50,000 traders cross the border to trade every single day.
- At the Mwami–Mchinji (Zambia–Malawi) border: 20,000 to 30,000 traders cross the border every month.

Source: Brenton et al., 2014.

1.5.2. Contribution to gross domestic product

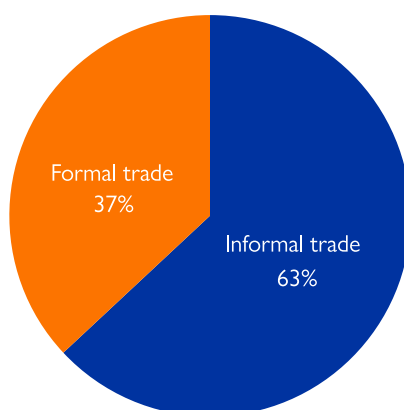
Although largely unrecorded, small-scale cross-border trade contributes meaningfully to GDP in African countries.

In the Southern African Development Community (SADC), it is estimated that informal cross-border trade accounts for 30 to 40 per cent of regional trade (about USD 17.6 billion annually) (Food and Agriculture Organization of the United Nations, 2017).

Evidence from the Mwami–Mchinji (Zambia–Malawi) border

A 2019 study conducted at the Zambia–Malawi border of Mwami–Mchinji estimated that informal trade between Zambia and Malawi dominated trade at that border. Informal trade accounted for USD 2.9 million of trade. Formal trade accounted for USD 1.7 million of trade (UNCTAD, 2019).

Figure 1.1. Types of trade between Zambia and Malawi



Source: UNCTAD, 2019.

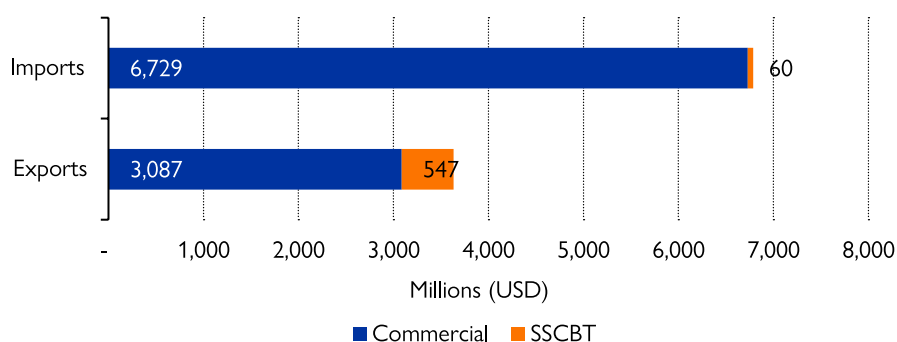
Figure 1.1 illustrates the types of trade recorded at the Mwami–Mchinji border in a 2012 study.

Evidence from Uganda

The most complete records of small-scale cross-border trade across COMESA may be found in Uganda (monitored since 2005) and Rwanda (monitored since 2010) (World Bank, 2020). This information is provided to underscore the contribution that small-scale cross-border trade makes to the economy and reinforce the need to provide solutions for the challenges that this important sector faces in the conduct of regional trade.

The 2018 data shows that small-scale cross-border trade accounted for 15 per cent (USD 547 million) of Uganda's total exports and 0.9 per cent (USD 60 million) of Uganda's total imports (Figure 1.2). Including the small-scale cross-border trade figures in trade flows lowers Uganda's trade deficit by 13 per cent, from USD 3,642,000 to USD 3,155,000.

Figure 1.2. Uganda's commercial and small-scale cross-border trade: Imports and exports (2018)



Source: World Bank, 2020.

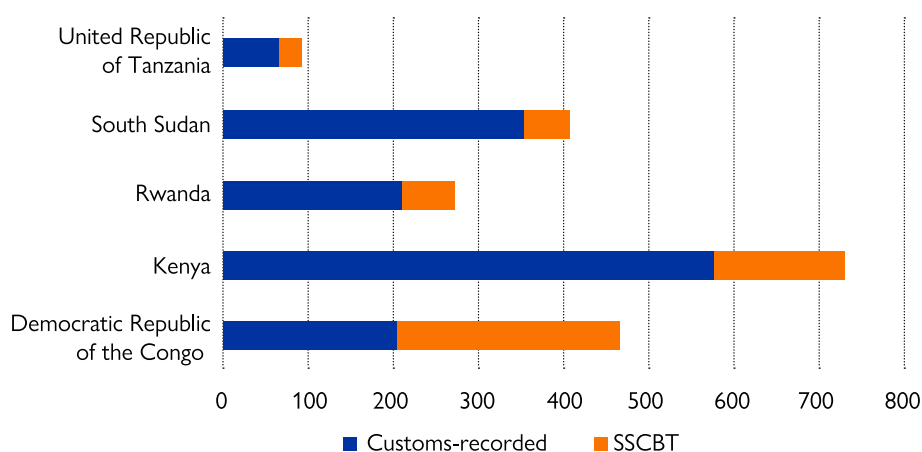
An even closer look at Uganda's 2018 trade with neighbouring countries draws out the true importance of regional small-scale cross-border trade to that country. Both Table 1.1 and Figure 1.3 show that the 29 per cent of Uganda's total exports to neighbouring countries consisted of small-scale cross-border trade. Small-scale cross-border trade dominates Uganda's exports to the Democratic Republic of the Congo.

Table 1.1. Small-scale cross-border trade of Uganda's exports to neighbouring countries (%)

Country to which Uganda exported	Democratic Republic of the Congo	Kenya	Rwanda	South Sudan	United Republic of Tanzania
SSCBT % of Uganda's total exports to that country	56	21	22	12	29

Source: World Bank, 2020.

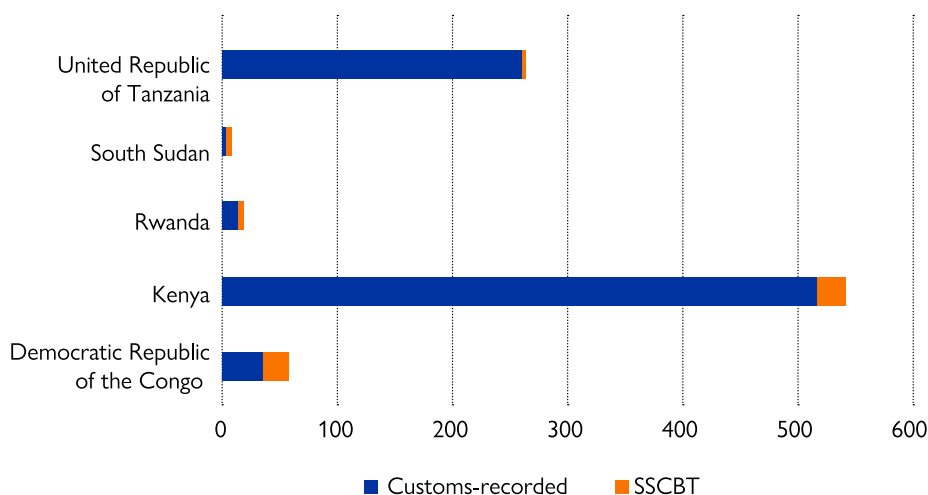
Figure 1.3. Uganda's small-scale cross-border trade exports to the region (2018)



Source: World Bank, 2020:30.

Additionally, in 2018, 7 per cent of Uganda’s total imports from neighbouring countries consisted of small-scale cross-border trade. Small-scale cross-border trade accounts for 50 per cent of Uganda’s imports from South Sudan and 40 per cent of imports from the Democratic Republic of the Congo (Figure 1.4).

Figure 1.4. Uganda’s imports from the region (2018)



Source: World Bank, 2020:31.

According to the World Food Programme’s Famine Early Warning Systems Network, data indicates that informal exports of beans, maize and rice from Zambia to neighbouring countries add up to tens of thousands of tons every year (Brenton et al., 2014).

Although largely unacknowledged, the cumulative total of small-scale cross-border traders’ payments in duties, licence fees and passport fees makes a significant contribution to government revenue in the small-scale cross-border traders’ countries of operation (USAID, 2016).

1.5.3. Contribution to food security

Traded products: Small-scale cross-border trade is dominated by trade in both processed and unprocessed agricultural produce. In Southern Africa, traded agricultural commodities include vegetables, sweet potatoes, cassava, plantains, groundnuts, cowpeas, sugar beans, green maize, sugar cane, wheat, livestock feeds, dried fish and fruits, such as bananas and mangoes (ibid.).

Food security: It is widely agreed that in 2005–2006 when the COMESA region experienced critical food shortages, foodstuffs traded informally greatly lessened the impact of the food crisis. The small-scale cross-border traders’ contribution to food security continues to be recognized as one of their main contributions in their host countries (ibid.).

1.6. Challenges faced by small-scale cross-border traders

This session will be entirely interactive, driven by participant contributions.

At the beginning of this session, a brief discussion on two to three challenges that small-scale cross-border traders face will help participants identify the challenges, as well as the role that participants play (either intentionally or unintentionally) in helping these challenges remain unaddressed. If you are able to arrange for a small-scale trader to attend this section of the training, following the participant discussion, it will be interesting for participants to hear the challenges small-scale traders face first-hand, from an actual small-scale trader or from a panel of small-scale traders.



What challenges do small-scale cross-border traders face?

1.6.1. Guest speakers

It would be useful to invite a representative of the small-scale cross-border traders to speak to training participants as part of the delivery of this module. Hearing the experience from the small-scale cross-border traders directly will make a stronger impact than the trainer's second-hand stories.

As trainer, you will get in touch with and brief the invited speaker or speakers ahead of time. One invited speaker should be able to share from one's own personal experience within 30 minutes. Suggested topics for a speaker include but are not limited to the following:

- (a) The challenges I face as a small-scale cross-border trader every time I cross the border with goods and the solutions I wish for;
- (b) A day in my life as a small-scale cross-border trader;
- (c) Changes at the border that have made it easy for me to conduct cross-border trade.

Another option could be for the trainer to host a small-scale cross-border cross trader panel with three speakers – a man, a woman and a representative of the youth. As is the case with just one speaker, the trainer would identify, contact and prepare the invited panelists ahead of time. It would be good if each of the different speakers traded in a different product from the others. For example, the three speakers could be traders of foodstuffs, second-hand clothes and electronics. Each speaker should be able to respond to the trainer's question from a different perspective. Responses to questions would need to be short in order to accommodate responses from all three panelists. The panel should run for no more than 45 minutes. Suggested questions include but are not limited to the following:

- (a) How long have you been a cross-border trader? Why did you begin trading?
- (b) What products do you trade in? Why did you pick those particular products?

- (c) Do you belong to a cross-border traders' association? Why or why not?
- (d) What benefits do you get from the cross-border trader association?
- (e) Tell us about the top two challenges you face as a small-scale cross-border trader when crossing the border.
- (f) Have you ever had the opportunity to share your challenges with government agencies at the border, such as customs, police, immigration and health officials? If yes, what did you discuss? Would you wish to see this happen more often?

1.6.2. The challenges

The challenges small-scale traders face will be addressed in two separate subsections below:

- (a) Challenges experienced during the actual conduct of trading activities before the border and at the border;
- (b) Challenges linked to the low level of business skills development and poor access to suitably qualified human resources by both traders and the member-based associations they belong to respectively (UNCTAD, n.d.).

While delivering this section of the training module, the trainer should transparently identify the challenges faced by small-scale cross-border traders and provide suitable solutions.

Trainers and participants alike should view the exercise as a means of addressing the challenging circumstances under which small-scale cross-border traders operate in order to arrive at a suitable solution. As the trainer, you should make every effort to ensure that the participants understand the nature of the challenges small-scale cross-border traders face, without promoting damaging and negative stereotypes that are not true.

Woman selling her wares at a market in Dollow, Somalia. © IOM 2019/Hyungbin LIM



1.6.3. Challenges before and at the border

Exercise: Walk in my shoes

(60 minutes)

This exercise is designed to examine the challenges small-scale traders experience in conducting a transaction. Participants will have the opportunity to imagine what small-scale cross-border traders have to face and overcome in order to trade successfully.

This exercise invites training participants to think through the different activities that small-scale traders undertake in the course of completing a single cross-border transaction. The idea is to build an appreciation for the challenges small-scale traders face all the way from their home environment to the final sale of their traded items. Participants may choose to discuss the activities of a woman or youth small-scale trader (Table 1.2, Figure 1.5).

Table 1.2. In-person and online workshop modalities

In-person workshop	Online workshop
<p>(a) Divide the participants into groups of 4–5 people each. Small groups make it easier for every participant to actively participate in the exercise.</p> <p>(b) Assign each group to a product in 1 of 5 categories: (i) perishable agricultural product, such as tomatoes, potatoes or fresh beans; (ii) product processed and packaged in the region, such as milled wheat flour or maize flour; (iii) imported manufactured product, such as phone or radio; (iv) imported second-hand clothes; and (v) livestock. It is important to cover each of the 5 categories because each is subject to different processing requirements at the border. The different group presentations will therefore enrich the participants' training experience.</p> <p>(c) For the selected category/product, invite each group to discuss the steps a small-scale trader goes through to complete a transaction under the eight headings below, which include every step of clearance for people and goods.</p>	<p>(a) If the online platform being used supports the creation of separate chat rooms for group discussions during the online workshop, follow the instructions provided for in-person workshops. If this is not possible however, you will need to facilitate one online group discussion in your main plenary session.</p> <p>(b) Select a category and product from one of the following categories: (i) perishable agricultural product, such as tomatoes, potatoes or fresh beans; (ii) product processed and packaged in the region, such as milled wheat flour or maize flour; (iii) imported manufactured product, such as phone or radio; (iv) imported second-hand clothes; and (v) livestock.</p> <p>(c) For the selected product, invite participants to name the steps a small-scale trader goes through to complete a transaction under the eight headings below, which include every step of clearance for people and goods.</p>

Source: Original tables are created and elaborated by the authors, unless otherwise indicated.

Figure 1.5. Exercise on the activities associated with small-scale trade



An in-person workshop provides an opportunity to convert this exercise into a role play where participants in each group play the different roles identified at each stage of activity. After completing the exercise, participants should have developed a greater appreciation for the different challenges small-scale traders face.

Exercise debrief

- Did you learn anything new during the exercise or were there any surprises? (*Encourage a lively discussion of responses from four to five participants.*)
- Thinking about the challenges that small-scale traders face away from the border as well as at the border, which challenges stood out to you?
- Do those challenges affect men, women and youth the same way, or is one group more affected than another?
- What possible solutions can your ministry, department, agency or association provide to overcome these challenges?

During the debrief session, ask participants to think about the activities in two separate categories: (a) at the border; and (b) away from the border. As they name each challenge, they should also identify whether or not the challenge affects youth, women or men disproportionately, or if everyone is equally affected. Challenges that affect one group (youth women or men) disproportionately are considered to be gender-based constraints. Finally for each challenge, participants should also propose a solution.

To enrich the discussion, allow the listing and discussion of challenges and possible solutions that may not necessarily be provided by the agencies represented by workshop participants.

In documenting participant responses, create a table similar to Table 1.3 with the column titles:

Table 1.3. Group work

Possible challenges participants might mention	Could this challenge affect different groups of people in different ways? If yes, which group would be affected and how? Indicate whether this affects youth, men or women.			Possible solutions participants might mention (These solutions may not necessarily be provided by a border agency)
	Youth	Men	Women	
1.				
2.				
3.				
4.				
Etc.				

Note that the trainer will present a blank table to the participants. Participants will provide their responses to the challenges, whether or not each challenge affects men, women and youth in a different way, as well as what the possible solutions might be.

The tables titled: (a) at the border (when the trader gets to the border post); and (b) away from the border (that is before the trader gets to the border) provide some suggestions that the training participants might come up with. The tables are purely for your information as a trainer/facilitator. They are not “the answers” to the exercise. They are suggestions of what might be presented and are provided for the trainer’s review as part of the training preparation process, in order to help the trainer think through some of the responses participants might provide. By making yourself familiar with them, you will have a good idea of how to respond to the responses presented by participants.

In order to encourage participation, trainers should allow participants to mention any challenges and any potential solutions they can come up with, without restricting the discussion just to the challenges and solutions that can be provided by the trade facilitation agencies that the participants represent. The idea is to encourage a rich discussion, after which the trainer may highlight the specific issues that may be addressed by the trade facilitation agencies represented at the training.

The solutions participants suggest may not necessarily be solutions that would be provided by a trade facilitation agency. However, the trainer should not reject those responses. The idea is to get participants thinking about the different challenges that small-scale traders face and develop an appreciation for the factors that might drive the actions that small-scale traders take. At the conclusion of the exercise, the trainer will summarize the work done by highlighting just the challenges and solutions that lie in the hands of trade facilitation agencies.

Possible challenges at the border

Table 1.4 provides **examples** of the responses that training participants **might** provide when they complete the blank table presented to them. The suggested responses are grouped in the following categories: (a) cost of documentation and certification; (b) receipted and unreceipted payments; (c) sexual harassment; (d) limited access to information; (e) mutual suspicion and hostility; (f) inadequate border infrastructure; and (g) others.

Table 1.4. Sample table for challenges encountered by small-scale traders at the borders and solutions

Possible challenges participants might mention	Could this challenge affect different groups of people in different ways? If yes, which group would be affected and how? Indicate whether this affects youth, men or women.			Possible solutions participants might mention (These solutions may not necessarily be provided by a border agency)
	Youth	Men	Women	
Cost of documentation and certification				
Cost to obtain travel document requirements as well as the travel document itself. Obtaining birth certificates, passport photographs and letters of introduction could be costly and challenging. Furthermore, in some countries, travel documents are only issued in the capital city, which is costly for small-scale traders who may have to travel long distances to the capital city.	The cost of compliance could be considered high, especially if one has to travel from one's border home to the capital city to obtain legal identification.			Decentralize issuance of some of the forms of legal identification such as national identity cards. Promote the use of locally issued affordable border passes for residents of border communities.
The cost of the actual travel document itself (USD 50 to USD 100 depending on the COMESA country) may also be prohibitive. Additionally, the cost of obtaining supporting documents (such as passport photos, letters of introduction and birth certificates) may be difficult for the cross-border trader to obtain and thus a deterrent to obtaining the documents.				
Non-harmonized requirements for cross-border travel from one country to the next. Differences in required travel documents (such as identification card, passport, health certificate (such as yellow fever vaccination certification and a negative COVID-19 test result) and children's birth certificates) are not always communicated or easy to find out about ahead of time.	A parent attempting to cross the border with children may be turned back or arrested. Literacy levels and access to information will affect the extent to which small-scale traders are aware of the different requirements.			Harmonize and publicize requirements on both sides of a border.

Possible challenges participants might mention	Could this challenge affect different groups of people in different ways? If yes, which group would be affected and how? Indicate whether this affects youth, men or women.			Possible solutions participants might mention (These solutions may not necessarily be provided by a border agency)
	Youth	Men	Women	
In some countries, the laboratories with the equipment used to conduct quality tests are only found in the capital city. Travel to the city is expensive for the cross-border trader. In the United Republic of Tanzania, the Bureau of Standards is in Dar-es-Salaam. In Malawi, certificates are issued in Blantyre or Lilongwe. Testing procedures may last one week to over a month. These delays are costly to cross-border traders.				Decentralize issuance of tests (such as mobile laboratories) and certificates.
The cost of obtaining various certificates may be time and cost prohibitive (such as negative COVID-19 test, sanitary, phytosanitary certificates (agricultural produce) and livestock movement permits).				Decentralize issuance of tests (such as mobile laboratories) and certificates.
There is a variety of non-harmonized and high fees after crossing a border (such as foreign car road user charges) levied on non-nationals. Differences in the way road user fees are calculated from one country to the next.			Due to the double work and care burden, women have limited time to participate in networks where information is shared and also have limited time and skill to conduct research. Women are less likely to be aware of the different types of legal charges, as well as the legal amounts.	Harmonize fees. Publish legal fees in visible places in local languages.

Possible challenges participants might mention	Could this challenge affect different groups of people in different ways? If yes, which group would be affected and how? Indicate whether this affects youth, men or women.			Possible solutions participants might mention (These solutions may not necessarily be provided by a border agency)
	Youth	Men	Women	
Receipted and unreceipted payments				
Disproportionately high taxes and charges. In some instances, small-scale cross-border traders pay a disproportionately higher tax rate versus the larger traders.				<p>Tax regimes more likely to be misunderstood by those who are less informed do not know where to obtain information from and/or have less access to information.</p> <p>Make information on taxes easily accessible.</p> <p>Offer regular training for traders on taxation and tax regimes.</p> <p>Have an open-door policy at the customs office.</p> <p>Encourage traders to request tax estimates before purchasing a consignment of goods.</p> <p>Offer regular training on tax regime and tax calculations.</p>
Unreceipted, unofficial fees charged by officers in uniform (police, customs, officials of the Ministries of Agriculture and Health). This is reported under the Simplified Trade Regime where officials take advantage of cross-border traders who are unaware of the zero import tariff rate for consignments of goods that are under USD 2,000 in value and of COMESA origin.				<p>People who are raised not to object are also more easily intimidated by authority figures and less likely to be aware of their right to refuse to make unofficial payments. Many hold the belief that they must pay to get through any official checkpoint.</p> <p>Zero-tolerance for corruption.</p> <p>Conduct anti-corruption public awareness campaigns.</p> <p>Provide safe (anonymous) whistle-blowing avenues.</p> <p>Punish officers engaged in charging informal fees.</p>
Traders may voluntarily offer bribes to customs officials to avoid paying what the traders believe are high taxes. It has also been reported that some traders simply view offering bribes as the way things ought to be, so they offer bribes repeatedly.				
When goods are confiscated without the provision of documentation confirming the act of confiscation, small-scale traders are left without the means with which to claim any confiscated goods in the future.				<p>Provide highly visible information stating that traders are to receive an official receipt for all confiscated items.</p>

Possible challenges participants might mention	Could this challenge affect different groups of people in different ways? If yes, which group would be affected and how? Indicate whether this affects youth, men or women.			Possible solutions participants might mention (These solutions may not necessarily be provided by a border agency)
	Youth	Men	Women	
Clearance delays: Customs and/or clearing agent delays while agents process large transactions or multiple transactions at the same time/network slowdown.				<p>Delays present a heavier burden to those who have double work/care burdens.</p> <p>Develop and provide fast-track solutions for small-scale traders such as small-scale trader tax assessment desk independent of clearing agents.</p> <p>Provide network back-up system in case of power failure.</p>
Clearing agents: Position themselves as “one-stop-offices” and impose high charges to “handle” all clearances required.				<p>Traders who do not have access to information are more likely to be taken advantage of.</p> <p>Require that clearing agents provide itemized receipts for services rendered.</p> <p>Public awareness campaigns on role of clearing agent and acceptable clearing fees.</p>
Criminal activity by impostors masquerading as officials.				<p>Uninformed traders will be more susceptible to impostors masquerading as officials who can make the border crossing “easier” for a fee.</p> <p>Require mandatory uniforms for all border agencies.</p> <p>Caution small-scale traders against “trusting” everyone who offers them help or what seems like a shortcut for a fee or otherwise.</p>
Sexual harassment				
Sexual harassment (Dhliwayo, 2016) and the accompanying risks of gender-based violence and sexually transmitted diseases have been experienced by many cross-border traders. The traders, however, are not comfortable officially reporting the incidences for fear of repercussions.				<p>Surveys show that both men and women experience sexual harassment. However, a higher frequency is reported by women.</p> <p>Zero tolerance for sexual harassment.</p> <p>Provide safe (anonymous) whistle-blowing avenues.</p> <p>Punish officers proved to have engaged in harassment of any kind.</p> <p>Install cameras in all areas where customs interacts with traders and other travellers.</p>

Possible challenges participants might mention	Could this challenge affect different groups of people in different ways? If yes, which group would be affected and how? Indicate whether this affects youth, men or women.			Possible solutions participants might mention (These solutions may not necessarily be provided by a border agency)
	Youth	Men	Women	
Limited access to information				
"Surprise" restrictions that traders only learn about when attempting to cross the border. Changes in restricted items are not always communicated in a timely manner.				Communicate changes/new restrictions as they arise using available communication vehicles, such as radio, posters, circulars, trade information desks and trader associations.
Information asymmetry – Traders and border officials have different information on immigration, trade requirements, rules and regulations. Even within a border agency, the officers may have access to different levels of information on trade rules and regulations.	Traders who do not have access to information are more likely to be taken advantage of.			<p>Create institutionalized training events: regular review and updates on trade rules and regulations, border-crossing procedures for both traders and officials.</p> <p>Provide incentives for encouraging traders to participate in training at the opportunity cost of trading.</p> <p>Provide information desks.</p> <p>Public visible display of requirements (people and goods).</p>
Rotation of border officials resulting in new officers who are not fully aware of East African Community (EAC) intra-trade rules and regulations and may have preconceived and hostile views of SSCBT.	Individuals who feel intimidated by border official demands are less likely to be aware of the trading rules and regulations and resist demands.			<p>Provide regular training of new border staff.</p> <p>Build relationships with traders through their associations.</p> <p>Introduce all new border officials to leaders of the trader associations.</p> <p>Include trader representatives on joint agency decision-making committees.</p>

Possible challenges participants might mention	Could this challenge affect different groups of people in different ways? If yes, which group would be affected and how? Indicate whether this affects youth, men or women.			Possible solutions participants might mention (These solutions may not necessarily be provided by a border agency)
	Youth	Men	Women	
Mutual suspicion and hostility				
SSCBTs are often viewed with hostility/suspicion/mistrust by border officials (Brenton et al., 2014). Similarly, SSCBT do not trust the border officials.				Deliberately build relationships with traders through their associations. Include trader representatives on joint agency decision-making committees.
Inadequate border infrastructure				
Lack of storage facilities at the borders for trader produce. There is nowhere to store goods that might not get processed on a particular day due to delays at customs.				
Lack of clean and hygienic toilets.		Women have a greater need for privacy and safety.		Construct permanent toilets and maintain cleanliness and availability of water. Toilets could be pay-per-use toilets to cover cost of cleaning.
Others				
Difficulty keeping track of foreign exchange rate fluctuations and thus the implications such as foreign exchange losses on their businesses (Zarrilli and Lopez, 2020). This also provides an opportunity for foreign exchange brokers to take advantage of SSCBTs.		Exchange rate fluctuations and their impact can be difficult to track accurately.		Publish exchange rates in visible places. Permit only licensed foreign exchange traders in the customs yard. Promote e-payments.

Possible challenges away from the border

Table 1.5 provides samples of the responses that training participants might provide when they complete the blank table presented to them.

Table 1.5. Sample table for challenges and solutions encountered away from the border

Possible challenges participants might mention	Could this challenge affect different groups of people in different ways? If yes, which group would be affected and how? Indicate whether this affects youth, men or women.			Possible solutions participants might mention (These solutions may not necessarily be provided by a border agency)
	Youth	Men	Women	
Time constraints – Double burden of work and care responsibilities may limit the amount of time available to trade and conduct trade-related activities. This may be especially true for those with babies, young children and patients to take care of.				<p>Provide solutions that save time for example:</p> <p>Simplification and automation of trade processes such as Simplified Trade Regime (STR).</p> <p>Fast-track lanes for small-scale traders to clear border formalities and begin trading at a faster rate.</p> <p>Green Passes for expedited border clearing of food and agricultural products.</p>
High interest rates at lending institutions with unattainable collateral requirements.				<p>Promote and build the capacity of cooperative society savings and loan schemes.</p> <p>Create affordable trade finance facilities.</p> <p>Identify new forms of security (such as movables) that SSCBTs might be able to provide as security.</p>
Low prices offered by a go-between who buys the traders' produce.				<p>Link cross-border traders directly to suppliers.</p> <p>Support the formation of cooperatives to facilitate bulk purchase and sales.</p>
High illiteracy rates (Brenton et al., 2014).				<p>Support the delivery of a functional literacy programmes such as identifying a partner to deliver the programme or support the programmer by covering the cost of the training venue.</p>

Possible challenges participants might mention	Could this challenge affect different groups of people in different ways? If yes, which group would be affected and how? Indicate whether this affects youth, men or women.			Possible solutions participants might mention (These solutions may not necessarily be provided by a border agency)
	Youth	Men	Women	
Absence of a designated market/no storage facilities for traders.				Provide designated markets. Provide storage facilities in the customs yard.
Lack of accessible and affordable transport.				Build the cross-border traders' capacity to consolidate transactions and/or form cooperatives to negotiate/trade as a group.
Checkpoints before/after the border manned by corrupt police and customs officers.				Promote safe (anonymous) whistle-blowing mechanisms that actually yield results. Run anti-corruption public information campaigns.
Member-based associations with limited resources to cater to member needs, such as training on trading rules and regulations, intervening when a trader commits a trading offence and advocacy for trader rights. The majority of member-based associations or cooperatives operate with limited financial resources and often without the dedicated personnel required to deliver their stated mandate.				Partner with the member-based associations to disseminate information, provide training and others. Offer the associations office space at the border posts such as demonstrated by Uganda Revenue Authority at all one-stop border posts.

For a variety of reasons, having low levels of business skills development is a recognized and well-documented weakness among small-scale cross-border traders and business owners in different business categories within COMESA (UNCTAD, n.d.).

Comprehensive solutions to support small-scale traders must include a business skills training component even if the provision of such a component calls for partnering with another stakeholder or agency.

Text box 1.2. Example of an organization providing comprehensive solutions to support small-scale cross-border traders

Pro-Femmes Twese Hamwe in Rwanda is an umbrella association of 53 women's economic empowerment associations representing over 45,000 individual members. With support from TradeMark East Africa (2012–2018), Pro-Femmes organized over 3,000 women cross-border traders into 63 cooperatives. The women cross-border traders received training on regional trade rules and regulations, access to markets and finance. Today, those cooperatives are thriving, with the cooperatives expanding into other productive sectors (such as agroprocessing and tailoring) and providing affordable loans to members. Furthermore, the women cross-border traders are all well aware of their rights, as well as the trading rules and regulations under the East African Community.

Source: <https://profemmes.org>.

SSCBTs operate under challenging conditions. Although they play a significant role in their economies, the lack of concrete evidence to support this position results in their continued exclusion from policy agendas and subsequent policy formulation. To support the evidence for backing the consideration of SSCBT in policymaking, SSCBT must be quantified (Lesser and Moisé-Leeman, 2009).

As can be seen from the suggested challenges and solutions previously listed, interventions will need to be offered in a number of different areas at the macro, meso and microlevels. Interventions by the government (at the national and regional level) and other stakeholders will need to target the institutional framework and policy level, government ministries, departments and agencies, as well as traders' member associations and the traders themselves. This will be a difficult but not an insurmountable hurdle that ultimately will lead to the mainstreaming and recognition of SSCBT activities. This discussion will be continued in Module 3.

1.7. Opportunities

The aim of this section is to get participants to begin thinking about the specific solutions to small-scale cross-border trader challenges that their particular agency can either implement immediately or begin to develop for future implementation.

The challenges facing small-scale cross-border traders are not insurmountable. Many of the challenges may be addressed through policy, institutional and regulatory measures, which are the responsibility of the ministries, departments and agencies the training participants belong to.

Current conditions on the continent present numerous opportunities to generate new and effective solutions. Furthermore, there are several examples of solutions that have been provided in different parts of Africa. These offer lessons that may be learned and built upon in the development of solutions in other parts of the continent.

Opportunities to create and deliver innovative solutions may be found in the following:

- (a) Regional trade agreements governing Africa’s Regional Economic Communities and the free movement of goods, people, services, labour and capital.
- (b) Integrated border management for the effective management of activities at the border.
- (c) Lessons learned in trade facilitation for small-scale traders in COMESA and East African Community, such as STR, the list of commonly traded goods and the Green Pass system.

Other modules within this training package provide an in-depth look at opportunities in each of those areas.

1.7.1. Participant discussion

Invite participants to suggest and discuss the areas they believe their specific agencies would be able to intervene with a solution. Solutions may be in the areas of policy, capacity-building, cooperation/jointly implemented activities, the provision of infrastructure, migration or trade facilitation.

1.8. Participant recommendations to fill in the gaps

In this section, participants will identify three to four of the small-scale trader challenges that their particular agency is able to address. The participants will develop recommendations to address the identified challenges.

Participants will provide their information in Table 1.6.

Table 1.6. Sample table for identified challenges and recommendations

Name of ministry/department:			
	Challenge identified	Disproportional effect on women/youth	Recommendation
1.			
2.			
3.			
4.			

1.9. Participant action plan

If this training is to contribute to improved trade facilitation for small-scale traders in the COMESA region, it will be important for training participants to gain an appreciation of the challenges, as well as develop, obtain resources for and implement action plans to alleviate them. Each training module therefore includes a section in which training participants are given time to create action plans with estimated budgets, timelines, as well as name the department or officers responsible.

Using Table 1.7, participants will develop an action plan including estimated budgets, timelines and the responsible parties.

Table 1.7. Action plan template

	Challenge	Recommendation	Activity	Timing	Responsible	Budget
1.						
2.						
3.						
4.						

In addition to developing an action plan, participants will also identify the hurdles they might face in attempting to implement the above recommendations and provide suggested solutions.



What challenges will you face as you implement the above recommendations?

How will you address those challenges?

1.10. Module wrap-up

The trainer will wrap up the session through the following:

- (a) Reviewing a list of the topics covered within the module.
- (b) Highlighting the information participants provided in their action plan, specifically the following:
 - (iii) Key small-scale cross-border trader challenges identified;
 - (iv) Solutions that participants suggested their agencies could provide.
- (c) Two or three challenges participants will face in implementing the recommendations and proposed solutions.
- (d) Distributing the post-module quiz.
- (e) Reviewing the module objectives and confirming with participants that the objectives have been met.

1.11. Module conclusion

Upon completion of this module, participants are able to:

- (a) Describe the important contribution of small-scale cross-border traders to the COMESA economies;
- (b) Understand the extent to which trade facilitation solutions typically exclude small-scale cross-border traders;
- (c) Identify the challenges small-scale cross-border traders face;
- (d) Identify solutions that the different border management/trade facilitation agencies can provide to small-scale cross-border traders.

MODULE 1: PRE- AND POST-MODULE QUIZ

1. The term “informal trade” generally refers to:
A. Trade that is not permitted by law B. Trade in illegal goods
C. Smuggling D. Trade that is not documented
2. What is the estimated percentage of women participating in informal cross-border trade in the COMESA region?
A. 0 per cent B. Over 50 per cent
C. Over 30 per cent D. Over 70 per cent
3. The following could be reasons for continued informal trade.
A. The cost of obtaining legal travel documents
B. Seemingly disproportionately high taxes and fees
C. Delays experienced at product testing laboratories
D. All the above
4. The interests of small-scale cross-border traders are typically excluded from national and regional policymaking because:
A. There is little to no documented evidence to inform policy decisions in their favour.
B. Small-scale cross-border traders have voluntarily decided to operate outside the formal economy so their needs should not be accommodated in national or regional policies.
C. Small-scale cross-border traders are not really traders; they all pretend to be traders in order to hide their more lucrative illegal activities.
D. All the above.
5. Small-scale cross-border trade is an insignificant source of employment.
True False
6. eSW have made it much easier for small-scale traders to trade across borders.
True False
7. No country or region has ever developed a trade facilitation solution that makes it easier for small-scale cross-border traders to trade.
True False
8. The sheer cost of meeting the requirements to legally move and conduct trade in goods or services across COMESA drives some traders to cross regional borders at non-gazetted border crossings.
True False
9. Small-scale cross-border trade contributes positively to food security.
True False

10. There are untapped opportunities to improve the relationship between border agencies and cross-border traders.

True False

Quiz answers

1 – D; 2 – D; 3 – D; 4 – A; 5 – False; 6 – False; 7 – False; 8 – True; 9 – True; 10 – True

Annex 1. Trainer’s planning checklist

Training activity/item	Description	√
Workshop dates	Determine dates	
Nature of delivery	Online _____ In-person _____	
Number of modules to be delivered	All modules _____ Selected modules _____	
Number of participants	Obtain from participating agencies/ministries	
Source of participants (agencies/positions, etc.)	List border/trade facilitation agencies to be represented	
Workshop programme	Create schedule of activities	
Workshop opening	Determine duration, identify guest of honour	
Workshop closing	Determine duration, identify guest of honour	
Guest speakers	Number and specific sessions to be attended	
Workshop tools	Determine tools required for an in-person versus virtual delivery (such as flip chart, markers and slide presentations for in-person training; and Internet availability and training registration links for online training)	
Workshop materials (Training content)	Identify content to be available online: _____ Identify content to be delivered at the workshop: _____ Identify content to be provided after the workshop: _____	
Workshop budget	Determine projected total training expenditure	

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Additional reading

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