

# **The First World Vocational College Skills Competition**

## **Competition Rules**

### **I. Name of the Skill**

No.: W15

Chinese name: 跨境电商

English name: Cross-border E-commerce

Industry: Finance and trade

### **II. Competition Purpose**

The First World Vocational College Skills Competition (the “Competition”) aims to bring together standards, technologies, equipment, teachers and students in the field of vocational and technical education at home and abroad, promote China’s vocational education to go global and serve international cooperation in production capacity, build an important platform for teachers and students of international vocational schools to deepen friendship, exchange skills and show expertise, and promote the development of a world community of skills. Through the skills competition, expertise show and experience exchange, this Competition can be a platform to share the best practices of international vocational and technical education, enhance the influence of China’s vocational and technical education in the world in this field, and promote the development of China’s vocational and technical education in line with global vocational and technical education.

The Competition follows the new business forms and patterns of foreign trade, promotes industrial transformation and upgrading as well as innovation and entrepreneurship, to cultivate cross-border e-commerce talents in short supply, actively explore the integration of vocational standards, international standards and professional teaching standards under the new business forms of cross-border e-commerce, actively promote the integration of vocational literacy cultivation and vocational skills cultivation, and export Chinese solutions; serves the international communication of “Made in China”, and assesses students’ comprehensive skills in cross-border e-commerce exports; serves the introduction of “Made in the world”, and assesses students’ comprehensive skills in cross-border e-commerce imports, so as to test the students’ professionalism and core skills as a professional in cross-border e-commerce, and their team’s ability in innovation, coordination, organization and communication.

### **III. Competition Content**

According to the latest development of export and import business, professional standards and international standard requirements of the new business forms of cross-border e-commerce, the Competition is designed to examine the competitors’ professional core skills in export and import business of cross-border e-commerce; examine the competitors’ management awareness, cost awareness, risk awareness, service awareness, labor awareness and other professional qualities; examine the competitors’ comprehensive abilities in logical thinking, cooperation and

communication, time management, data analysis, business operation, innovation and entrepreneurship.

The Competition is conducted simultaneously according to the role of the post, with a cumulative duration of seven hours.

The contents of the Competition are as follows:

i. Business module of cross-border e-commerce exports

Task 1: Cross-border e-commerce visual design operation

Complete two tasks including visual design of pictures and design and optimization of detail pages according to the business requirements or actual business situation within 180 minutes.

Task 2: Cross-border e-commerce data operation

Pass six rounds of confrontation through sandbox simulation confrontation on the computer within 180 minutes. Each round is 30 minutes, totaling 180 minutes. Complete the following five tasks in the simulation confrontation. Each task includes several steps, and the system will mark according to the marking criteria.

(1) Cross-border e-commerce data analysis operation. Complete three tasks including data acquisition, collection and cleaning and product selection optimization according to business needs or actual business situation within the specified time.

(2) Cross-border e-commerce copy editing and optimization operation. Complete three tasks including title optimization, price optimization and attribute optimization according to business needs or actual business situation within the specified time.

(3) Cross-border e-commerce logistics and overseas warehouse operation. Complete three tasks including logistics freight calculation, logistics template setting and logistics plan design according to business needs or actual business situation within the specified time.

(4) Cross-border e-commerce order processing operation. Complete three tasks including shipping plan selection, abnormal order processing and customer service maintenance and development according to business needs or actual business situation within the specified time.

(5) Cross-border e-commerce fund management operation. Complete three tasks including expansion of scale of funds, efficiency improvement in using funds and safety of receivables according to business needs or actual business situation within the specified time.

Task 3: Cross-border e-commerce live streaming operation (the work should be submitted to the Executive Committee of the Competition three days in advance)

The aim is to examine the competitors' ability in live operation of cross-border e-commerce. Competitors can choose their own (it is suggested to choose the goods with domestic or local characteristics and advantages) commodity materials and resources based on the actual situation, and complete two tasks including live script (copywriting) production and live video shooting according to the specified requirements. The works including a text and a live video should be submitted to the Executive Committee of the Competition three days in advance in accordance with

the requirements of the Competition.

ii. Business module of cross-border e-commerce imports

Complete the following two tasks within 60 minutes:

Task 4: Customs clearance scheme design for cross-border e-commerce imports

Complete three tasks including customs clearance scheme design under the modes of “9610”, “1210” and “1239” according to business needs or actual business situation within the specified time.

Task 5: Taxation planning for cross-border e-commerce imports

Complete three tasks including comprehensive tax calculation, personal postal articles tax calculation and tax planning operation of cross-border e-commerce according to business needs or actual business situation within the specified time.

#### **IV. Competition Method**

i. Team formation requirements

1. "0.5+0.5" hand-in-hand Chinese-foreign mixed team ("mixed team") is adopted, which consists of two Chinese competitors and two foreign competitors. The four competitors should all be students. Competitors should sign up, compete and win prizes by teams.

2. Domestic competitors must be registered full-time students in higher vocational colleges, as well as registered undergraduate students in vocational colleges.

3. Foreign competitors must be foreign full-time students in related majors of vocational schools or colleges and universities providing vocational education, and international students of undergraduate schools in China are also encouraged to participate.

4. Competitor replacement: If a competitor is unable to participate for any reason during the preparation, the relevant department should issue a written explanation ten working days before the start of the corresponding Competition. The competitor will be replaced after verification by the office of the Executive Committee of the Competition ("Executive Committee"). After the Competition starts, the team is not allowed to replace any competitor.

ii. Competition method

The Competition will be conducted in the forms of on-site Competition and recorded broadcast. Domestic teams will compete on site; if foreign teams are unable to attend the on-site competition, they will compete through recorded broadcast.

The workshop of competition should be set up to meet the number of teams. Each position of the team has two computers, one of which is for backup, and enough tables and chairs.

#### **V. Competition Process**

i. Competition timeline and process

Competition timeline: The duration of the Competition is one day, with specific arrangements as shown in Table 2.

Table 2 Competition Timeline and Process

<b>Date</b>	<b>Time</b>	<b>Work content</b>
The day before the Competition	13:00	The Competition begins
	Before 18:00	Registration of participating team. Accommodation is arranged and materials are collected
Day 1	8:00-12:00	Judges, arbitrators and supervisors report for duty
	9:00-12:00	Team check-in. Accommodation is arranged and materials are collected
	14:00-15:30	Judge training session
	15:30-16:30	Team leader meeting is held and roles of competitors are determined
	16:30	Team leader meeting is held and roles of competitors are determined
	16:40	Familiarize with the venue. Team leaders and competitors are kept outside the cordon Tour of the workshop.
Day 2	12:30	Inspection on the enclosed workshop
	13:30-14:00	Return to the hotel
	14:00-15:00	The teams meet at the entrance of the hotel and take the bus to the venue
	15:00-18:00	Opening ceremony. Leaders, experts, judges, team leaders and competitors participate in the opening ceremony; guests, observing teachers and enterprise representatives participate in the opening ceremony.
	15:00-18:00	The teams line up and check in in front of the competition venue
	15:00-16:00	I. Business Module of Cross-Border E-Commerce Exports Task 1: Visual design operation of cross-border e-commerce exports
	18:00-21:00	Task 2: Data operation of cross-border e-commerce exports
	18:00-21:00	II. Business Module of Cross-Border E-Commerce Imports Task 3: Customs clearance scheme design for cross-border e-commerce imports Task 4: Taxation planning for cross-border e-commerce imports
	21:00-22:00	Dinner and rest for the competitors
	22:00-23:00	Judges' marking and results announcement.
	Arbitration	
	Closing ceremony	

ii. Display timeline and process

Same as the competition time.

iii. Experience timeline and process

Same as the competition time.

## **VI. Competition Task Paper**

The test projects will be released on the official platform of the Competition one month before the Competition.

i. Business module of cross-border e-commerce exports (80% of the total results)

Total mark is 100 points.

1. Visual design operation of cross-border e-commerce exports (accounting for 20%)

Type of project: Operation

Quantity: Three tasks in total. Each task includes several steps, and the mark will be given according to the marking criteria.

Competition duration is 180 minutes.

2. Data operation of cross-border e-commerce exports (accounting for 50%)

Type of project: Simulation confrontation operation on the computer

Quantity: Five tasks in total. Each task includes several steps, and the system will mark according to the marking criteria.

Competition duration is 180 minutes

3. Live streaming operation of cross-border e-commerce exports (accounting for 30%)

Type of project: Operation

Quantity: Two tasks completed in advance. Each task includes several steps, and the mark will be given according to the marking criteria.

The text and video should be submitted to the Executive Committee of the Competition three days in advance.

ii. Business module of cross-border e-commerce imports (20% of the total results)

Competition duration is 60 minutes with the total mark of 100 points.

5. Customs clearance operation of cross-border e-commerce imports (accounting for 60%)

Type of project: Process operation

Quantity: Three tasks in total. Each task includes several steps, and the mark will be given according to the marking criteria.

6. Taxation planning for cross-border e-commerce imports (accounting for 40%)

Type of project: Comprehensive calculation

Quantity: Three tasks in total. Each task includes several steps, and the mark will be given according to the marking criteria.

## **VII. Competition Rules**

1. Familiarization with the workshop

The Executive Committee should arrange teams to get familiar with the workshop in a unified and orderly manner on the first day of the competition. It is strictly forbidden to communicate with on-site staff. Please refrain from making unfounded remarks that can cause damage to the overall image of the Competition. All rules for the competition should be strictly observed. In order to avoid accidents, crowding and talking loudly are forbidden.

2. Entry into the workshop

Competitors should arrive at the workshop 30 minutes in advance and have their identities, qualifications, and relevant documents verified by staff. Workstations

should be decided by drawing lots and should not be changed or adjusted without permission. During the Competition, competitors are not allowed to leave the workshop without permission. In case of special circumstances, the approval of judges must be obtained. Competitors should not bring articles not related to the competition to the workshop, such as mobiles, wireless network cards, portable storage equipment, and documents.

### 3. Formal competition

(1) All competitors in the workshop should not intervene in the tasks of other competitors. They should not take the position of another team member or perform the duties of other team members. Additionally, verbal and personal attacks against judges and staff should be prohibited.

(2) Competitors must strictly follow safety operating procedures and receive the supervision and warning of judges so as to ensure their personal and equipment safety. In case of a personal safety accident and an equipment fault due to the personal mis-operation of competitors, the jury president should have the right to stop the team from continuing the Competition. In the event of failure to continue the Competition due to an equipment fault arising from non-personal factors of competitors, the jury president should make a decision based on the specific situation (shifting the team to a standby workstation or rearranging the team to the last competition session). If the jury president confirms that the equipment fault can be removed by technical support staff and the team can continue the Competition, the competitors should be given additional competition time to make up for the delay.

(3) Competitors are not allowed to leave the workshop without permission after entering it. If it is necessary to leave the workshop or stop competition, because of an illness or other reasons, competitors should give a sign to judges. Only after obtaining the consent of the jury president of the workshop and signing the relevant record form can competitors leave the workshop and go to the designated place as ushered by staff.

(4) Competitors must submit competition results in conformity with procedures, support judges to record information about the workshop, and sign such records for confirmation. When a judge asks a competitor to sign, the competitor should not reject the request without a reason.

(5) When the jury president gives the instruction of ending the Competition, all teams that have not finished their tasks should immediately stop operation and clean up their workstations rather than delay the competition for any reason.

## **VIII. Competition Environment**

### i. Hardware equipment

#### 1. Hardware configuration of each competitor's computer includes

24 competition computers, 24 standby computers; one judge computer, one standby judge computer on site.

Technical requirements for competition computers. CPU: Dual-core 3.0 or above; memory: 8G (included) or above; hard disk: 100G or above; network card: 100M; USB and other external storage equipment interfaces are blocked, and a sound card is configured.

2. Server. Three units.
3. Camera. Four units.
4. Display screen for the meetings. Two units.
5. Configuration of printers. Two sets of ordinary laser or inkjet printers.
6. Headsets with good sound insulation, which can be connected to the computer, are prepared. One set for each competitor, and two standby sets are prepared. The preparation room is equipped with 8 headsets.

ii. General software configuration

1. Microsoft Windows 7 or Microsoft Windows 10 operation system.
2. Microsoft Office 2016 or above, Internet Explorer 9.0 browser, and Google Chrome browser.
3. Adobe Reader.
4. Photoshop CC Version 2017 and Adobe Dreamweaver CC Version 2019.
5. Decompression software.
6. Video editing software.
7. Video player.
8. Pre-installed Chinese input methods such as Wubi, Microsoft Pinyin, Sogou Pinyin and English input methods.
9. Screen control software.

iii. Hardware and software environment

The competitors' computers in the venue are connected to local area network instead of the Internet or other public networks. The computers can only be connected to the server set up at the venue to store the competitors' results.

iv. Competition supplies

Table 3 Details of the Competition Supplies

No.	Equipment name	Model	Unit	Quantity
1	Print paper	A4 paper	Piece	Some
2	Mobile storage equipment	Not specified	Piece	30
3	Ink cartridge	Not specified	Piece	2
4	Markers (red and black), pencils	Not specified	Piece	40 for each
5	Calculator	Not specified	Set	30

v. Venue layout

1. The competition venue is set up to meet the number of teams in the competition environment, and the corresponding number of workstations are set up in each area.

Each competitor of the team has one computer station, with two computers for each station, one of which is a standby computer, and enough tables and chairs.

2. Observation area is set up outside the competition venue to facilitate the observation and supervision of the whole competition.

3. Background boards, banners and wall hangings were set up in the competition venue to create a competitive atmosphere.

4. Local area network. Star topology network is used in the on-site venue for the installation of gigabit switches. The network cable and power cable are concealed and laid. Independent network environment is adopted instead of connection with the Internet or external computer access.

5. Security guarantee. The on-site venue uses unified anti-virus software to protect the servers against virus. The USB ports of the computers used at the venue are blocked. A comprehensive monitoring system with functions of network management, account management and log management is deployed.

6. Dual power supply is used for the on-site venue. UPS is used to prevent the loss of system data due to sudden power failure at the site; rated power: 3KVA, backup time: two hours, battery type: output voltage:  $230V \pm 5\%V$ .

7. Live streaming equipment. The main site is located in the school, and the sub site is live streaming.

## **IX. Technical Specifications**

### i. International conventions

1. *United Nations Convention on Contracts for the International Sale of Goods* issued by United Nations Commission on International Trade Law

2. 2020 Incoterms International Rules for the Interpretation of Trade Terms issued by International Chamber of Commerce

3. *Uniform Customs and Practice for Documentary Credits (UCP600)* issued by International Chamber of Commerce

4. *Uniform Rules for Collections (URC522)* issued by International Chamber of Commerce

5. The *Harmonized Commodity Description and Coding System* issued by World Customs Organization

### ii. National and industry standards

1. GB/T 41126-2021 Cross-border E-commerce - Specification for Information Description of Export Trade Entities

2. GB/T 41128-2021 Cross-border E-commerce - Specification for Information Description of Export Trade Entities

3. GB/T 40105-2021 Requirements for Cross-border E-commerce Transactions

4. GB/T 40290-2021 Cross-border E-commerce - Specification for Information Release of Imported Goods



5. GB/T 40292-2021 Cross-border E-commerce - Specification for Electronic Waybill
6. GB/T 39676-2020 Cross-border E-commerce - Electronic Documents for Logistics Information Declaration and Payment Information Declaration
7. GB/T 37146-2018 Cross-border E-commerce - Basic Information Description of Electronic Manifest
8. GB/T 37147-2018 Cross-border E-commerce - Basic Information Description of Electronic Order
9. GB/T 37148-2018 Cross-border E-commerce - Basic Information Description of Electronic Customs Declaration Form
10. GB/T 30055-2013 Quality Requirements for Customs Declaration Service of International Freight Forwarders
11. GB/T 39456-2020 Specification for International Trade Business Process - Order Processing
12. GB/T 39455-2020 Specification for International Trade Business Process - Freight Forwarding
13. HS/T 32-2010 Operational Specifications for Customs Declaration Service
14. HS/T 38-2013 Quality Requirements for Customs Declaration Service

iii. National regulations

1. *Regulations of the People's Republic of China on Import and Export Duties*
2. *Regulations of the People's Republic of China on the Origin of Imported and Exported Goods*
3. *Administrative Measures of the Customs of the People's Republic of China for the Inspection of Imported and Exported Goods*
4. *Instructions of the Customs of the People's Republic of China for Completing the Customs Declaration Forms for the Import and Export of Goods*
5. *Announcement on Matters concerning the Supervision of Retail Imports and Exports in Cross-Border E-commerce*
6. Other laws and regulations

## **X. Technology Platform**

Cross-border e-commerce data operation requires simulation confrontation sandbox.

## **XI. Result Evaluation**

i. Principles for development of marking criteria

Process assessment should be combined with result assessment, and vocational skills assessment should be combined with professional quality. The principles of openness, fairness and impartiality should be followed. The measures are set below:

1. The Executive Committee of the Competition will make the assessment tasks and marking criteria public and open the competition platform to the teams before the Competition, so that the preparation for each team will be fair.

2. The Executive Committee of the Competition provides the same competition supplies and open the venue in advance, so that the teams are in the same conditions.
3. The Executive Committee of the Competition will release the official information through the explanation sessions and the official website of the Competition, so that the teams can get the information of the Competition through the same channel.
4. All the competition projects are live-streamed to ensure that no human factors affect the results, and that the teams are in an open, fair, impartial, independent and transparent competition environment.

ii. Marking criteria

1. In the task of “cross-border e-commerce data operation” in the business module of cross-border e-commerce exports, the system will mark according to the marking criteria; in the “cross-border e-commerce visual design”, “export cross-border e-commerce live streaming operation”, and the business module operation of cross-border e-commerce imports, the judges will mark according to the marking criteria.

2. The marks of the five tasks of the two major modules are added together and the weight of each task module is counted into the total marks.

3. If the results of each module of the teams are the same after adding up, the marks of the business module of cross-border e-commerce exports will be compared, and the one with the highest mark will win. If the marks are still the same, the marks of the task in data operation of cross-border e-commerce exports will be compared, and the one with the highest mark will win.

iii. Marking criteria of each competition module

Table 4 Marking Criteria of Competition Modules

No.	Assessment indicators	Marking rules	Number of Tasks	Mark	Proportion in total mark
1	Visual design operation of cross-border e-commerce exports	<p>Five judges will mark according to the marking criteria, and the average mark after deducting the highest and lowest marks will be the mark of the teams.</p> <p>1. Photo visual design (10 points).            (1) Online store’s banner design and production (6 points): 2 points for each banner picture, which should include: a combination of 2-3 pictures of each product, supplemented by core text as the main description (1 point); background design is concise, and the color and style are unified with the overall style of the store (1 point).            (2) Design and production of goods’ main picture (4 points). Among them, each main picture accounts for 2 points, and the picture should include: Elements reflecting the functional characteristics of the men’s jacket (1 point); combination of graphics and text with high clarity, and the text does not outshine the pictures (1 point).</p>	2	20	16%

		<p>2. Detail page design and optimization (10 points)</p> <p>(1) Product information includes pictures, text or combination of graphics and text (2 points); (2) product display includes details, packaging, advantages, color matching and effects of the product (2 points); (3) transaction instructions include purchase, payment, receipt and inspection (2 points); (4) after-sales information includes return and change of goods, warranty and refund (2 points); (5) promotional information includes promotional activities and preferential methods (2 points).</p>			
2	Data operation of cross-border e-commerce exports	<p>6 sandbox confrontations are automatically marked by the system.</p> <p>1. Cross-border e-commerce data analysis operation (4 points). Marks are given according to the ranking of the best-selling goods' exposure in the same category on the same platform (2 points); marks are given according to the ranking of the best-selling goods' click rate in the same category on the same platform (2 points).</p> <p>2. Cross-border e-commerce product launch and optimization operation (3 points). Marks are given according to the number of goods on shelves at the end of the operation round, with 10 goods on shelves gaining 0.3 points each.</p> <p>3. Cross-border e-commerce logistics and overseas warehouse operation (5 points). Marks are given according to the development of logistics solutions, as well as the ranking of the best-selling goods in the same category on the same platform among the goods on sale in the overseas warehouse.</p> <p>4. Cross-border e-commerce order processing operation (3 points). Marks are given according to the ranking of the conversion rate of the best-selling goods in the same category on the same platform.</p> <p>5. Cross-border e-commerce fund management operation (35 points). Marks are given according to ROI in the final round.</p>	5	50	40%
3	Live streaming operation of cross-border e-commerce exports	<p>Five judges will mark according to the marking criteria, and the average mark after deducting the highest and lowest marks will be the mark of the teams. The competitor will get 10 points for fully satisfying the 4 marking rules specified for the text, and 0 point for not satisfying the rules at all. In other cases, the works will be marked according to each marking rule, up to a maximum of the points specified for each rule. The competitor will get 20 points for fully satisfying the 7 marking rules specified for the videos, and 0 point for not satisfying the rules at all. In other cases, the works will be marked according to each</p>	2	30	24%

		marking rule, up to a maximum of the points specified for each rule.			
4	Customs clearance scheme design for cross-border e-commerce imports	Five judges will mark according to the marking criteria, and the average mark after deducting the highest and lowest marks will be the mark of the teams. The competitor will be marked accordingly for being completely correct in each assessment point, with 0 point for being completely wrong. In other cases, 1 point is marked for each correct point according to the reference answer, up to the maximum mark for the rule.	3	60	12%
5	Taxation planning for cross-border e-commerce imports	Five judges will mark according to the marking criteria, and the average mark after deducting the highest and lowest marks will be the mark of the teams. The competitor will be marked accordingly for being completely correct in each assessment point, with 0 point for being completely wrong. In other cases, 1 point is marked for each correct point according to the reference answer, up to the maximum mark for the rule.	3	40	8%

#### iv. Total results of the Competition

Total results = Business module of cross-border e-commerce exports \* 80% + business module of cross-border e-commerce imports \* 20%. The project results and the total results of the Competition are retained to two decimal places (the second decimal place is rounded off).

#### v. Result evaluation

1. One jury president.

2. Requirements for judges. The number of judges on site will be determined according to the number of teams. The specific requirements for judges are shown in the table.

Table 5 Requirements for Judges

No.	Professional and technical directions	Requirements for knowledge and competence	Judging, teaching and work experience	Professional and technical titles (of professional qualification level)	Headcount
1	Cross-border e-commerce	Familiar with cross-border e-commerce rules and business processes	Have served as a judge of at least one provincial skills competition or above, or have more than 5 years of work experience in cross-border e-commerce enterprises	Associate senior professional titles or above	3

2	International trade	Familiar with international trade rules and business processes	Have served as a judge of at least one provincial skills competition or above, or have more than 5 years of work experience in foreign trade enterprises	Associate senior professional titles or above	2
3	E-commerce	Familiar with the application of computer, Photoshop and other tools, familiar with e-commerce business processes, and familiar with cross-border e-commerce live streaming	Have served as a judge of at least one provincial skills competition or above, or have more than 5 years of work experience in cross-border e-commerce enterprises	Associate senior professional titles or above	3
4	Business data analysis	Familiar with the application of business data analysis tools and business processes	Have served as a judge of at least one provincial skills competition or above, or have more than 5 years of work experience in cross-border e-commerce enterprises	Associate senior professional titles or above	2
5	Customs affairs	Familiar with the customs clearance business process of cross-border e-commerce imports and exports	Have served as a judge of at least one provincial skills competition or above, or have more than 5 years of work experience in customs affairs-related enterprises	Associate senior professional titles or above	2
6	English or English-related majors	Capable of engaging in English teaching, research or practice	Have served as a judge of at least one provincial skills competition or above, or have more than 5 years of work experience in enterprises	Associate senior professional titles or above	3
Total					15
Total number of judges	15				

3. Marking method: The Competition adopts certain marking criteria. The mark

keeper is responsible for completing the marking under the supervision of the supervisors, and the mark sheet should be signed by the mark keeper, supervisors and the jury president. After the marking, the mark keeper is responsible for the aggregation of marks and preparation of marking table under the supervision of the supervisors. Before the official announcement of the competition results, no one is allowed to disclose the marking results.

The total marks of the team = the marks of the two modules of the team (rounded to two decimal places)

4. The final total marks shall be 100.

5. If the results of each project of the teams are the same after adding up, the marks of the business module of cross-border e-commerce exports will be compared, and the one with the highest mark will win. If the marks are still the same, the marks of the task in data operation of cross-border e-commerce exports will be compared, and the one with the highest mark will win.

6. To ensure the accuracy of the results statistics, the supervision and arbitration team will review the results of all teams that rank in the top 30% of the total results of the Competition; the rest of the results will be checked and reviewed by random sampling, and the sampling coverage rate should not be lower than 15%. The supervision and arbitration team should promptly notify the jury president of any errors identified in the review in writing, and the jury president will correct the results and sign for confirmation. If the error rate exceeds 5%, it will be identified as a non-small probability event, and the jury should review all the results. The final results of the Competition will be announced after the final results are reviewed and signed by the jury president and supervision team. The announcement duration is one hour. If there is no objection to the announcement, the jury president and supervision team leader will sign on the marking form and announce the final results at the closing ceremony.

7. After all competitions are over, the mark keeper will summarize the results of all teams as the final report cards. The final results of the Competition will be announced after the final results are reviewed and signed by the jury president, the head of the arbitration team, and supervision team. The final results of the Competition will also be announced at the closing ceremony and are entered into the competition administration system simultaneously.

vi. Organizational structure of the Competition

The Executive Committee of the Competition will be established, consisting of the expert panel, jury, competition service team, security team, and supervision and arbitration team.

## **XII. Awards and Prizes**

A gold, silver and bronze medal will be awarded to each different team, and the teams in the top 50% of the overall results (other than the top three) will be awarded the winning prize.

## **XIII. Preliminary Plans for the Competition Venue**

i. Before the Competition starts, the competitors should confirm that the workstations and on-site equipment are in normal condition.

ii. During the Competition, competitors should raise their hands to indicate if there is any equipment or software failure, and the jury president of the project and technical personnel should solve the problem in time. If the operation cannot be continued due to non-competitor factors, the backup equipment will be activated after confirming by the jury president of the project, and the time delay caused by these factors will be extended after requesting the jury president's approval.

iii. During the Competition, the competitors can seek help from the medical personnel on site if they are not feeling well, but the time delay caused will not be extended.

iv. In case of a force majeure event during the Competition, all participants should immediately stop and evacuate to a safe place. The Executive Committee of the Competition will report to the Executive Committee of the First World Vocational College Skills Competition for follow-up treatment.

#### **XIV. Safety**

Event safety is a prerequisite for the smooth running of the First World Vocational College Skills Competition. It is the core issue that must be taken into consideration in the preparation and operation of the Competition. The Executive Committee of the Competition shall take practical and effective measures to ensure the personal safety of competitors, instructors, staff, and audience during the Competition.

##### **i. Competition environment**

1. The Executive Committee shall organize a special inspection of the pandemic prevention, workshop, accommodation places and transport before the Competition, and make explicit pandemic prevention and control and safety requirements. The arrangement of the workshop, the equipment and facilities within the workshop, should comply with the relevant national pandemic prevention and safety regulations. If necessary, workshop simulation tests can also be conducted to identify possible problems. The organizer must exclude hazards in accordance with the requirements of the Executive Committee before the Competition.

2. A cordon should be set up around the workshop to prevent the entry of unauthorized persons in case of accidents. The necessary labor protection should be provided for the competitors with reference to the requirements of the relevant occupational positions within the competition site. In the section with dangerous operation, the judges should take strict precautions against the wrong operation of the competitors.

3. The organizer should provide conditions to ensure the implementation of the contingency plan. The system and contingency plan must be clarified, and emergency personnel and facilities must be provided.

4. The Executive Committee shall formulate the pandemic prevention and control plan in conjunction with the organizer to ensure the strict implementation of pandemic prevention and control process. In the crowded areas of the workshop, complete indication signs shall be set up, additional guidance personnel shall be assigned and alternate lanes shall be opened.

5. During the Competition, the organizer of the Competition shall strengthen the key posts in the management of the workshop and establish a security management log.

6. It is strictly forbidden for competitors, judges or staff to bring communication and

photographic recording equipment or recorders into workstations and workplaces. If necessary, it will be allocated and managed by the venue. Security check equipment will be deployed as needed to check the people entering the important parts of the workshop.

#### ii. Living conditions

1. During the Competition, in principle, the Executive Committee of the Competition will arrange the food and accommodation for the competitors and team leaders. The organizer shall respect the culture and beliefs of foreign competitors and ethnic minorities and arrange the food and accommodation for the competitors and coaches of foreign countries and ethnic minorities in accordance with relevant national policies.

2. The place of accommodation arranged during the Competition should have the business permit for hotel/accommodation. If the school dormitory is used for accommodation, the Executive Committee and the school providing the dormitory will be jointly responsible for the accommodation, health, and food safety during the Competition.

3. Transport safety of organized visits and observation activities during the Competition is under the responsibility of the Executive Committee. The Executive Committee and the organizer shall ensure the transport safety for competitors, team leaders, judges, and staff during the Competition.

4. The security management of each competition, in addition to the necessary security quarantine measures that can be taken, should strictly comply with the relevant national laws and regulations to protect personal privacy and personal freedom.

#### iii. Team responsibility

1. Each school shall purchase personal accident insurance for the competitors during the Competition when organizing the teams.

2. After the teams of each school are formed, the relevant management policy shall be formulated and safety education shall be provided to all competitors and team leaders.

3. The teams shall strengthen the safety management of the competitors and achieve the alignment with the safety management of the workshop.

#### iv. Emergency response

If an accident occurs during the Competition, whoever finds it should report to the Executive Committee immediately, and also take measures to prevent it from further deterioration. The Executive Committee should immediately activate the contingency plan to address the problem and report to the superior competent department.

#### v. Pandemic prevention and control

Strict implementation of measures to prevent and control the pandemic should be ensured according to the requirements of the local competent authorities of disease control at the Competition. The workshops of the Competition should be clean and tidy, and good ventilation should be maintained inside the workshops. Before entering the workshops, all persons must hold the 48-hour negative certificate of the nucleic acid test, measure their temperatures, and wear masks, and their codes (health code and vaccination code) and information big data travel cards must be checked. Persons



whose temperatures are over 37.3°C or whose codes are orange or red mustn't enter the workshops. For persons whose temperatures are over 37.3°C (a fever temperature) or those who are not feeling well during the Competition, the pandemic prevention and control procedure should be followed.

#### vi. Penalties

1. If a major safety event is caused by a team, the team will be disqualified from prizes.
2. Teams involved in a major safety risk may be disqualified from continuing the competition, if they are alerted and warned by the staff of the workshop but of no avail.
3. Staff who violate rules will be held accountable according to the corresponding policies. Where the circumstances are serious and cause major security incidents, the relevant parties will be held legally accountable by the judicial authorities.

### **XV. Competition Notice**

#### i. Notice for teams

1. Each team should carry forward the good morals, listen to the command, obey the judges, and do not falsify. Anyone found to have falsified will be disqualified and their results will be invalid.
2. The name of the team will be unified with the name of the school; cross-school team registration is not accepted.
3. Teams shall hold an entry card issued by the Executive Committee and valid IDs to participate in the Competition and relevant activities, in accordance with the Competition process.
4. After the registration is reviewed and confirmed, the competitors will not be replaced in principle. After the registration is completed, if a competitor is unable to participate for any reason during the preparation, the school and relevant department shall issue a written explanation ten working days before the start of the corresponding Competition. The competitor will be replaced after verification by the office of the Executive Committee of the Competition; after the Competition starts, the team cannot replace the competitor. Competitors are allowed to miss the Competition.
5. Teams shall hold an entry card and logos issued by the Executive Committee and valid IDs to participate in the Competition and relevant activities, in accordance with the Competition process.
6. Competitors are required to purchase insurance.

#### ii. Notice for team leaders

1. Team leaders shall unswervingly implement all regulations of the Competition, strengthen the management of competitors, make the pre-competition efforts, and prompt competitors to take their IDs and relevant materials for the Competition.
2. During the competition, except for the competitors, judges, and staff of the session and approved personnel, team leaders and other people are not allowed to enter the

workshop.

3. If the team has any objection to the competition process, the team leader may submit a written report to the supervision and arbitration team of the Competition within the specified time.

4. Team leaders shall take the lead to obey and execute the arbitration result of the appeal and communicate with the competitors about the result. Competitors shall not stop the Competition due to the appeal or objections to the arbitration opinion, or they will be treated as forfeited.

5. Team leaders should check the notice and content on the special webpage of the Competition in time, study and master the rules, technical specifications and requirements of the workshop, and guide the competitors to make all technical preparations and competition preparations before the Competition.

### iii. Notice for competitors

1. Competitors should fill in personal information truthfully according to the relevant requirements, otherwise the eligibility for the Competition will be canceled.

2. Competitors need to hold a unified printed entry card and valid IDs to participate in the Competition.

3. Competitors should study and understand the relevant documents of the Competition, consciously abide by the discipline of the Competition, follow the instructions, heed the arrangements, and compete in a civilized manner.

4. Competitors should not bring any electronic devices, communication equipment and other materials and supplies irrelevant to the Competition to the workshop.

5. Competitors should arrive at the workshop 15 minutes in advance, check in with their entry cards and IDs in accordance with the pandemic prevention requirements, enter as required, and are not allowed to arrive late or leave early.

6. Competitors should be seated in the designated position according to the drawing results.

7. Competitors shall start the Competition after confirming the content of the Competition and on-site equipment are error-free. During the Competition, if there are any questions, competitors can raise their hands to indicate, and the jury president should answer the questions in accordance with relevant requirements in time. Competitors should raise their hands to indicate if there is any equipment or software failure, and the jury president and technical personnel should solve the problem in time. If the operation cannot continue due to computer software or hardware failure, a backup computer will be activated upon confirmation by the jury president.

8. Each competitor must operate the competition equipment according to the specification requirements. In the event of a serious safety incident, the competitor will be disqualified immediately upon approval by the jury president.

9. During the Competition, without the approval of the Executive Committee, the competitors shall not accept interviews related to the content of the Competition conducted by other organizations and individuals. Competitors are not allowed to publish information about the Competition without permission.

10. At the end of the Competition, all competitors should stand up and terminate the operation.

11. The competitors can seek help from the medical personnel on site if they are not feeling well.

12. The pandemic prevention and control measures should be observed, and the pandemic management should be obeyed.

#### iv. Notice for staff

According to the requirements for the prevention and control of the pandemic, all teams should obey the guiding ideology of "scientific prevention and control, and targeted measures implementation" to conduct prevention and control. Under the regular pandemic prevention and control, all competitors, experts, jury presidents, judges, technical support personnel and participating leaders, staff, participants, volunteers, observers, etc. are all included in the health management persons of the Competition.

1. Health status checking. All persons included in the health management of the Competition should actively apply for the health code of the division, and they should not go to domestic places of medium and high risk of pandemic, go abroad, or participate in large-scale events. Besides, they should have a health status check (the screening of the history of epidemiology) 14 days before reporting their arrival. Persons in any of the following circumstances cannot participate in the Competition.

(1) Confirmed cases, suspected cases, asymptomatic patients, and close contacts who are still in the period of quarantine and observation.

(2) Persons who have had the symptoms of fever and cough in the recent 14 days, being not well-healed, not excluded from infectious disease and not feeling well.

(3) Persons who have a history of travel to domestic key places of medium and high risk of the pandemic or contact with people of those places within the recent 14 days.

(4) Persons whose residential community are suffered from the pandemic within the recent 21 days.

(5) Persons who have an overseas travel history within 14 days and are under the pandemic prevention and control for entering persons.

2. All persons who are included in the health management of the Competition should adopt a self-checking and self-reporting method to monitor their health every day before 14 days of reporting their arrival. They should measure their temperatures once in the morning, at noon, and night respectively. Once finding the suspected symptoms of fever, feebleness, cough, pharyngalgia, sneezing, diarrhea, vomiting, jaundice, erythra, and conjunctival congestion, they should report to their units, and go to the hospital for checking as soon as possible. Those who are not excluded from suspected infectious disease and do not feel well cannot participate in the Competition.

## **XVI. Appeal and Arbitration**

During the Competition, in case of injustice or rule violations, team leaders can submit a written appeal to the arbitration team within two hours after the announcement of the competition results on that day. The arbitration team should organize a review within two hours after receiving the appeal and timely reply the

arbitration award. If the appealing party still disagrees with the review result, the team leader may submit an appeal to the Supervisory Arbitration Committee of the division. The arbitration award of the Supervisory Arbitration Committee of the division should be final.

## **XVII. Competition Observation**

Each team can be arranged for competition observation in the workshop, and people from all walks of life are welcome to enter the workshop for observation, especially the employees of enterprises and students of customs declaration and related majors in junior college. Such holders of work permits or student cards are given priority to participate in the observation.

Observers must obey the command of the staff, enter the workshop under the guidance of the staff, and participate in the observation with the observation permits within the specified time in an orderly manner. During the observation, no eating, no smoking, no loud noise, no crowding and no pushing are allowed. In case of safety hazards, the staff has the right to temporarily clear the venue to ensure the safety of the observers.

## **XVIII. Live Competition**

- i. Video recording equipment without blind spots should be deployed at the workshop to record and display the competition in real time.
- ii. There shall be a large screen or projection outside the competition venue to synchronously display the competition status in the venue.
- iii. The opening and closing ceremonies shall be shot by multiple cameras. Videos on interviews with outstanding competitors, comments by experts and judges, and interviews with enterprise employees should be produced to highlight the skills and characteristics of this Competition. Comprehensive information and materials shall be provided for publicity and resource conversion of the Competition.

## **XIX. Resource Conversion**

In order to promote the resource conversion of the cross-border e-commerce skills competition and apply the resources and results to the relevant professional vocational education, the organizing school will take the lead and establish a resource conversion team consisting of members of the expert panel, cross-border e-commerce-related enterprises and other experts to convert the resources of the cross-border e-commerce skills competition into an important part of professional vocational education in about two years. Converted resources should be uploaded to an online information release platform designated by the Competition.

- i. Conversion of resources of the Competition
  1. Summarize and organize the resources of the cross-border e-commerce skills competition, sort them into different categories, and establish a resource library of the Competition, including competition administration system, marking criteria, competition questions, competition supplies, competition videos, etc.
  2. Transform the competition administration system into the standard of the skills competition in vocational schools, so that more schools and students can participate in the Competition and share the results of the Competition.

3. Transform the video of the competition process into a collection of cross-border e-commerce competitions and promotional videos for school enrollment to enhance the social reputation of the profession, which is conducive to student enrollment and employment of schools.

4. Transform the standards of the Competition into the core curriculum standards of cross-border e-commerce, so that the Competition can promote teaching of relevant majors, and promote the reform integrating teaching, practical training and competition.

5. Transform the schools, competitors, results, comments and testimonials of the Competition into an illustrated book of the cross-border e-commerce skills competition, which will help countries, schools, industries and enterprises understand the Competition and competitors, and provide a more detailed basis for enterprises to select and employ staff.

ii. Conversion of expansion resources of the Competition

1. Establish a resource pool of experts from cross-border e-commerce industry associations, enterprises and colleges in the same period as the preparation of the Competition.

2. The Chinese and foreign schools participating in the Competition can further expand the cooperation in vocational education between China and foreign countries.