Code Management Project Minutes
2-NOV-2017
CET 14.00-17.30

Attendees: Gerhard Heemskerk (GH), Tayfun Mermer (TM), Tomas Melik (TOM), Anders Grangard (AG), Gait Boxman (GB), Akio Suzuki (AS)

Regrets: Lance Thompson (LT), Ken Holman (KH), Edmund Gray (EG), Jostein Frømyr (JF), Rolf Wessel (RW), Michael Dill (MD), Hisanao Sugamata (HS), Sue Probert (SP), Michel Bormans (MB), Enjo Hidekazu (EH), Akio Suzuki (AS), Niki Dieckmann (ND), , Frans van Diepen (FD), Jorg Walther (JG), Mary Kay Blantz (MK),

1. **Last review session Final Drafts**
   - Project Purpose should be re-written to align with the scope and actual results.
   An updated proposal will be send to the call attendees (including project lead Rolf Wessel) first for comment. After processing the comments, it must be send to all team members for approval. Not later than 14 November, the full team should agree. – agreed by the team – 14th November ready. On 20 November it will be on the agenda of the Bureau.
   Update to current people on call (including RW) – within 2 days – other proposal to whole group.
   - NDR Rule 205 change request: will be discussed on 6 NOV 17 Bureau Call.
   The Bureau will be asked to treat the change as a maintenance activity.
   A non-substantive revision is a change that does not affect the Publication's scope and functional or technical content. Should the Bureau determine that a substantive revision of the Project Publication is required; a new project is begun at the Project Inception stage with a new Project Team. See ODP 7:
   https://www.unece.org/fileadmin/DAM/cefact/cf_plenary/2016_plenary/CF_2016_017E_ODP.pdf
   - Added business benefits of Genericode
   The must be removed. Some are subjective or promotive. This should not be in a User Guide.

2. **AOB**
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