

Bureau teleconference discussion notes and decisions
Monday, 29 February 2016 GoToMeeting session (11:00-13:15 CET)

Participants:

Bureau present: Raffaele Fantetti, Estelle Igwe, Tahseen A. Khan, Lance Thompson (Chair)

Bureau apologies: Harm Jan van Burg, Anders Grangård

Secretariat: Maria Rosaria Ceccarelli, Gianguglielmo Calvi, Yuri Saito

Agenda item	Discussion	Action/Decision
1. Roll-call	Quorum: 4 of 6 Bureau Members = quorum	
1a. Approve the agenda	Item 3b on CI S.C. Scheduling added to the agenda	Approved with modification
1b. Recap of subjects that have been approved by written procedure since 1 February	<p>Subjects which have been <u>approved by written procedure</u> since the last regular Bureau call on 1 February 2016:</p> <ul style="list-style-type: none"> • Bureau Decision 1602036: Note sent to UBL on the renaming of their NDR approved • Bureau Decision 1602037: Note sent to IMO concerning FAL form maintenance at WCO approved • Bureau Decision 1602038: UN/EDIFACT Executive Guide (with modifications from 15 Feb) approved • Bureau Decision 1602039: VERMAS Project & Project Leader (Michael Schroeder) approved • Bureau Decision 1602040: Forum Mini Conference requests approved: <ul style="list-style-type: none"> ○ International Trade Procedures Domain Trade and Transport Facilitation Monitoring Mechanism (TTFMM) ○ Transport and Logistics Domain Ship Safety and Security Regulations ○ Finance and Payments Domain Trade and Supply Chain Finance Project ○ Agriculture Domain FLUX standard / system <p>Other subjects which have been <u>approved by written procedure</u> since the last regular Bureau call on 1 February 2016:</p> <ul style="list-style-type: none"> • Approval of Bureau meeting report of 1 February 2016 • Approval of Open Bureau meeting report of 29 January 2016 • Announce cut off dates for EDIFACT (14 March 2016) and CCL DMRs 	

	<p>16A (7 March 2016)</p> <ul style="list-style-type: none"> • FLUX Project has entered into Public Review • Publication of Revision12 of Recommendation 20 	
1c. Internal Report from 15 February 2016 call	It was agreed that since there was no quorum, this meeting should be considered as an informal internal discussion. Therefore, the minutes should not be published.	
1d. Internal Report from Ad-Hoc Liaison call and Ad-Hoc ISO 19845 call	<p>Some modifications were requested.</p> <p>A discussion on liaison was proposed for the next Open Bureau Call.</p>	
1e. Internal Report from Ad-Hoc Technology meeting	The Bureau noted for future discussion the need to attract more experts. This issue will also be raised at the Plenary in April.	
2a. Model of Domain Information for internet (example of ITPD)	A model Domain information page was presented with the objective of creating a webpage for each Domain. Some Bureau Members preferred to include a list of active projects, whereas others were of the view that this could lead to confusion because projects are under Programme Development Areas (PDAs) rather than Domains.	This item will be discussed again at the meeting on 14 March
2b. Proposed communiqué on DIN letter (and ISO 19845)	The Bureau will prepare a statement to respond to the concerns. UN/CEFACT projects will continue; they are not affected by the publication of UBL as an ISO standard.	The Bureau will develop a statement on UN/CEFACT's position
2c. UN/EDIFACT Data Maintenance Request forms – modification on web	<p>The Bureau agreed on the importance of submitters of DMRs to participate in the UN/CEFACT Forum to answer any questions on their DMRs. Submitters of DMRs should also be encouraged to collaborate on the processing of all DMRs during the Forum.</p> <p>A text was agreed for inclusion in the UN/EDIFACT DMR Submission Procedures (point 6).</p>	Bureau Decision 1602041: UN/EDIFACT DMR Submission Procedures updated to include reference to participation of the DMR submitter in the UN/CEFACT Forum
3a. Request to revise the project proposal for the “Trade Supply Chain Finance” Project	<p>The Bureau considered that the changes from the original proposal were not clear. Therefore, the following will be sought from the Project Team:</p> <ul style="list-style-type: none"> • A tracked-changes version of the document, so that modifications to the original proposal can be easily seen; and • Revision of the milestones table in line with the ODP stages. <p>It was also noted in general that project pages on Confluence should be updated regularly by Project Leaders. The development process itself should be open, not just the final deliverable.</p>	Revised document to be requested

<p>3b. Cross-Industry Supply Chain Scheduling Project</p>	<p>It was noted that the three Head of Delegation (HoD) support have not yet been received and the call for participation has not been published. In spite of this, DMRs are already being submitted. There is a need to regularise the project as soon as possible. If necessary, the Chair and/or secretariat can help the Project Team obtain the three HoD support.</p> <p>There is a need to ensure that projects start only once all formalities have been cleared. This could be centralised through the secretariat.</p>	<p>Regularisation of the project as soon as possible</p>
<p>4a. Events</p>	<p>The secretariat is finalising the English-only documents for the upcoming Plenary. The draft Recommendation on Public-Private Partnerships in Trade Facilitation will no longer be presented, as additional comments have been received necessitating significant modifications and another round of public review. Instead, an informal document on the Recommendation will be presented.</p> <p>The secretariat suggested that the comments submitted by UN/CEFACT to IMO on the FAL Compendium could be presented as an informal paper to the Plenary. This idea received support from the Bureau.</p> <p>Only a few meeting room requests have been received for the Forum (Methodology & Technology, Agriculture). Vice-Chairs should remind Domain Coordinators to submit their requests as soon as possible.</p> <p>The Transport & Logistics Domain will hold a meeting in Valencia on 9 – 10 March 2016. The secretariat (M. Ceccarelli) will attend.</p>	<p>The secretariat will amend Plenary agenda and list of documents</p> <p>Presentation of UN/CEFACT’s comments on the FAL Compendium as an informal paper to the Plenary</p> <p>Vice-Chairs should ask Domain Coordinators to submit Forum room requests</p>
<p>5a. Report from Liaison</p>	<p>UN/CEFACT will be represented at the following upcoming meetings:</p> <ul style="list-style-type: none"> • Annex D+ meeting, 3 March, Geneva, organized by WTO (secretariat); • WTO PrepCom, 4 March, Geneva, organized by WTO (secretariat); • Procurement meeting, 9 March, Brussels, organized by the European Union (R. Fantetti); • Training on Trade Facilitation, 9 March, Sudan, organized by UNCTAD (L. Thompson); • Digital Transport and Logistics Forum, 16 March, organized by the European Commission (secretariat as observer); and • Semantic Interoperability Conference, 12 May, Rome, organized by the European Commission (R. Fantetti). 	

	An invitation to the secretariat and Chair is also expected for a meeting of the Italian Association of Accountants.	
5b. Request to the Secretariat to invite OASIS to resume discussions and renew the OASIS-UN/CEFACT MoU	<p>There is a need to resume discussions and renew the MoU with OASIS. The text of the MoU should be updated, including:</p> <ul style="list-style-type: none"> • Inserting a reference to the UN/CEFACT Terms of Reference for Liaison; • Revision of the paragraph on UN/CEFACT (e.g. wording on “semantic hub” principle); and • Inserting a date for renegotiating the agreement. <p>The secretariat reminded the Bureau that the Executive Secretary will sign the agreement on behalf of UNECE. This necessitates a lengthy revision procedure.</p> <p>The Bureau noted that the same type of exercise should be carried out for the MoU with WCO.</p>	
6a. Report from Secretariat	<p>The secretariat reiterated its call to the Bureau for input into the UNECE resource mobilisation plan.</p> <p>The secretariat drew the Bureau’s attention to its e-mail regarding the submission of comments on the US Proposed Rule on fish traceability. The deadline for comments is 5 April 2016.</p>	<p>Vice-Chairs will send ideas for resource mobilisation</p> <p>The US Proposed Rule will be discussed on 14 March</p>
7a. Report from Communication	No report from Communication.	
8a. EC ISA JoinUp project on semantic artifacts	This item was postponed to the next call due to time constraints.	To be discussed on 14 March
9a. Other business	<p>The Bureau regular meeting planned for 28 March (UN holiday) will be re-scheduled to Tuesday, 29 March at 11:00 CET.</p> <p>Topics for next Bureau call, 14 March at 11:00 CET:</p> <ul style="list-style-type: none"> • How to present the material at the Plenary (each VC for their Domain and their specific activities... or the Chair?) • Exceptions to the ODP (c.f. VERMAS project) • Cooperation UNECE-UN/CEFACT and WP.7 (Agriculture) • Liaison policy 	

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| | <ul style="list-style-type: none">• Attracting new experts (or problems with lack of experts)• Comments on the US Proposed Rule on fish traceability• Project Proposal: TTFMM• Model of Domain Information for internet | |
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