Bureau teleconference discussion notes and decisions
Monday, 14 March 2016 GoToMeeting session (11:00-13:00 CET)

Participants:

Bureau present: Harm Jan van Burg, Raffaele Fantetti, Anders Grangård, Tahseen A. Khan, Lance Thompson (Chair)
Bureau apologies: Estelle Igwe
Secretariat: Maria Rosaria Ceccarelli, Gianguglielmo Calvi, Yuri Saito

Agenda item	Discussion	Action/Decision
1. Roll-call	Quorum: 5 of 6 Bureau Members = quorum	
1a. Approve the agenda		Approved
1b. Meeting report from 29 February 2016		Approved as written
1c. Internal Report from Ad-Hoc Liaison call and Ad-Hoc ISO 19845 call	No modifications requested.	
2a. Model of Domain Information for internet (example of ITPD)	The page for ITPD was approved as written. This example will be circulated to all Domain Coordinators as a template.	Each Domain will be requested to prepare a webpage based on the example
2b. Proposed communiqué on DIN letter (and ISO 19845)	The secretariat prepared a text based on the bullet points agreed by the Bureau since the call on 29 February.	The Bureau approved the text to be sent
2c. Exceptions to the ODP (cf VERMAS project)	The Bureau discussed cases where exceptions have been made to the ODP. The Bureau agreed that there is a need to clarify such exceptions and will draft terms of reference to be presented at the Plenary in 2017. It was agreed that the GOVCBR data maintenance requests (DMRs) submitted by the World Customs Organization (WCO) go beyond maintenance of UN/EDIFACT. Internal procedures will be reviewed for such cases. Given the large number of DMRs received just 1 month before the Forum, the Syntax Focal Point may not be able to review all of the requests. DMRs will be reviewed in	

	the order received. The remaining DMRs will be handled at the subsequent Forum (26 – 30 September 2016, Bangkok, Thailand).	
3a. ITP-PDA, TTFMM project proposal	There were no comments on this proposal.	**Bureau Decision 1603042:** Approval of the TTFMM project proposal (ITP-PDA) Project leader: Somnuk Keretho Responsible Vice-Chair: Estelle Igwe
3b. Request to revise the project proposal for the "Trade Supply Chain Finance" Project	The updated version of document, with milestones updated in line with the ODP, was presented. There were no comments from the Bureau.	**Bureau Decision 1603043:** Approval of the revised project proposal on "Trade Supply Chain Finance" with updated milestones
3c. CI S.C. Scheduling (do they have 3 HoD support yet?)	The Domain Coordinator has confirmed that the project has received 2 HoD support so far; the third is still pending.	
4a. Events	An update was provided by the Forum Organizing Committee (FOC). The first draft of the weekly schedule was shared. It was noted that very few agendas have been received to date in spite of the numerous reminders. This lack of information has caused delays in experts' travel arrangements.	Vice Chairs will remind Domain Coordinators to submit agendas (deadline: Friday, 18 March 2016)
4b. Plenary presentations	For Agenda Item 4 (Bureau overview of developments), the Bureau agreed that each Vice Chair will provide input from where they are sitting (instead of coming to the podium). For the other agenda items, the Chair will coordinate directly with VCs concerned.	
5a. Report from Liaison	On 9 March, VC Fantetti participated in a meeting on business operability interface in Brussels. The Chair is currently in Germany. He met with the new Head of Delegation and gave an overview of ongoing projects. There is a need to discuss within the Bureau the issue of eInvoicing in Europe. The new data model from the EU might require messages in UN/CEFACT to be modified.	

	VC van Burg will attend a meeting on Multistakeholder Forum on eInvoicing on 21 March. All relevant documents are on Confluence.	
5b. Cooperation UNECE-UN/CEFACT and WP.7 (Agriculture)	This item was postponed to a subsequent meeting due to time constraints.	
6a. Report from Secretariat	The secretariat reported on the meeting of the Transport and Logistics Domain that took place in Valencia on 9 – 10 March. The meeting was well-attended (approx. 65 participants) and there was a lot of interest in joining UN/CEFACT work. Upon request of the secretariat, the Chair participated in delivering a workshop in Sudan last week. The country has a good Trade Facilitation Committee in place and is looking to nominate a Head of Delegation. There is a lot of interest in joining UN/CEFACT work. The secretariat is participating in a WTO workshop for CEFTA countries this week. The secretariat will participate a meeting organized by DG MOVE on 16 March and in the meeting of the FIATA Working Group on Road Transport on 19 March.	
7a. Report from Communication	No report from Communication.	
8a. EC ISA JoinUp project on semantic artifacts	There is an ISA work group looking at core data models that are in use throughout the EU. UN/CEFACT's Core Components Library (CCL) was on the list, along with the WCO Data Model and others. Only government representatives are allowed to participate in the group.	
8b. US Fisheries traceability project	The secretariat drew the Bureau's attention to the recently published US Proposed Rule on filing and record keeping procedures related to certain fish and fish products. This Proposed Rule is open for comment until 5 April 2016. Given its relevance to ongoing work in the Agriculture Domain, the secretariat will transmit this information to relevant experts.	
9a. Other business	Topics for next Bureau call, 29 March at 11:00 CET: • Attracting experts • Liaison policy	