

Bureau teleconference discussion notes and decisions
Monday, 04 July 2016 GoToMeeting session (11:00-12:40 CET)

Participants:

Bureau present: Harm Jan van Burg, Raffaele Fantetti, Estelle Igwe, Tahseen A. Khan, Sue Probert, Lance Thompson (Chair)

Bureau apologies: Anders Grangård

Secretariat: Maria Rosaria Ceccarelli, Gianguglielmo Calvi, Benjamin Czapnik, Pamela Ugaz

Agenda item	Discussion	Action/Decision
1. Roll-call	Quorum: 6 of 7 Bureau Members = quorum	
1a. Approve the agenda	Approved	Approved
1b. Approval of meeting report of F2F Rome meeting June 21-23		Approved with slight modifications
2a. Remaining Domain Pages	<ul style="list-style-type: none"> • Finance and Payments Domain: Domain Coordinator sent a revised version of the Domain web page on 4 July. The secretariat forwarded this document to Bureau Members. It will be discussed on the next call. • Procurement Domain: not yet submitted • Supply Chain Mgmt Domain: not yet submitted • UN/LOCODE Focal Point: will be done in July • Code Lists Focal Point: will be done in July • Validation Focal Point: will be done in July • Specification Domain: will be submitted shortly • Agriculture Domain: the changes were accepted • Insurance Domain: the modifications were approved (under the scope, Bureau Members added the sentence: “The Domain Group is currently working in close collaboration with CEN TC445.”) • Utilities Domain: will be submitted shortly • Customs Domain: to be discussed further 	Bureau Decision 1607021: Agriculture Domain page approved. Insurance Domain page approved with slight modifications.
3a. AGRI – Traceability Framework recommendation project proposal	Bureau Members discussed the revised proposal sent by the Group. The scope of the project continued to be open to interpretation; it is unclear if the objective is to address traceability to a regulatory process only or if it is to address an operational traceability which would identify where the box was when. In order to clarify this point and ensure that the scope is clear to everyone – and that it is reflected in the title and project	To hold a phone conference with the project experts regarding the framework of the project.

	proposal – a conference call will be held next week with the project proposers in order to finalize it.	
3b. F+P – Remittance Advice – request for Maintenance from Japan	Japan requests changes which are non-substantial in nature and which do not modify the related documents (BRS, RSM). The Bureau therefore judged that this could be considered maintenance as outlined in the ODP.	Bureau Decision 1607022: Request from Japan related to Remittance Advice Project approved as non-substantial maintenance under the Responsibility of Hisano Sugamata with a closing date of no later than October 7 th .
3c. T+L – Common Framework for Freight Study Project – project p1022	“Common Framework for Freight Information Exchange” was discussed. The Transport and Logistics Domain has reported that no activity has been provided on this project within the last year. No documents have been uploaded onto CUE. Also all expected completion dates of the various ODP stages have expired a year ago. The Bureau has therefore decided to archive this project.	Bureau Decision 1607023: The Bureau decided to contact the Project Leader of the Common Framework for Freight Study Project (Project P1022) and then archive the project
3x Pending issues	<p>HoD support received for:</p> <ul style="list-style-type: none"> • Ref Data Model Publication Project: Third HoD support received from UK. • M+T – Library Publication formats: HoD support received from UK; still missing two HOD support <p>Still pending 3 HoD support:</p> <ul style="list-style-type: none"> • SWD – Core Principles for Operation of SW (missing 2) • SWD – Vocab project (missing 3): France and US should send their formal support shortly. • M+T – Library Publication formats (missing 2) • eCMR project (missing 3) <p>Missing Calls for participation:</p> <ul style="list-style-type: none"> • Ref Data Model Publication Project: to be done shortly <p>Public Review periods:</p> <ul style="list-style-type: none"> • ITPD – PPP-TF until 27 July 2016 <p>Should be going to Project Exit:</p>	

	<ul style="list-style-type: none"> • SHIP – VERMAS 	
4a. Events	<p>The FOC has worked on an initial planning and also on the list of the Mini Conferences, approved during the Bureau meeting in Rome.</p> <p>The secretariat informed about the meeting with Maame Agyeben from ESCAP regarding the necessary arrangements for the next Forum in Bangkok.</p> <p>It was requested that Domain and project agendas be put online as quickly as possible. A reminder will be sent to Domain Coordinators. All Vice Chairs were also requested to follow up on this point with their respective Domains.</p>	
5a. Report from Liaison	<p>The Secretariat informed about:</p> <ul style="list-style-type: none"> • UN/CEFACT participation in the Seminar on electronic SPS certification held on 28 June 2016 at the World Trade Organization in Geneva. • Virginia Cram-Martos participated in an APEC seminar last week in China <p>VC Probert also informed about the strong UN/CEFACT representation in the WTO event mentioned above. She requested that UN/CEFACT be represented in the Technical Advisory Group since UN/CEFACT could contribute with its expertise. This representation was agreed.</p> <p>Upcoming: UN/CEFACT Chief of Unit will represent UNECE in the UNCTAD XIV to take place in Nairobi from 17 to 22 July</p>	
6a. Report from Secretariat	The secretariat introduced Ben Czapnik, who will work temporarily in the secretariat.	
7a Report from Communication	No comments	
8a. Enquiries Received	A side event will be held back-to-back to the African SW Conference in Marrakech in September. The Chair cannot participate due to a conflict in agendas. He requested that another Bureau Member represent UN/CEFACT in this meeting. The Secretariat forwarded the information about this event to ESWA and ECA to find out if they could participate and disseminate information on the event. VC Igwe will confirm shortly if she can attend this event.	
9a. Other business	Bureau Members discussed the role of the regional Rapporteurs, in particular, the scope of their activities. Rapporteurs should inform about activities in the whole region and not only activities carried out by their institutions. The secretariat suggested that there could be different rapporteurs for various parts of the regions since it is difficult for one person	To discuss the role of the Regional Rapporteurs

	<p>to cover an entire continent.</p> <p>VC Igwe informed about a round table on “Achieving growth through women inclusiveness in global trade” organised by the NEPC (Nigerian Export Promotion Council) in collaboration with the ITC <u>on 13 July in Abuja.</u></p>	
<p>Next Bureau call: July 18</p>		