

Bureau teleconference discussion notes and decisions
Thursday, 15 September 2016 GoToMeeting session (11:00-13:00 CET)

Participants:

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

Bureau apologies: Raffaele Fantetti, Anders Grangård

Secretariat: Maria Rosaria Ceccarelli, Gianguglielmo Calvi, Benjamin Czapnik, Yuri Saito

Agenda item	Discussion	Action/Decision
1. Roll-call	Quorum: 5 of 7 Bureau Members = quorum	
1a. Approve the agenda		Approved
1b. Approval of meeting report of 29 August 2016	Approved	Approved
2a. Procedural points	No procedural points were discussed.	
3a. T+L – Pipeline Data Structure Project	This project is based on MMT and addresses how to produce a subset message from reference data models. It will look at the basis for a carrier of data, not how data pipelines are deployed. This work is aligned with both EU and WCO work on data pipelines.	Bureau Decision 1609028: Approval of Pipeline Data Structure Project and Project Leadership (David Roff) under Ship PDA pending 3 HoD support
3b. SWD – Rec36 request to go to Public Review	This project has completed two internal reviews and now the project team would like to present it for Public Review.	Bureau Decision 1609029: Approval of draft Recommendation 36 to go to Public Review
3c. ITPD – Rec1 revision request to go to Public Review	The text of this Recommendation has been updated and, among other things, revised to reflect electronic approaches. It was suggested that the draft Recommendation be sent directly to ISO TC154 to actively solicit comments.	Bureau Decision 1609030: Approval of revised draft Recommendation 1 to go to Public Review; the document will also be sent to TC154 for comment
3x Pending issues	The following project are pending: HoD support: <ul style="list-style-type: none"> • Agri – Traceability Framework (missing 2 already has DE) <ul style="list-style-type: none"> ○ HoD support will be sought at the upcoming Forum in Bangkok • M+T – Library Publication Formats (received DE, already had AT & UK) 	

	<ul style="list-style-type: none"> ○ Call for participation should be published soon ● T+L – e BOD (missing 2 & project proposal; already has AT) <ul style="list-style-type: none"> ○ Discussion on next steps at the Forum in Bangkok <p>Calls for participation:</p> <ul style="list-style-type: none"> ● SWD – Core Principles Operation (pending publication?) <ul style="list-style-type: none"> ○ Already published online ● M+T – Library Publication Formats (pending publication?) <ul style="list-style-type: none"> ○ Will be prepared soon <p>Public review periods:</p> <ul style="list-style-type: none"> ● F+P – Trade & SC Finance w/ TF (should be going to public review?) <ul style="list-style-type: none"> ○ The final text is ready and published on CUE. As this is a background paper, the Bureau can approve it at its next meeting and it can be published as a Green Paper. ○ A similar version of this document will be published by an Italian company – this issue needs to be discussed between the project team and the secretariat at the Forum <p>Should be going to Project Exit:</p> <ul style="list-style-type: none"> ● ITPD – PPP-TF (public review ended July 27th) <ul style="list-style-type: none"> ○ The final conference call will take place on 20 September ● BUY/PAY – CII BRS+RSM (public review ended August 27th) ● SHIP – VERMAS <ul style="list-style-type: none"> ○ This project is expected to be closed at the Forum ● Account – Journal Book Project (Public review ended Jan 27th) <p>Pending Bureau / Secretariat: REG – Trusted Transboundary Project In light of the resource implications previously highlighted by the secretariat, the development of an international convention is currently difficult.</p> <p>A meeting is planned with the project team, Bureau and secretariat on Monday, 26 September.</p>	
4a. UN/CEFACT	The preparations for the Forum are advancing well. The secretariat will be at	Bureau members are requested to send

28th Forum, Bangkok	<p>ESCAP and can check the meeting rooms on 23 September.</p> <p>Slides for the Opening Session have been requested from Domain Coordinators and Focal Points. The deadline is 16 September.</p> <p>It is likely that the meeting on 25 September will take place at a hotel and can last all day.</p>	their travel information to the secretariat
4b. Other events	<p>VC Probert is currently attending a WCO meeting to discuss FAL forms. She has prepared an independent, simple data model based on CCTS; this has been accepted by all participants, including WCO.</p> <p>The secretariat and UN/CEFACT experts participated in a Single Window Conference in Marrakech on 5-7 September. UN/CEFACT organized a side event. This was well received.</p> <p>The secretariat will attend two meetings in Brussels next week: 4th Plenary meeting of the Digital Transport and Logistics Forum (20 September), also with the participation of VC Probert, and the First Meeting of Working Group on E-Commerce (21-23 September).</p> <p>The WTO Public Forum will be held at the end of September. UNECE will have a table to distribute publications.</p> <p>The Chair will meet with the HoD and delegations of Japan and Korea in early October.</p>	
5a. Report from Liaison	No report from liaison.	
5b. Liaison activities from MoU/MG	<p><u>Liaison activities from MoU/MG which have been completed:</u></p> <p>R16/01 – put ISO/TC215 in touch with ITPD</p> <p>R16/02 – put ISO/TC215 in touch with Travel & Tourism Domain</p> <p><u>Liaison activities pending from MoU/MG:</u></p> <p>R16/08 – block-chain technology and input from M&T PDA</p> <ul style="list-style-type: none"> • The secretariat has prepared a draft paper and will circulate it before 25 September <p>R16/10 – update of units of measure code lists</p> <ul style="list-style-type: none"> • The secretariat will get in touch and follow up with ISO Technical Programme Manager (Mary Lou Pelaprat) 	

	<p>R16/11 – Semantic POC project conf call – future host of project conf-call in Sept</p> <p>A16/04 – Semantic POC project conf call – future host of project conf-call in Sept</p> <ul style="list-style-type: none"> • This will be discussed on 25 September <p>A16/06 – preparing an Executive Guide on CCTS for consideration at next MoU/MG meeting</p> <ul style="list-style-type: none"> • The Library Maintenance Focal Point has prepared a draft to be circulated 	
6a. Report from Secretariat	<p>The Terms of Reference for the Ad Hoc Group of Experts on UN/LOCODE is being redrafted by the secretariat. The secretariat explained that it is difficult to obtain EXCOM approval for the establishment of such groups because of resource requirements.</p> <p>A request has also been received for setting up a FLUX User Community. A similar set up (ad hoc group) would be recommended for this.</p>	
7a. Report from Communication	No report from Communication.	
7b. News Brief for the Forum	A short article on the Supply Chain Reference Data Model (SCRDM) and related deliverables has been prepared.	The secretariat will circulate the draft article.
8a. Discussion on Code of Conduct	<p>The secretariat expressed concern about recent public criticism of UN/CEFACT, including from active UN/CEFACT experts. While dissenting opinions can of course be voiced, this should be done in accordance with the Code of Conduct (to which all UN/CEFACT experts knowingly adhere) and through existing internal communication mechanisms (e.g. through the relevant Domain Coordinator, PDA Vice Chair, Head of Delegation, etc.).</p> <p>The Bureau considered whether, when there are issues, the relevant Heads of Delegation should be involved, as well as the role of the Plenary’s Bureau Adviser (para 3, Code of Conduct). This discussion will be continued at the next meeting.</p>	
8b. Proposed letter to ISO central secretariat concerning ISO-PC295 (Accounting)	VC Khan will first speak with the UN/CEFACT Liaison to ISO PC295. The draft letter will then be presented to the Bureau before sending.	
9a. Other business		

Next Bureau meeting: 25 September in Bangkok, Thailand		The secretariat will confirm time and venue of the meeting ASAP
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