

## Open Bureau Meeting

27 September 2016, 17h15 – 18h30

UNCC, Bangkok, Thailand

### Agenda

1. Collaborative UN/CEFACT Environment (CUE)
2. Project and Domain updates
3. General questions to the Bureau and secretariat

#### 1. Collaborative UN/CEFACT Environment (CUE)

The secretariat presented new pages on the [UN/CEFACT public website](#) (see menu on the left-hand side), namely for [Domains](#), [Projects](#) and [Public Reviews](#). These new pages integrate content from the Collaborative UN/CEFACT Environment (CUE) and update automatically when the pages in CUE are modified. For example, project deliverables in Public Review are publicly accessible (no need for CUE login) during the Public Review period and are automatically retracted once it ends.

Next, the secretariat gave an overview of CUE and its functions. Experts were reminded that each version of the documents being worked on should be uploaded, not just the final version. When doing this, experts should make sure that the file name is exactly the same each time so that the system recognizes that they are different versions of the same document and sorts them accordingly (the system also sorts files based on the name given– e.g. minutes, drafts, etc.). The secretariat will prepare an explanatory note on this.

Other points raised were:

- In case experts would like to make publicly available specific pages on CUE, they can contact the secretariat.
- Only the Project Leader / Editor(s) can upload documents onto a project page.
- For assistance, experts can consult the “My Personal Assistant” page on CUE (top right-hand side of the page) or contact Gianguglielmo Calvi ([calvi.gianguglielmo@unece.org](mailto:calvi.gianguglielmo@unece.org)).
- It was recommended that the page of open Public Reviews should be made more visible.

#### 2. Project and Domain updates

The [Transport and Logistics Domain](#) reported that 800,000 VERMAS messages have already been sent.

The issue of the relationship of UN/CEFACT [Accounting and Audit Domain](#) and ISO PC295 will be discussed with the PDA Vice Chair during the Forum.

[Agriculture Domain](#) is considering developing a Reference Data Model.

It was mentioned that many of the experts in the [Insurance Domain](#) also participate in CEN PC 445.

The Call for Participation for the Library Publication Format Project ([Specification Domain](#)) will be published this week.

The Validation Focal Point reported that the review of UN/EDIFACT Data Management Requests has been completed with one pending (needs to be discussed with submitter).

### **3. General questions to the Bureau and secretariat**

What is the best solution for ensuring backwards compatibility of schema?

- The relationship between codes and schema will be raised in the M&T PDA.
- The use of non-bound data types and looking at how aeronautic standards are developed were suggested.
- The Methodology and Technology PDA can fix a time in each Forum when Domains can bring issues such as these.

Can there be a standardised solution for non-existing codes in UN/LOCODE (e.g. temporary codes)?

- The secretariat is trying to design a better system for maintenance of UN/LOCODE and this issue is one that has been identified as one to be dealt with.
- This relates to the generic problem of extending code lists, an issue which will be discussed in the Methodology and Technology PDA during this Forum.

How do we properly announce a Public Review?

- The Project Leader and Editor prepare a text announcing the Public Review and send it to the secretariat. Once it is cleared by the Bureau/Chair, it is published on the UN/CEFACT website.
- It is also announced in the Quarterly Report to Heads of Delegation. Heads of Delegation are expected to transmit this information to national experts.
- The secretariat will explore whether there is a way to notify experts directly (e.g. encouraging them to “Follow” projects on CUE).

## List of Participants

### Bureau

Harm Jan van Burg, Anders Grangård, Estelle Igwe, Tahseen A. Khan, Sue Probert, Lance Thompson  
(Chair)

### Secretariat

Virginia Cram-Martos, Maria Rosaria Ceccarelli, Gianguglielmo Calvi, Yuri Saito

Name	Organization
Aminu Lawal	NEPC
Vladimir Vaganov	Ministry of Economic Development of the Russian Federation
Somnuk Keretho	Institution for IT Innovation, Bangkok, Thailand
Amit Maheshwari	Softlink Global, India
Aleksei Bondarenko	Eurasian Economic Commission
Pavel Dzianishchyk	Eurasian Economic Commission
Frans van Diepen	Ministry of Economic Affairs Netherlands
Paloma Bernal	Georgetown University
Sachin Mehta	Stuti Tourism India
Tengfei Wang	UNESCAP
Bernd Böslér	DIN
Zhao Jie	CGAC
Eugene Waluvengo	KEN TRADE
Jostein Frømyr	EdiSys Consulting
Colin Laughlan	Laughlan Consulting International Inc., Canada
Benoît Marchal	Domain Coordinator, UN/CEFACT Accounting and Audit Domain
Zang Xiaochen	GACC (China Customs)
Hidekazu Enjo	UN/CEFACT Validation Focal Point
Ian Watt	AECi
Christian Huemer	Domain Coordinator, UN/CEFACT Specification Domain