

Bureau teleconference discussion notes and decisions
Friday, 19 December 2016 GoToMeeting session (11:00-13:30 CET)

Participants:

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

Apologies: Estelle Igwe

Secretariat: Maria Rosaria Ceccarelli, Maike Carstensen, Ben Czapnik, Maria Teresa Pisani

Agenda item	Discussion	Action/Decision
1. Roll-call	Quorum: 6 of 7 Bureau Members = quorum	
1a. Approve the agenda		Approved with minor changes
1b. Approval of meeting report of 02 December 2016		Approved with minor editorial changes
1c. Approval of meeting report of Open Bureau call of 31 Nov 2016		Approved with minor changes
1d. Meeting schedule for 2017	It was noted that the 17 April 2017 would be Easter Monday. Therefore, the scheduled Bureau call might have to be rescheduled.	Approved with minor changes. This schedule will be reviewed after the Plenary. Meetings will take place at 11.30, starting on 9 January 2017
2a. UN/LOCODE ToR	The UN/LOCODE ToR were approved	Bureau Decision 1612052: Approval of the UN/LOCODE ToR to be presented at the Plenary for final approval
3a. ITPD – TTFMM: Request to go to Project Exit		Bureau Decision 1612053: Approval of the ITPD – TTFMM project to go to project exit to be presented at the Plenary for final approval
3b. SWD – Tech Note on SW Vocab: Request to go to Project Exit	<ul style="list-style-type: none"> - It was suggested to revise Rec 33 in the future - The SWD – Tech Note on SW Vocab could then serve as an Annex to Rec 33 - The suggestion was made to have a Symposium on Single Window, maybe in conjunction with the Plenary 2018 - It was suggested to prepare a half page publication 	Bureau Decision 1612054: Approval of the SWD – Technical Note on SW Vocab project to go to project exit and to be presented to the Plenary as deliverable for noting, as a future Annex to Rec 33

3c. SCMD – SCRDM: “Guideline on Ref Data Model” Request to go to Project Exit for this deliverable		Bureau Decision 1612055: Approval of the “SCMD – SCRDM: Guideline on Ref Data Model” to go to project exit and to be presented to the Plenary as technical specification for noting
3d. SCMD – SCRDM: “Green Paper on Ref Data Model” Request to go to Project Exit for this deliverable	- The title was changed to “White Paper”	Bureau Decision 1612056: Approval of the SCMD – SCRDM: “Green Paper on Ref Data Model” to go to project exit. The title was modified in: White Paper on Ref Data Model
3x. Pending issues	<p>The following items are pending:</p> <p>HoD support:</p> <ul style="list-style-type: none"> • T+L – e BOD (missing 2 & project proposal; already has AT) <ul style="list-style-type: none"> ○ It was suggested to organize a meeting to coordinate the various projects • M+T – Geospatial (missing 2; received NL) <ul style="list-style-type: none"> ○ VC Grangård to follow up • M+T – SBDH (missing 2; received DK) <ul style="list-style-type: none"> ○ VC Grangård to follow up • M+T – Code Mgmt (missing 2; received SE) <ul style="list-style-type: none"> ○ VC Grangård to follow up <p>Pending call of Participation:</p> <ul style="list-style-type: none"> • SCMD – CI deliv-rev (received DE, SE & JP) <ul style="list-style-type: none"> ○ VC Fantetti to follow up with Rolf Wessel for the call for participation <p>Intersessional approval periods:</p> <ul style="list-style-type: none"> • ITPD – PPP-TF (intersessional approval ends Dec 25th) <p>Should be going to Project Exit:</p> <ul style="list-style-type: none"> • SCMD – SCRDM (public review ended Oct 30th) <ul style="list-style-type: none"> ○ The documents are ready and will be presented shortly ○ VC Fantetti to follow up 	

	<ul style="list-style-type: none"> • BUY/PAY – CII BRS+RSM (public review ended August 27th) <ul style="list-style-type: none"> ○ VC van Burg will follow up • F+P – Trade Finance as tool for T.F. <ul style="list-style-type: none"> ○ The document will be included in the Agenda of the Plenary, to be presented at the Plenary as informal document. 	<p>VC van Burg will send the document to the Secretariat once it has been finalized</p>
<p>4a. Preparations for UN/CEFACT 29th FORUM</p>	<p>Room requests (deadline was Dec. 14th)</p> <ul style="list-style-type: none"> - Room requests have been received <p>Mini-conf requests (deadline was Dec. 14th)</p> <ul style="list-style-type: none"> - The following mini conferences have been approved by the Bureau: <ul style="list-style-type: none"> • Agriculture (full day) • SCRDM (half day) • Single Window (half day) • UN/LOCODE (full day) • Trusted-Transboundary Environment (full day) - A schedule for the mini conferences has been suggested - It was agreed that no further conferences will be added for this Forum 	
<p>4b. Preparations for the UN/CEFACT 23rd PLENARY</p>	<p>Participation of IMO (concerning FAL forms)</p> <ul style="list-style-type: none"> • VC Probert provided some input <p>Participation of WCO</p> <ul style="list-style-type: none"> • This item was moved to the next Bureau call <p>M+T version 2 publication</p> <ul style="list-style-type: none"> • The document will be removed from the Agenda <p>Blockchain</p> <ul style="list-style-type: none"> • Was only a document for internal circulation 	

	<ul style="list-style-type: none"> • ISO created a PC on Blockchain. It was noted to keep in mind that the work does not overlap. • Invitation ISO/PC307 	
4c. Other Events	<ul style="list-style-type: none"> - VC Khan participated in a UNESCAP meeting on Cross-Border Trade <ul style="list-style-type: none"> o The framework agreement that has been worked out by UNESCAP on facilitation of cross-border paperless trade in Asia and the Pacific is now available with the UN office in New York under the treaty section for signature from 31 October 2016 and it will be available for MS signature. It was suggested that UN/CEFACT should closely participate. This may also be of interest for the TTE mini conference. - VC Khan participated in the celebration of UNCITRAL's 50th anniversary in New Delhi and in the related meeting 	
5a. Report from Liaison	<p>ISO/PC245 (Trade of Second Hand Goods)</p> <ul style="list-style-type: none"> - This had been discussed at the MoU/MG; UN/CEFACT had been asked to put forth a request for liaison - It would be welcomed if the ISO/PC245 undertook further attempts to liaise with UN/CEFACT. - VC Probert noted that for T+L there seems to be a lot of overlap with the work of TC204 and TC208 - The benefits of the collaboration and liaison with ISO were discussed - This issue will be further discussed on the next call 	
5x. Waiting on action items and resolutions from MoU/MG		
6a. Report from Secretariat	<ul style="list-style-type: none"> - Maria Teresa Pisani has joined the Secretariat 	
6x.	<ul style="list-style-type: none"> • Preparation of ToR for use of UN slides, UN logo and UN titles • Trusted Transboundary Environment way forward • WCO eCommerce, TF sub-committee (ongoing) • Create a tab on the website for "Guidance Material" under Outputs 	
7a. Report from Communication	<p>It was suggested to prepare some material for press purposes and the website for advertising the mini conferences. This material (including the</p>	

	program of the mini conferences) will be distributed in advance of the Forum. Possibly around the end of January, the beginning of February.	
9a. Other business	<p>Travel and Tourism had announced that two documents would soon be ready, a Green Paper and an Executive guide; it was discussed whether these should be included in the Agenda or not, depending on what would be submitted</p> <p>Two highlights of successful UN/CEFACT work were suggested to be presented for the UNECE communique:</p> <ul style="list-style-type: none"> - FLUX - CCI <p>Chair Thompson and the Bureau thanked Ben Czapnik for his work with UN/CEFACT</p>	
9b. Next Bureau call	Next regular Bureau call: 9 January @ 11:30	