

Bureau teleconference discussion notes and decisions
Monday, 24 July GoToMeeting session (15:00-17:00 CET)

Participants:

Bureau present: Ian Watt (Meeting Chair), Estelle Igwe, Harm Jan van Burg, Raffaele Fantetti, Tahseen A. Khan, Sue Probert, Colin Laughlan

Apologies: Anders Grangård (Acting Chair)

Secretariat: Lance Thompson, Maria-Teresa Pisani, Tatiana Rosu

Agenda item	Discussion	Action/Decision
1. Roll-call	Quorum: 7 of 8 Bureau Members = quorum	
1a. Approval the agenda		Approved with minor modifications.
1b. Approval of meeting report of 10 July 2017		Approved with no modifications.
2a. Vacant Domain Coordinator candidatures deadline	The deadline for the vacant Domain Coordinator candidatures (Trade Facilitation Agreement, TFIG, UNLOCODE, Cross-Border Management, eGovernment, Specification Domain, BRS/RSM Harmonization, UMM Harmonization) has been set for 8 September 2017.	
3a. eGOV – Trusted Transboundary Environment	The secretariat updated the Bureau on the Framework Convention preparation process and on the outcome of the discussion with UNESCAP. For UNESCAP, the Framework Agreement on Facilitation of Cross-border Paperless Trade in Asia and the Pacific could be only amended after its ratification. The discussion is premature as the process can be very lengthy.	A working group should be created.
3b. SC+P – CI Extension Project	The VC in charge presented the project and invited the Bureau to move SC+P – CI Extension Project to the next stage: Public Review.	Bureau Decision 1707026: Approval to move SC+P – CI Extension Project to Public review.

3c. SWD - Single Submission Portal	<p>The VC in charge presented the project proposal and invited the Bureau to approve the project proposal.</p> <p>Some VCs expressed concern that this project would replace the Single Window. It was explained that the definition of a Single Submission Portal has already been defined in the Terminology paper – it does not necessarily replace a SW. The current project would aim to provide guidance on how to implement and what governments could do to enable such systems. It was also suggested to get involved government and private representatives in this project team.</p>	<p>Bureau Decision 1707027: Approval of SWD - Single Submission Portal project proposal pending 3 HoD support. Project main-Leader: Ibrahima Diagne Project Co-leader: Kepeng Li under the responsibility of VC Igwe</p>
3d. HMZ – Canonical Models project	<p>The VC in charge presented the project and invited the Bureau to approve the project proposal by written procedures. The aim of the project is to ensure that the technological progress is reflected in the UN/CEFACT projects but also ensure the technical deliverables are understandable by non-technical audience.</p>	<p>The HMZ – Canonical Models project with proposed project leader Jonathan Koh is put forward for written procedure approval with a deadline of 31 July 2017. Please send any eventual comments to the secretariat before that date.</p>
3e. SC+P – C.I. Scheduling BRS		<p>Bureau decision 1707028: SC+P – C.I. Scheduling BRS has been approved to go to public review by written procedure.</p>
4a. Preparations for UN/CEFACT 30 th FORUM	<p>The Bureau finalized the mini-conference agenda and other meetings to be organized around them:</p> <ul style="list-style-type: none"> • Possible reception on Wednesday evening • Social dinner on Wednesday evening • Certificates of recognition will be handed at the 30th year UN/EDIFACT anniversary. A list of potential users (organizations) to be finalized before the 18 September Bureau call. • Organization of a Communication Committee meeting Monday morning (in parallel to the new comer’s session). 	<p>Bureau decision 1707029: The Bureau approved the following mini-conferences:</p> <ul style="list-style-type: none"> • Tuesday, 3 October (all day): Textile Traceability • Wednesday, 4 October (all day): Block chain • Thursday morning, 5 October: 30th year UN/EDIFACT anniversary.

4b. Preparations for UN/CEFACT 30 th FORUM	<p>The VC in charge updated the Bureau on the Forum organization:</p> <ul style="list-style-type: none"> • HCA has been signed by the UNECE and is pending signature by the Italian Ministry. • The initial room set-up was sent to the local organizers in Rome. • The mini-conferences synopsis are being prepared. • Organization of a Communication Committee meeting Monday morning (in parallel to the new comer's session). 	
5a. Liaison	<p>The secretariat reported on the liaison activities with ISO TC307 and ITU.</p>	
6a. Report from Secretariat	<p>The secretariat reported on recent and future activities:</p> <ul style="list-style-type: none"> • The support of OSCE in the organization of workshops to help the implementation of NTFB & TF measures (UNECE & UNCTAD) in Kazakhstan (12-14 July), Moldova and Belarus. • The participation in an Empowerment programme for Benin, to help developing the National Roadmap for TF implementation (funded by the EU) on 8-10 August. • Prize for the UNCTAD eTrade4All platform organized by ITC, as champions of e-commerce, and one of the organizations contributing to the Platform. • Participation in the World Congress on Information Technology organized by WITSA in Taipei on 10-13 September 2017. • Participation in the Focus Group on Application of Distributed Ledger Technology organized by ITU on 17-19 October 2017 <p>VC Probert will attend the Data Model Project Team organized by WCO in Brussels on 10-15 September.</p> <p>The Secretariat requested the Bureau to use the UN/CEFACT name when speaking about UN/CEFACT standards. Examples: “UN/CEFACT’s FLUX” instead of just “FLUX” and not just “CCL” but “UN/CEFACT CCL” (except for “UN/EDIFACT”). The Bureau agreed.</p>	
7a. HoD Quarterly Report		<p>Bureau decision 1707030: The HoD Quarterly Report approved with minor modifications.</p>
9c. Next Bureau meeting	<p>Next Bureau meeting:</p> <ul style="list-style-type: none"> • September 4th from 15:00 (Geneva-time) • (meetings of 7 August and 21 August cancelled) 	