

**Bureau teleconference discussion notes and decisions**  
**Monday, 5 March 2018, GoToMeeting session (10:00-12:00 CET)**

**Participants:**

**Bureau present:** Ian Watt (acting chair), Harm Jan van Burg, Tahseen Khan, Sue Probert, Anders Grangård

**Bureau apologies:** Raffaele Fantetti, Estelle Igwe

**Secretariat:** Lance Thompson, Tomas Malik

<b>Agenda item</b>	<b>Discussion</b>	<b>Action/Decision</b>
1a. Roll call	Attendance = 5 of 7	
1b. Approval of the Agenda	Item 3e (M+T Header/Envelope project request to go to Public Review is deferred to a future Bureau call)	Approved with minor modification
1c. Approval of Meeting report of 19 February 2018		Approved
3a. ITPD Women in Trade Facilitation	Request to go to Project Exit and Publication	<b>Bureau decision 1803061:</b> Women in TF project approved to go to Project Exit and Publication
3b. T+L MMT-RDM	Request to go to Public Review This includes the BRS, the EXCEL subset of the library and the XSD of the same in order to enable easy integration into any tools. There were questions about a potential RSM. Individual messages based on the MMT-RDM will have RSMs, but not an RDM as it is compliant to the RDM Publication format project, approved by the Bureau, decision number 1704010. Concern was raised that there might be parallel projects in T+L that are outside the MMT-RDM. However, this should not be an issue within T+L and all current projects are compliant with MMT; there are no previous projects to worry about.	<b>Bureau decision 1803062 :</b> MMT-RDM project approved to go to Public Review
3c. M+T Code Management	Request to go to Project Exit	<b>Bureau decision 1803063:</b> Code Management project approved to go to Project Exit
3d. M+T XML NDR Maintenance	Request approval and finalization of the maintenance and publication of the results	<b>Bureau decision 1803064:</b> XML NDR Maintenance approved to be finalized and published as version 2.2

3x. Pending projects	<p>Projects Pending Launch announcement:</p> <ul style="list-style-type: none"> <li>• T+L – BSP-RDM (received UK, DE, AT)</li> <li>• ENV – Waste Mgmt project (received NL, IN, AT)</li> </ul> <p>Projects Pending 3 HoD support:</p> <ul style="list-style-type: none"> <li>• SWD – Rec33 rev (received SE, SN, missing 1)</li> <li>• T+L – IMO FAL mapping (missing 3)</li> <li>• T+L – Rec16 rev (received FI, TR; missing 1)</li> <li>• T+L – TDEM (received JP, AT, missing 1)</li> <li>• INS – Health Claims (received ES; missing 2)</li> </ul> <p>Projects post-Public Review:</p> <ul style="list-style-type: none"> <li>• T+L – eCMR</li> </ul>	
4a. Forum Organization	<p>Weekly schedule and Domain/Project detailed agendas on the event website: <a href="http://www.unece.org/31stuncefactforum.html">http://www.unece.org/31stuncefactforum.html</a></p> <p>Still waiting on detailed agendas for A+A, SCM+P, eGOV</p> <p>Open Session slides have been requested by 18 April.</p> <p>Conference agendas are requested for 10 March.</p>	
4x. Representation	<p>The following representation activities were reported:</p> <ul style="list-style-type: none"> <li>• VC Probert will attend the FIATA Director’s meeting 16/03/2018 (presenting RDM, MMT-RDM)</li> <li>• VC Van Burg WCO eCommerce Working Group, 9-12 April 2018, Belgium BE</li> <li>• VC Grangard will attend WCO Permanent Technical Committee, 16 April 2018, Belgium BE</li> <li>• VC Van Burg has been invited to an EU multi-modal meeting in Sofia – he will pass this to VC Probert</li> <li>• VC Van Burg is invited to the SEMIC 2018 (on government data models) 14 June 2018 in Sofia, BG</li> </ul>	
4x. Plenary preparations	<p>All Bureau members have been registered for the Plenary by the UNECE secretariat.</p> <p>Waiting on document for the agenda:</p> <ul style="list-style-type: none"> <li>• T+L White Paper on Data Pipeline (English only)</li> <li>• eGOV White Paper on Blockchain Tech Applications to our Deliverables (English only)</li> </ul>	
5a. Liaison	<p>The CUE pages concerning liaison have been updated : <a href="https://uncefact.unece.org/display/themepressdemo/Liaison+S haring+Space">https://uncefact.unece.org/display/themepressdemo/Liaison+S haring+Space</a></p> <p>There are a few upcoming meetings for which we will need to prepare reports from UNECE-UN/CEFACT:</p> <ul style="list-style-type: none"> <li>• ISO TC308 WG1 meeting on March 19 2018</li> <li>• ISO TC308 WG1 meeting on April 16 2018</li> <li>• ISO TC068 37<sup>th</sup> Meeting 23-27 April 2018</li> <li>• ISO TC307 3<sup>rd</sup> meeting, London, 14-18 May</li> </ul>	
5b. Calendars	<p>For information, two calendars of events that may be of interest to UN/CEFACT Bureau and experts:</p> <p>Calendar of TF events: <a href="https://teamup.com/kseepizvkjug6jujcs">https://teamup.com/kseepizvkjug6jujcs</a></p> <p>Calendar of events in Geneva: <a href="http://calendar.geneve-int.ch/">http://calendar.geneve-int.ch/</a></p>	
6a. Report from the secretariat	<p>UNECE SDG Forum, 1-2 March 2018</p> <p>UNCTAD-ITC-UNECE eCommerce week 16-20 April 2018</p> <p>Kirgizstan training on SCM, SW... 20 March 2018</p>	

7a. Communication	News release on eCMR	
9a. Other Business	eMail distribution lists are currently not functioning. The secretariat is trying to have this problem resolved, but there doesn't seem to be a solution in the near future.	
9b. Next call	<p>Next Bureau meeting: <b>19 March 2018 from 11:00 CET</b></p> <p>F2F Meeting of the Bureau 2-3 May 2018 topics:</p> <ul style="list-style-type: none"> <li>• Harmonization discussion</li> <li>• Procedures for joint projects with ISO</li> <li>• Management of information on CUE</li> <li>• Communication Team ToR update?</li> <li>• HoD support to projects &amp; relations with HoDs / Missions in Geneva in general</li> <li>• eCommerce and the B2B aspects of platforms for eCommerce</li> <li>• ...</li> </ul>	