

Bureau Regular Meeting discussion notes and decisions

Tuesday 18 June 2018, Bureau call

Participants:

Bureau present: Sue Probert (Chair), Ian Watt, Tahseen Khan, Anders Grangård, Tahseen Khan (joined at 11:00 CET due to other engagements)

Apologies: Harm Jan van Burg, Estelle Igwe, Raffaele Fantetti

Secretariat: Lance Thompson, Rutendo Tavengerwei

Agenda item	Discussion	Action/Decision
1a. Roll call	Attendance = 4 of 7 (Quorum)	
1b. Approval of the Agenda	One topic added on a certificate from DG Trade.	Approved with minor modifications
1c. Approval of meeting report of 06 June 2018		Approved as written
1d. Schedule of Bureau calls	<p>Vice Chairs are requested to send a message with their holiday schedules. The following have been received:</p> <ul style="list-style-type: none">• Raffaele = 9-18 August• Anders = 9-25 July; 27-31 August• Harm Jan = 20 August-14 September• Ian, Sue, Tahseen, Estelle and Lance are not planning holidays. <p>Vice Chairs are requested to provide at least 24 hours forewarning if unable to attend a Bureau call (and as early as possible) unless urgency. Absences due to conferences or holidays should be able to be announced well in advance.</p>	
2a. Responsibilities of the Vice Chair following a project and Project leaders	<p>Upon the request of the Bureau, the secretariat prepared a Briefing Note on the roles and responsibilities related to project development in order to clarify the responsibility of a Vice Chair vis-à-vis projects that they have been officially designated to sponsor.</p> <p>The Bureau thanked the secretariat for preparing the briefing note and made no comments on the content of the document.</p>	Bureau decision 180615: The Bureau approved the “Briefing note on the roles and responsibilities related to project development.”
2b. Procedures for joint projects in general	<p>Discussion should continue specifically on ISO TC 154 topics.</p> <p>The Secretariat suggested distinctions on:</p> <ul style="list-style-type: none">• New work items being launched and which will result in the creation of deliverables of both organizations. In this this case, joint procedures on the project should be created; and	

	<ul style="list-style-type: none"> • Work that is supporting projects that have already been completed within UN/CEFACT eg. the MMT RDM. In this case this would be liaison work in order to ensure encourage harmonization of other organization with UN/CEFACT standards. 	
2c. How to maintain RDMs	<p>Discussion was opened on how to move RDMs from the project based deliverables and transition them to maintainable library subsets of the CCL in coordination with the update to the CCL.</p> <p>A suggestion was made to harmonize the RDMs using the assistance of the Domains.</p> <p>A concern was raised that this is not a small procedural change but might result in some serious changes in the overall working of the CCL and it would also heighten the work on EDIFACT.</p> <p>Another suggestion was made that there is need to examine UN/CEFACT business processes concerning all deliverables, and also identify the linkages between the different activities in the overall scheme of UN/CEFACT work.</p>	
3x. Projects	<p>Approved Projects Pending 3 HoD support:</p> <ul style="list-style-type: none"> • T+L – TDEM (received JP, AT, missing 1) • INS – Health Claims (received ES, DE; missing 1) • AGRI – eQuality Certificate (missing 3) <p>Currently in Public Review:</p> <ul style="list-style-type: none"> • eGOV – Blockchain WP.1 (ends on 21 July 2018) 	
4a. Hangzhou Forum	<p>Deadline for proposals for conferences is 25 June 2018. The following are being prepared for submission:</p> <ul style="list-style-type: none"> • Secretariat proposes a topic on traceability / value chains. • T&L will likely propose a topic after their F2F meeting this week. • Orchestration is interested in perhaps a workshop on methodologies (similar to MRI – modelers’ reference initiative) (similar also to an M&T initiative of an open day during a previous Forum for questions and answers). <p>Deadline for domain/project agendas is 6 August 2018.</p> <p>The Secretariat informed the bureau that registration on the website is now ready but website will only be launched once the bureau has decided on the conferences to be held. The registration will be done on CUE and the secretariat should be able to provide statistics of which experts are attending particular workshops.</p> <p>The Bureau requested more information on the visa process, especially concerning a possible 6-day visa-free possibility and the conditions for this.</p>	

4x. Representations	5-8 June	London	IMO FAL 42	Chair Probert	IMO
	5-8 June	Lima	WCO IT Conference	Hanane Becha	WCO
	14 June	Brussels	DG MOVE DTLF	Chair Probert	EU DG MOVE
	14 June	Sofia, BG	SEMIC 2018	VC Van Burg	EU DG Connect
	18-20 June	Brussels	WCO e-Commerce	VC Van Burg	WCO
5. Liaison – UNECE- UN/CEFACT – OASIS MoU	<p>The MoU between UNECE and OASIS was circulated for input. The document was created for the ebXML cooperation, so rather dated now and some parts inapplicable. Bureau members are invited to provide comments to a new version of the MoU to be submitted to the UNECE secretariat for drafting a new version in order to initiate discussions with Oasis.</p> <p>Comments were raised on the IEC-ISO-ITU-UNECE ebMoU which will be addressed shortly.</p> <p>We need to further discuss how to address joint maintenance or work topics which are done in coordination with ISO or other organizations.</p>				<p>Comments on the UNECE-OASIS MoU to be sent to secretariat and Sue on or by 25 June.</p>
6a. Report from Secretariat					
	20 June	Baku	WCO Conference	Mario	WCO
	21-22 June	Baku	Support for a NTFC	Mario	UNECE
	20 June	Geneva	Good Governance for Quality Infrastructure	Helen	WTO
	27 Jun	Geneva	WTO MSME group on Trade	Lance & Salehin	WTO
	30Jun-2Jul	Belgrade	Trade Facilitation	Lance	UNCTAD
	11 Jul	New York	High Level Partnership Forum – Blockchain side event	Maria	UN
	16-17 Jul	New York	Ocean Conference	Maria	UNCTAD
7. Communication	Nothing to report at this time.				
9. Other business	<p>DG Trade certificate for Dual Use</p> <p>EU Commission initiative to study the possibility of creating new electronic certificates for Dual Use goods and basing this on the UN/CEFACT eCert base standard. However, this would not be an agriculture subject so need to discuss where this project would be and how to manage the project.</p>				
	<p>Next Bureau call: Monday, 02 July from 10:00 CET</p> <p>Potential topics:</p> <ul style="list-style-type: none"> • Nomination of Domain Coordinators • Hangzhou Forum conference topics • UNECE-UN/CEFACT – OASIS MoU update input • Joint work with ISO TC154 				