Bureau teleconference discussion notes and decisions
Monday, 30 July 2018, GoToMeeting session (10:00-12:00 CET)

Participants:

Bureau present: Sue Probert (Chair), Ian Watt, Tahseen Khan, Anders Grangård, Raffaele Fantetti
Bureau excused: Estelle Igwe, Harm Jan van Burg
Secretariat: Lance Thompson

Agenda item	Discussion	Action/Decision
1a. Roll call	5 of 7 = Quorum	
1b. Approval of the Agenda		Approved as written
1c. Approval of meeting report of 16 July 2018	Small change for the next call date.	Approved
1d. Schedule of Bureau calls	Raffaele has sent in apologies for the next Bureau call on 13 August.	
2a. Projects under Focal Points	A question was raised if Focal Points should have projects, as these are usually launched under Domains. It was suggested that internal publication projects should be able to be lead in Focal Points, but perhaps not external publication projects. It was suggested that perhaps a term of reference might be needed to define Focal Point. A question was raised as to why the "International Supply Chain Orchestration" area was created as a Focal Point? Why not just make it a Domain? The ISCO is working on their project and should have more clarity on their direction in two weeks time. So, it was suggested to review this at that time. It was reminded that the Chair decides on the distribution of domains/focal points (in consultation with the Bureau Members).	
2b. ISCO Background and Scope	The concerns raised from the last Bureau call were revisited. A new text was proposed which tries to address all these comments. A question was raised as to the term 'orchestration' which could be interpreted as how different processes work together. However, in the English language, this can be much broader. It is being suggested that we start to address APIs and new technologies such as JSON. A comment suggested that if there are new technical specifications to be developed, these would normally be under the Specification Domain.	Text put forward with minor modifications for Written Procedure Approval by Friday 3rd August noon CET.

	However, it was reminded that just as recommendations are being done under other domains, such specifications might be developed elsewhere as well – of course, it is hoped, in collaboration with all pertinent domains and experts. Questions were raised on the new technologies such as API and W3C WebSub as this seems to be out of scope of our current Programme of Work. The PoW is currently being updated so they could be integrated. It does seem that these topics are within scope of the Strategy, point C. It was questioned if we would be developing software. This is not the intention; we would show people how to go towards software, but not develop it ourselves.	
3a. eGov – IoT Project	Request to launch White Papers project on IoT • Proposed Project Leader: Virginia Cram Martos • Proposed Project co-Leader: Kaushik Srinivasan • Proposed Supporting VC: VC Khan It was questioned why the project was not proposing a public review. For this type of project, a public review would be very valuable. It was suggested that we could add the public review after the draft development is finalized. Given the comments on the call, a Public Review stage was added. It was suggested that this work might be more adapted for a green paper. This idea was dismissed. It was also suggested that caution be taken in order to ensure that such work not create new gaps for LDCs. This is not the intention of this work. The availability of the proposed project leader was questioned as she is busy with another project; the proposing VC confirmed that he has assurance from her that she will be able to take the lead and a co-Lead is proposed to support her in this function.	**Bureau decision 1807022**: the Bureau approved the launch of the eGov Internet of Things project with Virginia Cram Martos as project leader, Kaushik Srinivasan as co-project leader and VC Khan as supporting Bureau member.
3x. Pending projects	Approved Projects Pending 3 HoD support: • T+L – TDEM (received JP, AT, missing 1) • INS – Health Claims (received ES, DE; missing 1) • AGRI – eQuality Certificate (missing 3) Projects which have passed their draft development completion date: • SWD – Core principles (scheduled 2016-08-31) • SC+P – CII BRS Repository (scheduled 2017-08-01) • SC+P – Purchase Order Financing Request (scheduled 2016-07-05) • T+L – Data Pipeline project (scheduled 2017-01-15) • T+L – Smart Containers (scheduled 2017-08-02) • eGOV – Blockchain project (scheduled 2018-03-01) • ENV – Waste Mgmt and Waste Analysis (scheduled 2018-04-03) • T+T – Destination Travel Information Process (scheduled 2015-02-01) • T+T – Sustainable Tourism (scheduled 2018-06-30) • ISCO – Canoncial Model (scheduled 2018-02-01) Currently in Public Review: SC+P – Sustainable Procurement (until 20 September 2018)	
4a. Forum Organization	• Deadline for Domain / Project Team agendas: 15 August • Deadline for registrations (reminder) 20 September	Conference organizers are requested to submit

	• Conference pages created for:
	    ○ Blockchain (Monday afternoon)
	• Missing conference pages for:
	    ○ IoT (Monday morning)
	    ○ T+L (Tuesday morning)
	    ○ Orchestration (Tuesday afternoon)
	    ○ Value chains (Wednesday morning)
	    ○ eCommerce (Wednesday afternoon)
	    ○ UN/LOCODE (Friday)
		the information for their event webpages before the end of the week (3 August)

4x. Representation	No representation planned at this time.	
5a. Liaison	ebMoU meeting should be on 5 December in Geneva at the Palais. We are expecting a document to explain the current organization or the ebMoU/MG, but the document needs to be approved by all four signatories before circulating. We are hoping for a text by next week. There is a proposal to have an ebMoU Technical Workshop on Internet of Things either on 12 or 19 September as a webinar where each organization will share (for about 15 minutes) their respective work in the field in order to promote information sharing and finding synergies.	
6a. Report from the secretariat	The secretariat announced that it has completed the transparent procurement process in order to obtain officially a licence of Gefeg-FX in order to better follow the work of the libraries and the publication of the standards.	
7x. Communication	The next edition of the UN/CEFACT Newsletter should be finalized within the next ten days and circulated.	
9a. Other Business	Next Bureau call: Monday, 13 August 2018 from 10:00 CET Potential topics:	
9b. Next call		