

Bureau teleconference discussion notes and decisions
Monday 3 December 2018, GoToMeeting session; 10:00 CET

Participants:

Bureau present: Sue Probert (Chair), Raffaele Fantetti, Anders Grangård, Estelle Igwe, Tahseen Khan, Ian Watt

Apologies: Harm Jan van Burg

Secretariat: Lance Thompson

Agenda item	Discussion	Action/Decision
1a. Roll call	6 of 7 = Quorum	
1b. Approval of the Agenda		Approved as written
1c. Approval of meeting report of 19 November 2018		Approved as written
1d. Schedule of Bureau calls	<ul style="list-style-type: none"> • Cancelled calls: 10 and 24 Dec • Rescheduled calls: 19 Dec • Then regular schedule from 7 January 2019 	Estelle may be absent on 19 th as she will be travelling.
2a. PoW 2019-2020	The finalized PoW discussed on the previous call was approved by the Bureau.	Bureau decision 1812036: The Bureau approved the PoW for 2019-2020
3a. SWD – SSP Recommendation	The SSP Recommendation final draft was presented to the Bureau for approval. One small change was made to the base definition. The Bureau expressed their gratitude to the project team.	Bureau decision 1812037: The Bureau approved the SSP Recommendation final draft to go to publication and the Plenary
3b. eGOV – Blockchain WP1	The Bureau expressed their gratitude to the project team and secretariat support. It was reminded that this project was a successful joint effort of all domains. The second White Paper should be completed by the end of the year for presentation to the Plenary.	Bureau decision 1812038: The Bureau approved the first Blockchain White Paper on technical applications to go to publication and the Plenary
3c. Exec Guide IMO FAL		Bureau decision 1812039: The Bureau approved four Executive Guides on IMO FAL, on

3d. Exec Guide RDM					Reference Data Model, on eCommerce, on Streamlining Documentary Procedures
3e. Exec Guide eCommerce	<p>Question was raised on what relation this guide has to UN/CEFACT deliverables.</p> <p>It was reminded that eCommerce has been on the table for some time which is why this was brought forward. The idea of the guide is to provide clarity on the relation between eBusiness and eCommerce.</p>				
3f Exec Guide Streamlining Doc Procedures	<p>Question was raised on the direct relation to UN/CEFACT deliverables as this is linking to training material.</p> <p>It was outlined that this training material summarizes much of the other work from UN/CEFACT (Rec.1, 14, 34, and CCL, code lists, RDMs, etc.)</p>				
3g. SPEC Header Envelope project	<p>The joint Header-Envelope project was presented with a new version of the document based on comments from previous Bureau calls. The element names have been aligned to the CCTS and the XHE structures will be submitted to the Library for the 19A release.</p>				The project will be put on the 19 December Bureau call for approval to go to Public Review.
3x. Pending projects	<p>Approved Projects Pending 3 HoD support:</p> <ul style="list-style-type: none"> • INS – Health Claims (received ES, DE; missing 1) • AAA – A+A RDM (received AT; missing 2) • SCMP – CI Delivery (missing 3) <p>Projects which have passed their draft development completion date:</p> <ul style="list-style-type: none"> • SWD – Core principles (scheduled 2016-08-31 – on hold) • SC+P – PO Financing BRS • T+L – Data Pipeline project (scheduled 2017-01-15) • eGOV – Blockchain project (scheduled 2018-03-01) • T+T – Destination Travel Information Process (scheduled 2015-02-01 – on hold) • T+T – Sustainable Tourism (scheduled 2018-06-30) • ISCO – Canonical Model (scheduled 2018-02-01) 				
4a. Plenary preparations	<p>UN/CEFACT Plenary. Documents which must be approved by the Bureau on or before 3 Dec call:</p> <ul style="list-style-type: none"> • 2019-2020 Programme of Work (on this call) • Single Submission Portal Recommendation (on this call) • Blockchain White Paper 1 (on this call) • Blockchain White Paper 2 (for the 19 Dec call) • Blockchain Use Cases (for February [English only]?) • Sustainable Tourism Green Paper (for the 19 Dec call) • 4 Executive New Guides (proposed on IMO-FAL, RDM, eCommerce, Streamlining Documentary Procedures) (on this call) 				
4x. Representation	Harm Jan	8-12 Oct	WCO Working Group on eCommerce	Brussels	WCO

	Harm Jan	22-26 Oct	CCFICS 24 (eCert)	Australia	FAO / WHO	
	Sue	30 Nov	Global Maritime Logistics Dialogue	Brussels	OECD	
	Sue, Yan, Lance	8-12 Oct	ISO TC154	Hangzhou	ISO	
	Eric Cohen	22-26 Oct	ISCO TC307	Moscow	ISO	
	Yan	14-15 Nov	ISO TC46	Geneva	ISO	
5a. Liaison						
6a. Report from the secretariat	Lance, Ivonne	12 Nov	UNECE 5 th SW Conf	Casablanca	UNECE	
	Lance, Maria	12-13 Nov	4 th annual SW Conference	Casablanca	Portnet	
	Lance, Maria	13-14 Nov	IPCSA Annual Conference	Casablanca	IPCSA	
	Lance	15-16 Nov	EuroFactura	Dusseldorf	Zugferd	
	Mario, Sue	15-16 Nov	Data harmonization/data modelling	Skopje	UNECE	
	Lance	23 Nov (21-23 Nov)	UNCTAD Multi expert meeting	Geneva	UNCTAD	
	Maria-Teresa & Estelle & Ibrahima	26-27 Nov	Africa NTFC Meeting	Addis Ababa	UNCTAD	
	Irina	26-27 Nov	Kazakhstan International Standards	Astana	OSCE	
	Lance, Virginia	27 Nov	Blockchain conference	Geneva	WTO	
	Sue, Yan, Lance	3-4 Dec	Rec16 revision meeting	Geneva	T+L	

	Sue, Lance	5 Dec	eB-MoU MG meeting	Geneva	UNECE, IEC, ITU, ISO
	Mario, Lance, Sue	10-11 Dec	Data Harmonization	Minsk	UNECE
7x. Communication	Article published: <ul style="list-style-type: none"> “Standards facilitating adoption of electronic exchanges” (written for the TRA-Vienna 2018, concentrating on T+L standards) https://zenodo.org/record/1456476#.W_-lmOJReUk				
9b. Next Bureau call	Next Bureau call: Wednesday 19 December 2018 from 10:00 CET (Geneva) Potential future topics: <ul style="list-style-type: none"> Scheduling a F2F meeting (June or July?) SCMP – CI Track & Trace eGOV – Blockchain WP2 T+T – Sustainable Tourism Green Paper for Publication SPEC – XHE project to go to Public review Topics for potential future F2F meeting: <ul style="list-style-type: none"> Clarity on F.P. and Domains Using generic names of projects for specific topics HoD support 				