Bureau teleconference discussion notes and decisions
Friday 11 January 2019, GoToMeeting session; 14:00 CET

Participants:

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

Agenda item	Discussion	Action/Decision
1a. Roll call		
2a. ToR A/G Advanced Tech	The Secretariat presented the modified text following up on the comments from the 7 January Bureau call. The Bureau expressed its appreciation to the Secretariat for the editing. Question was raised why in paragraph 6 the accent is put only on Blockchain. We might want to reduce the emphasis on Blockchain as we have already delivered on this topic; but the current text is acceptable. The text was modified accordingly. Reference to other standards development organizations was added to paragraph 4. The first paragraph giving the history of the proposition was modified; the consensus agreed that this future work should not be exclusively within a single domain. However, it was requested that the history be retained to recognize the work of this domain and project team. It was suggested that the deliverables could be more specific than currently noted (to include guidelines, papers, briefings…). However, it was stated that this might create a working party structure in parallel (and not subject to the Bureau). Bureau members also felt strongly that any activities that will result in an external deliverable should go through the existing procedures (the Open Development Process); it is therefore not necessary to have more specific deliverables. Paragraph 37 of the UN/CEFACT ToR/Mandate also underlines how such a group should be set up and how reporting should be performed (to the Bureau).	The Bureau agreed to endorse the modified ToR with minor modifications – to be recorded as Bureau decision on the next official Bureau call.
9. Other business	The Secretariat requested that the Bureau F2F meeting be scheduled for 1, 2 & 3 July 2019 (instead of 8, 9 & 10).	

9b. Next Bureau call	Next Bureau call: Monday, **21 January** 2019 from 10:00 CET (Geneva) Potential future topics: • Topics for potential future F2F meeting: • Clarity on F.P. and Domains • Using generic names of projects for specific topics • Use of non-proprietary tools • HoD support • Communication (press-articles) of countries / companies relating to UN/CEFACT	