

Bureau teleconference discussion notes and decisions
21 October 2019, GoToMeeting session; 10:00 CET

Agenda item	Discussion	Action/Decision
1a. Roll call	<p>Bureau present: Sue Probert, Estelle Igwe, Ian Watt, Anders Grangård, Tahseen Khan Bureau excused: Harm Jan van Burg, Bureau absent: Raffaele Fantetti Secretariat: Lance Thompson</p>	6 of 7 = Quorum
1b. Presentation of the Agenda	A point on MoUs has been added under 6b.	Agenda agreed with minor adjustments.
1c. Approval of meeting report of 30 September 2019		<p>Bureau approval 1910041: The Bureau approved the meeting report of 30 September 2019.</p>
3a. SWD – Rec33 rev	<p>The Project team on the revision of Recommendation 33 has finalized its draft and addressed all comments received during the Public Review period. They present the final version to the Bureau for authorization to be presented to the Plenary for final approval and publication.</p> <p>It was noted that the comments during the Public review period were very encouraging and positive.</p> <p>The Bureau expressed its appreciation to the Project Leader, the Secretariat support and the entire project team for a job well done.</p>	<p>Bureau decision 1910042: The Bureau approved the final draft of Recommendation 33 to be presented to the Plenary for its final approval and publication.</p>
3b. eGOV – Digital ID for Trade Facilitation	<p>A project proposal for a White Paper was put forward on Digital ID for Trade Facilitation.</p> <ul style="list-style-type: none"> • Proposed project leader: Vijay Kumar • Proposed project co-leader: Chris Gough • Proposed supporting VC: VC Khan <p>Small modification in the scope (3rd bullet point)</p>	<p>Bureau decision 1910043: The Bureau approved with minor modification the Digital ID for TF project proposal. Project leader: Vijay Kumar; Project co-leader: Chris Gough; Supporting VC: VC Khan</p>
3c. eGOV – IoT for TF	<p>The IoT for Trade Facilitation project team has put together a template in order to gather use cases on the subject. The template is put forward to the Bureau for their input and approval.</p> <p>Concerned was raised that there might be opportunity for commercial solutions to make a commercial pitch in the responses. However, this will be checked before publication; it was noted that it will probably be impossible to avoid citing company solutions.</p>	<p>Bureau decision 1910044: The Bureau approved the template for case studies of the IoT for TF project; any publication pending approval by the Bureau of the appropriate deliverable.</p>
3x. Pending projects	<p><u>SUMMARY OF PENDING PROJECTS</u></p> <ul style="list-style-type: none"> • Rec5rev project (INCOTERMS) received 6 country support (GR, FI, NL, VN, RU, ES). The first call took place and the only pending topic is how previous Incoterms may be used; this should be resolved shortly. 	

	<ul style="list-style-type: none"> • The T+T Experience Program Technical Artefacts project received 5 country support (GR, JP, RU, ES, FI). The project has been launched. • We will need to find a project leader for the SC Track/trace project. • The final draft of the M+T Header/Envelope Project will be presented to the Bureau shortly. 	
4a. UN/CEFACT London Forum	<p>Slides for the Assembly meeting will be requested by Monday 28 October lunch time at the latest. An email on the subject will be sent to DCs along these lines.</p> <p>The registration confirmation should be sent to all experts today or tomorrow.</p> <p>A social event is being organized on the Thames with a river cruise. Two sponsors have graciously accepted to partially finance this: DCSA and Gefeg. Their logos will appear on the Social dinner brochure. We're looking for a third sponsor, but if we cannot find one, the cost will be 20£ per participant (no receipt will be able to be provided).</p> <p>The name plates for the conferences, L+L and Assembly meeting will be finalized today.</p> <p>The Bureau suggested that the event should be paperless – so we shouldn't need to provide paper versions of the schedules For the Bureau meetings during the Forum. Topics to be addressed:</p> <ul style="list-style-type: none"> • Rec5rev • Any other topics as may arise 	
4x. Representation	<p>The Secretariat reported on the following events:</p> <ul style="list-style-type: none"> • UNCTAD Non Tariff Measures Week in Geneva, 14 October 2019 (Lance & Maria) • WTO Working Group on MSMEs, 29 October 2019 (Salehin) • UNDP Digital Solutions for Cross-Border Cooperation and Trade, in Yerevan 18-19 November 2019 (Markus) (VC Khan will also participate) • The eB-MoU meeting in Geneva on 4 December 2019 (Lance) <p>Bureau members reported on the following events:</p> <ul style="list-style-type: none"> • EU SEMIC 2019 meeting in Helsinki, 21 October 2019 (VC Van Burg) • UNECE WP.6 meeting in Geneva, 21-22 November 2019 (VC Van Burg) • EU DG MOVE DTLF S.G.1 meeting in Brussels, 4 December 2019 (Chair Probert) 	
6a. Note from UN S.G. on UN financial situation	<p>The Secretariat shared a note from the UN Secretary General about recent budget restrictions. This may affect upcoming conferences and events as well as the level of service that can be provided/expected. It also clearly limits the size of official documents which will need to be strictly respected.</p>	
6b. Review of MoUs	<p>Tahseen will provide for AFACT</p> <p>The MoUs which were deemed very important to ensure are maintained include: eB-MoU, WCO, AFACT, IATA, ITC/UNCTAD, EEC, ICC.</p> <p>It was pointed out that there are many organizations missing from this list (like IRU, ISO, etc.).</p>	

	<p>The MoU with OASIS is important, but in the current text, it is perhaps outdated.</p> <p>It was brought up that many of these MoUs are not necessary in order to collaborate with these other organizations (perhaps only the eB-MoU and AFACT are needed beyond such collaboration). It was suggested that we schedule a withdrawal from these</p>	
7a. eB MoU meeting	<p>The UNECE secretariat requested during a preparatory meeting that the presentation from UNECE be broken down into the relevant PDAs/Domains in order to have equal time for presentations during the meeting (vis-à-vis ISO TC presentations). This implies that each relevant UN/CEFACT group will need to help to provide information to be presented. It also implies that DCs or VCs may join virtually in order to make their individual presentations. All of the details, including who will participate and the written reports will need to be finalized by 22 November at the latest. The focal point for this is UNECE Secretariat, Lance.</p>	
8a. Singapore request	<p>An e-mail request for a new project was received from the Singapore Delegation.</p> <p>They will have 20 minutes to present their work during the Forum to see if their work fits into existing projects or if it should be a new project.</p> <p>Since the email, a formal project proposal was received but not yet reviewed; this will be discussed during the eGOV Forum meetings.</p>	
8b. EU Publication Office request	<p>The EU Publication Office has sent in a request about updates from Rec20 (Codes for Units of Measure Used in International Trade). There have been discussions in the past on how to harmonize the rules and procedures for the changes. We do track these types of changes (especially with UN/EDIFACT); it is perhaps not being published.</p> <p>It was suggested that this topic could be brought up within M+T but with the Secretariat.</p> <p>This needs to be tracked in all revisions (not just code list recommendations, but even TF recommendations).</p>	
9a. Other business	<p>VC Grangard will unfortunately not be able to join the Forum in London.</p>	
9x. Next meeting	<p>Next Bureau meeting: 1 November (F2F during the Forum)</p> <p>Next call: 11 November 2019 then 2 December 2019</p>	