

**Bureau teleconference discussion notes and decisions**  
**15 June, GoToMeeting session; 13:00 CET**

Agenda item	Discussion	Action/Decision
1a. Roll call	<p><b>Bureau present:</b> Chair Probert, VC Igwe, VC Bondarenko, VC Watt, VC Becha, VC Fratini-Passi, VC Slot, VC Khan, VC Laskowski</p> <p><b>Secretariat present:</b> Maria Ceccarelli, Lance Thompson</p>	9 of 9 = Quorum
1b. Presentation of the Agenda		Agenda agreed as written.
1c. Approval of the meeting report of 8 June 2020	<p>Comment made on point 3c.</p> <p>Add precision that name of project officially changed to UN/CEFACT Chain and remove the reference to “recommendation” as the project is developing a “guideline”.</p>	<p><b>Bureau decision 2006009:</b></p> <p>The meeting report of 8 June 2020 was approved with minor modifications.</p>
2a. Code List Focal Point	Need focal point person to lead this work. Any suggestions are welcome.	
3a. TFP Pandemic crisis recovery project proposal	<p>A project proposal was put forward to launch work on a White Paper for pandemic crisis recovery. This would build upon the current project on Disaster Recovery.</p> <ul style="list-style-type: none"> <li>• Proposed project leader: Lance Thompson</li> <li>• Proposed supporting VC: VC Igwe</li> </ul> <p>The deadline dates have been updated.</p> <p>It was mentioned that UN/ESCAP is working on a hackathon for COVID and regional trade agreements. An email will be sent to UN/ESCAP to let them know of the launch of this project.</p> <p>It was suggested to have a three HoD support for this project.</p>	<p><b>Bureau decision 2006010:</b></p> <p>The Bureau approved the launch of a White Paper project for pandemic crisis recovery pending three HoD support. Project leader: Lance Thompson; Supporting VC: VC Igwe.</p>
3b. BUY – Packing List project proposal	<p>A project proposal was put forward to launch work on a Packing List BRS and corresponding technical artefacts. Most of this is already covered in the SCRDM so should progress quickly.</p> <ul style="list-style-type: none"> <li>• Proposed project Leader: Michael Dill</li> <li>• Proposed supporting VC: VC Watt</li> </ul>	<p><b>Bureau decision 2006011:</b></p> <p>The Bureau approved the launch of an eBusiness standard project for Packing List pending three HoD support. Project leader: Michael Dill; Supporting VC: VC Watt.</p>
3c. SHIP – IFTM related messages project proposal	<p>A project proposal was put forward to launch work on an eBusiness standard for IFTM**-related and IFTSTA/Q related messages. Most of this is already covered in the MMT-RDM and the International Forwarding and Transport BRS. This project would update this BRS with the overarching requirements and develop individual sub-BRS for each individual message (Booking messages, Shipping Instructions, Waybill and Status).</p> <ul style="list-style-type: none"> <li>• Proposed project Leader: Michael Dill</li> <li>• Proposed supporting VC: VC Becha</li> </ul>	<p><b>Bureau decision 2006012:</b></p> <p>The Bureau approved the launch of an eBusiness standard project for IFTM-related messages pending three HoD support. Project leader: Michael Dill; Supporting VC: VC Becha.</p>

3c. AGRI – RASFF update project proposal	<p>A project proposal was put forward to finalize the BRS of the RASFF project. The technical deliverables and indeed the xml standard have already been finalized and published. However, in order to publish correctly on the website, the BRS must be finalized.</p> <ul style="list-style-type: none"> <li>• Proposed project leader: Michael Dill</li> <li>• Proposed supporting VC: VC Slot</li> </ul>	<p><b>Bureau decision 2006013:</b> The Bureau approved the launch of an update to the RASFF project pending three HoD support. Project leader: Michael Dill; Supporting VC: VC Slot.</p>
3d. Smart Container	<p>An extension has been requested until Feb 2021 in order to finalize code lists and any eventual checks on library submissions.</p> <p>Any change of the BRS (already finalized and published) would require a new project proposal.</p>	<p><b>Bureau decision 2006014:</b> The Bureau approved a milestone extension until Feb 2021 of the Smart Container project in order to finalize code lists and library submissions.</p>
3x. Pending projects	<p>Concerning the Message Header project, the final draft after the last public review shall be put forward on the next call for final approval and publication. A follow-up task may be needed in order to integrate any required information in the library.</p> <p>A question was raised concerning the CI SC Track and Trace project in order to provide further guidance on the deliverables. This will be discussed in the project team and brought back to a future Bureau call.</p>	
4a. Forum	<p>The secretariat explained that a meeting location has been secured for a Forum in Saint Petersburg, Russia in September or October 2020. The initial idea was to run a UNECE conference in parallel to this meeting in order to attract local participation.</p> <p>On the situation in Russia, the lockdown is being lifted, though there is expectation of a possible second wave of COVID-19 from November.</p> <p>The situation around this pandemic is unpredictable; if we would have a meeting, certain safety measures would be necessary (such as a one-and-a-half-meter distance in the meeting rooms). Each country may also have different protocols – for entry, for exit, for re-entry – which might discourage or impede some experts to travel.</p> <p>It was reminded that a Forum requires two to three months of preparations prior to the meeting (visa support, organizing agendas, getting all the pertinent information...). A decision would need to be taken and announced within the next three weeks. In this context, it is unlikely that a physical meeting would actually be possible.</p> <p>It was suggested that alternative formats be studied:</p> <ul style="list-style-type: none"> <li>• Partly in-person, partly on-line option (this would require very stable internet with sufficient bandwidth)</li> <li>• Virtual Forum (but then the format would need to be discussed: series of conferences, working meetings of domains/project teams... over a day or two, over two or three weeks...)</li> </ul> <p>It was pointed out that since the confinement, the virtual meetings have been working very well and the productivity level has seemed to increase.</p> <p>It was agreed that some sort of meeting should be organized in Q3-Q4 of 2020 for the experts.</p>	

4b. Plenary	It is likely that a Plenary will be prepared in Q3-Q4 of 2020, but perhaps with the representations from the Missions in Geneva. Date to be determined later.	
6a. Secretariat - AGAT	AGAT 2 July – on-line webinar on Trade, Logistics and COVID-19	
6a. Secretariat – ITU Digital Transformation initiative	New UN system called “One UN System”. A group has been active within this on reaction to COVID-19 lead by ITU on digital transformation. There is a possibility that UNECE can participate directly as co-lead of this group.	
7a. HoD Quarterly Report	A section was added on the call for candidates of D.C. The new projects will be added to this report.	<b>Bureau decision 2006015:</b> The Bureau approved the HoD Quarterly report pending the addition of the recently approved projects.
9x. Next Bureau call	Next Bureau call: Monday, <b>29 June</b> from 13:00 CET (Geneva)	