

Bureau teleconference discussion notes and decisions
20 July, GoToMeeting session; 13:00 CET

Agenda item	Discussion	Action/Decision
1a. Roll call	<p>Bureau present: Chair Probert, VC Igwe, VC Bondarenko, VC Watt, VC Becha, VC Fratini-Passi, VC Khan, VC Laskowski</p> <p>Excused: VC Slot</p> <p>Secretariat present: Maria Ceccarelli, Lance Thompson, Charles Frei</p>	8 of 9 = Quorum
1b. Presentation of the Agenda		
1c. Approval of the meeting report of 29 June 2020		<p>Bureau decision 2007019: The meeting report of 29 June 2020 was approved as written.</p>
2a. Domain Coordinator Nominations	<p>Domain Coordinator Nominations. Candidatures received:</p> <ul style="list-style-type: none"> • TPF = Birgit Viohl • TPF = Jake Schostag • CL-FP = << >> • SWD = Jalal Benhayoun • SCM+P = Edmund Grey • T+T = Sachin Mehta • T+L = David Roff • INS = Michel Bormans • F+P = Fabio Sorentino • A+A = Anita Patel • AGRI = Frans van Diepen • ENV = Norbert Pfaffinger • eDATA = Kaushik Srinivasan • CBM = Amar More • CBM = Ananth Rathakrishnan • SPEC = Hisanao Sugamata • LIB = Mary Kay Blantz • UNEDIFACT = Gait Boxman • VAL = Enjo Hidekazu 	<p>Bureau decision 2007020: The Bureau nominated the following Domain Coordinators and Focal Points for the period 2020-2022:</p> <ul style="list-style-type: none"> • Birgit Viohl and Jake Schostag (TPF) • Jalal Benhayoun (SWD) • Edmund Grey (SCMP) • Sachin Mehta (T+T) • David Roff (T+L) • Michel Bormans (INS) • Fabio Sorentino (F+P) • Anita Patel (A+A) • Frans van Diepen (AGRI) • Norbert Pfaffinger (ENV) • Kaushik Srinivasan (eDATA) • Amar More and Ananth Rathakrishnan (CBM) • Hisanao Sugamat (SPEC) • Mary Kay Blantz (LIB) • Gait Boxman (UNEDIFACT) • Enjo Hidekazu (VAL)
2b. UN/CEFACT Strategy Document and PoW	UN/CEFACT strategy document “Prospective Directions”	<p>Bureau decision 2007021: The Bureau approved the continuation of the UN/CEFACT strategy</p>

	<p>http://www.unece.org/fileadmin/DAM/cefact/cf_plenary/2016_plenary/ECE_TRADE_C_CEFAC_T_2016_20E_Rev_1_prospective_directions.pdf</p> <p>The Bureau felt that there might be some comments to discuss and decided to defer this topic for the next call and perhaps have additional calls before that in order to further discuss this document.</p> <p>It was suggested to continue the current document for the next period, use it for the PoW preparations and open the document for discussion and reworking for a subsequent Plenary.</p> <p>The secretariat will ask Domain coordinator and Project Leaders to provide input on project topics through a questionnaire to be returned by the end of August. A first draft PoW will be put together early September for Bureau discussion.</p>	<p>“Prospective Directions” to be used for the Programme of Work 2021-2022.</p>
3a. SWD TIP project	<p>The SWD Trade Information Portal project presented its final draft for Public Review.</p> <ul style="list-style-type: none"> Request to move to Public Review 	<p>Bureau decision 2007022: The Bureau approved the SWD Trade Information Portal Recommendation to move to 60-day Public Review.</p>
3b. SHIP/TFP: Ship Agent project	<p>The SHIP / TPF Ship Agent and Ship Broker Minimum Standards project presented its final draft for Public Review.</p> <ul style="list-style-type: none"> Request to move to Public Review <p>It was underlined the good cooperation that existed between UN/CEFACT, UNCTAD and IMO members in the development of this text.</p>	<p>Bureau decision 2007023: The Bureau approved the SHIP/TFP Ship Agent and Ship Broker Minimum Standards Recommendation to move to 60-day Public Review.</p>
3c. SHIP IFTM-IFTS project	<p>The SHIP International Forwarding and Transport messages BRS was finalized and presented for Public Review. This project is within an overall COVID-19 project and it was important to show the pertinence of the CCL and MMT-RDM to supporting work on COVID-19.</p> <p>As the text was shared only on Monday 20th, the Bureau agreed to move this to Written Procedure decision by Wednesday 22 July.</p>	<p>The SHIP IFTM-IFTS project was put forward for written procedure decision by Wednesday 22 July.</p>
3d. SCMP Packing List project	<p>The SCMP Export Packing List message BRS was finalized and presented for Public Review.</p> <p>As the text was shared only on Thursday 16th, the Bureau agreed to move this to Written Procedure decision by Wednesday 22 July.</p>	<p>Bureau decision 2007024: The Bureau approved the SCMP Packing List BRS to move to 60-day Public Review.</p>
3e. AGRI RASFF project	<p>The AGRI Rapid Alert System for Food and Feed (RASFF) message BRS was finalized and presented for Public Review.</p> <p>As the text was shared only on Thursday 16th, the Bureau agreed to move this to Written Procedure decision by Wednesday 22 July.</p>	<p>Bureau decision 2007025: The Bureau approved the AGRI RASFF BRS to move to 60-day Public Review.</p>
3f. T+L Rec20 annex update	<p>New codes for units of measure used in international trade (corresponding to UNECE Recommendation 20) were integrated into Annex II and III and presented to the Bureau for approval.</p>	<p>Bureau decision 2007026: The Bureau approved the update of Annex II and III of UNECE Recommendation 20 on Codes for units of measure</p>

		used in international trade for publication and notification to the Plenary.
3x. Pending projects	<p>HoD support was received for the following projects:</p> <ul style="list-style-type: none"> • Pandemic Crisis Project (DE) • Packing List (DE) • Dangerous Goods (DE) <p>Several projects will arrive at the draft development deadline prior to the next call:</p> <ul style="list-style-type: none"> • SWD Core Principles • eDATA IoT for TF • eDATA UN/CEFACT Chain Project • AGRI Textile Traceability <p>And several others will arrive at the draft development deadline by the end of the month:</p> <ul style="list-style-type: none"> • T+T Sustainable Tourism • T+T Exp.Prog.Tech.Art. • INS Health Claims • A+A A+A RDM • eDATA Interledger Pref CoO • AGRI eCERT guide • SPEC RDM2API • SPEC API Town Plan 	Secretariat to send a generic email to all project teams to enquire on the progress and the approaching deadline dates.
4a. UN/CEFACT Forum	<p>Brainstorming on how the Q3/Q4 Forum could be organized. It was suggested that each domain could be provided a three-hour time slot each to present their current work and projects (and eventually propose workshops). Smaller domains would eventually have to share a slot to keep it down to two weeks. All meetings could be done from 12:00-15:00 CET in order to accommodate all domains.</p> <p>A closing session was proposed on the last day; perhaps an opening session or a session in the middle could also be proposed. It would also be interesting to ensure that there is a newcomer's session as well.</p> <p>It was suggested that perhaps there could be parallel sessions in order to contain it to one single week.</p> <p>A comment that three hours was perhaps a bit short for a Domain + Project meeting. And for some other groups one or two hours may be sufficient. It might be good to schedule a break during longer sessions (90 minutes, then 15-minute break, then 90 minutes...)</p> <p>It was suggested to provide a slot to domains and then they organize as they feel most appropriate: project meeting, domain meeting, webinar.</p> <p>It was proposed to block the dates for the week of 5 October or 12 October or 19 October.</p>	Bureau members to provide input on their needs for such online meetings as well as any overlap on dates. Requested deadline: 29 April 2020 and Bureau decision planned for the 10 August call.
4x. Representation	Lance reported the EU-MSP Task Force Rolling Plan meeting of 20 July morning.	
5a. Liaison	<p>ISO TC68 – UNECE Category B liaison report was prepared and shared with the Bureau. The deadlines of submission was 17 July; the report has already been submitted.</p> <p>It was suggested that we should look into the work being done in ISO TC154 and ensure that we are properly represented.</p>	

6a. Secretariat – Artificial Intelligence	<p>The UNECE Executive Secretariat launched the nexus principle two years ago, one of which is the Smart Sustainable Cities nexus. This nexus group has started a work stream on Artificial Intelligence. As UN/CEFACT does not yet have any deliverables on this topic, it is brought to the Bureau to inform and advise if there will be future work in this area.</p> <p>It was suggested that we should be part of this initiative as this is a topic which is planned for the future PoW. It could be useful to have potential participants in future work.</p>	
9a. Any Other Business	<p>An article on Digital Twin was shared as a topic that is a new concept and could be an interesting read for all UN/CEFACT experts.</p>	
	<p>There was a request to have a lexical of all the abbreviations used within UN/CEFACT and especially in Bureau agendas.</p>	<p>Secretariat to work on a brochure of abbreviations</p>
9x. Next Bureau call	<p>Next Bureau call: Monday, 10 AUGUST from 13:00 CET (Geneva)</p>	