

Bureau teleconference discussion notes and decisions
10 August, 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 Fratini-Passi, VC Khan, VC Laskowski</p> <p>Excused: VC Becha, VC Slot</p> <p>Secretariat present: Maria Ceccarelli, Lance Thompson</p>	7 of 9 = Quorum
1b. Presentation of the Agenda	Perhaps adding strategy document in any other business.	Agenda approved as written.
1c. Approval of the meeting report of 20 July 2020		<p>Bureau decision 2008027: The meeting report of 20 July 2020 was approved as written.</p>
2a. PoW Status	<p>Input has been received from:</p> <ul style="list-style-type: none"> • Finance and Payment Domain • Travel and Tourism Domain 	
2b. Milestone deadlines for Plenary 2021	<p>The secretariat explained that all documents for the Plenary will need to be <u>ready and approved by the Bureau by mid-December 2020</u> (for a Plenary planned on 19-20 April 2021). This means that all documents will need to be presented to the <u>7 December Bureau call</u>. This also implies that all Public Review periods must be launched by the end of September at the latest.</p>	
2c. List of Contacts	<p>The secretariat updated and shared the list of contacts of the Bureau, secretariat and Domain Coordinators. This has also been shared on the Bureau’s private page on CUE.</p>	
3a. SHIP IFTM-IFTS project	<p>The SHIP IFTM**-IFTS** project was approved by written procedure decision on 22 July 2020 to move to Public Review.</p>	<p>Bureau decision 2008028: The Bureau approved the SHIP IFTM-IFTS project to move to 60-day Public Review.</p>
3d. M+T ACK-ERR project	<p>The M+T “Electronic Application Error and Acknowledgment” project was finalized and presented for Public Review. This project is to inform the sender of receipt and eventual problems (errors). It uses the CCBDA methodology. This project reflects the UN/EDIFACT APERAK message while at the same time supporting further functionalities.</p>	<p>Bureau decision 2008029: The Bureau approved the M+T ACK-ERR project to move to 60-day Public Review.</p>
3e. T+T Sustainable Tourism	<p>The project team of the T+T Sustainable Tourism requested to defer the drafting milestone dates for one year in order to study the impact of COVID-19 and integrating this research into this project.</p>	<p>Bureau decision 2008030: The Bureau approved a draft development milestone update to 30 August 2021 of the T+T</p>

		Sustainable Tourism project.
3f. T+T Exp.Prog. Tech Artifacts	Given the strain on the travel and tourism industry faced with COVID-19, the project team requests the drafting milestone dates deferred for one year. There is approximately six months of work remaining.	Bureau decision 2008031: The Bureau approved a draft development milestone update to 30 August 2021 of the T+T Experience Program Technical Artefact project.
3x. Pending projects		
4a. UN/CEFACT Forum	<p>The dates for the 35 UN/CEFACT Forum have been set for 5-16 October; 9-13 November. The meetings will take place virtually.</p> <p>The Domain Coordinators have responded their availability for the proposed dates; the Bureau members responded for those who were outstanding. The Bureau validated the overall meeting schedule.</p> <p>Marek proposed a webinar for knowledge sharing of new technology topics. It was suggested that the AGAT chair help support this conference. It was further suggested to review the London Forum API as an example.</p> <p>An extended Bureau call for Tuesday 25th August with all Domain Coordinators in order to launch the formal preparations.</p> <p>The secretariat shared the milestone deadlines and templates. There were no objections to these.</p> <p>For the format of the individual domain meetings:</p> <ul style="list-style-type: none"> • SWD thought to maybe organize a webinar (1½ hours) on TIP. And in addition (1½ hour) current and future projects work. • TPF most projects are finalized or finalizing, so will likely be working on future projects. (around 3 hours). • AGRI – need input from D.C. and needs to coordinate with all the projects. • T+L will likely be a mix of domain and project work; will be discussed on the T+L domain call of 17 Aug. • ENV – probably domain and project work • T+T – will likely have a specific session on COVID-19 type pandemics impacts to T+T (will likely be morning CET) • A+A – will likely work on the A+A RDM project • SCMP – will likely be working on active projects. • eDATA – will likely be working on active projects. There may be a request for a webinar (on artificial intelligence and security). • CBM – will be launching the domain and will consider the active project on CBM-RDM. • SPEC – will likely be working on active projects. • INS – may either work on projects or just participate in other groups’ meetings. • F+P – investigation of possible new projects. 	Bureau decision 2008032: The Bureau approved the idea of a webinar on M+T information sharing.

4x. Representation	Chair Probert and secretariat will be participating in the IMO FAL 44 virtual meeting planned the week of 22 September. And they will also participate in the IMO EGDH virtual meetings of 20-21 August.	
5a. Liaison	ISO TC154 has been having its plenary meetings. Within JWG1 (UN/EDIFACT), the work has been progressing with good participation. JWG8 (T+L) is proposing to put forward a new project on the relationship between eCommerce platforms and Bill of Lading. There is also a proposal that will be put forward to make IS15000-5 (equivalent to our CCTS 2.01) a horizontal standard (meaning that it would be potentially applicable to any ISO TC). Preparation for IMO FAL 44 (a lot of documents on SW).	
6a. Secretariat	UNECE is part of the Annex D+ meeting of the WTO TFA committee, but not invited to all meetings. Annex D+ members will be invited to report on what they do during the 20-23 October meeting. The WTO is also in the process of selecting their future Secretary General; a director is temporarily filling this position. Also for information, the AU HoD is the chair of the TBT committee of the WTO.	
7a. Slogan Proposal	It was suggested by the director of the UNECE ECTD that we should have something like “UN/CEFACT inside” (similar to “Intel inside”) that stakeholders could use/add. A proposal was put forward for a slogan for UN/CEFACT: “Trade facilitation fueled by eBusiness standards” Another proposal: “Standards for trade” “eBusiness standards powered by trade facilitation” “Powered by...” is understood to mean something in the industry. It was recommended that the slogan should take into consideration our PoW. Perhaps we could have a small competition on such slogans. We could ask D.C. for contributions / ideas. Then there could be a vote by all experts when registering for the Forum...	
8a. UN/CEFACT Chain questionnaire email	A UN/CEFACT expert forwarded queries on the Chain project questionnaire. It was decided that the VC concerned will attend to this.	VC concerned will discuss with the project team.
9a. Any Other Business	A press release cited CONFETRA (organization) as participating within UN/CEFACT, with the use of the UN logo. The expert, Daniela Dringoli, is still pending approval. The review Informazioni Marittime also needs to be contacted in order to request that the logo be removed. The CoS will contact the expert and the HoD of Italy to explain how the organization works and to encourage her to participate in the correct framework.	
9a. Any Other Business	A new project proposal from M+T concerning eNegotiations was submitted the morning of this call and will be presented on the next Bureau call’s agenda.	
9x. Next Bureau call	Next Bureau call: Monday, 31 AUGUST from 13:00 CET (Geneva)	