

**Bureau teleconference discussion notes and decisions**  
**19 October 2020, 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 Khan, VC Slot, VC Laskowski</p> <p><b>Secretariat present:</b> Maria Ceccarelli, Lance Thompson, Alla Shlykova, Maria-Teresa Pisani</p>	9 of 9 = Quorum
1b. Presentation of the Agenda	The agenda is particularly long. The order that the topics are presented shall be prioritized and those points which cannot be covered within three hours will either be postponed to the next call or brought forward for written procedure approval.	
1c. Approval of the meeting report of 21 September 2020		<p><b>Bureau decision 2010045:</b> The meeting report of 21 September 2020 was approved as written.</p>
3a. TPF – Pandemic Crisis White Paper	The Pandemic Crisis project team finalized its draft and requests that it be put forward for Bureau approval and subsequent publication and Project Exit.	<p><b>Bureau decision 2010046:</b> The Bureau approved the TPF Pandemic Crisis White Paper for publication and Project Exit.</p>
3b. SWD – Trade Information Portal	The SWD Trade Information Portal project team finalized their Public Review of its Recommendation and resolved all comments that were submitted. The project team submits the final version for Bureau approval and subsequent presentation to the 2021 Plenary. The project team shall continue its work towards a BRS on the subject. A suggestion was made that this recommendation be suggested to NTFBs as a topic they should support.	<p><b>Bureau decision 2010047:</b> The Bureau approved the SWD Trade Information Portal Recommendation for presentation to the 2021 Plenary.</p>
3c. SCMP – Packing List T+L – IFTM AGRI – RASFF	Agenda points 3c, 3d and 3f were presented together as they were performed as a single project in reality. The project team finalized their Public Review for the SCMP Packing List (one BRS), the T+L IFTM (5 BRS) and the AGRI RASFF (one BRS); no comments were received. The project team submits the final version of this series of BRS to the Bureau for approval, subsequent publication and Project Exit. The Bureau noted that these projects did not require any additional information within the Core Component Library, demonstrating the maturity of our library.	<p><b>Bureau decision 2010048:</b> The Bureau approved the BRS of the SCMP Packing List project, the T+L IFTM project and the AGRI RASFF project for publication and Project Exit.</p>
3e. T+L Ship Agent / Ship Broker Minimum Standards	The T+L Ship Agent / Ship Broker Minimum Standards project team finalized their Public Review of its Recommendation and resolved all comments that were submitted. The project team submits the final version for Bureau approval and subsequent presentation to the 2021 Plenary and Project Exit. The project was developed in close collaboration with IMO and UNCTAD.	<p><b>Bureau decision 2010049:</b> The Bureau approved the T+L Ship Agent / Ship Broker Minimum Standards Recommendation for presentation to the 2021 Plenary and Project Exit.</p>

3g. AGRI Textile T+T Recommendation	<p>The AGRI “Enhancing Transparency and Traceability for Sustainable Value Chains in Garment and Footwear” project team has finalized its draft recommendation and requests to move to Public Review. This project has been developed with a team of over 100 experts and 25 detailed interviews. The Bureau commended the detail of the text.</p> <p>Concern was raised on the principle of equity and fairness between all UN/CEFACT ODP projects and that this project has not structured its text as all other recommendations and that the project has been developed with a certain amount of funding. It was suggested to study how to obtain similar funding for other UN/CEFACT in the future and to decide what should be the structure of such recommendations in the future.</p> <p>A question was raised about the bigger picture of related work, how this project relates to other UN/CEFACT past, present and future work and if this recommendation seeks to be only about textile traceability or indeed be applied to other products which require sustainability tracing.</p>	<b>Bureau decision 2010050:</b> The Bureau approved the AGRI Textile T+T project to move to Public Review.
3h. AGRI Textile T+T Call to Action	<p>The AGRI Textile Traceability project team prepared a Call to Action and requests the Bureau’s endorsement of this document to be presented to the Plenary members for the principle to use it. It was underlined that a similar type of initiative could be developed for other deliverables of UN/CEFACT in support of other topics such as COVID. A question was raised on how the Call to Action would be circulated and ensure that other Regional Commissions are involved in the distribution. It was underlined that there would be regular review and reporting on the actions.</p>	<b>Bureau decision 2010051:</b> The Bureau endorsed the principle of having a Call to Action within UN/CEFACT and bring this principle forward to the Plenary.
3i. eDATA IoT for TF project	<p>The eDATA Internet of Things for Trade Facilitation project has submitted a Milestone update request.</p>	<b>Bureau decision 2010052:</b> The Bureau approved the milestone update of the eDATA IoT for TF project.
3j. eDATA UN/CEFACT Chain project	<p>The eDATA UN/CEFACT Chain project has submitted a Milestone update request. As there were multiple dates in the template, the later date will be used on CUE.</p>	<b>Bureau decision 2010053:</b> The Bureau approved the milestone update of the eDATA UN/CEFACT Chain project.
3k. SCMP CII BRS Repository project	<p>After several months of inactivity, the Vice Chair in charge of the Cross Industry Invoice (CII) BRS Repository project has requested that the project be archived until further notice. The Bureau recognized the difficulty of depending on volunteer experts for project development. It was suggested to seek funding for essential projects to ensure that they can be completed; though such funding might jeopardize the volunteer driven work for those projects that don’t receive funding.</p>	<b>Bureau decision 2010054:</b> The Bureau archived the CII BRS Repository project and planned to report this to the Plenary of 2021.
3x. Pending Projects	<p>HoD support has been received from Germany, Greece, Russian Federation, Slovenia, Spain and Sweden for the SCMP Automotive project.</p> <p>HoD support has been received from Finland for the eNegotiation project.</p>	
4a. 35 <sup>th</sup> UN/CEFACT Virtual Forum	<p>There have been some mentality shifts to moving to a fully virtual Forum. It was a very successful event so far with around 450 experts from over 44 different countries. This</p>	

	Forum has provided an opportunity of many experts to participate when they normally cannot; this should be considered for future meetings. It was also positive to allow non-UN/CEFACT experts to participate in this Forum in a one-off basis.	
4b. UN/CEFACT November 2020 Plenary	The Bureau requested an update on the November 2020 Plenary. The other four meeting days (AGAT, UN/LOCODE A/G and Textile working group) have moved to virtual only; the Plenary is still planned as face-to-face for the moment. Bureau members raised concern that none of them will be able to be present at a physical meeting and asked how such a meeting could be held without Bureau members. Bureau members also pointed out that there are not many HoDs physically present in Geneva; the discussion would therefore be not very informed. There are no formal decisions on the agenda; everything now is for information only. The Bureau felt that we should concentrate on the 2021 Plenary and do any essential decisions by intersessional decisions. The Bureau requested that the secretariat investigate the possibilities of a hybrid meeting.	
4x. Representation.	VC Becha participated in a Cool Logistics webinar on 15 October. Secretary Thompson has been asked to present the transport and logistics related work to the UNECE WP.24 (Intermodal Transport and Logistics) on 22 October.	
5a. Liaison	Reminder that the eB-MoU MG is organizing a webinar on the topic of traceability on Thursday 22 October. Agenda and connection details are available on the website. The presentation which will be used by Chair Probert was circulated on Wednesday 14 October with a request for any comments by Tuesday 20 October.	
9x. Next Bureau call	Next Bureau call: Monday, <b>2 November</b> from 13:00 CET (Geneva)	