

Bureau teleconference discussion notes and decisions
2 November 2020, 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 Slot, VC Laskowski</p> <p>Secretariat present: Maria Ceccarelli, Lance Thompson, Alla Shlykova, Maria-Teresa Pisani</p>	9 of 9 = Quorum
1b. Presentation of the Agenda	<p>There was a request to add:</p> <ul style="list-style-type: none"> • TPF Pandemic Crisis project (request to add a project deliverable and request to go out for Public Review) • SCMP CI SC T+T project (request to add a project deliverable) • The M+T Webinar and M+T Forum meetings 	
1c. Approval of the meeting report of 19 October 2020		<p>Bureau decision 2011055: The meeting report of 19 October 2020 was approved as written.</p>
2a. PoW	<p>Three different versions of the Programme of Work have been prepared. A streamlined high-level version in September, a full version with all projects based on the Strategy and a PDA-streamlined version.</p> <p>Concern was raised that if new work items are raised, they may not be able to start with the PDA-streamlined as the tables will be read as exhaustive lists. It was commented that the full version would have the same problem.</p> <p>It was suggested that perhaps the September version and the PDA-streamlined version could be combined.</p> <p>Other voices preferred the full version based on the Strategy. The path forward was not clear as all versions are essentially the same information presented slightly differently.</p> <p>It was reminded that the Director has requested to review the PoW before finalization. It was suggested that perhaps both versions be presented to the Director for her opinion.</p>	<p>The Secretariat was requested to prepare a clean version of both an original set with everything and a consolidation of the September version with the PDA-based tables.</p>
3a. M+T CI ACK-ERR BRS	<p>The Cross-Industry Acknowledgement Process eBusiness Standard finalized its Public Review, resolved all comments and presents its final draft to the Bureau for approval, publication and project exit.</p>	<p>Bureau decision 2011056: The Bureau approved the M+T Acknowledgement Process eBusiness standard for publication and Project Exit.</p>
3b. + 3c AGRI Textile project	<p>The AGRI textile project has proposed two eBusiness standards (BRS) with a request to go to Public Review. Since the documents were submitted, there were requests to modify the wording of the documents. Reference Data Model is a term which is reserved for a very high-level view of the BSP architecture (based on a domain – not a single standard); business standards would be based on this reference data model approach. It was proposed that in the future, it might be pertinent to have a Sustainable Development & Circular</p>	<p>Bureau decision 2011057: The Bureau approved two BRS of the AGRI Textile project to move to 60-day Public Review.</p>

	Economy Reference Data Model (SDCE-RDM). It would also be useful in the future to have a more detailed set of technical guidance on how to produce RDM-based artefacts. In order for this to be ready for the Plenary, it is requested that this move to Public Review immediately.	
3d. TPF Pandemic project	The TPF Pandemic Crisis project has requested to add a project deliverable, a recommendation.	Bureau decision 2011058: The Bureau approved the project update of the TPF Pandemic Crisis project to add a deliverable (a recommendation) pending confirmation of at least three HoD support.
3e. TPF Pandemic project	The TPF Pandemic Crisis project presented its draft recommendation and request that this be circulated for 60-day Public Review. The main text is identical to the White Paper approved on the last Bureau call, the recommended practice text is a copy-paste from the project proposal which was already approved by the Bureau in June; only the standards paragraph and the recommendations are new, extrapolated from the rest of the text. In order to be ready for the April 2021 Plenary, it was requested that the Public Review start today or tomorrow at the latest to try to be presentable to the 4 January Bureau call.	Bureau decision 2011059: The Bureau approved the TPF Pandemic Crisis recommendation to go to 60-day Public Review as soon as the HoD support received from decision 2011058.
3f. SCMP CI SC T+T	The SCMP Cross Industry Supply Chain Track and Trace project submitted a request to add a new deliverable (a White Paper) and to update its milestone deadlines.	Bureau decision 2011060: The Bureau approved the project update of the SCMP CI SC T+T to add a deliverable (a White Paper) and to update its milestone deadlines.
3x. Pending Projects		
4a. Events information	The Secretariat explained that it is making every effort to ensure that a meeting with translation can take place end of November; the timing would be Geneva time 10-13; 14-18. Concern was raised that Vice Chairs would not be able to travel in person and that the timing, even if an on-line option is provided would not accommodate all Vice Chairs. Further concern was raised that the original two-day agenda would be concentrated on a single day so topics would need to be prioritized and it was not clear how that would be handled.	
4b. M+T Forum meetings	The M+T Webinar is ready and it was requested to have a grouped invitation dissemination with the AGAT meeting. Concerning the AGAT meeting, the Chair requested that the responsible Vice Chairs be consulted on topics that are under their remit. The current line of dissemination has been through a Focal Point within the Bureau, VC Laskowski.	
4x. Representation.	EU DTLF SG1 meeting agreed that their work will be based on the UN/CEFACT MMT-RDM	

5a. Liaison	eB-MoU MG meeting will need to have reports from each Domain; the secretariat will prepare these based on the Closing Plenary Forum slides and circulated for the end of November for the Domain Coordinators' consideration.	
7a. Communication	A news story was prepared and published concerning the October Forum meeting: https://www.unece.org/info/media/news/trade/2020/uncefact-forum-advances-recommendations-and-standards-in-support-of-covid-19-recovery/doc.html	
9x. Next Bureau call	Next Bureau call: Monday, 23 November from 13:00 CET (Geneva)	