

UN/CEFACT Wikis : Decisions of the Bureau

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BUREAU DECISIONS AND DISCUSSION TOPICS (2012)

(covering Bureau meetings since 18th Plenary; see also UN/CEFACT website and Bureau Discussion Notes)

28 November

Decisions

None

Discussion Topics

**Programme Development Areas, Bureau
Programme Support, UNECE Secretariat**

Participants

**# Bureau: Messrs. van Burg (Chair), Cucino
(Apologies: Messrs. Amstutz, Feder, Doran,
Dravitsa, Khan, McGrath, Prépin, Wicktor)**

**# UNECE secretariat: Mrs. Ceccarelli, Mr.
Kangur**

Next scheduled Bureau calls/meetings

**# 3-4 December, 9,30 - 17:30 hrs CET,
Brussels**

21 November

Decisions

None

Discussion Topics

**Programme Development Areas, Bureau
Programme Support, UNECE Secretariat**

Participants

**# Bureau: Messrs. Feder (Chair), McGrath,
Prépin, Khan**

**(Apologies: Messrs. Amstutz, van Burg,
Cucino, Doran, Dravitsa, Wicktor)**

**# UNECE secretariat: Mrs. Ceccarelli, Mr.
Kangur**

Next scheduled Bureau calls/meetings

**# 29 November, 10:30 - 11:30 hrs CET, Special
call on telecommunications strategy**

7 November

Decisions

None

Discussion Topics

**Programme Development Areas, Bureau
Programme Support, UNECE Secretariat**

Participants

**# Bureau: Messrs. Amstutz, Cucino, Doran,
Feder (Chair), McGrath, Prépin, Khan**

**(Apologies: Messrs. van Burg, Dravitsa,
Wicktor)**

**# UNECE secretariat: Mrs. Ceccarelli, Messrs.
Buttely, Kangur**

Next scheduled Bureau calls/meetings

**# Wednesday, 14 November, 9,30 - 10:30 hrs
CET, teleconference**

31 October

Decisions

None

Discussion Topics

**Programme Development Areas, Bureau
Programme Support, UNECE Secretariat**

Participants

Bureau: Messrs. Doran, Feder (Chair), McGrath, Prépin (Apologies: Amstutz, van Burg, Cucino, Dravitsa, Khan, Wicktor)

UNECE secretariat: Mrs. Ceccarelli, Mr. Kangur

Next scheduled Bureau calls/meetings

Wednesday, 7 November, 9,30 - 10:30 hrs CET, teleconference

Decisions

- A new video was approved for immediate release on the UN/CEFACT website (via the UNECE You Tube channel).
- A draft communication to HoDs has been circulated to the Bureau for comments and agreement (*distributed to HODs on 25 October*).

Discussion Topics

Programme Development Areas, Bureau Programme Support, UNECE Secretariat, UNECE-ETSI MoU

Participants

- Bureau: Messrs. Amstutz, van Burg, Cucino, Doran, Feder (Chair), Prépin (Apologies: Dravitsa, McGrath, Khan, Wicktor)
- UNECE secretariat: Butterly, Ceccarelli, Kangur

Next scheduled Bureau calls/meetings

- Wednesday, 31 October, 16,00 - 17:00 hrs CET, teleconference

Decisions

- Project Proposal on the the Destination Travel Information Process was approve

Discussion Topics

Programme Development Areas, Bureau Programme Support, UNECE Secretariat, Participants

- Bureau: Messrs. van Burg, Cucino, Doran (Chair), Feder, Khan, McGrath, Prépin (Apologies: Peter Amstutz, Viktor Dravitsa, Wicktor)
- UNECE secretariat: Ms. Ceccarelli, Mr. Kangur

Next scheduled Bureau calls/meetings

- Wednesday, 24 October, 16,00 - 17:00 hrs CET, teleconference

Decisions

- Project Proposal on the Revision of Data Type Catalogue was approved. The Bureau will take a decision when receiving the updated proposal.
- Project Proposal on the Destination Travel Information Process Exit criteria need to be improved; for every deliverable there should be a milestone specified.

Bureau:

- Harm Jan van Burg, Pier Alberto Cucino, Mike Doran (Chair), Stuart Feder, Tim McGrath, Mats Wicktor
- Invited Guests: Messrs. Gutentag (Advisor), Hassler (Bureau Programme Support) Eduardo Gutentag, Chris Hassler

Apologies:

24 October

10 October

3 October

26 September

- Peter Amstutz, Viktor Dravitsa, Tahseen A. Khan, Bruno Prépin
UNECE Secretariat:
- Maria Rosaria Ceccarelli, Tauno Kangur

Decisions

- Three Projects approved:
 - Core Components and models of building blocks for Health Insurance in the field of reimbursement of claims
 - Submission of Core Components for Commercial Insurance
 - Submission of Core Components for Property Claims Handling

Bureau:

- Harm Jan van Burg, Pier Alberto Cucino, Stuart Feder (Chair), Tahseen A. Khan, Tim McGrath, Bruno Prépin

Invited Guests:

- Chris Hassler

Apologies:

- Peter Amstutz, Mike Doran, Viktor Dravitsa, Mats Wicktor

UNECE Secretariat:

- Maria Rosaria Ceccarelli, Tauno Kangur

Decisions

- None

Bureau:

- Pier Alberto Cucino, Stuart Feder (Chair), Tahseen A. Khan, Bruno Prépin, Mats Wicktor

Invited Guests:

- Eduardo Gutentag, Chris Hassler

Apologies:

- Peter Amstutz, Harm Jan van Burg, Mike Doran, Viktor Dravitsa, Tim McGrath

UNECE Secretariat:

- Tom Butterly, Maria Rosaria Ceccarelli, Tauno Kangur

Decisions

- As part of a strategic initiative to make use of videos to foster awareness of UN/CEFACT activities, an initial set of three videos were approved for immediate release on the UN/CEFACT website (via the UNECE You Tube channel). Ways to improve the use of video will also be given consideration going forward.

- E-lab observation report message Project proposal was approved.

Bureau:

- Harm Jan van Burg, Pier Alberto Cucino, Mike Doran, Stuart Feder (Chair), Tim McGrath, Tahseen A. Khan, Bruno Prépin

Invited Guests:

- Eduardo Gutentag, Chris Hassler

Apologies:

- Peter Amstutz, Viktor Dravitsa, Mats Wicktor

UNECE Secretariat:

- Tom Butterly, Maria Rosaria Ceccarelli, Tauno Kangur

Decisions

12 September

5 September

29 August

- Reviewed issues concerning approval of new edited videos on UN/CEFACT "success" stories and decision on future use. Secretariat has asked UNECE Information Office to put the videos into UNECE YouTube channel. It can be done once the Bureau has agreed on next steps.
- Reviewed project proposal and identified need to ensure it follows published ODP template in Annex II, especially concerning exit criteria and milestones.

Discussion Topics

- Programme Development Areas, UN/CEFACT Forum, UNECE Secretariat

Participants

- **Bureau:** Messrs. P. A. Cucino, M. Doran, S. Feder (Chair), T. McGrath, B. Prépin, M. Wicktor
- **Invited Guests:** Messrs. E. Gutentag, C. Hassler
- **Absent:** Messrs. P. Amstutz H. J. van Burg, V. Dravitsa, T. A. Khan
- **UNECE secretariat:** Mr. T. Kangur and Mrs. M.R. Ceccarelli

Next scheduled Bureau calls/meetings

- Wednesday, 5 September 2012, 16:00-17:00 hrs. CEST

22 August

Decisions

- Master Data for Metering Point and of Measured data in the deregulated Energy Market project proposal has been approved by the Bureau

Discussion Topics

- Programme Development Areas, UN/CEFACT Forum, UNECE Secretariat

Participants

- **Bureau:** Messrs. S. Feder (Chair), P. A. Cucino, M. Doran, T. A. Khan, T. McGrath, M. Wicktor
- **Invited Guests:** Messrs. E. Gutentag, C. Hassler
- **Absent:** Messrs. P. Amstutz H. J. van Burg, B. Prepin, V. Dravitsa, ,
- **UNECE secretariat:** Messrs. T. Butterly and T.Kangur and Mrs. M.R. Ceccarelli

Next scheduled Bureau calls/meetings

- Wednesday, 29 August 2012, 16:00-17:00 hrs. CEST

8 August

Decisions

- None

Discussion Topics

- Programme Development Areas, UN/CEFACT Forum, UNECE Secretariat

Participants

- **Bureau:** Messrs. S. Feder (Chair), M. Doran, T. McGrath, B. Prépin
- **Absent:** Messrs., P.Amstutz H. J. van Burg, P. A. Cucino, V. Dravitsa, T. A. Khan, M. Wicktor
- **UNECE secretariat:** Mr. T. Butterly and Ms. K. Khusnutdinova

Next scheduled Bureau calls/meetings

- Thursday, 22 August, 16:00 hrs CEST, teleconference

25 July

Decisions

- CCBDA v1.0 approved
- UN/CEFACT Volunteer Registration Form - to be slightly modified

Discussion Topics

- Programme Development Areas, BPS Reports, UN/CEFACT Forum, UNECE Secretariat

Participants

- **Bureau:** Messrs. S. Feder (Chair), H. J. van Burg, P. A. Cucino, M. Doran, T. McGrath, T. A. Khan
- **Invited Guests:** Messrs. E. Gutentag, C. Hassler
- **Absent:** Messrs., P. Amstutz V. Dravitsa, B. Prépin, M. Wicktor
- **UNECE secretariat:** Mms. M. Ceccarelli, K. Khusnutdinovam, and Mr. T. Butterly

Next scheduled Bureau calls/meetings

- Thursday, 2 August, 16:00 hrs CEST, teleconference

18 July

Decisions

- None

Discussion Topics

- Programme Development Areas, BPS Reports, UN/CEFACT Forum, UNECE Secretariat

Participants

- **Bureau:** Messrs. M. Doran, H. J. van Burg (Chairs), T. McGrath P. A. Cucino, T. A. Khan
- (Apologies: Messrs. E. Gutentag, C. Hassler)
- **Absent:** Messrs. S. Feder, P. Amstutz V. Dravitsa, B. Prépin, M. Wicktor
- **UNECE secretariat:** Mms. M. Ceccarelli, Y. Zhang and Mr. T. Kangur

Next scheduled Bureau calls/meetings

- Wednesday, 25 July, 16:00 hrs CEST, teleconference

11 July

Decisions

- None

Discussion Topics

- Programme Development Areas, BPS Reports, UN/CEFACT Forum, UNECE Secretariat

Participants

- Bureau: Messrs. T. McGrath (Chair), H. J. van Burg P. A. Cucino, M. Doran, V. Dravitsa, T. A. Khan, B. Prépin
- Invited Guests: Mr. C. Hassler
- Apologies: Messrs. P. Amstutz, S. Feder, M. Wicktor
- UNECE secretariat: Ms. Ceccarelli, Ms. Pisani and Mr. Kangur

Next scheduled Bureau calls/meetings

- Wednesday, 18 July, 16:00 hrs CEST, teleconference

5 July

Decisions

- None

Discussion Topics

- Programme Development Areas, UN/CEFACT Forum, UNECE Secretariat

Participants

- Bureau: Messrs. H. J. van Burg (Chair), P. A. Cucino, V. Dravitsa, T. A. Khan, B. Prépin

- Apologies: P. Amstutz, M. Doran, S. Feder, T. McGrath, M. Wicktor
- UNECE secretariat: Ms. Ceccarelli and Mr. Kangur

Next scheduled Bureau calls/meetings

- Wednesday, 11 July, 16:00 hrs CEST, teleconference

27 June

Decisions

- None

Discussion Topics

- Programme Development Areas, Bureau Programme Support, UN/CEFACT Forum, UNECE Secretariat

Participants

- Bureau: Messrs. Cucino, Feder (Chair), McGrath, Prépin, Wicktor
- Apologies: Messrs. Amstutz, van Burg, Doran, Dravitsa and Khan
- Invited Guests: Guest: Messrs. Gutentag (Advisor) and Hassler (Bureau Programme Support)

- UNECE secretariat: Mms. Ceccarelli (Secretary for UN/CEFACT) and Zhang, and Mr. Kangur

Next scheduled Bureau calls/meetings

- Wednesday, 5 July, 16:00 hrs CEST, teleconference

20 June

Decisions

- None

Discussion Topics

- Programme Development Areas, Bureau Programme Support, UN/CEFACT Forum, UNECE Secretariat, UNECE Executive Committee and UNECE Committee on Trade

Participants

- Bureau: Messrs. van Burg, Cucino, Feder (Chair), McGrath, Prépin, Wicktor
- Apologies: Messrs. Amstutz, Doran, Dravitsa and Khan
- Invited Guests: Mr. Hassler (Bureau Programme Support)

- UNECE secretariat: Mrs. Ceccarelli (Secretary for UN/CEFACT) and Mr. Kangur

Next scheduled Bureau calls/meetings

- Wednesday, 27 June, 16:00 hrs CEST, teleconference

13 June

Decisions

- None

Discussion Topics

- Programme Development Areas, Bureau Programme Support, UN/CEFACT Forum, UNECE Secretariat, UNECE Executive Committee and UNECE Committee on Trade

Participants

- Bureau: Messrs. van Burg, Cucino, Doran, Feder (Chair), McGrath, Khan
- Apologies: Messrs. Amstutz, Dravitsa, Prépin, Wicktor
- Invited Guests: Messrs. Mr. Hassler (Bureau Programme Support)
- UNECE secretariat: Messrs. Butterly (Section Chief) and Kangur, Mrs. Ceccarelli (Secretary for UN/CEFACT)

06 June

Next scheduled Bureau calls/meetings

- Wednesday, 20 June, 16:00 hrs CEST, teleconference

Decisions

- None

Discussion Topics

- Programme Development Areas, Bureau Programme Support, UN/CEFACT Plenary, UN/CEFACT Forum, UNECE Secretariat, UNECE Executive Committee and UNECE Committee on Trade

Participants

- Bureau: Messrs. van Burg, Doran, Feder (Chair), McGrath, Khan, Prépin
- Apologies: Messrs. Amstutz, Cucino, Dravitsa, Wicktor
- Invited Guests: Messrs. Gutentag (Advisor) and Hassler (Bureau Programme Support)
- UNECE secretariat: Mr. Butterly (Section Chief), Mms. Ceccarelli (Secretary for UN/CEFACT) and Khusnutdinova

Next scheduled Bureau calls/meetings

- Wednesday, 13 June, 16:00 hrs CEST, teleconference

31 May

Decisions

- Approved: Project for Electronic interchange of fisheries catch data (Project 1000), pending some editorial/format adjustments in the draft project proposal

Discussion Topics

- Programme Development Areas, Bureau Programme Support, UN/CEFACT Plenary, UN/CEFACT Forum, UNECE Secretariat, UNECE Executive Committee and UNECE Committee on Trade

Participants

- Bureau: Messrs. Cucino, Doran, van Burg, Feder (Chair), Khan, Prépin, Wicktor
- Apologies: Messrs. Amstutz, Dravitsa, McGrath
- Invited Guests: Messrs. Gutentag (Advisor) and Hassler (Bureau Programme Support)
- UNECE secretariat: Mrs. Cram-Martos (Director, Trade and Sustainable Land Management Division), Mr. Pikart (Officer in Charge, Global Trade Solutions Section), Mrs. Ceccarelli (Secretary for UN/CEFACT) and Mr. Vepsäläinen (Chief, Trade Policy and Government Cooperation Section)

Next scheduled Bureau calls/meetings

- Wednesday, 6 June, 16:00 hrs CEST, teleconference

23 May

Decisions

- None

Discussion Topics

- Programme Development Areas, Bureau Programme Support, UN/CEFACT Plenary, UN/CEFACT Forum, UNECE Secretariat, UNECE Executive Committee and UNECE Committee on Trade

Participants

- Bureau: Messrs. Amstutz, Cucino, Doran, van Burg, Feder (Chair), Khan, Prépin

- Apologies: Messrs. Dravitsa, McGrath, Wicktor
- Invited Guests: Mr. Hassler (Bureau Programme Support)
- UNECE secretariat: Mr. Butterly (Section Chief), Mms. Ceccarelli and Khusnutdinova

Next scheduled Bureau calls/meetings

- Wednesday, 30 May, 16.00 CET, teleconference

16 May

Decisions

- None

Discussion Topics

- Programme Development Areas, Bureau Programme Support

Participants

- Bureau: Messrs. Amstutz (Acting Chair), Cucino, Doran
- Apologies: Messrs. van Burg, Dravitsa, Feder, McGrath, Khan, Prépin, Wicktor
- Invited Guests: Mr. Hassler (Bureau Programme Support)
- UNECE secretariat: Mms. Ceccarelli and Khusnutdinova and Mr. Kangur

Next scheduled Bureau calls/meetings

- Wednesday, 23 May 2012, 16:00 - 17:30 hrs CET

9 May

Decisions

- **Revision to Recommendation 14:** Question concerning "Authentication of documents by e-signature" should be clarified before going forward with project approval, i.e., issue of alignment between Rec. 14 and draft Rec. 37.

Discussion Topics

- Programme Development Areas, Bureau Programme Support

Participants

- Bureau: Messrs. van Burg, Doran, Feder (Chair), Khan, McGrath, Prépin
- Apologies: Messrs. Amstutz, Cucino, Dravitsa, Wicktor
- Invited Guests: Messrs. Gutentag (Advisor)
- UNECE secretariat: Mr. Butterly (Section Chief), Mms. Ceccarelli and Khusnutdinova

Next scheduled Bureau calls/meetings

- Wednesday, 16 May, 16.00 - 18.00 hrs CET, teleconference

2 May

Decisions

- None

Discussion Topics

- Special Session with Domain Coordinators

Participants

- Bureau: Stuart Feder (Chair), Harm#Jan van Burg, Pier Alberto Cucino, Tahseen A. Khan, Tim McGrath, Bruno Prépin, Mike Doran
- Apologies: Peter Amstutz, Viktor Dravitsa, Mats Wicktor
- Invited Guests: Eduardo Gutentag (Advisor)
- Bureau Programme Support / Coordinators: Mary Kay Blantz, Gait Boxman, Chris Hassler
- Domain Coordinators: Liliana Fratini Passi, Edmund Gray, Benoit Marchal, Johan Pontèn, SP Sahu, Andreas Schultz, Akio Suzuki

25 April

- UNECE Secretariat: Tom Butterly, Tauno Kangur
Next scheduled Bureau calls/meetings
- Wednesday, 9 May, 16.00 - 17.00 hrs CET, teleconference

Decisions

- Go live with Online Forum on Tuesday, 1 May or earlier if possible
- Mrs. Liliana Fratini Passi appointed as UN/CEFACT liaison to ISO/TC 68 (to be re-confirmed following completion and approval of UN/CEFACT Policy and Procedures concerning Liaison)

Discussion Topics

- Programme Development Areas, Bureau Programme Support, UN/CEFACT Plenary, UN/CEFACT Forum

Participants

- Bureau: Messrs. Amstutz, Cucino, van Burg, Doran, Dravitsa, Feder (Chair), Khan, Prépin, Wicktor (Apologies: Mr. Dravitsa, McGrath)
- Invited Guests: Messrs. Gutentag (Advisor), Hassler (Bureau Programme Support)
- UNECE secretariat: Mr. Butterly (Section Chief), Mrs. Ceccarelli, Mr. Kangur, Mrs. Khusnutdinova

Next scheduled Bureau calls/meetings

- Wednesday, 2 May, 16.00 - 18.00 hrs CET, teleconference

Decisions

- *Following the end of a 60 day public review period on 16 April, publish on UN/CEFACT website:*
- **Rules For Presentation Of Standardized Message And Directories Documentation (R.1023) revision 12.0**
- Michael Onder has been appointed as a Domain Coordinator for Transport and Logistics and joins Dominique Vankemmel, who was also recently confirmed as a Domain Coordinator for this domain after having served for some time on an ad hoc basis.
- Processing of Data Maintenance Requests were confirmed for UN/EDIFACT 12A: 9 approved, 16 approved with changes, 25 postponed and 9 rejected.

Discussion Topics

- Programme Development Areas, Bureau Programme Support, UN/CEFACT Plenary, UN/CEFACT Forum, UNECE EXCOM and Committee on Trade

Participants

- Bureau: Messrs. Cucino, van Burg, Doran, Dravitsa*, Feder (Chair), McGrath, Prépin, Wicktor (Apologies: Amstutz, *Dravitsa-15 April, Khan)
- UNECE secretariat: Mrs. Cram-Martos (Director) and Messrs. Butterly (Section Chief), Kangur

Next scheduled Bureau calls/meetings

- Wednesday, 25 April, 16.00 - 17.00 hrs CET, teleconference

Decisions

- *Publish during week of the Forum:*

15 - 20 April

11 April

Updated Business Requirements Specification (BRS) and Requirements Specification Mapping (RSM) templates Version 2.0

- *Announce call for participation: "Open Data Interchange" Framework Technical Report (ODIF) Project*

- *Update in planning for meetings involving UN/CEFACT 2012-2013 (new): UN/CEFACT *19th Forum, 16-20 April, 2012 (Geneva) - confirmed*

UNECE **Executive Committee**, 5-7 June 2012 (Geneva) - **confirmed**

UNECE **Committee on Trade**, 18-19 June 2012 (Geneva)* - **confirmed**

UN/CEFACT **20th Forum**, 17-21 September, 2012 (Vienna) - **confirmed**

UNECE **Executive Committee**, December 2012 (Geneva) - **provisional**

*UN/CEFACT **21st Forum**, 15-19 April, 2013 (Geneva) - **provisional**

*UN/CEFACT **19th Plenary**, 5-7 June 2013 (Geneva) - **provisional**

*UN/CEFACT **22nd Forum**, October/November 2013 (India) - **provisional**

- *No objection to transmission of input prepared by UNECE Secretariat to UNECE Committee on Trade Bureau concerning:*

Review of Budget for EXCOM meeting, 5-7 June 2012

Discussion Topics

- Programme Development Areas, Bureau Programme Support, UN/CEFACT Plenary, UN/CEFACT Forum

Participants

- Bureau: Messrs. Amstutz, Cucino, van Burg, Doran, Feder (Chair), Khan, Prépin (Apologies: Dravitsa, McGrath, Wicktor)
- UNECE secretariat: Messrs. Butterly (Section Chief), Kangur
- Invited Guests: Mr. Hassler (Bureau Programme Support)

Next scheduled Bureau calls/meetings

- Sunday, 15 April, 10:00 - 18:00 hrs CET, Geneva
- UN/CEFACT **20th Forum**, 17-21 September, 2012 (Vienna) - **confirmed**

Decisions

Transmit input to UNECE Committee on Trade Bureau concerning:

UNECE Committee on Trade Strategy (Chair's draft)

Discussion Topics

Programme Development Areas, Bureau Programme Support, UN/CEFACT Forum, UNECE Secretariat, UNECE EXCOM and Committee on Trade

Participants

Bureau: Messrs. van Burg, Doran, Feder (Chair), Khan, McGrath, Prépin (Apologies: Messrs. Amstutz, Cucino, Dravitsa, Wicktor)

4 April

28 March

UNECE secretariat: Messrs. Butterly (Section Chief), Kangur
 # Invited Guests: Mr. Hassler (Bureau Programme Support)
Next scheduled Bureau calls/meetings
 # Wednesday, 11 April, 16:00 - 17:00 hrs CET, teleconference
Decisions
 None
Discussion Topics
 Programme Development Areas, UN/CEFACT Plenary, UN/CEFACT Forum
Participants
 # Bureau: Messrs. Cucino, Doran, Feder (Chair), Khan (Apologies: Amstutz, van Burg, Dravitsa, McGrath, Prépin, Wicktor)
 # UNECE secretariat: Messrs. Butterly (Section Chief), Kangur
 # Invited Guests: Messrs. Gutentag (Advisor), Hassler (Bureau Programme Support)
Next scheduled Bureau calls/meetings
 # Wednesday, 4 April, 16:00 - 17:00 hrs CET, teleconference

21 March

Decisions
 # *Coordinate with ISO TC/154 necessary formalities concerning joint effort on: "Open Data Interchange" Framework Technical Report (ODIF) Project*
Discussion Topics
 Programme Development Areas, Bureau Programme Support, UN/CEFACT Plenary, UN/CEFACT Forum, UNECE Secretariat
Participants
 # Bureau: Messrs. van Burg, Cucino, Doran, Feder (Chair), Khan, McGrath (Apologies: Amstutz,, Dravitsa, Prépin, Wicktor)
 # UNECE secretariat: Mr. Kangur, Mrs. Khusnutdinova
 # Invited Guests: Messrs. Gutentag (Advisor), Hassler (Bureau Programme Support)
Next scheduled Bureau calls/meetings
 # Wednesday, 28 March, 16:00 - 17:00 hrs CET, teleconference

14 March

Decisions
 # *Announce 60 day public review until 18 May: Updated "Core Componentss Business Document Assembly Technical Specification Version 1.0"*
Discussion Topics
 Programme Development Areas, UN/CEFACT Forum, UNECE Secretariat
Participants
 # Bureau: Messrs. Amstutz, Cucino, van Burg, Doran, Feder (Chair), Khan, McGrath, Prépin (Apologies: Dravitsa, Wicktor)
 # UNECE secretariat: Messrs. Butterly (Section Chief), Kangur and Mrs. Khusnutdinova
 # Invited Guests: Messrs. Gutentag (Advisor), Hassler (Bureau Programme Support)
Next scheduled Bureau calls/meetings
 # Wednesday, 21 March, 16:00 - 17:00 hrs CET, teleconference

7 March

Decisions

*Announce call for participation:*
Legal Notification Publication (LNP)

Project

Discussion Topics

**Programme Development Areas, Bureau
Programme Support, UN/CEFACT Forum,
UNECE EXCOM and Committee on Trade**

Participants

**# Bureau: Messrs. Amstutz, van Burg, Doran,
Feder (Chair), McGrath, Prépin, Wicktor
(Apologies: Dravitsa, Khan)**

**# UNECE secretariat: Messrs. Butterly
(Section Chief) and Kangur**

**# Invited Guests: Messrs. Gutentag (Advisor),
Hassler (Bureau Programme Support)**

Next scheduled Bureau calls/meetings

**# Wednesday, 14 March, 16:00 - 17:00 hrs
CET, teleconference**

Decisions

None

Discussion Topics

**Programme Development Areas, Bureau
Programme Support, UN/CEFACT Plenary, UN/
CEFACT Forum, UNECE Secretariat, UNECE
EXCOM and Committee on Trade**

Participants

**# Bureau: Messrs. Amstutz, van Burg,
Cucino, Doran, Feder (Chair), Khan, McGrath
(Apologies: Dravitsa, Prépin, Wicktor)**

**# UNECE secretariat: Mr. Vepsäläinen, Mrs.
Pisani**

**# Invited Guests: Messrs. Gutentag (Advisor),
Hassler (Bureau Programme Support)**

Next scheduled Bureau calls/meetings

**# Wednesday, 7 March, 16:00 - 17:00 hrs
CET, teleconference**

29 February