

## Bureau teleconference draft discussion and action items

Wednesday, 3 April 2013 GoToMeeting session (9:30-10:30 CEST)

### Participants:

**Bureau:**

Harm Jan van Burg, Pier Alberto Cucino, Mike Doran, Stuart Feder (Chair), Bruno Prépin, Mats Wicktor

**Apologies:** Peter Amstutz, Tim McGrath, Tahseen A. Khan, Viktor Dravitsa

**UNECE Secretariat:**

Tauno Kangur

Items	Discussions
Decisions	<p>Communications Area in BPS            No objections to it being established. Some basic operational procedures will need to be written up, e.g., communications from Bureau to PDAs should be via the Vice chairs responsible for the PDA.</p>
PDA Reports on projects and developments	<p><u>Trade and Transport Facilitation</u>            – Consultation Approach update: The project proposal has to be approved making use of new ODP. It will be circulated, the three countries support letters are already available.            – Rec. 14 is progressing well  <u>Supply Chain Management</u>            – A call with project leaders was planned, only 2 VChairs responded.            – Last call of PDA will be on coming Monday.            – A draft strategy document was circulated in the PDA subgroup. The procurement part is planned to be completed during Forum, it will be example for other areas in SC.  <u>Sectoral</u>            - RASFF is progressing.</p>
BPS Reports	<p>Forum preparations            – Reminder e-mail was sent to participants, around 100 registrations have been received.            – On opening day some VChairs will not be present.            – An email to participants will be sent this week, project leaders and domain coordinators will be asked to provide some slides for opening plenary presentation.            – Many small groups have requested rooms.            – One L&amp;L is open as Chris is not attending. Overview list of meetings will be prepared to be uploaded to website.            – A Bureau meeting should be organized on Friday after the closing Plenary.</p> <p>Bureau Communication to HoD will be sent shortly.            Planning for MOUMG (10-11 April 2013, Geneva - latest agenda will be circulated, asking VChairs for input</p>
Secretariat Report	<p>Forum and Plenary information on UN/CEFACT website – will be uploaded as soon as documents become available.</p>
External events	<ul style="list-style-type: none"> <li>• A Round Table together with Russian specialists has been organised during the Forum.</li> <li>• A overview of BII3 will be presented during the Forum</li> <li>• Tomorrow 3rd meeting with the Italian experts participating in UN/CEFACT work and Forums in Rome in ICE premises.</li> </ul>

<p>Open Items / Special Focus Calls</p>	<ul style="list-style-type: none"> <li>• Current list: <ul style="list-style-type: none"> <li>a. Preparations for Plenary</li> <li>b. NDR 2.1</li> <li>c. EDIFACT Maintenance (including DMR Entry Points)</li> <li>d. CCL and CCTS 3</li> <li>e. Systematic Project Reviews</li> <li>f. Digital Signature Interoperability Framework (envisaged for Bureau approval by 24 April)</li> <li>g. Brussels follow-up</li> <li>h. Integrated Strategy</li> <li>i. "Problem Statement" and possible ways forward (proposed revised technical framework)</li> <li>j. Communication priorities</li> <li>k. Domain Coordinators</li> <li>l. Vice Chair responsibilities</li> <li>m. Support from secretariat</li> <li>n. Future Forum venues</li> <li>o. Setting up Bureau call schedule</li> <li>p. The call will continue beyond 10:30 to cover several items and more will be taken up during the Forum week.</li> </ul> </li> </ul>
<p>Proposed next meeting</p>	<p>Monday, 8 April 2013 from 9:30 CET</p>