

## **Bureau teleconference draft discussion and action items**

**Wednesday, 10 July 2013 GoToMeeting session (8:30-10:30 CEST)**

### **Participants:**

#### **Bureau:**

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

**Apologies:** Peter Amstutz, Viktor Dravitsa, Tahseen A. Khan, Mats Wicktor

#### **UNECE Secretariat:**

Maria Rosaria Ceccarelli, Tauno Kangur

<b>Agenda item</b>	<b>Discussion</b>
1. Roll-call, introductory remarks, agree on Draft Agenda, approval of the Bureau (5 min)	The agenda was agreed as proposed.
2. Special Session on Draft Supply Chain Strategic Plan (60 minutes)	<ul style="list-style-type: none"><li>• A first Draft of the Supply Chain Strategic Plan within the context of the UN/CEFACT Integrated Strategy was presented as a work in progress and an exchange of views followed.</li><li>• The Bureau expressed appreciation for the efforts of all those who contributed to the draft document.</li><li>• A shorter and more focused version is the next step, aiming to provide input to the UN/CEFACT Programme of Work (2014-2015). It will articulate a common understanding of supply chain requirements within and outside UN/CEFACT as regards support for trade facilitation and electronic business and possible way(s) forward involving recommendations, standards and other deliverables. Particular attention will be given to opportunities to foster semantic interoperability.</li></ul>
3. Plenary (5 minutes)	<ul style="list-style-type: none"><li>• 19th Plenary: Draft minutes due to secretariat by 12 July</li><li>• Integrated Strategy: intersessional approval period from 15 July to 16 September (only small change noted in minutes has been included)</li><li>• 20th Plenary document deadlines:<ul style="list-style-type: none"><li>- Draft Agenda: 30 August</li><li>- Draft Programme of Work (2014-2015) and other documents for translation: 11 September (12 weeks before Plenary).</li><li>- Other documents to be produced in English only deadline: 25 September (10 weeks before Plenary)</li><li>- Informal document (MISC) can have a shorter deadline</li></ul></li></ul>

4. Items for Decision (5 minutes)	
5. PDA Reports on projects and developments (15 minutes)	<ul style="list-style-type: none"> <li>• <b>Supply Chain Management</b> <ul style="list-style-type: none"> <li>– BPS validation team has provided its CCL3 validation procedures, which will be circulated to the Bureau.</li> <li>– BPS validation team has carried out a second pass on the CCL3 artefacts and a copy of the report will be circulated to the Bureau. All previously identified errors have been addressed.</li> <li>– Question concerning BII3 syntax-binding being reviewed.</li> </ul> </li> <li>• <b>Sectoral</b> Projects on track.</li> <li>• <b>Methodology and Technology</b> <ul style="list-style-type: none"> <li>– Project reporting strategy by team leaders is now done by e-mail.</li> <li>– Awaiting review of input log and disposition of comments concerning from public review of CCL3.0 and projects before next steps.</li> </ul> </li> </ul>
6. BPS Reports (10 minutes)	<ul style="list-style-type: none"> <li>• <b>Forum</b> Experts have started to register. A request for meeting room reservation has been sent to DCs and project leaders. Forum Organisation Committee will work through July. Bureau should propose L&amp;L ideas to be decided upon, during next Bureau meetings. One L&amp;L should be reserved to host Country (Italy). Time should be planned for open discussion of Integrated Strategy and Programme of Work.</li> <li>• <b>Communication</b> A list of team participants has been circulated.</li> <li>• <b>Liaison</b> Bureau will receive documents circulated before next MoU call; to be carefully read, specifically with regard to Annex A. Latest proposed call was postponed.</li> </ul>
7. Secretariat Report (5 minutes)	LOCODE 2013-1 issued on July 5th.
8. External events (5 minutes)	Asia-Pacific TF Conference will take place in September, (Bureau members may participate).

9. Any other Business (5 min)	
10. Proposed next meeting	Wednesday, 17 July 2013 from 8:30 CET