

Bureau teleconference

Minutes

Wednesday, 24 July 2013 GoToMeeting session (9:30-10:30 CEST)

Participants:

Bureau:

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

Apologies: Peter Amstutz, Mike Doran, Viktor Dravitsa

UNECE Secretariat:

Maria Rosaria Ceccarelli, Tauno Kangur

Agenda item	Discussion
1. Roll-call, introductory remarks, agree draft Agenda	<p>The agenda was agreed. Introductory remarks included:</p> <ul style="list-style-type: none">• <i>public review of CCL3 and related projects nearing 20th August 2013 deadline and awaiting information about comments and disposition log as basis for next steps</i>• <i>adjusted integrated strategy document transmitted to HODs for two-month period of intersessional approval (as suggested on 10th July Bureau call to comply with Plenary decision 13-05).</i>
2. Items for Decision	<ul style="list-style-type: none">• Transboundary Movements of Waste (Draft project proposal): <i>Awaiting decision by written procedure: if no objections by 31 July 2013 proposal will be considered approved</i>• UN/EDIFACT Maintenance Procedures <i>Progress report:</i> <i>Secretariat has agreed to take on the task of Entry Point for EDIFACT by end 2013. Experts involved are ok with envisaged arrangements. Documentation to be finalized. NEN is ready to give a training session in Geneva if funding can be arranged. Current status of developments to be brought to the attention of CEN-eBES.</i>
4. PDA Reports on projects /developments (15 minutes)	<ul style="list-style-type: none">• Trade and Transport Facilitation <i>A project proposal on multimodal transport is being developed.</i>• Sectoral<ul style="list-style-type: none">– <i>Experts in domain for insurance met in Hamburg last week; good progress has been made on projects.</i>– <i>New project on traceability of groups of animals and animal products, chicken eggs, tuna etc. will replace the old project on Livestock life record. It will be a big challenge for the group. Netherlands, France, Canada are supporting the project.</i>• Reminder regarding participation in projects <i>Experts who are interested in becoming part of a project team and are new to UN/CEFACT need to be nominated by their Heads of Delegation. (See Join UN/CEFACT on website.)</i>
5. BPS Reports (10 minutes)	<ul style="list-style-type: none">• Forum <i>3 room requests have been received by secretariat.</i> <i>Communication team will have 2 times 2 hours of gotomeeting calls.</i>• Communication <i>No new developments.</i>• Library Maintenance

	<ul style="list-style-type: none"> - <i>UN/EDIFACT D13A validation progress and upcoming publication</i> - <i>Looking into possibility with Vice Chair for regular report on Library Maintenance activities by team members, possibly on Bureau call</i>
6. Secretariat Report (5 minutes)	<ul style="list-style-type: none"> • <i>Additional efforts regarding Bureau minutes being posted on Confluence</i>
7. 20th UN/CEFACT Plenary (5 minutes)	<ul style="list-style-type: none"> • <i>Document review and timeline - 20th Plenary document deadlines</i> <ul style="list-style-type: none"> - <i>Draft Agenda: 30 August</i> - <i>Draft Programme of Work (2014-2015) and other documents for translation: 11 September (12 weeks before Plenary last deadline).</i> - <i>Documents to be produced in English only deadline: 25 September (10 weeks before Plenary)</i> - <i>Informal documents (MISC) can have a shorter deadline</i> • <i>Contributions from Vice Chairs requested by end August</i> <ul style="list-style-type: none"> - <i>Developments since last plenary – status of projects</i> - <i>Recommendations and standards</i>
8. External events (5 minutes)	
9. Any other Business (5 min)	<ul style="list-style-type: none"> • <i>UN/CEFACT Code of Conduct (ECE/TRADE/C/CEFACT/2010/18/Rev.1)</i> <ul style="list-style-type: none"> - <i>Chair reviewed the Plenary-approved document and noted that if needed to be used an Adviser for Code of Conduct would be required</i> - <i>Issues reviewed concerning Code of Conduct: possible selection of Adviser from within UN/CEFACT, someone from outside, or both</i> - <i>Chair to follow up with Bureau and secretariat after consultation with proposed candidate (a) on issues raised, (b) to confirm acceptance of position and (c) and about communication to HODs</i> • <i>AgroEDI book "Les échanges numériques, un levier de compétitivité pour l'Agriculture"</i> <ul style="list-style-type: none"> - <i>Explains how EDI can be used in agriculture, especially in crisis situations. Book was presented in July in France in a meeting of managers of public and private organisations. In September a press statement will be issued.</i> - <i>To be read and reviewed by secretariat and Bureau members and then to be discussed in a special session.</i> • <i>Systematic review of projects</i> <ul style="list-style-type: none"> - <i>To be organised later in August and September. Outcome of review may also suggest updates to ODP.</i>
10. Proposed next meeting	to be determined; possible face-to-face in November