

Bureau teleconference draft discussion and action items

Monday, 2 December 2013 GoToMeeting session (13:30-14:30 CET)

Participants:

Bureau:

Harm Jan van Burg, Stuart Feder (Chair), Tahseen A. Khan, Tim McGrath, Bruno Prépin (left 14:05)

Apologies: Peter Amstutz, Mike Doran, Viktor Dravitsa

UNECE Secretariat:

Maria Rosaria Ceccarelli, Tauno Kangur

Agenda item	Discussion
1. Roll-call	5 Bureau members present
2. Agree on Draft Agenda,	Agenda agreed as proposed. .
3. Approve minutes of last call	
4. Priority items	<p><u>Follow-up to Bureau Vice Chair resignations</u></p> <ul style="list-style-type: none">• An e-mail to inform HoDs on Bureau Vice Chair resignations and follow-up on changes in responsibilities was sent to HoDs.• Communications area will be contacted by Harm to organize a meeting in couple of weeks in order to decide on further works.• ITPD has been contacted by Tahseen and Transport is next. <p><u>Code of conduct</u></p> <ul style="list-style-type: none">• The secretariat has sent an advisory report on a matter currently pending before the Bureau.• Input from the Code of conduct advisor is awaited and should be send shortly to the Bureau.• The Bureau will use this input in conducting a fair and impartial review of the matter. <p><u>Plenary documents</u></p> <ul style="list-style-type: none">• The agenda for the coming Plenary should be ready before the end of year.• Bureau members were asked to provide updates to the usual key documents as soon as possible.• The secretariat has sent to the Bureau disposition logs for the IS and PoW compiled from inputs from experts; input from HoDs will be taken up next.• To facilitate input from other Bureau members an additional column will be provided on the IS log to quickly identify if there is a comment that can flag agreement or not with comments already provided, which can be followed up shortly with more detail. Initial input is requested no later than Thursday, 12 December.• Domain Coordinators should be invited to identify work items for the PoW.• Bureau members are invited to assist the Chair and the secretariat in the preparation of Plenary documents as soon as possible.

	<p><u>CCTS 3.0 developments</u>: nothing to report at this time.</p> <p><u>Tools</u></p> <ul style="list-style-type: none"> • Currently the matter of tools is focused on CCTS 3 developments. • Outreach for resources should be continued. <p><u>Forum planning</u></p> <ul style="list-style-type: none"> • Next Forum Organizing Committee meeting will be in December. • The Forum website has been published and registration is open. • Need to be decided the Closing Plenary time, common meetings and similar planning. <p><u>Draft Project Proposals</u></p> <ul style="list-style-type: none"> • E-identity issues were discussed during the AFACT meeting. <p><u>MOUMG</u></p> <ul style="list-style-type: none"> • Latest MoU/MG was a constructive meeting; clear resolutions were made and forwarded to the Bureau, together with chairman's notes. • Report from JMA of UNTDED: TC154 and the UN/CEFACT Liaison Vice Chair requested that the alignment project would be submitted for approval to the Bureau under the new ODP rules.
5. PDA / BPS / secretariat reports	<u>M&T</u> : Discussion has taken place with Jostein Fromyr on draft proposal on Standards Conformance and Interoperability, taken up earlier at Sardinia Forum, and will be followed up with a revised draft.
6. Other business	
7. Schedule of regular and special Bureau sessions, including possible Geneva face-to-face January 2014	Next call: Wednesday, 18 December 2013 at 9:30 a.m. CET