

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

Wednesday, 22 January 2014 GoToMeeting session (9:30-11:03 CET)

## **Participants:**

### **Bureau:**

Harm Jan van Burg, Mike Doran, Stuart Feder (Chair), Christian Huemer, Tahseen A. Khan, Bruno Prépin,

**Apologies:** Peter Amstutz, Viktor Dravitsa, Tim McGrath

### **UNECE Secretariat:**

Maria Rosaria Ceccarelli, Tauno Kangur

| <b>Agenda item</b>              | <b>Discussion</b>  |
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| 1. Roll-call                    |  |
| 2. Agree on Draft Agenda.       |  |
| 3. Approve minutes of last call |  |
| 4. Documents for Plenary        | <p>In line with deadline dates provided by secretariat, the IS and PoW need to be submitted by Thursday COB. The latest versions will reflect last minute consultations and input within the Bureau and with the secretariat. Meeting the deadline means the IS and PoW will be made available in English, French and Russian in advance of the Plenary. The Plenary discussion and possible proposals for changes to IS and PoW (which could benefit from additional or revised inputs from the Bureau) can then lead to revised versions being submitted for intersessional approval.</p>  |
| 5. Projects awaiting approval   | <p>a. Multimodal Transport<br/>b. Common Framework for Freight Information Exchange<br/>Above-mentioned project proposals seem overlapping and may benefit from consolidation.</p> <p>c. Ensuring legally significant trusted trans-boundary electronic interaction<br/>d. E-Identity (not formally submitted for approval)<br/>These projects seem to overlap and consolidation needs to be given consideration. To clarify issues prior to a call involving those proposing the projects, a conference call next week with Domain Coordinators, Vice Chair Khan and the Chair will explore the possibilities.</p> <p>e. Requirements document on conformance and interoperability of standards<br/>Some experts would like to know see in the proposal how to define conformance and semantic interoperability, but this may only be possible as the project evolves. This need to be further clarified.</p> <p>f. Journal Book<br/>The scope of the project needs to be clarified – whether it is principally oriented towards accounting requirements (including terminology and methodologies) that are French, European or international – and whether there is duplication of effort with respect to other organizations doing standards work in this domain.<br/>Vice Chair Doran will discuss the matter with the Domain Coordinators to clear up the issues.</p> |

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| 6. PDA / BPS / secretariat reports | <p>Supply Chain<br/>Problems with 3.0 deliverables, turning to manual methods to complete work, estimated additional 3-4 months will be needed, completion of work on tools to have this done properly may cost around 10,000 EUR.</p> <p>Sectoral PDA<br/>Agriculture Domain on track with different projects, laboratory related project is being prepared. Expert from China should come to the next Forum to work in agriculture.</p> <p>BPS<br/>The Chair reported that BPS Library maintenance team report was distributed yesterday for information and for comments.</p> <p>Communication<br/>Vice Chair van Burg has organized a call with Bureau Advisor on Communication Mr Fantetti (see below item 10 Other business) and the secretariat to organize the work ahead. UN/CEFACT website needs improvements to become more user-friendly. A F2F meeting in GVA is planned for the second week of February. Communication team will be invited to participate in a meeting to discuss the communication plans in the coming months in order to have a report ready for the Forum/Plenary. Mr Fantetti ready to participate when invited to join the Bureau call when communication matters discussed.</p> |
| 7. EXCOM                           | Next meeting EXCOM meeting will be 6-7 February, secretariat and the Chair invited to report. EXCOM documentation is confidential and not for circulation.   |
| 8. Elections                       | Secretariat preparing communication to HODs on election of Vice Chairs at 20 <sup>th</sup> Plenary.  |
| 9. Forums                          | <p>India, October 27-31 New Delhi confirmed.<br/>Looking forward to all project teams to meet at Forum, to have UN/CEFACT work progressing also in Asia-Pacific region: to benefit from the participation of Domain Coordinators; strong interest in agriculture and cross-domain issues. A regional input should be prepared during the event.</p> <p>The secretariat has received a proposal from France to host an event in Marseille in 2014 on SW interoperability for Mediterranean countries. To be taken up when more information is available.</p>  |
| 10. Other business                 | <p>News of the passing of Chris Wolff (HOD for Germany) received: Bureau pauses to take a minute of silence in memory.</p> <p>Mr Huemer to serve as Bureau Adviser, principally focusing on M&amp;T and BPS Library Maintenance.</p> <p>Mr Fantetti to serve as Bureau Adviser, principally focusing on communication and Forum organisation in BPS.</p>   |
| 11. Planning for next calls        | Wednesday, 29 January 2014 at 9:30 CET   |