

Bureau teleconference draft discussion and action items

Wednesday, 12 February 2014 GoToMeeting session (9:30-10:25 CET)

Participants:

Bureau:

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

Invited: Eduardo Gutentag

Apologies: Peter Amstutz, Viktor Dravitsa, Christian Huemer, Tim McGrath, Bruno Prépín

UNECE Secretariat:

Maria Rosaria Ceccarelli, Tauno Kangur

| Agenda item | Discussion |
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| 1. Roll-call | |
| 2. Agree on Draft Agenda. | |
| 3. Approve notes of previous session | |
| 4. Projects awaiting approval | <p>a. Journal Book A revised version has been circulated before the call. Project lead did not have objections to the text as now presented. Being circulated for approval by Monday if no objections.</p> <p>b. Multimodal Transport c. Common Framework for Freight Information Exchange Pending conference call.</p> |
| 5. PDA reports | <p>Supply Chain Tools issue will be further discussed at Forum, manual approach taken now. Concern raised about use of manual methods.</p> |
| 6. BPS reports | <p>A job description for validation expert has been circulated. Comments only from one Vice Chair; asking for comments to be sent as soon as possible to Vice Chair Amstutz.</p> |
| 7. Secretariat reports | <p>Communication: A meeting with the UNECE webmaster, secretariat, Vice Chair van Burg and Bureau Adviser Fantetti, organized in Geneva to look at possible changes in the UN/CEFACT website. Possible updates have been discussed to have a more user friendly approach. Changes to the site layout were proposed, will be discussed with the UNECE Information System responsible person to be verified. The idea of a promotional UN/CEFACT video to be put in the UNECE YouTube channel has been discussed. Looking for funding from Italian and Dutch governments to make these happen. The communication plan should be revised and presented to the new Bureau for consideration.</p> |

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| | February 19 there will be TFIG presentation to WTO delegations in Geneva. |
| 8. Forum preparations | Preparations for the coming Geneva Forum is progressing. The number of registered participants will be communicated next week. For the time being just one room has been request, the draft schedule has been posted to website. Indian Forum: The HCA is under preparation. The Executive Office is discussing the Indian proposal. |
| 9. Plenary preparations | EXCOM has requested the secretariat to send out the call for nomination for the coming Vice Chairs elections ASAP. The countries will have to send the nomination letter by mid-March. |
| 10. EXCOM developments | Requested reports from secretariat and Chair were presented to EXCOM |
| 11. Other business | |
| 12. Planning next calls | Wednesday, 26 February 2014 at 9:30 CET |