

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

**Tuesday, 29 April 2014 Webex session (13:30-13:53 CEST)**

## **Participants:**

**Bureau:** Raffaele Fantetti, Stuart Feder (Chair), Tahseen A. Khan, Lance Thompson

**Apologies:** Harm Jan van Burg, Anders Grangård, Estelle Igwe

**UNECE Secretariat:** Maria Ceccarelli, Tauno Kangur

| <b>Agenda item</b>                      | <b>Discussion</b>   |
|---|---|
| 1. Roll-call                            |   |
| 2. Agree on Draft Agenda.               |   |
| 3. Approve notes of previous session(s) |   |
| 4. Introductory remarks (Chair)         | <ul style="list-style-type: none"><li>• Discussions with Vice Chairs regarding area(s) of responsibility are going on.</li><li>• Communication to Heads of Delegation will be sent out as soon as responsibilities will be distributed.</li><li>• Planning for next Plenary and Forum(s)<br/>Dates 2015: 27-28 April 2015, 21st Plenary and 20-24 April 2015, 25<sup>th</sup> Forum.<br/>24<sup>th</sup> Forum: HCA is still under consideration by the Indian Ministry of External Affairs. Meeting rooms have been booked, HCA to be finalized, hotels reservations to be done.</li></ul> |
| 5. Secretariat report                   | HCA waited from India to start advertising the Forum open registration, prepare website, etc.<br><br>France is ready to start the preparation for the 2015 autumn 26 <sup>th</sup> Forum in Marseilles.   |
| 6. BPS reports                          | A round table to be organised next call.  |
| 7. Other business                       |   |
| 8. Planning next calls                  | May 13, Tuesday at 11:00 CEST   |