

DRAFT - Bureau teleconference discussion notes and decisions

Wednesday, 20 August 2014 GoToMeeting session (16:00-17:30 CEST)

Participants:

Bureau: Anders Grangård, Raffaele Fantetti, Stuart Feder (Chair), Estelle Igwe, Tahseen A. Khan, Lance Thompson

Apologies: Harm Jan van Burg

Advisers: Christian Huemer

Secretariat: Tom Butterly, Maria Ceccarelli, Antonio Petrella, Tauno Kangur

Agenda item	Discussion	Action/Decision
1. Roll-call	Quorum: 6 of 7 Bureau members	
2. Agree on Draft Agenda.		Agreed
3. Approve notes of previous session(s)	Reviewed notes of 30 July call.	Approved.
4. Follow-up to last call and developments for information / decision <ul style="list-style-type: none">• Events	<ul style="list-style-type: none">• India Forum: The Host Country Agreement (HCA) still has not yet been submitted to the secretariat by the Indian Government. Bureau members expressed mixed views about cancelling the India Forum at this time. Agreement was reached to wait until the end of the following week (29 August).• 21st session of Plenary, 16-17 February 2015: Translation of documents need to be submitted by 3 November and a detailed schedule needs to be prepared to foster a meaningful exchange of views and to build consensus.• A Bureau F2F should be organized in Geneva in September.• 25th UN/CEFACT Forum in Geneva 20/24 April 2015: Preparations have begun.• Possible venue for 26th Forum in Marseille	<p>August 29 is the final date for the Indian Government to submit the HCA. In the interim, the Forum website and notice to be updated (pending approval from Indian Government). Geneva will replace New Delhi if no HCA is submitted.</p> <p>Secretariat will prepare and circulate a Doodle for the F2F Bureau meeting</p>

<ul style="list-style-type: none"> • Liaison • Maintenance • Project developments/ proposals 	<p>(France) in September/October 2015. HCA being prepared by secretariat and will be discussed with the French Authorities.</p> <ul style="list-style-type: none"> • Proposal on Single Window Interoperability: .. A proposal to create a Single Window Symposium has been discussed. An event in conjunction with the Marseille Forum, is also being considered. • MoUMG on e-Business: Mary Kay Blantz has agreed to be the UN/CEFACT expert participating in the semantic interoperability proof of concept project. A secretariat staff member will also attend the project calls. A project report will be sent to MoUMG at end September, based on input from project participants, which includes OAGi and SWIFT. • An error has been found in Rec. 28 code list and has been corrected. Secretariat uploaded on the website the correct file on August 4. • CCL 14A was published on August 11. • Library review project: collecting input on expectations • Common Framework on Freight Information Project has already been approved and is awaiting call for participation pending completion and approval of proposed Multi Modal Transport Proposed Project. • Purchase Order Financing Proposed Project was taken up and approved, in principle, pending clarification as to whether the latest version circulated needs any modifications, e.g., expressions of support from 3 HODs and the proposed editor. 	
<ul style="list-style-type: none"> • Drafting of documents 	<ul style="list-style-type: none"> • Review of list of documents to be drafted, e.g., for Plenary and Bureau procedures: <ul style="list-style-type: none"> – Report of 20th Plenary (April 2014) 	Special Bureau calls will be organised on these topics.

	<ul style="list-style-type: none"> – Draft Agenda for 21st Plenary (February 2015) – Elections – Project Review and Support – Good practices in using UN/CEFACT email lists for collaboration – Integrated Strategy – Programme of Work 	
5. UNECE secretariat	ISO requested UNECE input to a questionnaire on the envisaged ISO strategy for 2016-2020; response drafted for submission by UNECE	Questionnaire and response to be circulated to Bureau, with a view to identifying possibly additional input.
6. Other business	None	
7. Planning next calls and possible F2F meeting in Geneva	Next call is tentatively proposed to take place on Wednesday, 3 September at 16:00 CEST.	