

**Bureau teleconference discussion notes and decisions**  
**Wednesday, 03 December 2014 GoToMeeting session (16:00-17:00 CEST)**

**Participants:**

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

**Advisers:** Eduardo Gutentag

**Apologies:** Harm Jan van Burg, Raffaele Fantetti

**Secretariat:** Maria Rosaria Ceccarelli, Fabrizio Meliado

<b>Agenda item</b>	<b>Discussion</b>	<b>Action/Decision</b>
1. Roll-call	Quorum: 5 of 7 Bureau members = quorum	
2. Agree Draft Agenda		Accepted as proposed
3. Approve notes of previous session(s)	<ul style="list-style-type: none"> <li>Review of notes of September 17th, October 1<sup>st</sup> and October 15<sup>th</sup>:</li> </ul>	Several modifications were proposed. Secretariat will make the adjustments in the notes and circulate them for approval.
4. Follow-up to last call and developments for information / decision  - <b>Events</b>          - <b>Project developments/ proposals</b>	<ul style="list-style-type: none"> <li>26th UN/CEFACT Forum – Marseille HCA in progress</li> <li>20<sup>th</sup> UN/CEFACT Plenary – revised summary report to be sent to HODs by secretariat</li> <li>21<sup>st</sup> UN/CEFACT Plenary – will include the election of rapporteurs for Africa and Asia-Pacific</li> <li>Management e-identity for Cross Borders – it now appears that there is uncertainty about the understanding achieved in New Delhi which identified a way to achieve the proposed objectives by including them within the project concerned with Ensuring Legally Significant Trusted Transboundary Electronic Interaction.</li> </ul>	Marseille HCA needs follow up – Secretariat to provide status update during the next conference call on 10 December 2014.          Status of proposal to be discussed at next meeting.
5. UNECE secretariat	Election of Chair and Rapporteurs for Africa and Asia-Pacific: <ul style="list-style-type: none"> <li>Election of Chair. The information paper that will be sent out to HoDs is current paper is being revised by the Executive Office. Nominations should be made one month before the Plenary.</li> <li>Secretariat has received the Report form Asia-Pacific Rapporteur; the African Rapporteur has promised to send his report tomorrow.</li> </ul>	

	<ul style="list-style-type: none"> <li>• A teleconference call on TDED has been requested by Secretariat. Anders will provide minutes from the Korea meeting.</li> <li>• Facilitation Agreement will enter into force once two-thirds of WTO members have completed their domestic ratification process.</li> </ul>	<p>Secretariat to organize a special call on TDED</p> <p>Time to provide as much support as possible for the WTO's TFA..</p>
6. Other business	<ul style="list-style-type: none"> <li>• Textile traceability project proposal – Will need to be discussed further.</li> <li>• Recommendation 4: work on HoD support is in progress; support has been sought by France, Finland, and Nigeria.</li> </ul>	
7. Planning next calls/meeting	<ul style="list-style-type: none"> <li>• Developing new list of priority topics and check on availability over coming weeks</li> <li>• Next call: 10<sup>th</sup> December 2014</li> </ul>	<p>Secretariat to use Doodle to identify availability</p> <p>Proposed topics to be discussed in upcoming call(s):</p> <ul style="list-style-type: none"> <li>• Textile traceability project proposal</li> <li>• Possible new domain for traceability</li> <li>• Liaison policy</li> <li>• External communication and representation policy</li> <li>• Project office function</li> <li>• Deciding on the date for fall Forum to avoid conflicts with other events</li> </ul>