

Bureau teleconference discussion notes and decisions
25 January 2021, GoToMeeting session; 13:00 CET

Agenda item	Discussion	Action/Decision
1a. Roll call	<p>Bureau present: Chair Probert, VC Igwe, VC Bondarenko, VC Watt, VC Fratini-Passi, VC Slot, VC Khan, VC Laskowski</p> <p>Apologies received: VC Becha</p> <p>Secretariat present: Lance Thompson, Alla Shlykova</p>	
1b. Presentation of the Agenda		Agenda approved as written.
1c. Approval of the meeting report of 4 January 2021		Bureau decision 2101081: The meeting report of 4 January 2021 was approved as written.
2a. Call to Action on the Use of UN/CEFACT Standards	The Call to Action on the Use of UN/CEFACT Standards was approved by Written Procedure on 7 January 2021	Bureau decision 2101082: The Bureau approved the Call to Action on the Use of UN/CEFACT Standards.
2b. UN/CEFACT PoW 2021-2022.	Following comments from the UNECE secretariat a revised version of the UN/CEFACT Programme of Work 2021-2022 was presented on the last Bureau call. This was approved by written procedure on 16 January 2021.	Bureau decision 2101083: The Bureau approved the UN/CEFACT Programme of Work 2021-2022.
2c. Bureau member attendance.	<p>The Bureau has had 12 regular Bureau calls. The attendance until now (not including this call) is:</p> <ul style="list-style-type: none"> • Chair Probert absent 0 meetings • VC Igwe absent 1 meeting • VC Bondarenko absent 1 meeting • VC Watt absent 0 meeting • VC Becha absent 2 meeting • VC Fratini-Passi absent 0 meeting • VC Slot absent 6 meetings • VC Khan absent 1 meeting • VC Laskowski absent 1 meeting <p>It would be very helpful to have absences announced as soon as possible (and avoid last minute) in order to be able to plan accordingly.</p>	
2d. CBM Domain text for CUE	<p>The Cross-Border Management domain has prepared a text for their CUE page.</p> <p>Concern was raised that the present text may overlap with the scope of other groups (SWD, TPF, AGRI), especially noting itself as a ‘focal point’ and developing ‘recommendations.’ It was suggested to replace the latter with ‘guidance’ which would encompass recommendations, white papers, green papers, etc. and which reflects the PoW 2021-2022 Annex part C which outlines the work of this PDA.</p> <p>The text will be revised and resubmitted for approval.</p>	

3a. TPF Pandemic Crisis Rec project	The TPF Pandemic Crisis recommendation text was approved by Written Procedure decision on 6 January 2021.	Bureau decision 2101084: The Bureau approved the TPF Pandemic Crisis recommendation to be presented to the Plenary and move to Project Exit.
3b. SPEC RDM2API	The SPEC RDM2API project made a revised version of its JSON LD Vocabulary Guidelines to be approved for internal publication as version 1.1 Two additional documents from this project are still pending.	Bureau decision 2101085: The Bureau approved the version 1.1 of the SPEC RDM2API project's JSON LD Vocabulary Guidelines for internal publication.
3c. A+A AAA RDM	The A+A AAA-RDM project requests a change in leadership.	Bureau decision 2101086: The Bureau approved a change in project leader for the A+A Accounting and Audit Reference Data Model project to Elina Koskentalo.
3d. T+L/TPF Ship Agent Recommendation	Following comments on the text from the secretariat, a revised version of the T+L/TPF Ship Agent Recommendation was prepared and presented for approval. It was reminded that a substantial change after Public Review normally requires to go for a subsequent (minimum 30-day) Public Review. It is necessary to finalize this document before the end of the week in order to ensure that translation can be done so the Bureau exceptionally approves these changes.	Bureau decision 2101087: The Bureau approved an updated version of the T+L/TPF Ship Agent Recommendation following input from the secretariat.
3e. SWD – TIP recommendation	The UNECE secretariat has come back with a large number of edits to the SWD TIP Recommendation text. A question was raised on the responsibility of the submission of the documents to the Plenary; it was underlined that it is understood to be the responsibility of the Bureau to submit the documents to the Plenary. A question was raised on the development of text which normally lies with the Project Team and here the Bureau is being requested to intervene. A call will be organized tomorrow (Tuesday 26 Jan.) at 08:00 Geneva-time to resolve the issues. The secretariat should invite the Project Leader, the VC and Chair. The Bureau expressed concern on the process being applied and invited the secretariat to make such comments in the future during the Public Review period. The Chair will contact the Director on this subject.	
3x. Pending projects	Deferred to the next call.	
4a. Planning for UN/CEFACT 27 th Plenary	The secretariat provided an update on the preparations. A fully hybrid meeting is planned for the first day; best efforts are being made to have the second day as fully hybrid. For the elections, normally only those physically present can vote. Secretariat is studying how this will be performed	

	(either by the Missions and HoDs physically present or check with the voting board of UNECE on how this would need to be conducted); if there is only one candidate, this would not be relevant.	
4b. Planning for UN/CEFACT 2021 first Forum	The secretariat repeated that a Forum has been prepared for the last week of May 2021 in Saint Petersburg Russia. The Chair consulted with each Bureau member if they would be able to attend such a meeting and their preference. The Bureau requested that the Forum be prepared as a fully on-line meeting over a two-week period. It was proposed as the last week of April and the first week of May. The Bureau requested the secretariat to study the possibility of a F2F Forum in Saint Petersburg in October.	Bureau decision 2101088: The Bureau requested to schedule a virtual Forum for 27 April to 7 May 2021.
4b. Planning for UN/CEFACT 2021 first Forum	Following up on the discussion from September 2020, the Chair announced her intention to invite former VC Van Burg to assist with the Forum Organization Team.	Bureau decision 2101089: The Bureau nominated Harm Jan van Burg as advisor to the Bureau to assist with the preparations of the UN/CEFACT Forums
4c. 2022 Plenary/Forum dates are being requested	The Bureau requested that if the Plenary and Bureau are scheduled as F2F meetings, then they should be back-to-back. Two sets of dates were proposed: <ul style="list-style-type: none"> • Forum 4-8 April; Plenary 11-12 April • Plenary 12-13 May; Forum 16-20 May The Bureau members did not have any objections to these dates; there was a preference for the dates in May. The secretariat will check the availabilities and possibilities and come back to the Bureau.	
4x Representation	VC Khan, VC Laskowski (and experts) participated in the Malaysia Blockchain roadmap event, online, 13-14 January 2021 organized by the government of Malaysia	
6a. Secretariat	Following up on the Bureau request from its previous call, the secretariat brings to the attention the following correspondences: <ul style="list-style-type: none"> • Letter received from EC Commission • Letter received from DG Near • Letter from UNECE to ICAO • Letter received from ICAO As there was limited time, these letters will be left on the agenda of the next call in order to record them in more detail on the next Bureau call report.	
8a. Request from Oracle	<ul style="list-style-type: none"> • Oracle requested a clear user license of UN/EDIFACT in June 2020 which would allow them to distribute within their software package this standard. • The UN Office of Legal Advisor in New York was consulted. The request was enlarged to cover any company in this situation, not just Oracle (in the spirit of not providing an unfair advantage to a single company). • OLA prepared a text towards the end of October, conditioned on a question of delegated authority. 	

	<ul style="list-style-type: none"> • Issues regarding the delegated authority are in the remit of the UNECE's Executive Office. Initial discussions have revealed a set of further questions. The Bureau underlined that they want UN/CEFACT standards to be reused and encouraged legal wording that makes this clear. They requested the secretariat to make this a higher priority in order to respond to the request from Oracle. 	
9a. Update on Frans van Diepen	<p>Frans van Diepen will retire from March 2021. It will be necessary to seek a new D.C. and a new Project Leader of the SDCE RDM project.</p> <p>A call for candidatures for the time of the remaining tenure for AGRI D.C. should be published early February with a one month deadline.</p>	
9b. Communication report	<p>VC Fratini Passi proposes to put together a communication strategy from the Bureau point of view. It was requested that the secretariat transfer all relevant documents that are available on the subject within UN/CEFACT and UNECE. She will prepare a document for the next Bureau call.</p>	
9x. Next Bureau call	<p>Next Bureau call: Monday, 15 February 2021 from 13:00 CET (Geneva)</p>	