

**Bureau teleconference discussion notes and decisions**  
**8 March 2021, GoToMeeting session; 13:00 CET**

| Agenda item  | Discussion  | Action/Decision   |
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| 1a. Roll call  | <p><b>Bureau present:</b> Chair Probert, VC Igwe, VC Bondarenko, VC Watt, VC Becha, VC Fratini-Passi, VC Khan, VC Laskowski</p> <p><b>Bureau absent:</b> VC Slot</p> <p><b>Advisors present:</b> Harm Jan van Burg</p> <p><b>Secretariat present:</b> Lance Thompson, Alla Shlykova, Nariné Aldasheva</p>   |   |
| 1b. Presentation of the Agenda                         |   | Agenda approved with a few minor adjustments.   |
| 1c. Approval of the meeting report of 15 February 2021 |   | <p><b>Bureau decision 2103094:</b><br/>The meeting report of 15 February 2021 was approved as written.</p>  |
| 2a. Nomination of AGRI Domain Coordinator              | <p>Following up on agenda item 9a of the 25 January 2021 Bureau call concerning the retirement of the AGRI Domain Coordinator, Frans van Diepen, a one month call for candidatures was published on the UN/CEFACT website. Two candidatures were received from Erik Bosker and Gaëlle Cheruy Pottiau.</p>   | <p><b>Bureau decision 2103095:</b><br/>The Bureau nominated Erik Bosker and Gaëlle Cheruy Pottiau as co-Domain Coordinators of the Agriculture, Fisheries and Agri-food Domain</p>  |
| 3a. T+L Modal project                                  | <p>The T+L Modal project completed its deliverables for certain modes of transport: rail, maritime and inland waterways. It is still working among other things on air. The actual BRSs for these procedures will not be presented as formal BRS; the individual conventions covering each mode of transport will be the BRS-equivalent document which will be shared on the website as well as the overall MMT-RDM BRS to which these are aligned. The deliverables presented in the revised agenda present the message structure, the XSD schema and UML diagram for the related procedures. The Bureau is requested to approve these deliverables so that they can be shared on the website.</p> | <p><b>Bureau decision 2103096:</b><br/>The Bureau approved the first deliverables of the T+L modal project covering rail, maritime and inland waterway transport. These will be published on the website with the modal specific conventions as reference for a BRS equivalent.</p> |
| 4a. UN/CEFACT 27 <sup>th</sup> Plenary                 | <p>The documents for the Plenary are progressively being made available on the website.</p>   |   |
| 4b. UN/CEFACT 36 <sup>th</sup> Forum                   | <p>The domain schedules were finalized and shared with the Domain Coordinators. Based on this information, the registration links were established for the individual meetings. As discussed on a previous call, the registration will be automatic and open to any experts (not necessarily registered within UN/CEFACT). However, a check box to accept the UN/CEFACT IPR and Code of Conduct will be added on the registration page.</p> <p>Forum website has been launched. An invitation note is scheduled to be sent to all UN/CEFACT experts later today.</p>  |   |

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|  | <p>An Extended Bureau call is scheduled on Friday 12 March for all Bureau members and Domain Coordinators to go through the details of the preparations and to answer any questions. A presentation has been prepared with webinar etiquette that is planned to be sent with the meeting confirmation. 15 March is the next deadline date for the individual domain agendas; Vice Chairs are requested to follow up with their domains to finalize these agendas for the deadline date.</p>  |  |
| 4b. UN/CEFACT 36 <sup>th</sup> Forum webinar | <p>The Single Window Domain submitted a request to hold a webinar on the topic of “Single Window and COVID-19”. It is proposed to be held on the Tuesday 4<sup>th</sup> of May morning and afternoon sessions which were already reserved for the SWD. This will build upon the work of the AAEC on the subject and propose</p>  | <p><b>Bureau decision 2103097:</b><br/>The Bureau approved a webinar during the 36<sup>th</sup> Forum of the SWD on “Single Window and COVID-19”</p> |
| 4x. Representation                           | <p>2021-03-24 CLIT, will hold a meeting on “Achieving Traceability and Transparency in International Supply Chains: The Covid-19 Acceleration Effect” – VC Watt, VC Becha and D.C. Roff will be participating on their own behalf (not representing UN/CEFACT); they may want to use UN/CEFACT slides which will be shared with the secretariat as per procedures.<br/>2021-03-17 Quincus is organizing a webinar on Women in Supply Chain; VC Becha shall be participating.<br/>2021-03-12 UNECE Regional Forum on Sustainable Development organizes a side event where VC Bondarenko will present the work of ITP-PDA, both on Rec47 and SW work.</p>  |  |
| 5a. Liaison                                  | <p>The secretariat reported on the advancement of ISO TC154 JWG8 project on blockchain and maritime negotiable BoL; this is advancing in a way which will build upon the work already accomplished within UN/CEFACT in the modal project and the MLETR project.<br/>The secretariat reported that the final report of the December 2020 meeting of the eB-MoU/MG has been finalized over the weekend; it will be prepared to be presented to the Plenary as document INF.9 and should hopefully be available on the website in about a week’s time.<br/>A comment was raised concerning ICC work on Transport and Logistics traceability which is announced to be developed with the WCO. Input has been provided to demonstrate the work which UN/CEFACT has been proposing on this topic. A question was raised about our relation with the ICC – it was outlined that we do have an MoU with them and we called upon that relation when completing the Rec5 revision.</p> |  |
| 6a. Secretariat                              | <p>The secretariat announced the return of Markus Pikart after a short absence who is currently the Officer in Charge.</p>   |  |
| 7a. Communication                            | <p>VC Fratini Passi prepared a document to discuss a communication strategy for UN/CEFACT. A number of proposals were put forward on website and social media. Next step is to use this document to formulate a request on communication to be addressed as a request to the UNECE secretariat.</p>  |  |

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|                      | It was suggested to use the Communication Team ToR as a basis of an eventual team on this topic – and eventually see if this Team ToR needs to evolve. |  |
| 9x. Next Bureau call | Next Bureau call: Monday, <b>29 March 2021</b> from 13:00 CET (Geneva)   |  |