

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

Item	Topic	Subject	Discussion	Action/Decision
1a	Admin	Roll Call	<p><b>Bureau present:</b> Sue Probert (Chair), Estelle Igwe, Ian Watt, Liliana Fratini-Passi, Harm Jan van Burg, Tahseen Khan, Marek Laskowski</p> <p><b>Bureau apologies:</b> Aleksei Bondarenko, Hanane Becha</p> <p><b>Secretariat:</b> Lance Thompson, Olivia Chassot</p>	7 of 9 = Quorum
1b	Admin	Presentation of the Agenda	A topic on Library Maintenance submissions for non-active projects was requested to be added as 2c.	Agenda agreed as written with minor additions.
1c	Admin	Approval of meeting report of 19 July 2021		<p><b>Bureau decision 2108022:</b> The Bureau approved the meeting report of 19 July 2021.</p>
2a	Admin	AGAT	<p>It was brought to the attention of the Bureau that the Advisory Group on Advanced Technologies (AGAT) no longer had an active mandate (it was launched on 9 April 2019 with Plenary decision 19-16 for a two-year mandate as per the decision of EXCOM on 20 May 2019 in document ECE/EX/2019/L.6; there was no formal request to renew the mandate). Prior to the creation of this group, such issues were already covered under the Methodology and Technology (M+T) PDA and more recently within the e-Data Management Domain. The Bureau appreciated the work of the advisory group. It was reminded that at the creation of the group, the Bureau had questions on potential overlaps and eventually undermining potential UN/CEFACT work; the artificial intelligence work confirmed this concern. It was suggested that the work of this group might be reintegrated into the work of the eDATA Domain and M+T PDA. The secretariat was requested to formulate this request to the AGAT Chair and if there are no objections, then this be absorbed – the discussions can continue to happen, but within the framework of UN/CEFACT under the Bureau’s oversight.</p>	<p>The Bureau requested that the secretariat reaches out to the Chair of the AGAT to explain the situation and suggest that these activities be reintegrated to the M+T PDA and eDATA Domain. The AGAT Chair is to be invited to the next Bureau call to finalize a way forward.</p>
2b	Admin	Textile+Leather	<p>It was observed that on the Textile and Leather webpage of the UN/CEFACT public website, there is a document entitled “Draft Recommendation on Code Lists and Identifiers for the Textile and Leather Sector” which is presented as a UN/CEFACT document with a UN logo which has not been reviewed / approved by the Bureau and not officially a deliverable of a UN/CEFACT project. It was further noted that the document is called a “recommendation” which has a very specific meaning within UN/CEFACT. It was suggested that the title should be changed. It was noted that UN/CEFACT should not have a deliverable without a project (as this circumvents the procedures). If this is work of the secretariat, then it should be presented as a guideline (not a recommendation) and without a reference to a Bureau approval nor to UN/CEFACT in the top page template.</p>	<p><b>Bureau decision 2108023:</b> The Bureau requested that the document entitled “Recommendation on Code Lists and Identifiers for the Textile and Leather Sector” be temporarily removed from the website, and that the document either be renamed (as a guideline produced by the secretariat) or it should be put forward as</p>

				an ODP project and follow the process.
2c	Lib	Library Maintenance	With the close of the DMR deadline for submissions into the UN/CEFACT Core Component Library, a request was received that was not part of an active project (which is normally a pre-requisite for such submissions). It is a series of additions from a country claiming to be maintenance. According to the ODP stage 7 on Maintenance, paragraphs 69-71, such updates need to be non-substantive and approved by the Bureau (and tracked through a Bureau decision number – allowing to report to the Plenary). It was asked if the Bureau interprets this rule the same way.	<b>Bureau decision 2108024:</b> The Bureau requests that submissions to the Library that are not part of an active project be presented to the Bureau for approval under an ODP stage 7 Maintenance approval or as a new project proposal for either a substantial revision or a bulk submission.
3a	CBM	Digital Corridor	A project proposal was put forward for a project on “Digital Corridor”. The proposed Project Leader is Charles Edwards and proposed supporting Vice Chair is VC Khan. It was suggested that the project may be overlapping with a number of other work within UN/CEFACT that should be referenced (Modal project, SC CI T+T...). It was also underlined that the regulatory aspects may not be clear enough as many of the points in the proposal can be interpreted as transport or operational. The use of the word shipment may also be unclear (shipment = the commercial information). There may be an understanding of digital corridor which is not aligned to the work done in T+L Domain. It was suggested that clarity on what is meant by the term corridor. It was suggested to move this to the next Bureau call in order to clarify the modifications proposed during this call.	The project proposal required some rewording which will be advanced between the Chair, the proposed supporting VC and the secretariat. Then a clean version will be finalized and circulated to the Bureau for written procedure approval with a delay of around two days for any further comments.
3b	A+A	A+A-RDM	The Accounting and Audit Reference Data Model (A+A-RDM) requests an extension of their draft development milestone dates (and subsequent dates)	There was no longer a quorum when this request was introduced. It is to be put forward for a written procedure approval with two days for any comments.
3x	Admin	Active Projects	The SPEC API TechSpec project received HoD support from Australia, Germany, Italy, the Netherlands and Spain	
4a	Forum	37 <sup>th</sup> Forum	A synopsis for the NTFB+Private Sector webinar was received and circulated to the Bureau. The secretariat will establish the website for this event.	
6a	Admin	Bureau meeting timing	The secretariat requests that the Bureau meetings move to a monthly rotation of three hours instead of every three weeks. Many of the points on the agenda are recurring (approval of the agenda, approval of minutes, update on active projects, forum, representation, liaison...) and these points account for more than 30 minutes of each meeting. The main work in sections 2 and 3 of the agenda could be reasonably handled on a monthly basis, using the written procedure approval when necessary. The secretariat also	

			requests that the timing of the meeting be changed to start from 10:00.	
9x	Admin	Next Bureau call	Next Bureau call: Monday, 6 September from 10:00 CET (Geneva)	