

**Bureau teleconference discussion notes and decisions**  
**17 November 2021, Teams session; 10:00 CET**

Item	Topic	Subject	Discussion	Action/Decision
1a	Admin	Roll Call	<p><b>Bureau present:</b> Sue Probert (Chair), Aleksei Bondarenko, Ian Watt, Hanane Becha, Estelle Igwe  <b>Bureau apologies:</b> Liliana Fratini-Passi, Marek Laskowski, Tahseen Khan  <b>Secretariat:</b> Maria Ceccarelli, Alla Shlykova, Kevin Bishop, Maria Teresa Pisani, Yan Zhang,  <b>UN/CEFACT-experts present:</b> Sorrentino Fabio</p> <p>Bureau welcomed Kevin Bishop to the Secretariat.</p>	5 of 8 = Quorum
1b	Admin	Approval of the agenda		Agenda agreed as provided.
1c	Admin	Approval of meeting report of 20 October	Bureau reviewed the meeting minutes and approved them.	<b>Bureau decision 2111039:</b> The Bureau approved the meeting report of 20 October 2021.
2a	Admin	Discussions on points which have already been decided in the Bureau through deliverables or directly through Bureau decisions	Bureau reviewed the decisions of the last minutes.	
2b	Admin	Bureau request to support the Gender-Responsive Standards Declaration	Bureau decided to support the Gender-Responsive Standards Declaration in view of the engagement of UN/CEFACT in Gender inclusiveness in TF	<b>Bureau decision 2111040:</b> The Bureau approved the support of the Gender-Responsive Standards Declaration.
2c	Admin	Present the proposed UN/CEFACT Bureau Organization	Secretariat presented the received organigram. Bureau agreed to the new organigram following an addition of three white lines to demonstrate the new areas of responsibilities. The version will be published online following the approval of the minutes of this meeting.	<b>Bureau decision 2111041:</b> The Bureau approved the new Bureau structure.
2d	Admin	Request for Intersessional Approval of the AG on UN/LOCODE	<p>Due to an oversight of the Secretariat in January 2021 the work of UN/CEFACT was not reported to EXCOM, therefore the new PoW of UN/LOCODE was not endorsed by EXCOM.</p> <p>Some UNECE MSs have requested that a new mandate should be asked to the Plenary through intersessional approval.</p> <p>As of now all activities of this AG and its sub-groups (including the Maintenance Team) have been suspended. As a result, until the new mandate is formally approved, the Secretariat will send all new UN/LOCODE requests to</p>	<b>Bureau decision 2111042:</b> The Bureau approved to request the Plenary to the establish a new UN/LOCODE AG by intersessional approval.

			<p>National Focal Points and validate them only if received by NFP.</p> <p>The Bureau approved to request the Plenary to establish a new UN/LOCODE AG by intersessional approval.</p>	
2e		Discussion on API	<p>Discussion on API :</p> <p>Two meetings on this have been organized by VCs Watt and Laskowski. VC Watt will support VC Laskowski in the development of the API Town Plan project.</p> <p>M&amp;T will develop a report to inform the Bureau on considerations for UN/CEFACT to proceed with the API Town Plan project to provide the Bureau with proposals how UN/CEFACT can build a strategy to incorporate JSON-LD and related technologies in its work.</p>	
3a	F+P	Open Finance White Paper project – Request to go to Public Review	<p>Domain Coordinator Fabio Sorrentino presented the Open Finance White Paper on behalf of VC Fratini Passi. The document includes a number of use cases and recommendations for the promotion of Open Finance.</p> <p>Bureau approved the white paper going to its 60-day public review.</p> <p>Bureau also asked the project leader to advertise the public review with the aim to get more use cases from countries outside Europe.</p>	<p><b>Bureau decision 2111043:</b> The Bureau approved the white paper to go to its 60 day public review.</p>
3b	SCMP	CII Light project	<p>A new project proposal for a CII light project was presented and the Bureau approved the proposal and requested the project launch (Nariné Aldasheva Project Lead and VC Watt as supporting Vice Chair). The project should be based on the existing BRS and form a light version.</p>	<p><b>Bureau decision 2111044:</b> The Bureau approved the launch the new CII light project.</p>
3c	eData	Inter-Ledger Pref CoO Project - Request for update	<p>An updated version of the project proposal document was presented by VC Watt. The description of the deliverables have been updated to bring clarity to the Cross Border Inter-Ledger Exchange for Preferential CoO Using Blockchain project.</p>	<p><b>Bureau decision 2111045:</b> The Bureau approved the change of project deliverables description.</p>
3d	eData	Inter-Ledger Pref CoO Project - Request to launch a public review for the BRS deliverable of this project	<p>BRS was presented with the request to go to the public review. Bureau approved the document to go to the 60-day public review following Secretariat review.</p>	<p><b>Bureau decision 2111046:</b> The Bureau approved this White Paper to go to the 60-day public review.</p>
3e	CBM	CBM-RDM – Public review finished, request for publication	<p>Chair recommended that this BRS document should go forward for publication. No comments were received during the public review. Project exit will be requested following the development of the technical artefact deliverables.</p>	<p><b>Bureau decision 2111047:</b> The Bureau approved the paper for publication.</p>
3f	SCMP	eNegotiation – Public review finished, request for publication	<p>VC Watt informed that this BRS is ready for publication and requested the Bureau to approve it for publication. Project exit will be requested following the development of the technical artefacts deliverables.</p>	<p><b>Bureau decision 2111048:</b> The Bureau approved the paper for publication.</p>

3g	eData	Whitepaper on IOT Standards for Trade Facilitation - Public review finished, request for publication	The IOT White Paper was presented for publication. This is one of the three deliverables of this project. No comments were received during the public review.	<b>Bureau decision 2111049:</b> The Bureau approved the publication of the IOT Standards for Trade Facilitation.
3h	Agri	New project proposal - Code Lists and Identifiers Guide for the Garment and Footwear Sector	A new project proposal on developing guidelines on code list identifiers in the garment and footwear reference data model was presented to the Bureau. The proposal was approved, and the Bureau decided to launch the project (Gerhard Heemskerk Project Lead and VC Watt supporting Vice Chair).	<b>Bureau decision 2111050:</b> The Bureau approved the Code Lists and Identifiers Guide for the Garment and Footwear Sector project launch.
3i	Agri	New project proposal - Sustainable Development and Circular Economy Reference Data Model	A new project to develop a Reference Data Model on Sustainable Development and Circular Economy was presented to the Bureau for launching (Gerhard Heemskerk Project Lead and VC Watt and Hanane supporting Vice Chairs). The project was approved.  There is an increasing interest around this topic also with a focus on agri-food sector (e.g. meet), e-waste and mining.	<b>Bureau decision 2111051:</b> The Bureau approved the Sustainable Development and Circular Economy Reference Data Model project launch.
3j	Agri	New project proposal - Extension Textile and Leather BRS Part 2 – Use case and CCBDA data structure supporting product circularity	A new project to develop a use case and CCBDA data structure supporting product circularity with a focus on post-consumption was presented to the Bureau. The Bureau decided to project launch (proposed Virginia Cram-Martos Project Lead and VC Watt supporting Vice Chair).	<b>Bureau decision 2111052:</b> The Bureau approved the project-Use case and CCBDA data structure supporting product circularity launch.
3x	Admin	Pending projects	Bureau discussed the pending projects and encouraged respective Vice Chairs to submit project updates.	
4a	General	ToSTSCEVC TOS	Secretariat provided a verbal report of the first meeting of the ToS. At the first meeting on 10 November 2021 over 170 experts attended. Ms. Maylis Souque (France) was appointed as Chair, and Ms. Nathalie Bernasconi (Switzerland) and Mr. Harm Jan van Burg (The Netherlands) as Vice Chairs of the ToS. Participants discussed approaches and perspectives for advancing ESG performance in value chains through traceability, and the Programme of Work of the Team for the period 2021-2023.  Chair Probert stressed the importance of keeping the link with the UN/CEFACT and to provide the Bureau with priorities and ideas for potential future value chain and sustainability work projects provided that there will be the necessary resources.	
4b	Comm	Representation of UN/CEFACT by Bureau members or experts /	Recent and Future participation of Bureau member in events was recorded: VC Becha Trans-Port, Chile 10 November Chair Probert & VC Becha WCO Techcon 11 November VC Khan and Chair Sue – G7 meeting 15 November	

		Presence in other meetings	Chair Probert – Forum TRADENEXT 1-2 December Secretary & VC Watt – GS1 NGTAG webinar 9 December	
5a	Liaison	Liaison information	Liaison information <ul style="list-style-type: none"> <li>o IMO report (Yan, Sue)</li> <li>o DTLF (Sue)</li> <li>o WCO (Sue, Hanane)</li> <li>o ISO 154 Plenary (Sue, Hanane, Maria)</li> </ul>	
5b	Liaison	eB MoU	Secretariat will participate in the eB MoU/MG on 1-2 December. Secretariat has circulated request for information to all Domain Coordinators and Vice Chairs. Vice Chair can present on behalf of the domain if their DCs are not available.	
7a	Comm	EON news release	Item was postponed to the next bureau call.	
7b	Comm	HoD Report	Secretariat requested Bureau to submit any topics which they would like to be included. The Secretariat plans to finalize it by 15 December.	
9a	Admin	Other business	<p>Bureau received a request from UN/CEFACT experts for UN/CEFACT to maintain and publish non-UN/EDIFACT code lists for use with XML/API syntaxes.</p> <p>Bureau acknowledge that there is a gap in the UN/CEFACT work and recognize the necessity to add code lists that may be requested outside of UN/EDIFACT or Recommendation code list maintenance procedures.</p> <p>Chair Probert proposed to look at the range of UNTDED data elements in order to try and identify available DE tags which could be allocated to create new code lists. This will require new maintenance and publication procedures and will be under the responsibility of the Code List Focal Point supported by VC Bondarenko and VC Chair Probert explained that any such new tags would be temporary tags but they could be forwarded to the next UNTDED review for future formal ratification.</p> <p>Bureau asked the Secretariat to organize a call with VC Bondarenko, VC Laskowski, Chair Probert, Gerhard and other interested experts.</p>	
9b	Admin	Other business	<p>Upcoming UN/CEFACT meetings:</p> <p>Plenary will take place in a hybrid mode with interpretation on 1-2 June 2022 from 10h00-12h00 and 14h00-16h00 (GVA time).</p> <p>Forum will take place 16-20 May 2022 also in hybrid mode.</p>	
9x	Admin	Next Bureau call	Next Bureau call: Wednesday, 15 December 2021 from 10:00 CET (Geneva)	