Bureau teleconference discussion notes and decisions
12 January 2022, Teams session; 10:00 CET

Item	Topic	Subject	Discussion	Action/Decision
1a	Admin	Roll Call	**Bureau present:** Sue Probert (Chair), Liliana Fratini-Passi, Ian Watt, Hanane Becha, Tahseen Khan, Aleksei Bondarenko, Estelle Igwe **Bureau apologies**: Marek Laskowski **Secretariat:** Maria Ceccarelli, Alla Shlykova, Kevin Bishop, Yan Zhang, Charles Frei	7 of 8 = Quorum
1b	Admin	Approval of the agenda	The following points were added: 5b: 62nd Meeting of the WCO Data Model Projects Team (DMPT) 6d: Update of the Trade Facilitation Implementation Guide (TFIG) website 6e: Extended Bureau meeting date	Agenda agreed as provided with some additions.
1c	Admin	Approval of meeting report of 15 December.	Bureau reviewed the meeting minutes and approved them.	**Bureau decision 2201056**: The Bureau approved the meeting report of 15 December 2021.
2a	AGRI	AGRI migration to SISC – PoW	VC Watt reported on the conference calls and development of a mind map. AGRI domain will present a formal report to the Bureau on the next meeting.	
3a	TPF	Revision of Recommendation 2	This item was postponed to the next Bureau meeting as the team received some comments during the public review.	
3b	TPF	White Paper on Private Sector Participation in NTFB	On the 23rd December, the Bureau approved through written procedure, the public review of the White Paper on Private Sector Participation in NTFB.	**Bureau decision 2201057**: The Bureau , by written procedure, the White Paper on Private Sector Participation in NTFB to go to public review.
3c	eDATA	IoT for TF second white paper	This item was postponed to the next Bureau meeting as the team needs time to address comments received during the public review.	
3d	SPEC	RDM2API and API Townplan For project exit	RDM2API and API Townplan projects have been replaced by two new projects and were approved to move to project exit.	**Bureau decision 2201058**: The Bureau approved RDM2API and API Townplan projects for project exit.
3e	AGRI	SDCE-RDM with Frans van Diepen as a lead For project exit due to inactivity	This project has been inactive due to the retirement of the DC and was approved to move to project exit.	**Bureau decision 2201059**: The Bureau approved SDCE RDM project for project exit.

3x	Admin	Pending projects	The Bureau noted the following HoD support received for JSON-LD Project: AU, RU, UA, BR	
4a	Comm	Representation of UN/CEFACT by Bureau members or experts / Presence in other meetings	Chair Probert and secretariat informed the Bureau on the current joint ISO TC154 JWG8 work on Agriculture and Transport & Logistics. Chair Probert will attend the following events: • ISO UK-China meeting • WCO DMPT meeting • ISO TC154 Joint Working Group 8 Chair Probert has been invited to present at the following events: • UK NTFC meeting on Single Window • Intermodal Freight Conference Secretariat will present at OECD meeting on trade of animal products.	
5a	Admin	Liaison information	VC Fratini Passi reported on her activities to promote UN/CEFACT in Italy. Secretariat will review the list of active HoDs and will encourage them collaborate with their national delegation. VC Watt informed about the new activities of JASTPRO in Japan and their interest in cooperating with UN/CEFACT.	
5b		62nd Meeting of the WCO Data Model Projects Team (DMPT)	The meeting will take place from 31 January to 4 February. Chair Probert plans to attend the plenary day.	
6a		Planning for UN/CEFACT 28th Plenary 1-2 July 2022	Due to the fact that several UN/CEFACT teams are still finalizing the documents that should be presented to the Plenary and would have problems to meet the deadline for a Plenary in June and also considering the staffing situation of the TFS, the secretariat proposes to move the Plenary to October. The secretariat confirmed that this change should not affect the dates of the Plenary 2023 which will remain planned in Spring 2023.	
6b		Planning for UN/CEFACT 38th Forum 16-20 May 2022	The secretariat presented the preliminary list of deadlines and templates for the Forum that will be presented to DCs during the Extended Bureau meeting.	
6c		Preparations for the 70th session of the Commission Status update on the implementation of decisions taken at the 69th session	The UNECE Chief of Cabinet, reached out to Committee Chairs, to request for input for next year Commission Session. Chair Probert requested input from Vice Chairs.	
6d		Update of the Trade Facilitation Implementation Guide	TFIG was established in 2012, it was last updated in 2018. It is mainly based on UN/CEFACT deliverables. A light update will be performed, and the platform will be migrated to allow the secretariat to modify it directly in	

		(TFIG) website	case of need. Secretariat asked Bureau to submit any updates that they might have.	
6e		Extended Bureau meeting date	The Bureau decided to hold the next Extended Bureau meeting on the 2nd February. Secretariat will schedule the meeting and will prepare a draft agenda which will focus on Forum organization issues.	
9a	Admin	Other business	Due to a technical problem the updates on the streamlined page where UN/CEFACT artefacts are published are not externally visible. Secretariat in cooperation with UNECE IT support is looking into this.	
9x	Admin	Next Bureau call	Next Bureau call: Wednesday, 9 February 2022 from 10:00 CET (Geneva)	