Bureau teleconference discussion notes
1 June 2022, Teams session; 10:00 CEST

Item	Topic	Subject	Discussion	Action/Decision
1a	Admin	Roll Call	**Bureau present**: Hanane Becha, Aleksei Bondarenko, Estelle Igwe, Tahseen Khan, Marek Laskowski, Sue Probert, Ian Watt **Bureau apologies**: Liliana Fratini Passi **Secretariat:** Kevin Bishop, Maria Ceccarelli, Kamola Khusnutdinova, Aleksandra Kokoreva, Alla Shlykova, Yan Zhang The Secretariat introduced Aleksandra Kokoreva, new UNECE intern, to the Bureau.	**7 of 8 = Quorum**
1b	Admin	Approval of the agenda	The Bureau added the following points to the agenda: • BRS of experience programs information exchange process • ISO/IEC/ITU/UNECE MoU/MG - Concept Note for the semantics workshop • Technical support for UN Streamlined page of standards	Agenda agreed as provided with minor changes.
1c	Admin	Approval of meeting report of 4th May 2022	The Bureau reviewed the meeting minutes and approved them.	**Bureau decision 2206081:** The Bureau approved the meeting report of 4 May 2022.
2a	ISC	Catalogue of UN/CEFACT Deliverables	The item is also discussed under 5c.	
3a	TPF	Revision of Recommendation 2: Project Exit	Chair Probert and VC Igwe confirmed that the title of the Revision of Recommendation 2 was finalized in cooperation with the Bureau. The Secretariat reported that the Recommendation is in preparation for publication. The Bureau approved the Revision of Recommendation 2 project for project exit.	**Bureau decision 2206082:** The Bureau approved the Revision of Recommendation 2 project for project exit.
3b	eData	IoT for Trade Facilitation: Project Exit	VC Khan reported on the changes and presented the contents and new structure of the document in line with the comments received by the Bureau during the previous Bureau call. Although the document had been approved on the previous Bureau call, the Bureau decided to change the documents post-approval in line with the comments received after the call. The Bureau requested one (1) week (by COB 8th June 2022) to review the latest document and approve it by written procedure. The Bureau expressed gratitude to VC Becha and Ms. Virginia Cram-Martos.	

3c	ITP	Possible UN/CEFACT projects in support of Ukraine's recovery	The Secretariat expressed the need to have a project in support of Ukraine's economic recovery and to avoid supply chain disruption in the region and mentioned the current efforts by other parts of UNECE. The Bureau will brainstorm on possible projects and will discuss it in the next Bureau meeting.	
3d	SPEC	JSON Schema Naming and Design Rules for public review	VC Laskowski presented the content of the JSON Schema Naming and Design Rules to the Bureau.	**Bureau decision 2206083:** The Bureau approved the JSON Schema Naming and Design Rules to be circulated for 60-days public review.
3e	TT	BRS of experience programs information exchange process	VC Watt presented the contents of the BRS of experience programs information exchange process to the Bureau. The BRS of experience programs information exchange process was previously approved by Bureau decision 22-05-07. This updated version has addressed several issues noted following the initial approval. The Secretariat will inform and provide the BRS to the UNWTO for information purposes.	**Bureau decision 2206084:** The Bureau approved the BRS of experience programs information exchange process to project exit and publication.
3x	Admin	Annex of projects.	The Bureau reviewed the annex of active projects. The Bureau recorded HoD support of ES, BR, UA, MA for the project "Recommendation on Private Sector Participation in NTFB". The Bureau approved an automatic extension of 6 months for any project that is currently due to be completed by end of 30th of June 2022.	**Bureau decision 2206085:** The Bureau approved an automatic extension of 6 months for any project that is currently due to be completed by end of 30th of June 2022.

4a	Comm	Representation of UN/CEFACT by Bureau members or experts / Presence in other meetings	The Bureau informed of the following planned representation at external meetings:
			• Chair Probert –
			  o CAREC – Seminar on TF – 2022-05-25.
			  o UK Gov – Ecosystem of Trust – 2022-06-07
			  o UNECE-UNIDO – International Conference on Accelerating NTFB – 2022-06-24
			• VC Watt –
			  o Victoria Government AGRI and DAWI – Australian Traceability Summit - 2022-05-06
			  o DAWE Australia– Webinar: Traceability	

			Summit Summation – 2022-06-01 ○ UN Sect – WCO Academic Knowledge on Single Window – 2022-06-30 ○ UN Sect – WP7 – Fresh Fruit and Vegetables	
4b	Admin	UN/CEFACT ISO Collaboration (ISO Directives 2022) ISO 5909 and MLETR ISO 23354/5/6	The Bureau will provide the contents of the official letter to ISO on the issue of the ISO 5909 and MLETR, ISO 23354/5/6. The Secretariat discussed the new ISO directives 2022 issued by the ISO Central Secretariat and updated the Bureau on the proposed terms of reference (TORs) for the JWG. The Secretariat will send the Bureau's consolidated comments and findings on MLETR to the ISO TC 154 Chair.	
4c	Admin	ICC DSI Advisory Board Meeting	The Bureau discussed the recently concluded meeting DSI Industry Advisory Group Board Meeting #4, and the observed process of reworking/reinventing the wheel on key trade data elements. The Bureau expresses the need to have a voice on this advisory board to provide input, feedback, and closer collaboration with the DSI programme. The Bureau recommends that a reply be issued to the minutes from the DSI programme and provide a statement highlighting UN/CEFACT standards in this area of work.	
5a	Admin	Liaison information IMO FAL 46 and EGDH 6	The Bureau discussed the EGDH Modelling Meeting from the 13th - 14th of September in Stockholm, Sweden. The Secretariat reported on the meetings of IMO FAL 46 and EGDH 6, the planned date of FAL 47 in 2023 and informed the Bureau of the proposed scheduling of the next EGDH Modelling meeting to be held on hybrid basis in Sweden. The Secretariat raised the issue that the GS1 GLN is pushed to IMO with a potential competition with UN/LOCODE and informed the Bureau of the follow-up to join the IMO Correspondence Group on the relevant document, which will be submitted to FAL 47 for approval. At FAL 46, the Secretariat pointed out in an intervention that the Single Window definition adopted by IMO is not consistent with the UN/CEFACT definition in Rec. 33. UNECE was	

			requested to submit the proposed revision text to FAL 47.	
5b	Admin	ISO/IEC/ITU/UNECE MoU/MG - Concept Note for the semantics workshop	The Secretariat reported on the meeting with the signatories of the ISO/IEC/ITU/UNECE MoU/MG. Preliminary discussion on the workshop and the area of work to be covered. A draft concept note will be sent to the Bureau for comments and feedback. The Bureau discussed the ISO/IEC/ITU/UNECE MoU/MG semantic workshop and will support the workshop.	
5c	Admin	Technical support for UN Streamlined page of standards	The Bureau acknowledged the validation of the new CCL 22A. The Bureau requested to have a follow-up meeting on the automation of the publication process: including new procedures, extended technical support, and human resources requirements.	
6a	Admin	Update on UN/CEFACT 28th Plenary 10-11 October 2022	The Bureau discussed the upcoming Plenary. The Secretariat reported that the preparations are on track.	
6b	Admin	Update on UN/CEFACT 38th Forum 16-20 May 2022	The Secretariat reported on the successful 38th UN/CEFACT Forum. The Bureau reported a high interest in the topic. The Secretariat disclosed the possibility of not having an autumn forum due to the lack of resources. The Bureau members expressed great concern about such a possibility and hoped that something can be arranged, if possible.	
6c	Admin	Bureau report on developments for approval to go to plenary	The Secretariat presented the draft of the Bureau report on developments to the Bureau. The Bureau requested a written procedure until 8 June COB.	
8a	AGRI	Review of GS1 product conformity document	The Bureau discussed the GS1 product conformity document and agreed to conceptualize a project around this area of work with a project proposal supported by VC Watt.	
9a	Admin	Other business	No other business.	
			Next Bureau call is on **6 July 10:00 AM CEST** (Geneva)	