Bureau teleconference discussion notes
3 August 2022, Teams session; 10:00 CEST

Item	Topic	Subject	Discussion	Action/Decision
1a	Admin	Roll Call	**Bureau present**: Hanane Becha, Aleksei Bondarenko, Liliana Fratini Passi, Sue Probert, Marek Laskowski, Estelle Igwe, Ian Watt, Tahseen Khan **Secretariat:** Kevin Bishop, Maria Ceccarelli, Kamola Khusnutdinova, Aleksandra Kokoreva, Alla Shlykova, Yan Zhang, Angelica Zundel	**8 of 8 = Quorum**
1b	Admin	Approval of the agenda	The Bureau added the following points to the agenda: • Possible networking event in autumn.	Agenda agreed as provided with minor changes.
1c	Admin	Approval of meeting report of 6 July 2022	The Bureau reviewed the meeting minutes and approved them.	**Bureau decision 2208091:** The Bureau approved the meeting report of 6 July.
2a	ISC	Catalogue of UN/CEFACT Deliverables	The Bureau discussed the updates to the RDM and the Streamline Publication of Standards Page. The Chair requested that a note be published on the UN/CEFACT website announcing the completion of the D22A deliverables and thanking the contributing experts and secretariat.The Secretariat presented the audit on the UN/CEFACT deliverables. It further discussed the growing number of artefacts to be published and the resources required to do so, in line with the new technical outputs from the JSON Schema, JSON-LD and Open API. The Secretariat reiterated that the body of work has increased. The Bureau discussed the possibility of having one publication cycle a year instead of the current biannual publication process.The Secretariat recommended Bureau communicates with the representatives of their respective countries and EXCOM about soliciting additional resources. The Bureau discussed the idea of having a Popup Survey requesting information on users of the standards to gain quantitative data. The Bureau further recommended that impact statements from the users of UN/CEFACT Standards be collected and presented in a structured way. VC Becha suggested a new Bureau project to collect and present useful metrics on the impact of the standards and technical artefacts and international impact. Further to this point on the allocation of resources, it was suggested to track the time taken (i.e. days, weeks, months) – Metrics KPIs and Indicators on the particular task i.e. CCL Submissions, Generating the RDMs,	

			RDM Publications (Exports from GEFEG, Updating to Bitbucket and the Repository, Rebuilding the Publication on the Bamboo).	
3a	Track and Trace	BRS integrated track and trace for multi-modal transportation: record approval to go to public review by written procedure	Following the written procedure by 13 July, the Bureau approved the BRS integrated track and trace for multi-modal transportation to go to public review by written procedure.	**Bureau decision 2208092:** The Bureau approved the BRS integrated track and trace for multi-modal transportation to go to public review by written procedure.
3b	eGov PDA/eDATA	White Paper on Verifiable Credentials for Cross Border Trade: record approval to go to public review by written procedure.	Following the written procedure by 13 July, the Bureau approved the White Paper on Verifiable Credentials for Cross Border Trade for publication by written procedure.	**Bureau decision 2208093:** The Bureau approved the White Paper on Verifiable Credentials for Cross Border Trade for publication by written procedure.
3c	eGov PDA/eDATA	Verifiable Credentials for cross-border trade: record project launch by written procedure	Following the written procedure by 14 July, the Bureau approved the launch of the Verifiable Credentials for Cross Border Trade project with project leader Steven Capell and supporting VC Khan.	**Bureau decision 2208094:** The Bureau approved the launch of the Verifiable Credentials for Cross Border Trade project with project leader Steven Capell and supporting VC Khan by written procedure.
3d	TT	Experience Program Technical Artifacts guide: record approval for publication by written procedure	Following the written procedure by 15 July, the Bureau approved the Experience Program Technical Artifacts Guide for publication.	**Bureau decision 2208095:** The Bureau approved the Experience Program Technical Artifacts Guide for publication by written procedure.
3e	M+T	UN/EDIFACT and UN/CCL revisions (D22B), the date for submissions, D22B workload	The official cutoff date for submissions – is 9th September 2022. The Secretariat will make an announcement on the UNECE UN/CEFACT Highlights.	**Bureau decision 2208096:** The Bureau approved the cutoff date for submission as of 9th September 2022.
3f	CBM	CBM-RDM project exit	The Bureau approved the CBM-RDM to go to project exit.	**Bureau decision 2208097:** The Bureau approved the CBM-RDM for project exit.

3x	Admin	See Annex for updates on other projects • Digitization transit accompanying documents - document requirements for goods in transit	The Bureau and The Secretariat reviewed the Annex of projects. The Secretariat discussed the briefing presented to the taskforce of eCITES on the Digitization transit accompanying documents.	
4a	Comm	Representation of UN/CEFACT by Bureau members or experts / Presence in other meetings	• The Secretariat, VC Khan and Bondarenko –Asia Pacific Trade Facilitation Forum (Singapore) – UN/ESCAP – 2022-08-29 • Chair Probert – IAB ICC DSI Anniversary Dinner and In-person Meeting - 2022-10-12 • VC Fratini Passi – Sibos, Amsterdam – 2022-10-13	
4b	Admin	UN/CEFACT ISO Collaboration	The Secretariat presented the ISO liaison report on the eBMoU, ISO Directives: 2022, Annex A – ISO/TC 154 JWG1 – JWG8, and ISO/WD 5909.	
4c	Admin	ICC DSI	VC Watt reported on the ICC DSI. The Bureau discussed the importance of the business processes behind the data and the links between the key documents.	
5a	Admin	Liaison information	The Secretariat reported on the invitation to collaborate with WTO TFA Annex D.	
6a	Admin	Update on UN/CEFACT 28th Plenary 10-11 October 2022	The Secretariat reported on the updates on the plenary documents.	
6b	Admin	HoD report: record approval by written procedure	Following the written procedure by 13 June, the Bureau approved the HoD Report by written approval.	**Bureau decision 2208098:** The Bureau approved the HoD Report by written approval.
6c	Admin	Possible networking event in autumn	The Bureau brainstormed ideas for a possible hybrid (online or in-person) networking event and highlighted external sponsorship or support as a way to resource the event. The Secretariat discussed the possibilities of a one or one and half (1 or 1 ½) day networking event and highlighted the requirements of a platform that will enable to have an online networking experience. The Secretariat will research on any tools/platforms that facilitate virtual networking events.	
9a	Admin	Other business	VC Bondarenko will appoint a new domain coordinator appointment for one of the domain under his supervision. He will report at the next call.	
			Next Bureau call is on **7 September 10:00 AM CEST** (Geneva)	