

01 Bureau teleconference discussion notes
9 March 2023, Teams session; 10:00 CET

Item	Topic	Subject	Discussion	Action/Decision
1a	Admin	Roll call	Bureau present: Sue Probert, Ian Watt, Estelle Igwe, Hanane Becha, Liliana Fratini Passi Bureau apologies: Tahseen Khan, Marek Laskowski, Aleksei Bondarenko Secretariat: Kevin Bishop, Kamola Khusnutdinova, Jie Wei, Alla Shlykova	5 of 8 = Quorum
1b	Admin	Approval of the agenda	New points were added: 1c. New Bureau call dates: 5 April and 26 April, 4g. TTE Paper on Trust in Trade	Agenda agreed as provided with minor updates.
1c	Admin	Change of upcoming dates	The Bureau approved the change of the date of upcoming Bureau calls to 5 April and 26 April, and the next one on 24 May after the Forum.	
1c	Admin	Approval of meeting report of 15 February 2023	The Bureau reviewed and approved the meeting report.	Bureau decision 2303025: The Bureau approved the meeting report of 15 February 2023.
3a	M+T	Addition of technical specification “Procedures for Reference Data Model (RDM) & Associated Artefacts Publication” the publication format of the UN/CEFACT JSON schemas and OpenAPI Specifications	Deferred to next calls after the Forum.	
3b	eDATA	Digital Identity Standardization for Trade Facilitation - discussion	The Secretariat updated that project has received the three necessary HoD support. The Bureau informed on the successful launch meeting.	
3c	TT	White Paper on the technical applications of Business Standards for Sustainable Tourism: for approval for public review/publication	The Secretariat reminded the Bureau that any deliverables intended for the presentation to the November Plenary would need to be finalized soon and informed of relevant deadlines. It was clarified that White Papers going to the Plenary as official parliamentary documents would need to be presented as Domain Reports. VC Watt presented the White Paper. The Secretariat recommended a 30-day public review to allow time for the delivery before the Plenary. The Bureau briefly discussed the paper and approved it for a 30-day public review.	Bureau decision 2303026: The Bureau approved the Sustainable Tourism project white paper on the technical applications of business standards for sustainable tourism to be circulated for a 30-day public review.

3d	TL	CI SC Track/Trace project for project exit	The Bureau approved the project exit for the CI SC Track/Trace project.	Bureau decision 2303027: The Bureau approved CI SC Track/Trace project for project exit.
3e	AA	A+A RDM Project	VC Frattini Passi presented the project updates and progresses. The Bureau discussed the project and Chair Probert suggested this could be linked to Ian's work on the cross-industry invoice light.	
3x	Admin	See Annex for updates on other projects	The Secretariat reminded on the preparation timelines for the Plenary. The Bureau reviewed the list of projects and shared updates on the projects and deliverables. The Bureau approved Chair Probert to be the project lead for the BSP Data for Trade Finance project and the Secretariat will request HoD support. Chair Probert proposed to develop a new project on UN/FLUX.	Bureau decision 2303028: The Bureau approved Chair Probert to be the project lead for the BSP Data for Trade Finance project.
4a	Comm	Representation of UN/CEFACT by Bureau members or experts / Presence in other meetings	The Bureau members reported on meetings and events they participated.	
4b	Admin	EU Digital Product Passport	The Secretariat briefed at the beginning of the call on the latest updates. A short note is being developed where Chair Sue and Gerhard provided inputs. It is to be presented to the Bureau at the next calls.	
4c	Admin	UNECE ISO BSP-RDM	Deferred to next call.	
4d	Admin	Catalogue of UN/CEFACT Deliverables	The Bureau and the Secretariat need to review the catalogue as soon as possible from the point of view of needed additional resources.	
4e	Admin	WP.6 project on risk management and UN/CEFACT participation	Deferred to next calls due to the absence of VC Bondarenko.	
4f	Admin	Collaboration with UNESCAP	The Secretariat briefed the Bureau on updates of collaborative activities, including a joint webinar in May and preparations for the October Forum to be held in Bangkok. The Secretariat further explored interest of the Bureau to contribute to ESCAP - ICC DSI Cross-Border Paperless Trade Database launched at the APTFF last year (www.digitalizetrade.org) and developing a document mapping CPTA provisions to existing CEFACT standards. Chair Probert and VC Watt expressed support to such collaboration with ESCAP and will be appointing focal point(s) on this.	Bureau decision 2303029: The Bureau reacted positively to the collaboration activities with ESCAP.
4g	Admin	TTE Paper "Trust in Trade"	VC Watt presented the paper and the Bureau members discussed on the substance and content. The Bureau discussed the scope of ICC DSI and	

			will follow up during the upcoming Forum in Singapore.	
5a	Admin	Liaison information	This agenda item has been addressed in 6a and 6b.	
5b	Admin	Korean invitation	Chair Probert reported about receiving an invitation from the Korean Customs Service for an in-person meeting during 26-28 April 2023.	
6a	Admin	40 th UN/CEFACT Forum preparation, 29 th UN/CEFACT Plenary (9-10 November 2023)	The Secretariat presented to the Bureau the latest Forum agenda schedule which will be finalized this week. The Secretariat shared more details on the conference organized during the Forum and will be circulating the concept note for Bureau's feedback. The Plenary dates have been updated to 9-10 November and any documents which need to be submitted to the Plenary would need to be finalized by the Bureau by mid-June so that it can be submitted to the Document Control on time.	
6b	Admin	40 th CEFACT Forum Schedule	6a and 6b were combined and described under 6a.	
6c	Admin	Update of highlights page of CEFACT website	The Secretariat reminded the Bureau to share any updates for posting on the UN/CEFACT website.	
6d	Admin	UN/CEFACT marketing activities	Pending input from Hanane.	
6e	Admin	UN/CEFACT Forum 2025 in Australia	VC Watt briefly reported on this matter	
9a	Admin	Other business	The Secretariat informed about 100+ confirmed registrations and reminded the Bureau to register for the Forum and participate in person in Geneva in May.	
			Next Bureau call is on 5 April 2023 at 10.00 CET (Geneva)	