

Bureau teleconference discussion notes
26 April 2023, Teams session; 10:00 CET

Item	Topic	Subject	Discussion	Action/Decision
1a	Admin	Attendance and roll call	<p>Bureau present: Sue Probert, Ian Watt, Marek Laskowski, Aleksei Bondarenko, Liliana Fratini Passi</p> <p>Bureau apologies: Tahseen Khan, Estelle Igwe, Hanane Becha</p> <p>Secretariat: Kamola Khusnutdinova, Kevin Bishop, Jie Wei, Alla Shlykova, Erin Kalejs</p>	5 of 8 = Quorum
1b	Admin	Approval of the agenda	The Bureau reviewed and approved the agenda with two additions: 4d Resignation of Mr. Bormans and appointment of Manuel Reimer as DC of Insurance domain. 6d Call for Speaker to the eb-MoU/MG Webinar on Semantic Interoperability.	Agenda agreed as provided with minor modifications.
1c	Admin	Approval of meeting report of 5 April 2023	The Bureau reviewed and approved the meeting report.	Bureau decision 2304034: The Bureau approved the meeting report of 5 April 2023.
3a	TPF	White Paper Digital Product Conformity Certificate Exchange: record approval for publication following a written procedure and approve project exit	The written procedure of 14 days was requested at the last Bureau call. No comments to the document have been received. The Bureau reviewed the White Paper and approved it for publication.	<p>Bureau decision 2304035: The Bureau approved “White Paper Digital Product Conformity Certificate Exchange” for publication by written procedure.</p> <p>Bureau decision 2304036: The Bureau approved “Digital Product Conformity Certificate Exchange” project for project exit.</p>
3b	TT	API Transformation of EPs Technical Artefacts with Sustainability Claims: record project approval for launch following a written procedure	The written approval procedure of 14 days was requested at the last Bureau call. No comments to the document have been received. The Bureau reviewed the project proposal on “API Transformation of EPs Technical Artefacts with Sustainability Claims” and approved the project launch.	Bureau decision 2304037: The Bureau approved the launch of the “API Transformation of EPs Technical Artefacts with

				Sustainability Claims” project with project leader Mr. Sachin Mehta and supporting VC Watt, pending three Head of Delegation support.
3c	TT	Travel Agency and DMC&DMO “Package Tour” Project: for project launch	The Bureau reviewed the project proposal of Travel Agency and DMC&DMO “Package Tour” project and approved the project launch.	Bureau decision 2304038: The Bureau approved the launch of the Travel Agency and DMC&DMO “Package Tour” project with project leader Mr Tunghua Tai and supporting VC Watt, pending three Head of Delegation support.
3d	T+L	Geofencing Facilities Project: for project launch	The Bureau reviewed the project proposal of “Geofencing Facilities” project and approved the project launch.	Bureau decision 2304039: The Bureau approved the launch of the Geofencing Facilities project with project leader David Roff and supporting VC Becha.
3e	M+T	JSON-LD Web Vocabulary	VC Laskowski and Kevin Bishop briefed on the progress of the JSON-LD Web Vocabulary project. The Bureau and the Secretariat discussed on the technical details of the project and explore to identify a focal point to translate the vocabulary. The Bureau and the Secretariat discussed the technical details of the project and explore identifying a focal point to translate the vocabulary.	
3f	Admin	Discussion on revising the UN/CEFACT ODP to recognize modern technological outputs and their publication	Chair Probert together with interested secretariat and Bureau members will work further on this matter working towards presentation to the 2024 Plenary.	
3x	Admin	Other projects: record HoD support	The Secretariat updated that the <ul style="list-style-type: none"> - The “Critical minerals traceability and sustainability” project had received two HoD 	

			<p>support from Russia and Australia and is still pending one HoD support.</p> <ul style="list-style-type: none"> - The “BSP Trade Finance RDM” project had also received two HoD support from Russia and Estonia and needs one more HoD support. 	
4a	Comm	Representation of UN/CEFACT by Bureau members or experts / Presence in other meetings	<p>The Bureau members continue to inform the secretariat of updates to the event list.</p> <ul style="list-style-type: none"> • April 25-26: UNESCAP sub-regional meeting on Trade Facilitation in New Delhi (Tahseen) • April 27-28: Federal Tax Services of Russian Federation’s International Forum on cross-border paperless trade (Tahseen) • April 26-27: Global Trade Review (GTR) West Africa in Lagos (Estelle) 	
4b	Admin	UNECE ISO BSP-RDM	Deferred to the next call.	
4c	ISC	Catalogue of UN/CEFACT Deliverables	Deferred to the next call.	
4d	Admin	Resignation of Mr. Bormans and appointment of Manuel Reimer	The Secretariat and the Bureau discussed the matter and decided to move the agenda item to the next call.	
5a	Admin	Secretariat updates <ul style="list-style-type: none"> - 70th commission session New HoD	The Secretariat briefed the Bureau on Chair Probert’s participation in the 70 th Commission session and UN/CEFACT’s contribution to the priority of the Commission. Chair Probert also highlighted the issue of funding to the member States during the Commission session. The Secretariat also updated the Bureau on the updated HoD appointments from Australia and Japan, and a new HoD appointment from Kyrgyzstan.	
6a	Admin	40th UN/CEFACT Forum	The Secretariat and the Bureau discussed the agenda of the 40 th Forum and the status of the number of registrations. Chair Probert emphasized that the Forum should also be a platform to highlight UN/CEFACT’s achievements. The Secretariat is also exploring the opportunity to organize a social dinner on Wednesday.	
6b	Admin	29 th UN/CEFACT Plenary (9-10 November)	The Secretariat presented the provisional agenda of the Plenary on 9-10 November and explained the process of election and preparation of documents.	
6c	Admin	Update of highlights page of CEFACT website	Deferred to next call.	
6d	Admin	Call for Speaker to the eB-MoU/MG Webinar on Semantic Interoperability.	Deferred to next call.	
6d	Admin	UN/CEFACT marketing activities	Deferred to next call.	
9a	Admin	Other business		
			Next Bureau call is on 31 May 2023 at 10.00 CET (Geneva)	