

RECOMMENDATION 4 REVISION WORKING GROUP

CONFERENCE CALL 7

FEBRUARY 25, 12:30-13:30 CET

Attendance

| Present : | Excused absence : |
|---|--------------------------|
| THOMPSON Lance, CONEX (FR) IGWE Estelle, NEPC (NG) LAFARGUE France, ODASCE (FR) SALO, Jari TIEKE (FI) SITORUS Bismark UNCTAD (UN) BAIAMONTE, Josephine CBP (US) SALEHIN Khan UN/CEFACT (UN) MACLLELAN Matthias UN/CEFACT (UN) ABDOULLAHI, Faouzi (CM) | CRAGGE Gordon, TFAS (GB) |

Summary of the meetings:

The comments that were received on the version 0.10.3 of the draft document were discussed. All comments from the document were dealt with. A clear version will be made available on the Confluence website.

The current draft (0.11) is basically a clean draft. The next steps will be

- Pass it through a final editorial check (will ask Gordon Cragge)
- Pass it through a coherency check with other ongoing UN work (Salehin)
- Then create a clean draft after that in order to pass it through an informal internal review during the month of March.
- Address any comments that come in during conf call the first weeks of April.
- Be prepared for a final version to go to Public Review during the April Forum.
- Launch Public Review from end of April until end of June.
- Ready for publication at the next Plenary.

Next meeting: UN/CEFACT Forum

| Outstanding Action | Owner | Deadline |
|---|---------|------------|
| Finalize clean draft (version 0.11) | Lance | 25/02/2015 |
| Request a last editorial review of the text | Gordon | 13/03/2015 |
| Do a coherency check against other UN work | Salehin | 13/03/2015 |
| Start an informal internal review | Estelle | 16/03/2015 |
| Finish informal internal review | Estelle | 16/04/2015 |
| Finalize the draft for Public Review | All | Forum |