

UN/CEFACT Project Proposal

Recommendation on Single Windows Interoperability

(Revision)

Submitted Date: 2012-06-28

Last Update Date: 2012-06-27

# 1. Project purpose

The project’s purpose is to prepare a recommendation and guidelines on requirements for Single Window Interoperability.

This proposal updates to previous project of the same name to reflect changes in project leadership and alignment with the new ODP procedures.

# 2. Project scope

Recommendation 33 details how Single Window facility could be established to allow parties involved in trade and transport to lodge standardized information and documents with a single entry point to fulfil all import, export, and transit-related regulatory requirement. Recommendations 34 and 35 deal with a data simplification and standardisation and legal issues related to the implementation of a Single Window at the national level. The new recommendation would cover the mechanism required for the interconnectivity of two or more Single Window facilities. The recommendation would address the need for cross-border trade information exchange which requires the exchange of data/information beyond the national Single Window, i.e. across the border.

# 3. Project deliverables

The project deliverables are as follows:

* Recommendation on Single Window Interoperability;
* Guidelines on Single Windows Interoperability; and
* Case Repository for Single Window Interoperability

# 4. Exit criteria

The draft Recommendation and associated deliverables have completed their stated ODP stage for Public Review to be agreement of the project team and then approved by the Bureau for submission for consideration to the UN/CEFACT Plenary.

# 5. Project Team membership and required functional expertise

Membership is open to experts with broad knowledge in the area of Single Window implementation. In addition, Heads of Delegations may invite technical experts from their constituency to participate in the work. Experts are expected to contribute to the work based solely on their expertise and to comply with the UN/CEFACT Code of Ethics and the policy on Intellectual Property Rights.

# 6. HoD support

Delegations supporting this are the Russian Federation, European Union, Denmark and Norway. Letters of support are attached.

# 7. Geographical Focus

The geographical focus is global.

# 8. Initial contributions

Background paper (attached). This is a revision to a currently project and work to date is also taken into account.

# 9. Resource requirements

The Project will be prepared in between Forums, in face-to-face meetings, as feasible, and using conference call facilities (provided by the UNECE secretariat).

# 10. Project Leadership

Project Leader, General, Rémy Marchand (France, [remy.marchand@afnet.fr](mailto:remy.marchand@afnet.fr))

Project leader, Legal Issues, Prof William Luddy (USA, bill.luddy@mac.com)

Editor: Gordon Cragge (UK, Gordon.cragge@hotmail.com)

# 11. Milestones

* Recommendation on Single Window Interoperability

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| --- | --- | --- |
| Yes/No | ODP Stage | Expected Completion Date (YYYY-MM-DD) |
| Yes | Project Inception | Completed |
| Yes | Requirements gathering | 2012-07-01 |
| Yes | Draft development | 2012-10-01 |
| Yes | Public Draft Review (required for Standards and Recommendations) | 2013-06-01 |
| Yes | Project Exit | 2013-06-01 |
| Yes | Publication | 2013-07-01 |
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* Guidelines on Single Windows Interoperability

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| Yes/No | ODP Stage | Expected Completion Date (YYYY-MM-DD) |
| Yes | Project Inception | Completed |
| Yes | Requirements gathering | 2012-07-01 |
| Yes | Draft development | 2013-05-01 |
| Yes | Public Draft Review (required for Standards and Recommendations) |  |
| Yes | Project Exit | 2013-06-01 |
| Yes | Publication | 2013-07-01 |
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* Case Repository for Single Window Interoperability

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| Yes/No | ODP Stage | Expected Completion Date (YYYY-MM-DD) |
| Yes | Project Inception | Completed |
| Yes | Requirements gathering | 2012-07-01 |
| Yes | Draft development | 2013-05-01 |
| Yes | Public Draft Review (required for Standards and Recommendations) |  |
| Yes | Project Exit | 2013-06-01 |
| Yes | Publication | 2013-07-01 |
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