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COMMITTEE FOR TRADE, INDUSTRY AND ENTERPRISE DEVELOPMENT

Centre for the Facilitation of Procedures and Practices
for Administration, Commerce and Transport

Sixth session, 27-30 March 2000

PROVISIONAL AGENDA

For the UN/CEFACT Conference (27-28 March 2000)
and the UN/CEFACT Plenary Session (29-30 March 2000),
to be held at the Palais des Nations, Geneva,
starting at 10 a.m. on Monday, 27 March 2000

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| 1. Adoption of the provisional agenda | TRADE/CEFACT/2000/1 |
| 2. Confirmation of the report of the March 1999 session | TRADE/CEFACT/1999/19 |
| 3. UN/CEFACT Steering Group (CSG) reports | TRADE/CEFACT/2000/2
TRADE/CEFACT/2000/3
TRADE/CEFACT/2000/4
TRADE/CEFACT/2000/5 |
| 4. Programme of work and progress reports from mandated groups | TRADE/CEFACT/2000/6
TRADE/CEFACT/2000/7
TRADE/CEFACT/2000/8
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| 5. Approval of recommendations | TRADE/CEFACT/2000/10
TRADE/CEFACT/2000/11
TRADE/CEFACT/2000/12 |
| 6. Strategy for the promotion of UN/CEFACT objectives | TRADE/CEFACT/2000/13
TRADE/CEFACT/2000/14
TRADE/CEFACT/2000/15 |
| 7. Proposal for the revision of TRADE/R.650 | TRADE/R.650/Rev.1 |
| 8. Reports from UN/CEFACT rapporteurs, and related matters | TRADE/CEFACT/2000/16 |
| 9. Reports from regional bodies and initiatives, as well as regional advisors | TRADE/CEFACT/2000/17
TRADE/CEFACT/2000/18 |
| 10. Cooperation with the International Electrotechnical Commission, the International Organization for Standardization, the International Telecommunication Union, the Organisation for Economic Co-operation and Development, the United Nations Conference on Trade and Development, the World Trade Organization and the World Customs Organization | |
| 11. Other business | |
| 12. Adoption of the report | |

ANNOTATIONS

Introduction

The provisional agenda for the sixth session of the Centre for the Facilitation of Procedures and Practices for Administration, Commerce and Transport (UN/CEFACT) was prepared in accordance with decisions taken by the UN/CEFACT officers and the secretariat. The provisional timetable is being proposed by the secretariat following consultations with the Chairman of the UN/CEFACT Steering Group (CSG) for the sixth session of UN/CEFACT. The timetable is indicative only.

	(a.m.)	(p.m.)
Monday, 27 March	Conference	Conference
Tuesday, 28 March	Conference	Conference
Wednesday, 29 March	UN/CEFACT	UN/CEFACT
Thursday, 30 March	UN/CEFACT	UN/CEFACT

The session will begin at 10:00 on Monday.

The CSG proposes that, in conjunction with the UN/CEFACT Plenary, a conference be held during the first two days of the meeting. The objective of the conference would be to show delegates to the Plenary and invited guests the range of UN/CEFACT activities and the impact of UN/CEFACT's work on government, commerce and industry. A detailed programme of the conference will be issued in early February.

Item 1 - Adoption of the provisional agenda

In accordance with the Rules of Procedure of the United Nations Economic Commission for Europe (UN/ECE), the first item on the provisional agenda is the **adoption of the agenda** (document TRADE/CEFACT/2000/1).

Item 2 - Confirmation of the report of the UN/CEFACT March 1999 Plenary session

The **report** TRADE/CEFACT/1999/19, approved at the UN/CEFACT March 1999 Plenary session, is **to be confirmed**.

Item 3 - UN/CEFACT Steering Group (CSG) reports

The Chairman of the UN/CEFACT Steering Group will present a report, summarizing the results of the Group's work during the last 12 months (TRADE/CEFACT/2000/2). The report will include **issues for approval**.

The Chairman will also present, **for information and noting**, the reports covering the CSG meetings of March, June and November 1999, as contained in documents TRADE/CEFACT/2000/3, TRADE/CEFACT/2000/4 and TRADE/CEFACT/2000/5.

Item 4 - Programme of work and progress reports from mandated groups

Written and oral reports, **for discussion and noting**, will be received from the following UN/CEFACT permanent working groups: Business Process Analysis Working Group (BPAWG); Codes Working Group (CDWG); EDIFACT Working Group (EWG), International Trade Procedures Working Group (ITPWG) (TRADE/CEFACT/2000/6); Legal Working Group (LWG); and Techniques and Methodologies Working Group (TMWG).

The Mandate and Terms of Reference of the International Trade Procedures Working Group (ITPWG) (TRADE/CEFACT/2000/7) will be submitted to the meeting **for approval**.

The guidelines to Recommendation No.4 entitled Creating an efficient environment for Trade and Transport (TRADE/CEFACT/2000/8) will be presented to the meeting **for noting**. This document was prepared by the United Nations Conference on Trade and Development (UNCTAD) and circulated as a conference room paper to the UN/CEFACT March 1999 Plenary.

A report will also be received, **for information and noting**, from the Electronic Commerce ad hoc Working Group (ECAWG) entitled UN/CEFACT and Electronic Commerce (TRADE/CEFACT/2000/9).

Item 5 - Approval of recommendations

The revisions of the following recommendations will be submitted **for approval**, to the Plenary: Recommendation No. 5 Abbreviations of INCOTERMS (TRADE/CEFACT/2000/10) and Recommendation No. 24 Harmonization of Transport Status Codes (TRADE/CEFACT/2000/11). A new draft Recommendation No. 30 Harmonized Commodity Description and Coding System for the Coding of Goods and Commodities (TRADE/CEFACT/2000/12) will also be submitted **for approval**.

Item 6 - Strategy for the promotion of UN/CEFACT objectives

The Chairman of the UN/CEFACT Steering group will introduce, **for discussion and approval**, a paper defining the main lines of the new UN/CEFACT strategy (TRADE/CEFACT/2000/13).

The CSG has developed a proposal to change the name of UN/CEFACT into the Centre for Trade Facilitation and Electronic Business (TRADE/CEFACT/2000/14). The acronym UN/CEFACT should be kept unchanged. This document is **for approval** by the Plenary.

A proposal regarding the creation of a Business Advisory Board for UN/CEFACT (TRADE/CEFACT/2000/15) will also be submitted **for approval**.

Item 7 - Proposal for the revision of TRADE/R.650

The Chairman of the UN/CEFACT Steering Group will present, **for approval**, a proposal for amendments to TRADE/R.650, Recommendations for the establishment of UN/CEFACT (TRADE/R.650/Rev.1).

Item 8 - Reports from UN/CEFACT rapporteurs, and related matters

The Plenary will receive, **for information and noting**, reports from the UN/CEFACT Rapporteur for Asia (TRADE/CEFACT/2000/16), the UN/CEFACT Standards Liaison Rapporteur and the UN/CEFACT Legal Liaison Rapporteurs.

Item 9 - Reports from regional bodies and initiatives, as well as regional advisors

Written or oral reports will be received, **for information and noting**, from regional bodies and initiatives, as well as regional advisors covering projects or activities related to UN/CEFACT's work. Submitted documents include: "Technical assistance provided by the Czech Republic in the area of trade facilitation" (TRADE/CEFACT/2000/17) and "Report from the Fifth Meeting of SECIPRO", Budapest, 13 December 1999 (TRADE/CEFACT/2000/18).

Item 10 - Cooperation with the International Electrotechnical Commission, the International Organisation for Standardization, the International Telecommunication Union, the Organization for Economic Co-operation and Development, the United Nations Conference on Trade and Development, the World Trade Organization and the World Customs Organization

The Chairman of the UN/CEFACT Steering Group will report, **for information and noting**, on developments relating to the Memorandum of Understanding between the IEC, the ISO, the ITU and the UN/ECE. The secretariat will report on cooperation with OECD, UNCTAD, WTO and WCO.

Item 11 - Other business

As of 17 December 1999, there was nothing to report under this agenda item.

Item 12 - Adoption of the report

The report of the sixth session shall be approved according to the agreed procedures.
