



**Economic and Social
Council**

Distr.
GENERAL

TRADE/CEFACT/2001/6
8 February 2001

ENGLISH ONLY

ECONOMIC COMMISSION FOR EUROPE

COMMITTEE FOR TRADE, INDUSTRY AND ENTERPRISE DEVELOPMENT

Centre for Trade Facilitation and Electronic Business (UN/CEFACT)

Seventh session, 26-29 March 2001

Item 4 of the provisional agenda

**REPORT
OF THE UN/CEFACT STEERING GROUP (CSG) MEETING**

**Barcelona, 20-24 November 2000
(Fourth meeting 2000)**

Submitted by UN/CEFACT Steering Group (CSG) *

This document has been submitted by the UN/CEFACT Steering Group (CSG) for information as required under the UN/CEFACT procedures outlined in document TRADE/R.650. Items to be decided upon by the UN/CEFACT Plenary will be presented in a separate report from the Chairman to the CSG.

* This document is reproduced in the form in which it was received by the secretariat.

CSG Chair:

Ray Walker, United Kingdom - UN/CEFACT Vice Chair

CSG members present:

Tahseen Ahmad Khan, India
David Dobbins, Australia - CDWG Chair
Harry Featherstone, United States
Pierre Georget, France – EWG Chair
Peter Guldentops, BoleroXML
Dariush Haghighi-Talab, Islamic Republic of Iran
Rob van Kuik, WCO
Paivi Lehtonen, Finland
Alexander de Lijster, Netherlands
Onoriu Nan, Romania
Klaus-Dieter Naujok, Canada – TMWG Chair
Emile Peeters, Belgium
Christina Wallén-Rahlén, Sweden
Peter Wilson, United Kingdom
Christoph Wolf, Germany

Ex-officio members and Rapporteurs present:

Mike Doran – BPAWG Chair
Kenji Itoh, Japan - UN/CEFACT Vice Chair and Asia Rapporteur
Claude Hamon - Standards Liaison Rapporteur
David Marsh - Legal Liaison Rapporteur
Santiago Mila, IAPH/ Spain - UN/CEFACT Vice Chair
Teresa Sorrenti, United States - UN/CEFACT Vice Chair

Invitees

Eduard Rodés Gubem, PortIC, Barcelona

Secretariat present:

Mario Apostolov

Apologies:

Raul Colcher - UN/CEFACT Vice Chair

Common acronyms :

AFACT – Asia Pacific Council for Trade
Facilitation and Electronic Business
BPAWG – Business Process Analysis Working
Group
CDWG – Codes Working Group
EWG – EDIFACT Working Group

IAPH – International Association of Ports and
Harbours
LWG - Legal Working Group
TMWG – Techniques and Methodology Working
Group
SECI – Southeast European Cooperative Initiative
OLA – Office of the Legal Adviser
BPIM – Business Process Information Modelling

INTRODUCTORY NOTES

1. Opening the meeting, the Chair of the CSG welcomed Onoriu Nan, the new CSG member from Romania, and welcomed back Peter Guldentops.
2. The CSG decided that the Glossary of terms used in the UN/CEFACT environment (annex I to the Minutes of the August 2000 CSG meeting) should be published as a separate document on the UN/CEFACT web site. The Vice-Chair of the ITPWG and the Chair of the EWG will act as editors of the Glossary; the Chair of the CDWG and the Standards Liaison Rapporteur will act as quality reviewers of the Glossary. The editors and the quality reviewers will research the possibility of integrating into the UN/CEFACT Glossary terms coming from glossaries used by IEC, ITU, JTC1 (ISO 2382) and ISO 9735.

ELECTRONIC BUSINESS

3. CSG members who had attended the last ebXML meeting (Tokyo, 6-11 November 2000) reviewed the latest developments with the ebXML initiative. The CSG was pleased that the infrastructure layer of ebXML (technical architecture, registry repository, trading partner layer, and the transport layer) was at such an advanced stage. The CSG reiterated the commitment of UN/CEFACT to the use of Business Process Information Modelling within ebXML. The CSG then established an Electronic Business Negotiation Team to develop the next steps and the implementation of ebXML.
4. The CSG decided to nominate an editorial team, including the two CSG members from the United States and the CSG member from the United Kingdom, to put together a Strategy Paper on the electronic business and financial strategy of UN/CEFACT, which would be submitted to the UN/CEFACT Plenary in March 2001. It would be based on: the papers on UN/CEFACT's electronic business and financial strategy; the United Nations Guidelines for cooperation with business; NGO membership and the Global Compact.
5. The Simple e-business work developed by the United Kingdom, will be integrated into UN/CEFACT's work programme as an annex to the N090 document. This annex will be optional, a subset of the N090 methodology. The annex will point out the need for caveats regarding the use of master data and legal aspects. The CSG Chair will write a letter to e-centre^{uk}, thanking them for their contribution and explaining the action that UN/CEFACT will take to make use of Simpl-eb.

PROMOTION OF UN/CEFACT'S OBJECTIVES

6. With reference to finalizing the Identity Manual, the CSG decided that the CSG Chair and the Legal Rapporteur will discuss, as a matter of urgency, with the UN Officer for Legal Affairs the appropriateness of the use of the United Nations logo for UN/CEFACT's products (UN/EDIFACT, UN/LOCODE, UN/LK, and UN/SIMPL-EDI).
7. In order to increase UN/CEFACT's plenary membership, the CSG requested the secretariat to take a proactive role with key NGOs not already members of UN/CEFACT, and to inform them about the topics being dealt with by the Plenary and the Working Groups. The secretariat will supply to the CSG a list of the existing member organizations of UN/CEFACT, covering members, intergovernmental organizations and NGOs. The CSG Chair will prepare a letter to the heads of delegation requesting them to contact and invite relevant organizations to apply for membership in UN/CEFACT. Working with the Director of the Trade Division, the CSG Chair will propose measures to strengthen cooperation with the ICC.

8. The meeting decided to propose to the UN/ECE Executive Secretary, the UN/CEFACT Plenary and the UN/CEFACT Chair to carry out at some point in time between June 2001 and January 2002 a one-time consultative meeting with industry executives, which may lead to the establishment of a long-term Business Advisory Council.

DEVELOPMENTS WITH OTHER INTERNATIONAL ORGANIZATIONS

9. The CSG decided on a timetable to finalize the Memorandum of Understanding with the World Customs Organization. The CSG Chair and the UN/ECE secretariat will prepare a signing ceremony with the participation of the Secretary General of the WCO and the Executive Secretary of the UN/ECE, if possible during the UN/CEFACT Plenary week in March 2001. The WCO secretariat will be requested to look into the nomination of a liaison officer, replacing Mr. Rob van Kuik.
10. The CSG requested the representatives of the United States to develop the contacts with the World Bank.
11. The CSG member from Sweden briefed the meeting about the developments in the World Trade Organization (WTO) with regard to trade facilitation, about the WTO informal meeting on trade facilitation in November 2000 and about the status of the discussions between the WTO and UN/ECE secretariats. She felt that when the new round of negotiations starts at WTO, UN/CEFACT should support and contribute to the topic of trade facilitation. Continuing, she and the BPAWG Chair also pointed out that UN/CEFACT should work more to improve the presentation of its work at meetings of other organizations.

UN/CEFACT 2001 CONFERENCE

12. The CSG decided to go ahead with the organization of a UN/CEFACT Conference during the UN/CEFACT Plenary week in March 2001. The CSG members undertook to invite speakers for the Conference, in particular from China, India, the Republic of Korea, the G7 initiative and industry, making special reference to the global remit of UN/CEFACT. The secretariat will distribute in December 2000 a flier informing about the 2001 UN/CEFACT Conference. The TMWG will prepare a presentation (workshop) on N090 during the UN/CEFACT 2001 Conference.

PLANNING FOR THE MARCH 2001 PLENARY

13. Most CSG members confirmed their intention to continue their work with UN/CEFACT provided their funding is assured. Messrs. Rob van Kuik and Emile Peeters announced their intention to retire from the CSG and, on behalf of the CSG, the Chair thanked them for their significant contribution, over a four-year period, to the work of the Centre.

REPORTS FROM MANDATED GROUPS

14. The TMWG underwent its annual review. The TMWG Chair reported that the group is currently finalising the N090 document on its recommendations for the Business Information modelling methodology to be used in UN/CEFACT. The document will be published on a CD-ROM and the CSG requested the TMWG Chair and Vice-Chair to prepare a paper for the 2001 UN/CEFACT Plenary, which will reference the forthcoming publication of the N090 document. The TMWG will prepare informative documents on how to use N090, which is a technical document of over 100 pages.

15. The CSG requested the CDWG Chair to report on the decision of the CDWG meeting at the end of November 2000 on whether to go ahead or not with Recommendation 30. The CDWG should submit to the secretariat for translation before 8 January 2001 all Codes Recommendations whose contents have been changed.
16. The Vice-Chair of the ITPWG reported that the Group had concentrated its efforts on two of its deliverables: Recommendation 18 and the Compendium of Trade Facilitation Recommendations. The ITPWG Vice-Chair informed the CSG that the ITPWG is working on the revision of Recommendation 1. The CSG member from the United States, together with other members, expressed concern that as Recommendation 1 concentrated on paper documents, a new Recommendation on a UN layout key for electronic documents might be needed. The ITPWG Vice-Chair informed the CSG that the group is planning to hold a workshop in the spring of 2001 in order to identify impending work items.
17. The EWG Chair reported that the Group now wishes to publish four directories per year. The CSG requested the secretariat, working together with the DAT, to study and report to the CSG the resource implication and justification of this change. The EWG Chair supported more interaction between the EWG and the ebXML. The CSG discussed some implications of the EWG press release from the EWG meeting in September 2000 but noted with satisfaction the cooperation between EWG and X12. The CSG noted the proposal to change the mandate of the EWG, but because there had been no decision of the EWG Steering Committee in support of the proposal, did not feel that they could proceed with it.
18. The BPAWG Chair reported on the work of the Group on the international supply chain. He stated the intention of the Group to organize a workshop during the first half of 2001.
19. The LWG Rapporteur informed about the work of the Group and about the preparation of the new UN/CEFACT Recommendation based on the Dutch Model Code of Conduct. The CSG requested the LWG to review the draft Recommendation with a view to giving the document more specificity, expanding references to sectorial applications and preparing a briefing paper on the relationship of the new Recommendation to Recommendations 26 and 31. The CSG requested the LWG to review the ebXML Trading Partner Agreement draft (www.ebXML.org) to assure that it conformed to Recommendation 31. The CSG invited the LWG to continue its existing work in the field of international PKI cross-certification and after its next meeting, report to the CSG.

DEVELOPMENTS IN RECOMMENDATIONS

20. The meeting discussed the draft text of the revised Recommendation 18 and requested the ITPWG to work more on the quality of this document, and to consider submitting it to the UN/CEFACT Plenary in March 2001.
21. The CSG requested the LWG to work more on the draft Recommendation on the Model Code of Conduct for electronic commerce during the meeting of the group in December 2000 and consider submitting it to the UN/CEFACT Plenary in March 2001.
22. The CSG requested the CDWG Chair to report on the intentions of the Group with reference to Recommendation 30, and to prepare all Codes Recommendations whose contents would be changed for submission to the Plenary.
23. All revised or new Recommendations should be submitted to the secretariat for preparation for the UN/CEFACT Plenary by 8 January 2001.

DEVELOPMENTS IN STANDARDIZATION

MEMORANDUM OF UNDERSTANDING ISO-IEC-ITU-UN/ECE (MoU)

24. The meeting was informed about the latest developments in the MoU, in particular the preparations for the Business Object Summit (27-28 November 2000 in Geneva) and the next meeting of the MoU Management Group (29 November 2000 in Geneva). One of the expectations from the BOS meeting was a wider understanding of the N090 methodology. The CSG requested the CSG members who would participate in the Business Object Summit to prepare a summary to be published on the UN/CEFACT web site and the UN/ECE secretariat to create a hyperlink from the UN/CEFACT web site to the BOS web site : http://www.itu.int/ITU-T/e_business/bos.html

UNTDDED AND TC 154

25. The meeting received the report of the September 2000 meeting in Prague of ISO TC 154. The TC 154 Chair had expressed his support for the reactivation of the joint UN/ECE-ISO maintenance agency, most probably during the next TC 154 meeting on 11 May 2001. The CSG was informed that many users want the TDED frozen and the TDED and EDED separated. The CSG requested its MoU team to express the CSG's concern about the delay implied in the ISO Resolution from September 2000.

26. The CSG Chair and the Standards Liaison Rapporteur undertook to look into the advantages of establishing direct liaison with ISO JTC 1, and informally discuss this possibility with ISO and IEC.

BUSINESS SEMANTIC REGISTER (BSR)

27. Taking into account the BSR presentation and the subsequent discussion at the August 2000 CSG meeting, the CSG decided to follow a course of action which might lead to the recognition of the Basic Semantic Register (BSR) by UN/CEFACT. This course of action would include the following steps: (a) a commitment from the BSR development team to fully adopt Business Process Information Modelling methodology in the development of Basic Semantic Units; and (b) a resolution from ISO TC 154, recognizing the fundamental importance of business information and modelling techniques. When these steps have been completed the CSG Chair will make proposals for the future relationship between UN/CEFACT and the BSR project.

SECRETARIAT RESOURCES

28. The CSG requested the CSG Chair, the Chair of the BPAWG and another CSG member to prepare a paper reviewing the relationship between the CSG and the secretariat and make proposals for a new and more strategic approach.

OTHER BUSINESS

29. In closing the meeting, and on behalf of the CSG, the Chair warmly thanked the Port of Barcelona and Vice Chair Mr. Santiago Milà for their kind hospitality and excellent meeting arrangements.

The following dates for CSG meetings in 2001 have been agreed upon:

30 March, Geneva

14-17 May, venue to be announced

3-6 September, venue to be announced

19-22 November, venue to be announced
