

**Economic and Social Council**

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Economic Commission for Europe**Committee on Trade****Centre for Trade Facilitation and Electronic Business****Eighteenth session**

Geneva, 15-17 February 2012

Item 1 of the provisional agenda

Annotated provisional agenda for the eighteenth session^{1, 2}

To be held at the Palais des Nations, Geneva, starting at 10 a.m. on Wednesday, 15 February

I. Provisional agenda

1. Adoption of the agenda.
2. Matters arising since the seventeenth session.
3. Bureau overview of recent developments.
4. Reports of rapporteurs.
5. UN/CEFACT recommendations and standards.
6. UN/CEFACT structure, mandate, terms of reference, and procedures.
7. Strategic directions.
8. Challenges for trade facilitation and electronic business: visions and realities for public-private sector collaboration.

¹ For reasons of economy, delegates are requested to bring copies of all relevant documents to the session. There will be no documentation available in the conference room. Before the session, documents may be downloaded from the UNECE's website (<http://www.unece.org/index.php?id=26132>). During the session, official documents may be obtained from the UNOG Documents Distribution Section (Room C.337, third floor, Palais des Nations).

² All delegates are requested to complete the registration form available for download from the UNECE website (<http://www.unece.org/cefact>). It should be transmitted to the UNECE secretariat no later than 31 January 2012 by email (amelia.dellefogie@unece.org) or by fax (+41 22 917 0629). Upon arrival at the Palais des Nations, delegates should obtain an identification badge at the UNOG Security and Safety Section, located at the Pregny Gate (14, Av. de la Paix). In case of difficulty, please contact the secretariat by telephone (ext. 73254). For a map of the Palais des Nations and other useful information, see website <http://www.unece.org/meetings/practical.htm>

9. Programme of work, and next steps.
10. Other business.
11. Election of Chair.
12. Adoption of decisions and the provisional draft report of the eighteenth session

II. Annotations

Opening

The provisional agenda and timetable for the eighteenth session of the United Nations Centre for Trade Facilitation and Electronic Business (UN/CEFACT) has been drawn up by the Bureau in consultation with the secretariat. It is based on the decisions and the programme of work adopted at the seventeenth session. Simultaneous interpretation (English/French/Russian) will be available at all sessions.

The session will be opened by the Executive Secretary of the United Nations Economic Commission for Europe (UNECE).

Item 1. Adoption of the agenda

<i>Document title</i>	<i>Document symbol</i>	
Draft agenda	ECE/TRADE/C/CEFACT/2012/1	For decision

According to the Commission's rules of procedure, the first item on the agenda is the adoption of the agenda.

The Chair, with the assistance of the secretariat, will review the draft agenda (ECE/TRADE/C/CEFACT/2012/1) and will inform the Plenary of any proposed changes, e.g. in agenda items, matters relating to documents, and the envisaged schedule. He will invite the Plenary to discuss any points it may wish to raise about the agenda, and then ask the Plenary to adopt the agenda.

Item 2. Matters arising since the seventeenth session

<i>Document title</i>	<i>Document symbol</i>	
Matters arising	ECE/TRADE/C/CEFACT/2012/2	For information

The secretariat, together with the Bureau, will report on matters arising from both the Bureau of the Committee on Trade and the Executive Committee (EXCOM) since the seventeenth session. Delegations will have an opportunity to review and discuss the topics raised.

Item 3. Bureau overview of recent developments

<i>Document title</i>	<i>Document symbol</i>	
Bureau overview of developments	ECE/TRADE/C/CEFACT/2012/3	For information

The Plenary Bureau will provide an overview of developments since the last session, setting the stage for the topics to be taken up during the meeting. Delegations will have an opportunity to review and discuss the topics raised.

Item 4. Reports of rapporteurs

<i>Document title</i>	<i>Document symbol</i>	
Report of Rapporteur for Africa	ECE/TRADE/C/CEFACT/2012/4	For noting
Report of Rapporteur for Asia and the Pacific	ECE/TRADE/C/CEFACT/2012/5	For noting

The regional rapporteurs will report on activities since the last session. Delegations will have an opportunity to review and discuss the topics raised.

Item 5. UN/CEFACT recommendations and standards

<i>Document title</i>	<i>Document symbol</i>	
Revision 9 of Recommendation No. 23 Freight Cost Code (FCC)	ECE/TRADE/C/CEFACT/2012/6	For approval
Revised UN/CEFACT Modelling Methodology (UMM)	ECE/TRADE/C/CEFACT/2012/7	For noting
Draft Recommendation No. 37 on Signed Digital Evidence Interoperability	ECE/TRADE/C/CEFACT/2010/14/Rev.1	For information
Explanatory note on draft Recommendation No. 37	ECE/TRADE/C/CEFACT/2012/8	For discussion

The Plenary will have before it for approval the following revised Recommendation: Recommendation No. 23: Freight Cost Code - FCC (ECE/TRADE/C/CEFACT/2012/6).

As part of the current reorganization of UN/CEFACT, the Plenary will also be asked to transfer the right to approve Code Lists from the former Information Content Management Group (ICG) to the Bureau.

The Plenary will have before it for noting the following revised Standards:

Revision 2.0 of UN/CEFACT Modelling Methodology (UMM)
(ECE/TRADE/C/CEFACT/2012/7)

Revisions 11A and 11B of UN/EDIFACT
(<http://www.unece.org/cefact/edifact/welcome.html>)

Revisions 2011-1 and 2011-2 of UN/LOCODE
(<http://www.unece.org/cefact/locode/welcome.html>)

The Plenary will have before it for discussion an explanatory note by the Bureau (ECE/TRADE/C/CEFACT/2012/8) describing the current status of UNECE Recommendation 37:

Draft UNECE Recommendation 37 on Signed Digital Evidence Interoperability (ECE/TRADE/C/CEFACT/2010/14/Rev.1).

Item 6. UN/CEFACT structure, mandate, terms of reference, and procedures

<i>Document title</i>	<i>Document symbol</i>	
Overview of and rationale for the new UN/CEFACT structure	ECE/TRADE/C/CEFACT/2012/9	For discussion
UN/CEFACT structure, mandate, terms of reference and procedures	ECE/TRADE/C/CEFACT/2010/15/Rev.3	For approval
UN/CEFACT Intersessional Approval Process	ECE/TRADE/C/CEFACT/2010/15/Rev.3/Add.1	For noting
Revised rules of procedure for the UN/CEFACT Bureau	ECE/TRADE/C/CEFACT/2010/17/Rev.3	For approval
Revised Open Development Process	ECE/TRADE/C/CEFACT/2010/24/Rev.2	For approval
Updated IPR policy	ECE/TRADE/C/CEFACT/2010/20/Rev.1	For approval ³
Updated executive summary of the IPR policy	ECE/TRADE/C/CEFACT/2010/20/Rev.1/Add.1	For noting

The Bureau will provide a status report on procedural documents for the Plenary's consideration and approval. Delegations will have an opportunity to review and discuss the topics raised.

Item 7. Strategic directions

<i>Document title</i>	<i>Document symbol</i>	
Strategic directions for UN/CEFACT	ECE/TRADE/C/CEFACT/2012/10	For discussion

The Bureau will present for discussion under this agenda item and, as appropriate, under item 8, an outline of some of the major themes to be considered regarding strategic

³ The Plenary will be requested to approve the changes in the text as discussed and noted at the seventeenth session.

directions for UN/CEFACT. Delegations will also have an opportunity to review and discuss the topics raised.

Item 8. Challenges for trade facilitation and electronic business: visions and realities for public-private sector collaboration

<i>Document title</i>	<i>Document symbol</i>	
Materials for panel discussions	ECE/TRADE/C/CEFACT/2012/MISC.1	For information

To ensure that the strategic directions and programme of work are focused on the priority needs of governmental authorities and the private sector, the Bureau has invited speakers to discuss the topic “Challenges for trade facilitation and electronic business: visions and realities for public-private sector collaboration”. Three panels will aim to articulate various perspectives on this theme:

Panel A: Perspectives from governments and national, regional and international institutions;

Panel B: Perspectives from the private sector and organizations engaged in the development of standards;

Panel C: Priority challenges on the global horizon for developing recommendations to governments and supporting standards.

Materials for the panels (ECE/TRADE/C/CEFACT/2012/MISC.1) will be issued in English at the time of the Plenary.

Item 9. Programme of work, and next steps

<i>Document title</i>	<i>Document symbol</i>	
Draft programme of work 2012-2013	ECE/TRADE/C/CEFACT/2012/11	For decision

The Bureau will present, for discussion and approval by the Plenary, the draft programme of work 2012-2013 (ECE/TRADE/C/CEFACT/2012/11), which has been prepared in the context of the envisaged strategic directions for UN/CEFACT and practical next steps. Under this item, delegations can also examine the status of deliverables in the 2011-2012 programme of work. They will also have an opportunity to review and discuss the topics raised, particularly in the light of the discussions under agenda item 8.

Item 10. Other business

Delegations will be invited to take up other issues not previously addressed.

Item 11. Election of Chair

Delegations will elect a Chair for UN/CEFACT for the period 2012-2013.

Item 12. Adoption of decisions and the provisional draft report of eighteenth session

<i>Document title</i>	<i>Document symbol</i>
Draft report of the eighteenth session	ECE/TRADE/C/CEFACT/ 2012/CRP.1-10 For decision

Delegations will be invited to adopt the decisions and the draft report.

Closing

III. Provisional timetable

<i>Date and envisaged time schedule</i>	<i>Agenda item</i>	<i>Introduced by</i>
Wednesday, 15 February		
10:00 – 10:10	Opening.	Executive Secretary of UNECE
10:10 – 10:20	Item 1: Adoption of the agenda.	Chair
10:20 – 10:40	Item 2: Matters arising since the seventeenth session.	Secretariat and Bureau
10:40 – 11:30	Item 3: Bureau overview of recent developments.	Bureau
	Item 4: Reports of rapporteurs.	Rapporteurs
11:30 - 13:00	Item 5: UN/CEFACT recommendations and standards.	Bureau
15:00 - 17:00	Item 6: UN/CEFACT structure, mandate, terms of reference and procedures.	Bureau
17:00 - 18:00	Item 7: Strategic directions.	Bureau

<i>Date and envisaged time schedule</i>	<i>Agenda item</i>	<i>Introduced by</i>
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Thursday, 16 February

10:00 - 13:00	Item 8: Challenges for Trade Facilitation and Electronic Business: Visions and Realities for Public-Private Sector Collaboration.	Bureau and Invited Guests
15:00 - 18:00	<ul style="list-style-type: none">- Panel A: Perspectives from governments and national, regional and international institutions.- Panel B: Perspectives from the private sector and organizations engaged in the development of standards.- Panel C: Priority challenges on the global horizon for developing recommendations to governments and supporting standards.	

<i>Date and envisaged time schedule</i>	<i>Agenda item</i>	<i>Introduced by</i>
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Friday, 17 February

10:00 - 12:00	Item 9: Programme of work, and next steps.	Bureau
12.00 - 13.00	Item 10: Other business.	Bureau
	Item 11: Election of Chair.	Secretariat
15.00 - 18.00	Item 12: Adoption of decisions and the provisional draft report of the eighteenth session.	Bureau
	Closing.	Chair
