UNITED
NATIONS

E

Economic and Social
Council

Distr.
RESTRICTED

TRADE/WP.4/198
6 January 1997

Original: ENGLISH

ECONOMIC COMMISSION FOR EUROPE

COMMITTEE ON THE DEVELOPMENT OF TRADE

Centre for Facilitation of Procedures
and Practices for Administration,
Commerce and Transport (CEFACT)
(First session, 17-21 March 1997)

PROVISIONAL AGENDA FOR THE FIRST CEFACT SESSION

to be held in the Palais des Nations, Geneva, starting
at 10 a.m. on Monday, 17 March 1997

1.	Adoption of the agenda	TRADE/WP.4/198
2.	Establishment of CEFACT and dissolution of the Working Party on Facilitation of International Trade Procedures (WP.4)	TRADE/R.650
3.	Election of CEFACT Officers	
3.1	Election of CEFACT Plenary Officers	
3.1	Election of CEFACT Steering Group Officers	
4.	Adoption of interim CEFACT procedures	TRADE/WP.4/R.1280
4.1	Procedures for the CEFACT Plenary	
4.2	Procedures for the CEFACT Steering Group	
5.	Programme of work	TRADE/WP.4/R.1281
6.	Migration to CEFACT structures	
6.1	Matters relating to the Meeting of Experts on Data Elements and Automatic Data Interchange (GE.1)	

GE.97-

6.2 Matters relating to the Meeting of Experts on Procedures and Documentation (GE.2)

6.3 Matters relating to the joint session on legal matters of the Meeting of Experts on Data Elements and Automatic Data Interchange and the Meeting of Experts on Procedures and Documentation

7. Other business

8. Adoption of the Report of the first session

* * *

EXPLANATORY NOTES TO THE PROVISIONAL AGENDA

Introduction

1. The provisional agenda for the first session of the Centre for Facilitation of Procedures and Practices for Administration, Commerce and Transport (CEFACT) has been established in accordance with decisions taken by the Bureau of the Working Party on Facilitation of International Trade Procedures.

2. The provisional timetable presented below has been agreed upon by the Bureau of the Working Party on Facilitation of International Trade Procedures for the sessions of WP.4 Meetings of Experts and, if approved by the ECE, for the first session of the Centre for Facilitation of Procedures and Practices for Administration, Commerce and Transport (CEFACT). Because of the special nature of this first session, this timetable is only indicative. The Report of the first CEFACT session will be approved during the first half of the afternoon session on Wednesday, 19 March 1997. It is expected that the experts of GE.1 and GE.2 will have a joint session on legal issues in the afternoon of Thursday, 20 March 1997. The Reports of the sessions of GE.1 and GE.2, as well of their joint session will be approved during the afternoon session on Friday, 21 March 1997.

		a.m.	p.m.
Monday	17 March 1997	CEFACT	CEFACT
Tuesday	18 March 1997	CEFACT	GE.2
Wednesday	19 March 1997	GE.2	CEFACT/GE.1
Thursday	20 March 1997	GE.1	GE.1/GE.2
Friday	21 March 1997	CEFACT Steering Group	GE.1/GE.2

3. If approved by the ECE, the first CEFACT meeting will begin at 10:00 on Monday, 17 March 1997 to nominate officers and discuss the migration to CEFACT as well as outstanding WP.4 work items. During the meeting on 17 March, the WP.4 Bureau will report on the CDT and ECE decisions with regard to CEFACT and the plans for migration of existing work. In the context of trade facilitation work, the word "delegations" refers not only to countries but also to international organizations regularly represented at meetings.

Item 1 - Adoption of the agenda

4. In accordance with the Commission's Rules of Procedures, the first item on the provisional agenda is the adoption of the agenda (document TRADE/WP.4/198).

Item 2 - Establishment of CEFACT and dissolution of the Working Party on Facilitation of International Trade Procedures (WP.4)

5. Document TRADE/R.650 contains the final proposal from the WP.4 Bureau for the establishment of the Centre for Facilitation of Procedures and Practices for Administration, Commerce and Transport, unanimously approved during the September 1996 session of WP.4 as TRADE/WP.4/R.1234.

6. At its forty-fifth session in December 1996, the Committee on the Development of Trade unanimously supported the establishment of CEFACT and recommended its earliest possible establishment to the ECE.

Item 3 - Election of CEFACT Officers

3.1 Election of CEFACT Plenary Officers

7. In accordance with the Commission's Rules of procedures and the recommendations for the establishment of CEFACT (contained in TRADE/R.650, Recommendations for the Establishment of CEFACT) the meeting is expected to elect a Chair and 5 Vice Chairs.

8. The nominating committee established by WP.4 will present its proposal for the nomination of CEFACT Plenary Officers. Delegations will be informed of the committee's procedures and criteria for candidate selection.

3.2 Election of CEFACT Steering Group Officers

9. This agenda item will be chaired by the newly elected CEFACT Chairman. He will announce the nominees, inform the delegates of the nominating committee's procedures and criteria for candidate selection.

Item 4 - Adoption of interim CEFACT procedures

10. It is proposed that the Plenary will adopt interim procedures based on the current UN/ECE Rules of Procedures (TRADE/WP.4/R.1280)

11. The Steering Group's interim procedures are outlined in TRADE/R.650 (paragraphs 28-31). It is proposed that these will be used until the Steering Group establishes its formal procedures.

Item 5 - Programme of work

12. The work programme (document TRADE/WP.4/R.1281) will concentrate on work items for 1997 and future areas of development based on user requirements.

Item 6 - Migration to CEFACT structures

6.1 Matters relating to the Meeting of Experts on Data Elements and Automatic Data Interchange (GE.1)

13. The Chairman of the Meeting of Experts will present a list of migration issues faced by the Meeting for comments by delegations.

6.2 Matters relating to the Meeting of Experts on Procedures and Documentation (GE.2)

14. The Chairman of the Meeting of Experts will present a list of migration issues faced by the Meeting for comments by delegations.

6.3 Matters relating to the joint session on legal matters of the Meeting of Experts on Data Elements and Automatic Data Interchange and the Meeting of Experts on Procedures and Documentation

15. The Chairman of the joint session on legal matters of the Meetings of Experts will present a list of migration issues faced by the joint session for comments by delegations.

Item 7 - Other business

16. At the time of writing, the secretariat has no points to propose under this item.

Item 8 - Adoption of the Report of the first session

17. The Report of the first CEFACT session will be approved during the first half of the afternoon session on Wednesday, 19 March 1997.