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

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Item 5 of the provisional agenda

CEFACT Rapporteurs*

Submitted by the CEFACT Steering Group

The Centre is invited to: approve this document

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Background

1. Within the UN, Rapporteurs are appointed by a body to assist that body and its secretariat to undertake specific, often specialised tasks. WP.4, CEFACT's predecessor, benefited greatly from the appointment of Rapporteurs and during the re-engineering process it was envisaged that CEFACT itself would, when appropriate, also appoint Rapporteurs.

2. Document TRADE/R.650, under which CEFACT was established, states in paragraphs 24 and 25:

"24. The Plenary may appoint Rapporteurs to undertake functional and representational tasks, including related work with the Secretariat, in any area of the Centre's mission. This shall be done according to an agreed mandate specifying a Rapporteur's role, responsibilities, duration of the appointment and reporting relationships.

25. Once a mandate has been agreed by the Plenary, Rapporteurs may be nominated by any Plenary delegation."

3. During the first CEFACT Plenary the idea was raised of using Rapporteurs to promote CEFACT's objectives in countries that are not ECE Member states and to stimulate participation from those countries in all aspects of CEFACT's work programme. Encouraging the participation of such countries and their experts in CEFACT's work programme is important to the Centre both to ensure that its work has global relevance and to accelerate the implementation of its Recommendations. The most effective way of ensuring this participation is by working closely with the four other UN regional commissions - combined with the appointment of CEFACT Rapporteurs.

4. With regard to the regional commissions, CEFACT has already established close links with the Economic and Social Commission for Asia and the Pacific (ESCAP) and the Economic and Social Commission for Western Asia (ESCWA) and is developing its relationships with the Economic Commission for Africa (ECA) and the Economic Commission for Latin America and the Caribbean (ECLAC). As a consequence, the CEFACT Steering Group (CSG) has been considering in which geographical areas the appointment of a CEFACT Rapporteur would also be advantageous. Currently three areas have been identified: Asia, South America and Africa. In South America and Africa further work needs to be undertaken in order to establish the right conditions for a CEFACT Rapporteur, but there is an important opportunity to make an appointment in Asia.

5. The rapid development of the Asian EDIFACT Board has been extremely valuable both to the dissemination and implementation of UN/EDIFACT and to the region's understanding of Trade Facilitation. This development could now be consolidated and expanded to cover all aspects of CEFACT's work programme. Therefore as a first step in the appointment of CEFACT Rapporteurs for areas outside the ECE, the CSG recommends the establishment of a CEFACT Rapporteur for Asia with the following mandate.

Draft Mandate
CEFACT Rapporteur for Asia

Within Asia, the Rapporteur shall:

- 1 Promote and represent CEFACT's interest and activities to governments, inter-governmental organisations, relevant trade associations and business and trade facilitation organisations;
- 2 Encourage the participation of experts in CEFACT's work programme and stimulate the implementation of CEFACT's Recommendations;
- 3 Co-ordinate CEFACT's activities in the area.

Liaison Relationships

This mandate shall be carried out, where appropriate, in liaison with Heads of delegations to CEFACT coming from Asia as well as in liaison with the secretariat of ESCAP and the Chairs of CEFACT's Working Groups.

Reporting Relationships

A report shall be presented by the Rapporteur to each CEFACT Plenary. The Rapporteur also has the right to raise issues directly with the CEFACT Steering Group (CSG) and shall be entitled to attend the CSG as an observer.

Duration of Appointment

Initially for three years, thereafter renewable every two years.
