

WP.4 BUREAU PROPOSAL FOR MIGRATION PLAN

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Introduction

The WP.4 Bureau in further considering the issue of migration and comments received by delegations, has decided to withdraw Annex II from document TRADE/WP.4/R.1234 and provide a more detailed migration plan in this document. The Bureau is seeking delegations approval for this document in order to progress the establishment of the Centre.

1. WP.4 has accepted March 1997 as the target date for the establishment of CEFACT. If the recommendations contained in TRADE/WP.4/R.1234 are accepted by WP.4 during its September 1996 session, and this decision is subsequently confirmed by the Committee on the Development of Trade in December 1996 and by the ECE, the target date can be achieved.
2. Taking these circumstances into consideration, a further meeting of WP.4 may not be necessary and the inaugural meeting of the Centre could be held in March 1997 as targeted.
3. Based on the above assumptions, it is therefore proposed that the Centre meet for two days in March 1997.
4. The first session would elect the Plenary Officers and members of the Steering Group, may appoint Rapporteurs and approve initial procedures governing the operation of the Centre.
5. A Nomination Committee will be appointed by the Chair of WP.4 following the procedures attached at Annex I. This Committee will in conjunction with the UN/ECE Secretariat, prepare a list of proposed nominees for appointment to the positions of Chair and 5 Vice Chairs of the Plenary and the 15 members of the Steering Group for the consideration of the Plenary at its inaugural session.
6. Notwithstanding paragraph 21 in the main document, in order to provide for continuity in the Plenary operations it is proposed that the initial term of the Chair and one Vice Chair nominated by the Member States and one Vice Chair nominated by the Article 11 States be limited to the initial three sessions of the Plenary. At the end of their term these officers would then be eligible for re-election for a further 2 year term.
7. It is proposed that the Plenary meet again for two days in September 1997, March 1998 and September 1998. These meetings would finalize procedures for the operation of the Centre, further develop and refine the work programmes, monitor and review progress on migration and approve the mandate of permanent working groups seeking to be empowered. The first five-day Plenary Session would be scheduled for 1999.

8. To facilitate a smooth migration of the current work programme into a revised and upgraded work programme, it will be necessary to convene further meetings of the Expert Groups (GE.1 and GE.2). The first of these meetings would be held in conjunction with the inaugural meeting of the Centre in March 1997.
 9. It is vital that existing specialized activities are both maintained and managed until such time that an agreed and orderly migration occurs. This is particularly important for the Joint Rapporteur Team (JRT) process. Accordingly it will be necessary to continue with the existing UN/EDIFACT Rapporteur process and management structure until migration is complete. This applies equally to the other WP.4 Rapporteurs and any other Convenors or Chairs responsible for specialized activities in Expert Groups (GE.1 and GE.2).
 10. A key priority of the Steering Group will be to work with the WP.4 Rapporteurs and other Convenors and Chairs responsible for these specialized activities to ensure that an effective and efficient migration is achieved.
 11. As agreed in the March 1996 sessions of WP.4 the Meeting of Experts (GE.1 and GE.2) in March 1997 will be chaired by the current Chairs. During the migration phase these meetings will be chaired by a person appointed by the Plenary Chair after consultation with the Steering Group. At the end of each meeting of meetings of Experts (GE.1 and GE.2), a recommendation will be made to the Steering Group as to the need for a further meeting.
 12. When the Steering Group is satisfied that all the items from existing work programmes relevant to the Centre's approved programme have been effectively transferred to mandated permanent and ad hoc working groups, it will advise the Plenary that migration is complete and recommend that the Expert Groups be disbanded.
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ANNEX I

PROCEDURES FOR THE NOMINATING COMMITTEE

1. A nominating committee will be appointed by the Chairman of WP.4 in conjunction with the Secretariat, to propose candidates for election as Plenary Officers and as members of the Steering Committee.
 2. The committee will comprise of a member of the secretariat and up to six members appointed by the Chair of WP.4, who shall ensure a balance in these appointments between ECE Member States, Article 11 States and Article 12 & 13 International Organisations. Any candidates for election shall be excluded from the Committee.
 3. Nominations shall only be submitted by WP.4 Heads of Delegation or through Permanent Missions. Nominations must be lodged with the Secretariat (Mr. H.A. Hansell) no later than 31 January 1997. In making nominations for the Steering Group, Heads of Delegations are requested to take account of the prime requirement for management/functional expertise (paragraph 33 of the main document).
 4. After appropriate consultation with Heads of Delegations and prior to the first Plenary session, the nominating committee shall submit a name for each of the Plenary positions and a list of names for the 15 Steering Group positions, to the UN/ECE Secretariat for consideration and approval by the Plenary at its inaugural meeting.
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