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Economic Commission for Europe

Executive Committee

Centre for Trade Facilitation and Electronic Business

United Nations Code for Trade and Transport Locations Advisory Group 2024 meeting
Hamburg, 16-17 April 2024

Annotated provisional agenda^{1, 2}

I. Provisional agenda

1. Adoption of the agenda
2. Appointment of officers
3. Introduction of experts
4. Report from the secretariat
5. UN/LOCODE maintenance
6. UN/LOCODE strategy
7. New developments and follow-ups
8. Future work
9. Other business
10. Adoption of meeting report

¹ Documents may be downloaded from the UNECE website (<https://unece.org/trade/events/2024-meeting-unlocode-advisory-group>).

² All delegates are requested to complete the online registration form available on the UNECE website ([2024-AG-meeting-registration](#)).

II. Annotations

Opening remarks and ceremony

The Director of the Economic Cooperation and Trade Division of the United Nations Economic Commission for Europe (UNECE) and the host will open the meeting, followed with a ceremony to give a letter of appreciation to co-organizers for hosting the meeting.

Item 1. Adoption of the agenda

The secretariat will present the draft agenda for adoption (UNLOCODE-AG/2024/INF.1).

<i>Document title</i>	<i>Document symbol</i>	
Draft agenda	UNLOCODE-AG/2024/INF.1/Rev.3	For adoption

Item 2. Appointment of officers

The Advisory Group will appoint a Chair and at least one Vice-Chair in accordance with its Mandate and Terms of Reference.

Item 3. Introduction of experts

Experts will have the possibility to introduce themselves.

Item 4. Report from the secretariat

The secretariat will report to the Group the activities related to United Nations Code for Trade and Transport Locations (UN/LOCODE) since the last meeting.

- Report from the secretariat (Yan Zhang, UNECE)

<i>Document title</i>	<i>Document symbol</i>	
EXCOM Decisions on matters relating to UN/CEFACT	ECE/EX/2024/L.3	For information
Report on UN/LOCODE	UNLOCODE-AG/2023/INF.2/Rev.1	For information

Item 5. UN/LOCODE maintenance

The Convenor of the UN/LOCODE Maintenance Team will report on the UN/LOCODE maintenance.

- Report by the Maintenance Team on Data Maintenance Request validations (Maria Teresa Chavarri, Convenor)

Item 6. UN/LOCODE strategy

The Convenor of the UN/LOCODE Strategy Team will report on the UN/LOCODE maintenance policy issues.

- Report by the Strategy Team (Maria Teresa Chavarri, Convenor)

The leaders of two subgroups will report on their recommendations/findings.

- Presentation on Subgroup 3 on sublocations (Wenfeng Sun, CNIS)
- Presentation on Subgroup 4 on system re-engineering (Kevin Bishop, UNECE)

<i>Document title</i>	<i>Document symbol</i>	
Terms of Reference of UN/LOCODE Task Force	UNLOCODE-AG/2024/INF.3	For information
Report on UN/LOCODE strategy	UNLOCODE-AG/2024/INF.4	For information

Item 7. New developments and follow-ups

Key stakeholders will share information on new developments and follow-ups concerning UN/LOCODE since the last meeting.

- Presentation on the GeoFencing standard projects (David Roff, United Nations Centre for Trade Facilitation and Electronic Business (UN/CEFACT) Transport & Logistics Domain Coordinator)
- Presentation on the initiative to associate UN/LOCODE with GS1 Global Location Number (Jaco Voorspuij, CONAS representative)
- Updates on United Nations Group of Experts on Geographical Names (Cecile Blake, UN/DESA)
- Updates on Maritime Single Window (Lukasz Ziolkowski, EMSA)
- Presentation on the UN/CEFACT JSON-LD Code Publications (Kseniya Shychko, UN/CEFACT expert)
- Presentation on Poking holes at UN/LOCODE data (Cristan Meijer, CargoProbe)

Item 8. Future work

The Group will brainstorm on its future work, including i) the project proposal for the establishment of the UN/LOCODE ecosystem, ii) the business plan for supporting the UN/LOCODE ecosystem and fundraising, and iii) the schedule of the next meeting.

- Presentation on the UN/LOCODE ecosystem proposal (Yan Zhang, UNECE)

<i>Document title</i>	<i>Document symbol</i>	
UN/LOCODE Project Proposal	UNLOCODE-AG/2024/INF.5	For information

Item 9. Other business

Group members will have an opportunity to raise any other issues not previously addressed during the session.

Item 10. Adoption of meeting report

Group members will approve the meeting report in-session. The report will be submitted to the next UN/CEFACT Plenary for endorsement, scheduled for 11-12 July 2024.

<i>Document title</i>	<i>Document symbol</i>	
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Meeting report

UNLOCODE-AG/2024/INF.6

For adoption

Closing

The Chair will close the meeting.

III. Provisional timetable

Tuesday, 16 April 2024

<i>Date and time</i>	<i>Agenda item</i>	<i>Introduced by</i>
9:30 – 10:00	Welcome coffee	Hapag-Lloyd
10:00 – 10:15	Opening remarks & ceremony	Director, UNECE Director IT, Hapag-Lloyd Secretariat
10:15 – 10:20	Item 1: Adoption of the agenda	Secretariat
10:20 – 10:30	Item 2: Appointment of officers Remarks from new officers	Secretariat Chair, Vice-chair(s)
10:30 – 10:50	Item 3: Introduction of experts	Chair
10:50 – 11:20	Item 4: Report from the secretariat	Secretariat
11:20 – 11:50	Coffee break	Hapag-Lloyd
11:50 – 12:05	Item 5: UN/LOCODE maintenance Report from the Maintenance Team (MT)	Convenor
12:05 – 13:15	Item 6: UN/LOCODE strategy Report from the Strategy Team (ST) - ST Subgroup 3 on Sublocations - ST Subgroup 4 on System Re-engineering	Convenor Subgroup lead Subgroup lead
13:15– 14:30	Lunch break	Hapag-Lloyd
14:30 – 16:30	Item 6: UN/LOCODE strategy (cont.) Discussion	Convenor
16:30 – 17:00	Coffee break	Hapag-Lloyd

	Item 7: New developments and follow-ups	
	Presentation on GeoFencing	
	Presentation on the initiative to associate UN/LOCODE with GS1 GLN	UN/CEFACT expert
17:00 – 18:30	Presentation on the UN/CEFACT JSON-LD Code Publications	CONAS UN/CEFACT expert
	Updates by Maritime Single Window	EMSA
	Updates on UN Group of Experts on Geographical Names	UNGEGN
	Presentation on poking holes at UN/LOCODE data	CargoProbe
18:30 – 18:40	Wrap-up	Secretariat
19:30 – 21:00	Social Dinner	Hapag-Lloyd

Wednesday, 17 April 2024

<i>Date and time</i>	<i>Agenda item</i>	<i>Introduced by</i>
8:30 – 9:00	Welcome coffee	Hapag-Lloyd
9:00 – 10:15	Item 8: Future work Presentation on UN/LOCODE ecosystem	Secretariat
10:15 – 10:45	Coffee Break	Hapag Lloyd
10:45 – 11:45	Item 8: Future work (Cont.) Brainstorming	Secretariat
11:45 – 12:00	Item 9: Other business	Chair
12:00 – 14:00	Lunch learning	Hapag-Lloyd
14:00 – 16:30	Item 10: Adoption of meeting report	Secretariat
16:30	Closing	
