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ECONOMIC COMMISSION FOR EUROPE
COMMITTEE FOR TRADE, INDUSTRY AND ENTERPRISE DEVELOPMENT
Centre for Trade Facilitation and Electronic Business (UN/CEFACT)
Ninth session, 12 – 13 May 2003

REVISED PROVISIONAL AGENDA
starting on Monday 12 May 2003 at 10:00

DOCUMENT FOR ADOPTION

DISCUSSION OF THE WORK - Reports and discussion on the work undertaken by the Centre for Trade Facilitation and Electronic Business (UN/CEFACT) will take place on Monday 12 May 2003. The session on Tuesday 13 May will include a joint session with the Committee for Trade, Industry and Enterprise Development in the afternoon.

FORUM - On Wednesday and Thursday 14 and 15 May, the Centre, together with the Committee, will hold an International Forum on Trade Facilitation.

POLICY SEGMENT – On Friday 16 May, in the morning, there will be a presentation and discussion on “Strategies to Enhance Trade Facilitation Implementation in UNECE member States”.

DOCUMENTS – Documents for the ninth session will be distributed by mail and will also be posted on the web site (<http://www.unece.org/cefact/>). For reasons of economy, delegations are requested to bring copies of the documents mentioned in the provisional agenda of the meeting. No documentation will be available in the conference room.

ACCESS TO THE PALAIS DES NATIONS - Security badges are required in order to enter the Palais. To obtain a badge, participants and delegates must register in advance.

For registration purposes, please contact: dominique.rames@unece.org

For any other queries, please contact: martine.levrage@unece.org

PROVISIONAL AGENDA AND TIMETABLE

12 and 13 May		Ninth session of UN/CEFACT		
Time	Agenda Items	Documents for Decisions	Documents for Information	
Monday 12 May 10.00	Welcoming address			
10:05 - 10:15	Item 1 Adoption of the agenda	TRADE/CEFACT/2003/1/ Rev.1		
10:15 – 11:00	Item 2 Matters arising from the 58 th session of the UNECE Confirmation of the report of the eighth session UN/CEFACT Steering Group (CSG) reports: CSG Chairman's report Geneva, May 2002 Berlin, October 2002 Geneva, February 2003	TRADE/CEFACT/2002/41 TRADE/CEFACT/2002/41/ Add.1 TRADE/CEFACT/2003/INF.1	TRADE/2003/1/Add.1	TRADE/CEFACT/2003/INF.6 TRADE/CEFACT/2003/3 TRADE/CEFACT/2003/4
11: 00 – 12:00	Item 3 Report on the discussions with the Office of Legal Affairs (OLA) regarding an External Support Service Provider and the draft UN/CEFACT Intellectual Property Rights Policy		TRADE/CEFACT/2003/INF.7	TRADE/CEFACT/2003/6
12:00 – 13:00	Item 4 Considerations for UN/CEFACT of the OLA advice	TRADE/CEFACT/2003/INF.8		
Lunch break				
15:00 – 17:00	Item 4 Considerations for UN/CEFACT of the OLA advice (continued)			
17:00 – 17:30	Item 5 Electronic Business Extensible Mark-up Language	TRADE/CEFACT/2003/7		

17:30 – 18:00	Item 6 Endorsement of recommendations and associated documents - Revision 2 of Recommendation 28 - Trading Partner Agreement	TRADE/CEFACT/2003/19	ECE/TRADE/315
Tuesday 13 May 10.00 – 10:15	Item 7 Reports from regional bodies and initiatives		TRADE/CEFACT/2003/11
10:15 – 10:30	Item 8 Baseline study on the implementation of the trade facilitation recommendations		TRADE/CEFACT/2003/12
10:30 – 11:00	Item 9 Progress of the Policy and Communication and Promotion Groups		TRADE/CEFACT/2003/10
11:00 – 11:30	Item 10 Reports from UN/CEFACT Rapporteurs, and related matters		TRADE/CEFACT/2003/13 TRADE/CEFACT/2003/13/ Add.1 TRADE/CEFACT/2003/14 TRADE/CEFACT/2003/INF.4
11:30 – 11:45	Item 11 Memorandum of Understanding with the International Chamber of Commerce. Progress and cooperation under the MoU with the International Electro-technical Commission, the International Organization for Standardization and the International Telecommunication Union.		
11:45 - 12:15	Item 12 Reports from UN/CEFACT Forum and its mandated groups and other related matters - Report of the First UN/CEFACT Forum - Report of the Second UN/CEFACT Forum - Programme of Work of the UN/CEFACT Forum - Proposal for work on the implementation of e-commerce - Approval of the mandates of the Groups	TRADE/CEFACT/2003/INF.3 TRADE/CEFACT/2002/ 32/Rev.2 TRADE/CEFACT/2003/20	TRADE/CEFACT/2003/18 TRADE/CEFACT/2003/INF.2
12:15 – 13:00	Item 13 Election of the Chairperson and members of the Steering Group		
Lunch Break			

Afternoon JOINT SESSION <ul style="list-style-type: none"> • Committee for Trade, Industry and Enterprise Development (CTIED) • UN Centre for Trade Facilitation and Electronic Business (UN/CEFACT) 			
15:00 – 16:30	CTIED 9. Opening Statement to the Joint Session by the Executive Secretary, UNECE		
	REPORTS FROM SUBSIDIARY BODIES (continued)		
	CTIED 10. Technical harmonization and standardization policies	TRADE/WP.6/2002/17	TRADE/2003/7 TRADE/2003/7/Add.1
	CTIED 11. Trade facilitation: Review of the decisions taken during the UN/CEFACT sessions on 12 May and the morning of 13 May	TRADE/CEFACT/2002/41 TRADE/CEFACT/2002/41/Add.1	TRADE/2003/8
16:30-17:30	PROGRAMME OF WORK		
	CTIED 12. Activities of the Commission's other principal subsidiary bodies: Report of relevant activities of the Inland Transport Committee	TRADE/2003/9	
	CTIED 13. Programme of work, and priorities including a joint review of work items relating to UN/CEFACT	TRADE/2003/10 TRADE/2003/11 TRADE/2003/11/Add.1	TRADE/2003/12 TRADE/2003/13
	CTIED 14. Capacity building and implementation activities		TRADE/2003/14
17:30 – 18:00	REPORTS ON CROSS-SECTORAL ACTIVITIES AND COOPERATION		
	CTIED 15. Cross-sectoral activities in sustainable development, gender mainstreaming and ICT for development		TRADE/2003/15
	CTIED 16. Cooperation with other organizations in support of the programme of work		TRADE/2003/16

Introduction

1. The provisional agenda and time schedule for the ninth session of the Centre for Trade Facilitation and Electronic Business (UN/CEFACT) have been drawn up by the secretariat in consultation with the UN/CEFACT Steering Group (CSG) on the basis of the decisions and programme of work adopted by the Centre at its eighth session.
2. At its last session, the Centre decided to support, together with the Committee for Trade, Industry and Enterprise Development, a Second International Forum on Trade Facilitation, in 2003. A preliminary agenda for this event is available in document TRADE/2003/19. The two-day Forum will be held on 14 and 15 May, between the first and last days of the Committee session (on 13 and 16 May).
3. The Centre's regular session will begin formally on Monday, 12 May at 10:00. The Centre will approve the draft report of the ninth session on the afternoon of Tuesday, 13 May under agenda item CTIED 11.
4. The timing presented in the provisional agenda is tentative. The timetable will be revised at the meeting.

ANNOTATIONS

Item 1 - Adoption of the agenda

5. In accordance with the rules of procedure, the first item on the provisional agenda is the adoption of the provisional agenda (TRADE/CEFACT/2003/1/Rev.1).

Item 2 – Organizational reports

Documents:

- TRADE/2003/1/Add.1
- TRADE/CEFACT/2002/41 and TRADE/CEFACT/2002/41/Add.1
- TRADE/CEFACT/2003/INF.1
- TRADE/CEFACT/2003/INF.6
- TRADE/CEFACT/2003/3
- TRADE/CEFACT/2003/4

6. The Plenary will receive a report from the secretariat on matters arising from the 58th Session of UNECE (TRADE/2003/1/Add.1). The Report of the Eighth Session of UN/CEFACT (TRADE/CEFACT/2002/41 and TRADE/CEFACT/2002/41/Rev.1), approved at the UN/CEFACT May 2002 Plenary session, is to be confirmed.
7. The Chairman of the CSG will introduce the reports of the work undertaken by the Steering Group in its three sessions held in Geneva (25 – 28 February 2002 and 28 May 2002) and in Berlin (21 – 24 October

2002) in 2002 as well as the first meeting in 2003 held in Geneva (3 – 6 February 2003). These documents are presented **for noting**. The report of the Chairman of the Steering Group may contain items **for decision-making**.

Item 3 – Report on the discussions with the Office of Legal Affairs (OLA) regarding an External Support Service Provider and a UN/CEFACT Intellectual Property Rights Policy

Documents: TRADE/CEFACT/2003/INF.7
 TRADE/CEFACT/2003/6

8. The Chairman of the Steering Group and the secretariat will report on the progress made in the recent meetings with the OLA regarding the appointment of an External Support Service Provider to support the work of the UN/CEFACT Forum. The Centre will have before it a document (TRADE/CEFACT/2003/INF.7) **for discussion and possible decision-making**. Additional informal documents may be issued **for information**.

9. The Centre will also have before it a proposal for a UN/CEFACT Intellectual Property Rights Policy (TRADE/CEFACT/2003/6) **for discussion and possible decision-making**.

Item 4 – Considerations of the OLA advice

Document: TRADE/CEFACT/2003/INF.8

10. The Centre will review the options for the continuation of its work in the light of the OLA advice and the preparatory work undertaken by the Steering Group. The Centre will have before it a supporting document (TRADE/CEFACT/2003/INF.8) **for discussion and possible decision-making**.

Item 5 – Adoption of ebXML specifications

11. The Committee will have before it the draft recommendation on the use of ebXML (TRADE/CEFACT/2003/7). The document will contain items **for discussion and possible decision-making**.

Item 6 – Approval of recommendations and associated documents

Documents: ECE/TRADE/315
 TRADE/CEFACT/2003/19
 TRADE/CEFACT/2003/13/Add.1

12. The Centre will have before it Revision 2 of Recommendation 28 (ECE/TRADE/315). As the Centre has mandated the maintenance of the codes recommendations to the Information Content Management Group (ICG), this document is presented **for noting**.

13. The Centre will also have before it, **for endorsement**, a document related to a Trading Partner Agreement (TRADE/CEFACT/2003/19).

Item 7 – Reports from regional bodies and initiatives, as well as Regional Advisors

Documents: TRADE/CEFACT/2003/11

14. The Centre will have before it, **for noting**, a report of work undertaken in regional cooperation: Report on the Project for Technical Assistance Provided by the Czech Republic and UNECE in the area of Trade Facilitation. Additional informal documents may be issued for information.

Item 8 – Baseline study on the implementation of the trade facilitation recommendations

Documents: TRADE/CEFACT/2003/12

14. The secretariat will report on the progress of the background study for the Policy and the Communications and Promotion Groups

Item 9 – Progress of the Policy and the Communication and Promotion Groups

Documents: TRADE/CEFACT/2003/10

15. The Chairmen of the Policy and the Communication and Promotion groups will report on the work undertaken and present a plan for further activities.

Item 10 – Reports from UN/CEFACT Rapporteurs and related matters

Documents: TRADE/CEFACT/2003/13
TRADE/CEFACT/2003/13/Add.1
TRADE/CEFACT/2003/14
TRADE/CEFACT/2003/INF.4

16. The Centre will have before it, **for information and noting**, the reports of work undertaken by its Rapporteurs.

Item 11 –Memorandum of Understanding with the International Chamber of Commerce. Progress and cooperation under the Memorandum of Understanding with the International Electro-technical Commission, the International Organization for Standardization and the International Telecommunication Union.

17. The Centre will receive an oral report from the Standards Liaison Rapporteur on the work undertaken with the International Electro-technical Commission, the International Organization for Standardization and the International Telecommunication Union under the MoU. The Centre will also be given an oral report on recent developments regarding an MoU with the International Chamber of Commerce.

Item 12 – Reports from the UN/CEFACT Forum and its mandated groups and other related matters

Documents	TRADE/CEFACT/2003/18 TRADE/CEFACT/2003/INF.2 TRADE/CEFACT/2003/INF.3 TRADE/CEFACT/2002/32/Rev.2 TRADE/CEFACT/2003/20
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18. The Centre will have before it the mandates of the Groups (TRADE/CEFACT/2003/20) **for approval** and reports from the first UN/CEFACT Forum (TRADE/CEFACT/2003/18, Geneva, September 2002) and the second UN/CEFACT Forum (TRADE/CEFACT/2003/INF.2, San Diego, March 2003) **for endorsing**, as well as a programme of work for 2003 – 2004 (TRADE/CEFACT/2003/INF.3) for the Forum **for adoption**.

19. The Centre will also have before it a proposal for inclusion in the programme of work:

- Proposal for a UNECE Trade Facilitation Recommendation on Providing Guidance to Implementors of Electronic Business (TRADE/CEFACT/2002/32/Rev.2)

This document will be presented **for decision**.

Item 13 - Election of the Chairperson and members of the Steering Group

20. UN/CEFACT will elect its new officials in accordance with the Rules of Procedure (R.650).

Agenda Items CTIED 9 through CTIED 16 will be discussed during the CTIED - UN/CEFACT joint session

Item CTIED 9 - Opening Statement to the Joint Session by the UNECE Executive Secretary

21. The Executive Secretary of UNECE, Ms. Brigita Schmögnerová, will open the joint session of the Committee and UN/CEFACT.

Item CTIED 10 – Technical Harmonization and Standardization Policies

22. **For any decisions it has been requested to make and for endorsement**, the Committee will have before it the report of the 2002 session of the Working Party on Technical Harmonization and Standardization Policies (TRADE/WP.6/2002/17). The Committee is requested, in particular, **to approve** the establishment of an ad hoc team of experts on market surveillance issues. **For information**, the secretariat has prepared two documents: a summary of developments since the 2002 session (TRADE/2003/7) and a note on the latest projects: the “Telecom Industry Initiative” and the “Market Surveillance Initiative” (TRADE/2003/7/Add.1).

Item CTIED 11 - Trade facilitation

23. The Committee will **review and approve the wording of the decisions** made by UN/CEFACT during its meetings on 12 and 13 May for inclusion in the UN/CEFACT session report. The Committee will also have before it, **for information**, a UN/CEFACT report (TRADE/2003/8) summarizing developments in the last year, as well as, **for any decisions the Committee has been requested to make and for endorsement**, the report of the 2002 session of UN/CEFACT (TRADE/CEFACT/2002/41)

PROGRAMME OF WORK

Item CTIED 12 - Activities of the Commission's other principal subsidiary bodies

24. The Committee will have before it, **for discussion and noting**, a secretariat note on the activities of the UNECE Inland Transport Committee (TRADE/2003/9) that are, or could be, related to the CTIED Programme of Work.

Item CTIED 13 - Programme of Work, and Priorities

25. The Committee will have, **for approval**, a Bureau proposal for revising the format of the programme of work and procedures (TRADE/2003/10), and the draft programme of work for the Trade Development Sub-programme and the Industry and Enterprise Development Sub-programme (TRADE/2003/11 and TRADE/2003/11/Add.1). Two further documents **for information** report on the outputs of those sub-programmes in the last year (TRADE/2003/12) and (TRADE/2003/13).

REPORTS ON CROSS-SECTORAL ACTIVITIES AND COOPERATION

Item CTIED 14 - Capacity building and implementation activities

26. A report will be made, **for information**, on activities related to capacity building and implementation of the results of the work under the Committee (TRADE/2003/14).

Item CTIED 15 - Cross-sectoral activities in sustainable development, gender mainstreaming and ICT for development

27. The Committee will have before it, **for noting**, a report (TRADE/2003/15) on the activities carried out under its work programme that support the following cross-sectoral activities which the General Assembly has requested be taken into account in all work programmes of the United Nations:

- Sustainable development
- Gender mainstreaming
- Information and Communication Technologies (ICT) to support development
- World Summit on the Information Society.

Item CTIED 16 - Cooperation with other organizations in support of the work programme

28. **For information**, the secretariat has prepared for the Committee a report on the activities it has carried out (TRADE/2003/16) in cooperation with other organizations, including the United Nations Conference on Trade and Development (UNCTAD), the other regional commissions of the United Nations and the World Trade Organization (WTO).
