

**Economic and Social Council**

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Economic Commission for Europe**UNECE Executive Committee****Centre for Trade Facilitation and Electronic Business****Twenty-second session**

Geneva, 21-22 April 2016

Item 1 of the provisional agenda

Annotated provisional agenda for the twenty-second session^{1,2}

To be held at the Palais des Nations, Geneva, starting at 10.00 on Thursday, 21 April 2016, in Salle XXIV.

I. Provisional agenda

1. Adoption of the agenda.
2. Election.
3. Matters arising since the twenty-first session.
4. Bureau overview of developments.
5. Reports of rapporteurs.
6. Activities of other UNECE bodies and international organizations of interest to UN/CEFACT.
7. UN/CEFACT recommendations and standards.
8. UN/CEFACT structure, mandate, terms of reference, and procedures.
9. Future challenges in trade facilitation and electronic business.
10. UN/CEFACT Prospective Directions.
11. Other business.
12. Adoption of decisions and draft report of the twenty-second session.

¹ For reasons of economy, delegates are requested to bring copies of all relevant documents to the session. There will be no documentation available in the conference room. Before the session, documents may be downloaded from the UNECE website (<http://www.unece.org/index.php?id=40403>). During the session, official documents may be obtained from the UNOG Documents Distribution Section (Room C.337, third floor, Palais des Nations).

² All delegates are requested to complete the online registration form available on the UNECE website (<http://www.unece.org/index.php?id=40403>). Upon arrival at the Palais des Nations, delegates should obtain an identification badge at the UNOG Security and Safety Section, located at the Pregny Gate (14, Av. de la Paix). In case of difficulty, please contact the secretariat by telephone (ext. 73254). For a map of the Palais des Nations and other useful information, see the website: <http://www.unece.org/meetings/practical.htm>.



II. Annotations

Opening

The provisional agenda and timetable for the twenty-second session of the United Nations Centre for Trade Facilitation and Electronic Business (UN/CEFACT) has been drawn up by the Bureau in consultation with the secretariat. It is based on the decisions adopted at the twenty-first session. There will be simultaneous interpretation into English, French and Russian.

The session will be opened by the Executive Secretary of the United Nations Economic Commission for Europe (UNECE) and by the Chair of UN/CEFACT.

Item 1. Adoption of the agenda

<i>Document title</i>	<i>Document symbol</i>	
Draft agenda	ECE/TRADE/C/CEFACT/2016/1	For decision

The Chair, with the assistance of the secretariat, will present the draft agenda for adoption (ECE/TRADE/C/CEFACT/2016/1) and will inform the Plenary of any proposed changes.

Item 2. Election

Delegations will elect an additional Vice-Chair for the UN/CEFACT Bureau for the period 2016-2017.

Item 3. Matters arising since the twenty-first session

<i>Document title</i>	<i>Document symbol</i>	
Matters arising since the twenty-first session	ECE/TRADE/C/CEFACT/2016/3	For information

The secretariat, together with the Bureau, will report on matters arising from the UNECE's Executive Committee (EXCOM) and other UN bodies and conferences since the twenty-first session.

Delegations will have an opportunity to discuss the topics raised.

Item 4. Bureau overview of developments

The Chair and members of the Bureau will provide an overview of developments since the last session and will set the stage for the following agenda items.

Delegations will have an opportunity to review and discuss the topics raised.

Item 5. Reports of rapporteurs

<i>Document title</i>	<i>Document symbol</i>	
Report of Rapporteur for Africa	ECE/TRADE/C/CEFACT/2016/4	For noting
Report of Rapporteur for Asia and the Pacific	ECE/TRADE/C/CEFACT/2016/5	For noting

The regional rapporteurs will report on activities in their region.

Delegations will have an opportunity to review and discuss the topics raised.

Item 6. Activities of other UNECE bodies and international organizations of interest to UN/CEFACT

Delegates will be briefed about activities of potential interest undertaken by other UNECE bodies on matters of interest to UN/CEFACT. Representatives from other UN organizations and other international organizations will be invited to highlight areas for potential cooperation with UN/CEFACT as well as current and future activities of relevance.

A discussion will take place on potential areas for collaboration between UN/CEFACT and other UNECE bodies and international organizations.

Item 7. UN/CEFACT recommendations and standards

a) Recommendation for approval

<i>Document title</i>	<i>Document symbol</i>	
Recommendation on Public-Private Partnerships in Trade Facilitation	ECE/TRADE/C/CEFACT/2016/6	For decision

The Plenary will have before it for approval the Recommendation on Public-Private Partnerships in Trade Facilitation (ECE/TRADE/C/CEFACT/2016/6).

Delegations will have an opportunity for review and discussion.

b) Recommendations for noting

The Plenary will have before it the following recommendations for noting and delegations will have an opportunity to discuss these:

Recommendation 4 on National Trade Facilitation Bodies (ECE/TRADE/425), approved inter-sessionally on 15 December 2015.

(http://www.unece.org/fileadmin/DAM/cefact/recommendations/rec04/ECE_TRADE_425_CRec4.pdf)

Recommendation 40 on Consultation Approaches (ECE/TRADE/423), approved by the Plenary at its 21st Session (Decision 15-04) with changes to be implemented by the secretariat in consultation with delegations of the Netherlands and the United States of America.

(http://www.unece.org/fileadmin/DAM/cefact/recommendations/rec40/ECE_TRADE_423_E_Rec40.pdf)

Reference document: Summary report of recommendations and standards (ECE/TRADE/346/Rev.1)

c) Standards for noting

The Plenary will have before it the following standards for noting and delegations will have an opportunity to discuss these:

UN/EDIFACT Directory (Versions D.15A and D.15B)

(<http://www.unece.org/cefact/edifact/welcome.html>)

UN/LOCODE Directory (Versions 2015-1 and 2015-2)

(<http://www.unece.org/cefact/locode/welcome.html>)

UN/CEFACT Core Component Library (Versions D.15A and D.15B)

(http://www.unece.org/cefact/codesfortrade/uncccl/ccl_index.html)

UN/CEFACT XML Schema Library (Versions D.15A and D.15B)

(http://www.unece.org/cefact/xml_schemas/index)

Codes for Units of Measure Used in International Trade (Recommendation 20, Revision 11 and 12 of the code list)

(<https://www.unece.org/tradewelcome/un-centre-for-trade-facilitation-and-e-business-unecefact/outputs/cefactrecommendationsrec-index/list-of-trade-facilitation-recommendations-n-16-to-20.html>)

d) Related issues

<i>Document title</i>	<i>Document symbol</i>	
Example of an Executive Guide	ECE/TRADE/C/CEFACT/2016/7	For noting
UN/LOCODE Conference Report	ECE/TRADE/C/CEFACT/2016/8	For information
Briefing note on the development of a UN/CEFACT Standard on Traceability of Animals and Fish	ECE/TRADE/C/CEFACT/2016/9	For information

The Plenary will have before it documents related to UN/CEFACT recommendations and standards, including an example of a new type of deliverable: Executive Guides (ECE/TRADE/C/CEFACT/2016/7). The Terms of Reference for Executive Guides (ECE/TRADE/C/CEFACT/2016/11) will be presented under Item 8 below.

Delegations will have an opportunity to discuss these.

Item 8. UN/CEFACT structure, mandate, terms of reference, and procedures

<i>Document title</i>	<i>Document symbol</i>	
Election Procedure for the UN/CEFACT Bureau	ECE/TRADE/C/CEFACT/2016/10	For decision
Executive Guides on UN/CEFACT deliverables	ECE/TRADE/C/CEFACT/2016/11	For noting

<i>Document title</i>	<i>Document symbol</i>	
Terms of Reference for the Project Review and Support Function	ECE/TRADE/C/CEFACT/2016/12	For noting
Terms of Reference for Domains and Domain Coordinators	ECE/TRADE/C/CEFACT/2016/13	For noting
Terms of Reference for Liaison with other organizations	ECE/TRADE/C/CEFACT/2016/14	For noting
Terms of Reference for the UN/CEFACT Communication Team	ECE/TRADE/C/CEFACT/2016/15	For noting
Terms of Reference for the UN/LOCODE Focal Points	ECE/TRADE/C/CEFACT/2016/16	For noting
Update to the Open Development Process	ECE/TRADE/C/CEFACT/2016/17	For noting
UN/CEFACT Country Heads of Delegation: Guidance on responsibilities, duties and procedures	ECE/TRADE/C/CEFACT/2011/7/Add.1/Rev.2	For information

The secretariat and the Bureau will present the Election Procedure for the UN/CEFACT Bureau (ECE/TRADE/C/CEFACT/2016/10) for approval.

The seven other documents were prepared by the Bureau to clarify and streamline its procedures and to increase the visibility of UN/CEFACT and its work. These are presented for noting.

The document, UN/CEFACT Country Heads of Delegation: Guidance on responsibilities (ECE/TRADE/C/CEFACT/2011/7/Add.1/Rev.2), approved by the Plenary at its seventeenth session, is presented for information.

Delegations will have an opportunity to discuss these.

Item 9. Future challenges in trade facilitation and electronic business

<i>Document title</i>	<i>Document symbol</i>	
UN/CEFACT and the SDGs: Harnessing the potential of trade facilitation and e-business for sustainable development	ECE/INF/2015/17	For information
Briefing note on the contribution of UN/CEFACT to UN Sustainable Development Goal 14: Conserve and sustainably use the oceans, seas and marine resources for sustainable development	ECE/TRADE/C/CEFACT/2016/18	For information
Background paper: facilitating trade to feed the world	ECE/TRADE/C/CEFACT/2016/19	For information

Invited speakers, delegations, the secretariat and the Bureau will have an opportunity to provide their perspectives on emerging requirements and developments in the field of trade facilitation and electronic business, with a focus on the World Trade Organization's Trade Facilitation Agreement and the 2030 Agenda for Sustainable Development. The goal is to

brainstorm on how to build on progress in key projects and activities and on which areas might be given a priority in the future.

Item 10. UN/CEFACT Prospective Directions

<i>Document title</i>	<i>Document symbol</i>	
UN/CEFACT Prospective Directions	ECE/TRADE/C/CEFACT/2016/20	For decision
UN/CEFACT programme of work 2015-2016	ECE/TRADE/C/CEFACT/2015/8	For information

The Bureau will present for approval UN/CEFACT Prospective Directions (ECE/TRADE/C/CEFACT/2016/20).

The Plenary will have before it the UN/CEFACT programme of work 2015-2016 (ECE/TRADE/C/CEFACT/2015/8) for information. The Bureau welcomes input for the preparation of the subsequent programme of work.

Delegations will have an opportunity for discussion.

Item 11. Other business

Delegations will be invited to raise other issues not previously addressed during the session.

Item 12. Adoption of decisions and draft report of the twenty-second session

<i>Document title</i>	<i>Document symbol</i>	
Draft report of the twenty-second session	ECE/TRADE/C/CEFACT/2016/CRP.1	For decision
	ECE/TRADE/C/CEFACT/2016/CRP.1/Add.1	For decision

Delegations will be invited to adopt the decisions and the draft report.

Closing

III. Provisional timetable

<i>Date and time</i>	<i>Agenda item</i>	<i>Introduced by</i>
Thursday, 21 April		
10.00 – 10.15	Opening	Executive Secretary of the United Nations Economic Commission for Europe (UNECE) and Bureau Chair
10.15 – 10.30	Item 1: Adoption of the agenda	Chair
10.30 – 11.30	Item 2: Election	Secretariat/Bureau
11.30 – 12.00	Item 3: Matters arising since the twenty-first session	Secretariat and Bureau
12.00 – 13.00	Item 4: Bureau overview of developments	Bureau
13.00 – 15.00	Lunch break	
15.00 – 15.30	Item 5: Reports of rapporteurs	Rapporteurs
15.30 – 16.00	Item 6: Activities of other UNECE bodies and international organizations of interest to UN/CEFACT	Secretariat
16.00 – 16.30	Item 7: UN/CEFACT recommendations and standards	Bureau
16.30 – 18.00	Item 8: UN/CEFACT structure, mandate, terms of reference, and procedures	Secretariat and Bureau
Friday, 22 April		
10.00 – 11.00	Item 9: Future challenges in trade facilitation and electronic business	Bureau
11.00 – 12.30	Item 10: UN/CEFACT Prospective Directions	Bureau
12.30 – 13.00	Item 11: Other business	Bureau
13.00 – 15.00	Lunch break	
15.00 – 18.00	Item 12: Adoption of decisions and draft report of the twenty-second session	Secretariat
	Closing	Chair