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REPORT OF THE INTERNATIONAL TRADE AND BUSINESS PROCESSES GROUP (TBG)

TO THE UN/CEFACT PLENARY

Submitted by the Chairman of the UN/CEFACT TBG*/

* This document is submitted to the Eleventh session of UN/CEFACT **for endorsement.**

*/ The UNECE Trade Development and Timber Division has submitted the present document after the official documentation deadline due to resource constraints.

1. General

1. The purpose of the International Trade and Business Processes Group (TBG) is to be responsible for the simplification of international trade procedures, business and governmental process analysis, and best practices, using the UN/CEFACT Modeling Methodology where appropriate, to support the development of trade facilitation and electronic business solutions.
2. The TBG convened during both of the UN/CEFACT Forums in September 2004 and March 2005.
3. The TBG leadership consists of Mr. Jean-Luc Champion (Belgium) Chairman and Dr. Yong-Jae Kim (Republic of South Korea) Vice Chair.
4. There are 18 working groups within the TBG, with some 200 members. All of the work plan of the former International Trade Procedures Working Group (ITPWG) was placed within TBG 15. The former Business Process Analysis Working Group (BPAWG) projects were assigned to TBG 14. The domain groups of the former EDIFACT Working Group (EWG) comprise 16 working groups following the creation of 2 new working groups : TBG2, Regulatory Electronic Documents, which hosts the UNeDocs project, and TBG18, Agriculture, which will meet for the first time at the next Forum meeting in September 2005.

2. Guiding Documents

5. The TBG *Mandate* and *Terms of Reference* are under revision to be aligned with the TRADE/R650/Rev.4 (the Mandate and Terms of Reference for UN/CEFACT) and the Mandate and Terms of Reference of the Forum Management Group.

3. Liaison

6. The TBG has identified requirements to establish close liaison with various external activities. The OASIS Universal Business Language (UBL) Technical Committee is making progress on the delivery of their technical specification. The components defined by UBL have been submitted to TBG17 for UBL harmonization through a formal TBG17 liaison.
7. Technical Committee 204 (TC 204) of the Organization for International Standardization (ISO) is engaged in work similar to work being performed by the TBG Transport Working Group (TBG3). A liaison has been established between TC 204 and TBG3 with the objective of harmonizing their respective deliverables.
8. The TBG has established liaison with the OASIS e-Government Technical Committee and will continue to promote UN/CEFACT as the primary provider of electronic business solutions for government.

4. Inter-group processes

9. The general workflow procedures between the Applied Technologies Group (ATG), the Information Content Management Group (ICG) and the TBG, that were completed during the March 2004 Forum, is in the final phase for full adoption. These procedures will ensure the timely processing of work items and publication of UN/CEFACT directories.

5. Current Project Matrix

10. A matrix of all current and proposed TBG projects was updated during the March 2005 Forum.

11. A table listing all projects of the TBG and their current status is attached in the Annex.

6. Domain Workgroup Reports

6.1 TBG1 – Supply Chain & e-Procurement

12. TBG1 met during the full week of the UN/CEFACT Forum meetings in McLean and Kuala Lumpur.

13. Aerospace and Defence supply chain: The Business Requirement Specification (BRS) has been submitted to TBG1. They have received a sign off from the US and Europe. This was approved by TBG1 and by the TBG steering committee. The project team will develop the Requirement Specification Mapping (RSM) and candidate core components prior to the September Forum meeting.

14. Steel industry: The European steel industry would like to have, by the end of 2006, the European Steel Industry Data Exchange Language (Eurofer ESIDEL) version 2 of their XML standard in line with the UN/CEFACT specifications. The Australian Steel Institute, being interested to adopt the ESIDEL standard, has put together a document raising some comments and questions on the EUROFER ESIDEL version 1.0 for XML messages. The Australian Government is very interested in this project.

15. Material Safety Data Sheet: The BRS has been submitted. TBG1 reviewed the document to align it with the BRS specification. The updated BRS document was approved by TBG1 and forwarded for offline approval by the TBG Steering Committee. The project team will develop the RSM and Core Components prior to the September Forum meeting.

16. Invoice/Remittance Advice: The BRS documents were submitted during the meeting and were approved by TBG1 and the TBG Steering Committee. The project team will develop the RSM and core components prior to the September Forum meeting.

17. Work started on the e-Catalogue project by a project team in CEN/ISSS eBES/EEG1. As soon as information is available on the business processes to create and maintain a catalogue, the information shall be made available to the members of TBG1 and TBG6.

18. TBG1 also participated in cross-domain projects and a number of joint sessions were held during and outside the Forum meetings:

- TBG3 (Transport): Global trade – transport model
- TBG5 (Finance): e-Invoice, e-Remittance advice
- TBG6 (Architecture & Construction): e-Tendering, e-Catalogue
- TBG12 (Accounting & Audit): Accounting information in the Supply Chain messages

6.2 TBG2 – Digital Documents

19. UNECE and SITPRO together with supporting organizations have invested significant resources and expertise in the development of the UNeDocs International Document Set. The overall objective is the development of definitions for international paper trade documents and their equivalent electronic forms.

20. An original UNCEFACT Plenary decision in May 2002 resolved that UNeDocs should be brought into the Forum under the auspices of TBG. In 2004 the CEFACT Plenary mandated the Bureau to develop a major contribution for Trade Facilitation. Consequently, in his session in Kuala Lumpur, the TBG Steering Committee approved the creation of a new working group to host the UNeDocs project. TBG2 working group (Digital Documents) has been created and Chair has been elected by group's members.

21. The purpose of the UNeDocs project, first TBG2 project, is to deliver an internationally agreed simple and low cost answer for the exchange of trade document data based on an integrated approach to the implementation/development of international trade documentary and e-business standards that allows the business community to use both paper documents and their electronic equivalents to generate and transfer trade data throughout the international supply chain.

6.3 TBG3 - Transportation

22. TBG3 met the full week during the UN/CEFACT Forum meetings in McLean and Kuala Lumpur and in addition held an interim project development meeting.

23. The work has been progressed on Modelling Projects especially the Transport Core Components and Class diagram. As a result of its interim meeting held mid-January 2005 in Paris, TBG3 has confirmed Transport input to TBG17 (Harmonization Group) and ISO TC154 for the update of the TD ED ISO 7372.

24. TBG3 maintained close liaisons with the WCO project team to harmonise Customs and Transport data models and with ISO TC 204 on data standards and messages set for intermodal freight (sensitive transport truck-air-truck), including geolocation, for the preparation of the standard ISO 24553.

25. TBG3 has been working on the Transport Business Process Modelling and started XML messaging definition.

26. Liaison and joint developments have been setup with SMDG (Users Group of Maritime Carriers and Terminal Operators) and TOPAS (Terminal Operator and Port Authority Subcommittee for EDI Standards Development) as well as discussions and update on other ISO TC204 standard developments: ISO 24533 (data dictionary and messages for intermodal freight) for harmonisation of semantic data contents – ISO 17687 (data dictionary and messages for dangerous goods transportation).

27. New developments have been taken into consideration on Freight Security: Supply Chain, Maritime, Ports and TBG3 has tackled new initiatives: Rail Transport Interoperability and coding.

28. As Transport is a horizontal activity, a number of joint sessions have been held during the Forum meetings with the following groups to exchange deliverables and share experiences :

- TBG1 (Supply Chain & e-Procurement)
- TBG4 (Customs)
- TBG15 (International Trade Procedures) and TBG5 (Finance)
- TBG14 (Business Process Analysis) on the International Supply Chain model
- UNeDocs project with SITPRO-UK
- eCERT Project Team (Australia – New Zealand) dealing with the electronic certification of agricultural products

Resolution 1 – Position on ISO 17687 draft standard from ISO TC204

29. TBG3 is not supporting the ISO draft standard DIS 17687 “Data Dictionary and Message sets for Electronic Identification and Monitoring of Hazardous Materials/Dangerous goods Transportation” developed by ISO TC204, because the data specifications are neither compliant with the TD ED ISO 7372 and UN/EDIFACT Directories published by UN/CEFACT nor with the ebXML Core Component Technical Specifications (CCTS 2.01) published as ISO TS 15000 Part 5. This draft standard is in conflict with the existing UN/CEFACT and ISO standards which are extensively used in commercial freight operations for all modes of transport. TBG3 resolves that this issue be addressed by the Standard Liaison Rapporteur within the MOU between ISO and UN/CEFACT.

Resolution 2 – UBL XML documents

30. TBG3 resolves to request the TBG and the Forum Management Group (FMG) to clarify the working relationship with UBL regarding the applicable rules and the development of XML documents for the various business domains. Since OASIS has published the UBL standard version 1.0 including XML messages, the user community is confused about the respective roles of OASIS and UN/CEFACT and the potential duplication of deliverables.

6.4 TBG4 - Customs

31. TBG4 was represented and had several meetings with other UN/CEFACT permanent groups, ISO/TC204 and the E-Cert Ratification Team at the UN/CEFACT Forum meeting in McLean. TBG4 was not represented at the Kuala Lumpur UN/CEFACT Forum meeting. All of the TBG4 project work is developed externally through the World Customs Organization (WCO).

32. TBG 4 achieved its goal to exchange information and to raise awareness of the WCO Customs Data Model, the Unique Consignment Reference (UCR) and the Integrated Supply Chain Management (ISCM) Guidelines with the other 21 participating Permanent Groups, in particular Trade, Transport, Environmental Management and the e-Cert Ratification Project Team.

6.5 TBG5 - Finance

33. TBG5 met the full week during the UN/CEFACT Forum meetings in McLean and Kuala Lumpur and in addition held several interim plenary meetings. It also participated in SWIFT project meetings, in particular in the Payment Initiation project, as well as to the ISO 20022 Registration Management Group in ISO TC68 which now coordinates the standardization processes within the financial sphere. Most of the work is, in fact, done outside the forum.

34. TBG5 started the preparation of a work plan for convergence between Universal Financial Industry message scheme (ISO 20022/UNIFI) and UN/CEFACT.

35. TBG5 participated also in cross-domain projects:

- TBG 1: e-invoice, remittance advice
- TBG 12: accounting token, XBRL
- TBG 17 harmonisation.

36. Accordingly, TBG 5 is evolving in its role to act more as a facilitator of finance standards across the finance standards domain. This facilitation can be summarized as:

- Maintenance of legacy standards (UN/EDIFACT);
- Specification of business requirements between clients, banks and service providers;
- Validations of business requirements and resulting standards, through the participation of TBG 5 representatives (banks, corporate, and service providers);
- Liaison with ISO TC68 Banking, securities and other financial services;
- Coordination of business requirements within the UN/CEFACT Forum, TBG 5 being the interface between the financial industry and UN/CEFACT in order to ensure compliance with the UN/CEFACT work and promote cross-industry harmonization.

37. TBG 5 has been working closely with ISO TC 68 (Banking, securities and other financial services) and SWIFT on convergence and harmonization. TBG 5 believes that this is a fundamental founding principle upon which to build robust financial standards.

6.6 TBG6 – Architecture & Construction

38. TBG6 met during the full week of the UN/CEFACT Forum meetings in McLean and Kuala Lumpur and in addition held several interim project development meetings. They enjoy wide participation in their work involving contributions from delegates coming from Japan, the Republic of Korea, Thailand, the Czech Republic, France, Germany, Sweden, and United Kingdom and also from the European Commission.

39. The two joint TBG1/TBG6 projects, e-Tendering and e-Catalogue have been reviewed.
40. The e-Tendering Business Requirement Specification document (version 1) was approved by the TBG Steering Committee on Monday March 14th. It will be submitted to the UN/CEFACT Plenary for approval as a “Business Standard”
41. Information has been given on a potential new joint TBG1/TBG6 project: Real Estate Management. This project will be officially submitted at the next Forum meeting.
42. New projects must be set up in the future: Contract execution and Cost and Schedule data exchange.
43. Joint work will be set up with TBG12 (accounting & auditing) with regards to the current project on the Accounting Token.

6.7 TBG7 – Statistics, Collection & Reporting

44. TBG7 has not yet met as a working group under the Forum banner. All of the TBG7 project work is developed externally through the working group 6 (statistics) of CEN/ISSS e-Business European Standards (eBES eEG6) and the Statistical Data and Metadata Exchange (SDMX) initiative.

6.8 TBG8 – Insurance

45. TBG8 did not convene in McLean and Kuala Lumpur. The TBG8 project work is developed externally through ACORD, CSIO and working group 7 (insurance) of CEN/ISSS e-Business European Standards (eBES eEG7) although monthly virtual meetings are held to monitor progress.
46. TBG8 is conducting one approved UN/CEFACT project (P6) to harmonize its respective dictionaries and to discover generic and/or insurance specific core components. Any generic core components will be submitted to TBG17 for harmonization.
47. P6 main accomplishments:
- Completed all major categories of insurance information such as:
 - a. Party roles: Policy holder Insured, Claimant, Driver.
 - b. Address: Risk address, Policy holder address, billing address.
 - c. Claim
 - d. Contract
 - e. Coverage
 - f. Premium
 - g. Settlement
48. Now focusing on risk assessment information about insured objects like vehicles and buildings.

6.9 TBG9 – Travel, Tourism & Leisure

49. TBG9 met during the full week of the UN/CEFACT Forum meetings in McLean and Kuala Lumpur and in addition held several interim project development meetings.

50. During the last year TBG9 has been involved in several activities. As the need has arisen they have reviewed code requests virtually in order to meet the needs of new implementations of the existing TBG9 UN/EDIFACT messages.

51. TBG9 reviewed and finalized Aggregate Business Information Entities / Basic Business Information Entities (ABIE/BBIE's) of the Small Scaled Lodging House Info Project.

52. TBG9 has also worked on core components based on some of the objects in the Open Travel Alliance XML messages. They have also participated with an official representative in the work of TBG17 and reviewed the TC154 work to align the data element names in UNTDED with the Core Components Technical Specification.

6.10 TBG10 - Healthcare

53. TBG10 convened during the UN/CEFACT Forum meetings in McLean and Kuala Lumpur.

54. TBG10 and working group 9 (healthcare) of CEN/ISSS e-Business European Standards (eBES eEG9) are working together as one group and liaise with CEN TC251 working group 1, ISO TC215 and HL7 (Health Level).

55. TBG10 approved the project for Core Components based upon GPICS (CEN General Purpose Components) and CMETS (HL7 Common Message Element Types). The first submission for healthcare Core Components will be done in 2005.

56. HL7 formally offered the use of their products in the Core Components development process as well as the use of HL7-RIM terms, like Act, Living subject, Role, Participation, etc.

6.11 TBG11 – Social Services

57. TBG11 did not convene during the UN/CEFACT Forum meetings in McLean and Kuala Lumpur.

6.12 TBG12 – Accounting & Audit

58. TBG12 did not meet during the UN/CEFACT Forum meetings in McLean; nevertheless TBG then approved TBG12 project proposal "accounting token". TBG12 did reconvene in Kuala Lumpur.

59. TBG12 had two projects previously approved. The first one covers the discovery of Accounting & Audit candidate core components. Whilst some progress had been made the project is currently stalled due to concerns about the work group's future plans. The second project covered the discovery of

Financial Information Services candidate core components that has been now removed from the TBG12 list and forwarded to XBRL (eXtensible Business Reporting Language) organization.

60. XBRL is developing its own standards which are not ebXML compliant and XBRL is an international consortium supported by very powerful partners, the 'Big Four' Consultancy Companies, AICPA (American Institute of Certified Public Accountants) plus other Accounting Institutes (UK, D, NL, AU, NZ, JPN, KOR.).

61. TBG12 made progress on its project Accounting Token, jointly with TBG1, in order to liaise back office tasks, in particular accounting, with each step of the procurement chain. TBG6 has expressed interest in evaluating the adoption of Accounting Token elements into its projects; (TBG5 to attend as observer).

62. BBIE's development is in progress for the Accounting Entry that is part of Accounting & Audit project.

6.13 TBG13 – Environmental

63. TBG13 convened for the full week of the UN/CEFACT Forum meetings in McLean, with focus on the steps needed to complete work on a UMM-compliant model for notification and tracking associated with waste import/export that accommodates the requirements of the UNEP/Basel Agreement (UMM waste model).

64. TBG13 meetings in McLean included a two-day joint session with the NAFTA Commission for Environmental Cooperation (CEC) Hazardous Waste Task Force to discuss the applicability of the UMM waste model to North America.

65. At the London TBG17 meeting, a TBG13 representative submitted the core components model associated with the draft UMM waste model for harmonization.

66. TBG13 did not convene during the UN/CEFACT Forum meetings in Kuala Lumpur.

67. TBG13 will hold meetings in Ottawa, April 26 – 28, to review progress on the UMM waste model, to review a European-Union-sponsored instantiation of the draft UMM waste model for use by the waste tracking system of the European Data Interchange for Waste Notification (EUDIN), and to hold joint sessions with the CEC Hazardous Waste Task Force to discuss next steps in implementing waste notification and tracking within North America.

6.14 TBG14 – Business Process Analysis

68. TBG14 did not convene during the UN/CEFACT Forum meetings in McLean and Kuala Lumpur.

6.15 TBG15 – International Trade Procedures

69. TBG15 convened during the UN/CEFACT Forum meetings in McLean and Kuala Lumpur.

70. The past year has been both very busy and successful. Adopting a more project-based output-focused approach to the work programme the Working Group has delivered:

- A draft UNECE Recommendation and supporting Guidelines on the Single Window;
- A revised UNECE Recommendation 12 – Measures to Facilitate Maritime Transport Documents Procedures;
- A Benchmarking Concept paper similar to the successful brochures on Trade Facilitation and the Single Window concept;
- An extensive contribution to the debate on the Security of the Supply Chain by initiating the joint UNECE and WCO Conference in November 2003.

71. The TBG15 e-Cert Project Team held a working meeting during the Kuala Lumpur Forum meeting. The team met with other interested work groups, particularly with TBG1 in order to refine the e-Cert Business Requirement Specification document. This document will be submitted to the TBG Steering Committee during the intersessional period. UN/CEFACT Recommendation 33 on establishing a Single Window: TBG15 made a presentation at the Capacity Building Workshop on Trade Facilitation Implementation for the Asian and Pacific Region – 18 March 2005, in Kuala Lumpur.

73. Progress has been made with the Trade Facilitation Implementation Guide, the Revision of UN Recommendation 6 to accommodate e-Invoicing and the Box Completion Guidelines for UN aligned international trade documents.

74. TBG15 organized the establishment of Stakeholder Group for Document Owners for the UNeDocs project (TBG2).

75. A Guide to Benchmarking Trade Facilitation Performance is being prepared.

6.16 TBG16 – Entry Points

76. TBG16 did convene during the UN/CEFACT Forum meetings in McLean and Kuala Lumpur.

77. TBG 16 has set up and maintains a full web site for TBG, allowing all the domain groups to have a working repository for information and working documents, as well as a means to be recognized on the internet. The TBG web pages are currently hosted by DISA but are maintained remotely by TBG 16.

78. TBG16 started to produce a draft for a new DMR procedure to ensure TBG endorsement.

79. The entry points are committed to supporting the Forum process.

6.18 TBG17 – Harmonization

80. TBG17 is the harmonization function of UN/CEFACT. That means, in essence, that it ensures consistency and harmonizes business requirements across business domains and sectors, contributing to a concise and well-defined glossary of business terms, business data semantic definitions, and structuring of data exchanges.

81. Given its mandate as a focal point for the production of TBG's Library of business concepts TBG17, in addition, also intervenes and works closely together with ICG, ATG and TMG in the Forum.

82. TBG17 has met during the last two Forums and additionally currently meets for 3 full-week interim meetings per year. TBG17's membership is currently made up of representatives from the vast majority of TBG working groups, other Forum permanent groups and external liaisons that meet a minimum set of requirements in the constituency they represent. Examples are GS.1, SWIFT, OAGi, OASIS UBL, EUROFER and ebXML Asia.

83. During the last year TBG17 has mainly focused on creating the necessary set of guidelines, rules and procedures for performing the harmonization function. In addition TBG17 has recently - based upon the just under 500 first harmonized concepts - evaluated its operation and guiding principles resulting in a revised set of principles for harmonization, thus improving quality, consistency and efficiency in the deliverables from TBG17.

UN/CEFACT TBG Project Matrix - March 2005

Working Group		Projects	Internal Liaisons	External Liaisons	Status
TBG1	Supply Chain	Product Data BP Modeling and Core Components	TBG6	X12H	WIP (work in progress)
		Steel Industry Scheduling Cycle		Eurofer	WIP
		Steel Industry Shipping Cycle		Eurofer	WIP
		Steel Industry Quotation Process		Eurofer	WIP
		Steel Industry Purchase Order Process		Eurofer	WIP
		Steel Industry Sales List Process		Eurofer	WIP
		Steel Industry Order Status Process		Eurofer	WIP
		Supply Chain BP Modeling and Core Components		EAN.UCC	WIP
		Customer Switching in the Energy Industry		ebIX	Not yet submitted
		Material Safety Data Sheet BP models & Class Diagrams		X12H, EAN.UCC & CIDX	BRS Published
		Cross Industry Invoice Process		eBes/EEG1	BRS Published
		eCatalog Product Data ebXML Transactions		EAN.UCC	WIP
TBG2	eDOCs	Electronic Documents			Proposed TBG & Project
TBG3	Transportation & Logistics	Transport BP Modeling		UBL EAN.UCC TC204	WIP
		Transport Core Components		UBL EAN.UCC TC205	WIP
TBG4	Customs	Customs Core Components and BP Modeling		WCO	WIP
TBG5	Finance	Financial Business Process Modeling & Core Component Task Force		SWIFT X12F TC68 ECBS	WIP
TBG6	Architecture & Construction	AEC Core Components	TBG1		WIP
		e-Tendering ebXML Standards Project			BRS Published
		Real Estate		-	Not yet submitted
TBG7	Statistics Collection & Reporting	EU INSTAT Intrastat reporting BP modelling and XML Schema	ATG & TBG4	EUROSTAT, CEN/ISSS, TBG4	WIP

Working Group		Projects	Internal Liaisons	External Liaisons	Status
TBG8	Insurance	Insurance Data Dictionary & Core Components		ACORD CSIO EEG7	WIP
TBG9	Travel, Tourism and Leisure (TT&L)	TT&L Core Components		OTA	WIP
		Small scaled Lodging House Information		OTA	WIP
TBG10	Healthcare	Healthcare CCs and Business Information Entities (BIEs)		HL7, CEN/TC251 + others	WIP
TBG11	Social Services	SS Social Security Core Components			WIP
		SS Standardization of XML - Acknowledgement and Control Requirements			WIP
		SS Standardization of XML - Signing and Security Requirements			WIP
TBG12	Accounting & Audit (A&A)	A&A Core Components		XBRL	WIP
		Accounting token			WIP
TBG13	Environmental	Environmental - Waste Disposal Project		CEC NAFTA EUDIN	WIP
TBG14	Business Process Analysis (BP)	BP Catalog - Test of concept			WIP
		Catalog Project			WIP
TBG15	International Trade Procedures	Development of Single Window Recommendation	All TBG WGs		WIP
		Performance Measurement of TF Measures			WIP
		Update of Recommendation 12 (Legal issues in maritime transport)		World Bank, UNCTAD	WIP
		Electronic Signature			WIP
		Guide on Trade Facilitation			WIP
		eCert - XML for Sanitary & Phytosanitary Certificates		EU, SITPRO, AU/NZ, EUROPRO	BRS Proposed
		International Trade Facilitation Model			WIP
		International Trade Security Model		WCO, SITPRO, UNeDocs, eTIR	WIP
		Guide to Trade Facilitation Implementation and Practices			Proposed
		Revision of UN/CEFACT Recommendation 6 to accommodate e-invoicing			Proposed
TBG17	Harmonisation	Business Process and Core Components Harmonisation		OAG TC154 OASIS UBL	WIP

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