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ECONOMIC COMMISSION FOR EUROPE

COMMITTEE ON TRADE

Centre for Trade Facilitation and Electronic Business

Fifteenth session

Geneva, 9-12 November 2009

ANNOTATED PROVISIONAL AGENDA FOR THE FIFTEENTH SESSION^{1, 2}

to be held at the Palais des Nations, Geneva
starting at 3 p.m., on Monday, 9 November 2009

I. PROVISIONAL AGENDA

1. Adoption of the agenda.
2. Matters arising since the fourteenth session.
3. Bureau overview of developments.
4. Activities of the Forum Management Group and the permanent groups.
5. Activities of regional Rapporteurs.
6. Stakeholder needs and priorities.
7. Policy drivers for the development of trade facilitation instruments.
8. Capacity-building and the implementation of international standards.
9. Strategic directions and next steps.

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's website (<http://www.unece.org/cefact>). 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 registration form available for download at the UNECE's website (<http://www.unece.org/cefact>). It should be transmitted to the UNECE secretariat no later than the 28 October 2009 by email (Amelia.Dellefoglio@unece.org) or by fax (+41 22 917 0629). 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, Avenue 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 website <http://www.unece.org/meetings/practical.htm>.

10. Election of Chairman.
11. Approval of new recommendations and standards.
12. The way forward.
13. Adoption of the report of the session.

II. ANNOTATIONS TO THE PROVISIONAL AGENDA

Opening

1. The provisional agenda and timetable for the fifteenth session of the United Nations Centre for Trade Facilitation and Electronic Business (UN/CEFACT) have been drawn up by the secretariat in consultation with the Chair and the Bureau on the basis of the decisions and the programme of work adopted at the fourteenth session. In addition to regular business, the session will offer significant opportunities to delegations for focused discussion on topics that are set out below. Simultaneous interpretation will be available at all sessions.

2. The fifteenth session will be opened by the Executive Secretary of the United Nations Economic Commission for Europe (UNECE).

Item 1 Adoption of the agenda

Documentation: ECE/TRADE/C/CEFACT/2009/1

3. According to the Commission's Rules of Procedure, the first item to be adopted by the working party is its agenda.

Item 2 Matters arising since the fourteenth session

Documentation: ECE/TRADE/C/CEFACT/2009/2, ECE/TRADE/C/CEFACT/2009/3, ECE/TRADE/C/CEFACT/2009/4, ECE/TRADE/C/CEFACT/2009/5

4. The Chief of the Global Trade Solutions Section, in collaboration with the Bureau, will address matters arising from the UNECE Executive Committee (EXCOM) and the Committee on Trade since the fourteenth session. Delegations will have an opportunity to review topics raised and to engage in an exchange of views.

Item 3 Bureau overview of developments

Documentation: ECE/TRADE/C/CEFACT/2009/6, ECE/TRADE/C/CEFACT/2009/7

5. The Bureau will provide an overview of developments since the last session, setting the stage for the topics to be taken up during the meeting. Delegations will have an opportunity to review topics raised and to engage in an exchange of views.

Item 4 Activities of the Forum Management Group and the permanent groups

Documentation: ECE/TRADE/C/CEFACT/2009/8, ECE/TRADE/C/CEFACT/2009/9,
ECE/TRADE/C/CEFACT/2009/10

6. The Forum Management Group (FMG) and the five permanent groups will report on activities since the last session. Delegations will have an opportunity to review topics raised and to engage in an exchange of views.

Item 5 Activities of regional rapporteurs

Documentation: ECE/TRADE/C/CEFACT/2009/11, ECE/TRADE/C/CEFACT/2009/12

7. The regional rapporteurs will report on activities undertaken since the last session. Delegations will have an opportunity to review topics raised and to engage in an exchange of views.

Item 6 Stakeholder needs and priorities

Documentation: ECE/TRADE/C/CEFACT/2009/13, ECE/TRADE/C/CEFACT/2009/14

8. The session will discuss the needs and priorities of stakeholders. To facilitate the exchange of views, this will be addressed in separate parts:

- (a) Strategic issues, deliverables and timeframes;
- (b) Special focus on economies in transition.

Item 7 Policy drivers for the development of trade facilitation instruments

Documentation: ECE/TRADE/C/CEFACT/2009/15

9. The Bureau and stakeholder panelists will review key policy drivers for the development of trade facilitation instruments, setting the stage for an exchange of views by the session.

Item 8 Capacity-building and the implementation of international standards

Documentation: ECE/TRADE/C/CEFACT/2009/16

10. The Bureau and stakeholder panellists will review key aspects of capacity-building that affect the implementation of international standards. To facilitate the exchange of views, this will be addressed in separate parts:

- (a) Strategic and implementation issues;
- (b) Special focus on economies in transition.

Item 9 Strategic directions and next steps

Documentation: TRADE/R.650/Rev.5, ECE/TRADE/C/CEFACT/2009/17,
ECE/TRADE/C/CEFACT/2009/18, ECE/TRADE/C/CEFACT/2009/19,
ECE/TRADE/C/CEFACT/2009/20, ECE/TRADE/C/CEFACT/2009/21

11. The Bureau will address the issue of strategic directions and next steps for UN/CEFACT. This will include a review of the Mandate and Terms of Reference (TRADE/R.650) and the programme of work. Delegations will have an opportunity to review topics raised and to engage in an exchange of views.

Item 10 Election of Chairman

12. Delegations will elect a Chairman for UN/CEFACT for the period 2009 – 2011.

Item 11 Approval of new recommendations and standards

Documentation: ECE/TRADE/C/CEFACT/2009/22, ECE/TRADE/C/CEFACT/2009/23,
ECE/TRADE/C/CEFACT/2009/24, ECE/TRADE/C/CEFACT/2009/25,
ECE/TRADE/C/CEFACT/2009/26

13. The session will have before it for approval some new and updated recommendations and standards.

Item 12 The way forward

Documentation: ECE/TRADE/C/CEFACT/2009/27

14. The Bureau will introduce the topic of the way forward for UN/CEFACT, setting the stage for an exchange of views by the session.

Item 13 Adoption of the report of the session

Documentation: ECE/TRADE/C/CEFACT/2009/28

15. Delegations will be invited to adopt the report of the session.

III. PROVISIONAL TIMETABLE

Date	Agenda item	Introduced by
Monday, 9 November		
15:00 – 18:00	Opening Item 1: Adoption of the agenda Item 2: Matters arising since the fourteenth session Item 3: Bureau overview of developments Item 4: Activities of the Forum Management Group and the permanent groups Item 5: Activities of regional rapporteurs	UNECE Executive Secretary Chairman Director, T&T Division Chairman Forum Chairman and permanent group chairs Rapporteurs
Tuesday, 10 November		
10.00 – 13:00	Item 6: Stakeholder needs and priorities (a) Strategic issues, deliverables and timeframes (b) Special focus on economies in transition	Bureau
15:00 – 18:00	Item 7: Policy drivers for the development of trade facilitation instruments	Bureau
Wednesday, 11 November		
10:00 – 13:00	Item 8: Capacity-building and the implementation of international standards (a) Strategic and implementation issues (b) Special focus on economies in transition	Bureau
15:00 – 18:00	Item 9: Strategic directions and next steps	Bureau
Thursday, 12 November		
10:00 – 13:00	Item 10: Election of Chairman Item 11: Approval of new standards and recommendations Item 12: The way forward	Secretariat Chairman Bureau
15:00 – 18:00	Item 13: Adoption of the report of the fifteenth session Closing	Chairman