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COMMITTEE FOR TRADE, INDUSTRY AND ENTERPRISE DEVELOPMENT

Centre for the Facilitation of Procedures and Practices
for Administration, Commerce and Transport

Fifth session, 15-17 March 1999

REVISED PROVISIONAL AGENDA

The Plenary will be held in the Palais des Nations, Geneva,
starting at 10 a.m. on Tuesday, 16 March 1999

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|------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Adoption of the Revised Provisional Agenda | TRADE/CEFACT/1999/1/Rev.1 |
| 2. Report of the September session | TRADE/CEFACT/1998/27
TRADE/CEFACT/1998/27/Corr.1 |
| 3. Election of officers and members of the
UN/CEFACT Steering Group | |
| 4. UN/CEFACT Steering Group (CSG) reports | TRADE/CEFACT/1999/16
TRADE/CEFACT/1999/17
TRADE/CEFACT/1999/CRP.4 |
| 5. Progress reports from mandated groups | TRADE/CEFACT/1999/7
TRADE/CEFACT/1999/3
TRADE/CEFACT/1999/2
TRADE/CEFACT/1999/CRP.2
TRADE/CEFACT/1999/CRP.7
TRADE/CEFACT/1999/CRP.5 |

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|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 6. Promotion of UN/CEFACT objectives | TRADE/CEFACT/1999/CRP.6 |
| 7. Reports from UN/CEFACT rapporteurs, and related matters | TRADE/CEFACT/1999/CRP.3 |
| 8. Strategy and Programme of Work | TRADE/CEFACT/1999/CRP.1 |
| 9. Approval of recommendations | TRADE/CEFACT/1999/11
TRADE/CEFACT/1999/12
TRADE/CEFACT/1999/12/Corr.1
TRADE/CEFACT/1999/13
TRADE/CEFACT/1999/13/Corr.1
TRADE/CEFACT/1999/14
ECE/TRADE/227 |
| 10. Reports from regional bodies and initiatives, as well as regional advisors | TRADE/CEFACT/1999/18 |
| 11. Progress and cooperation with the International Electrotechnical Commission, International Organization for Standardization, the Organisation for Economic Cooperation and Development, the United Nations Conference on Trade and Development, World Trade Organization and the World Customs Organization | TRADE/CEFACT/1999/15
TRADE/CEFACT/1999/CRP.9 |
| 12. Other business | |
| 13. Adoption of the report | |

ANNOTATIONS

Introduction

The revised provisional agenda for the fifth session of the Centre for the Facilitation of Procedures and Practices for Administration, Commerce and Transport (UN/CEFACT) was prepared in accordance with decisions taken by the UN/CEFACT officers and the secretariat. The provisional timetable is being proposed by the secretariat after consultation with the Chair of the UN/CEFACT Steering Group for the fifth session of UN/CEFACT. The timetable is indicative only.

	(a.m.)	(p.m.)
Monday, 15 March	Seminar	Seminar
Tuesday, 16 March	UN/CEFACT	UN/CEFACT
Wednesday, 17 March	UN/CEFACT	Informal Meetings

The seminar will begin at 10:00 on Monday.

To mark the successful completion of the migration period of UN/CEFACT, the CSG decided that a seminar would be held on Monday, 15 March followed by the Plenary session on Tuesday and the morning of Wednesday. The objective of the Seminars would be to show to delegates to the Plenary and invited guests the range of UN/CEFACT activities and the impact of UN/CEFACT's work on government, commerce and industry. A detailed programme will be issued in February.

Item 1 - Adoption of the Revised Provisional Agenda

In accordance with the Rules of Procedure of the United Nations Economic Commission for Europe (UN/ECE), the first item on the revised provisional agenda is the adoption of the agenda (document TRADE/CEFACT/1999/1/Rev.1).

Item 2 - Report of the September session

The **report** TRADE/CEFACT/1998/27 of the UN/CEFACT Plenary, approved at the September session, is **to be confirmed**.

Item 3 - Election of officers and members of the UN/CEFACT Steering Group

As agreed at the September 1998 session, elections will be held for a number of vice-chair posts. In addition, elections will be held for the 15 Steering Group members.

Item 4 - UN/CEFACT Steering Group (CSG) reports

The Chairman of the UN/CEFACT Steering Group will present, **for review and approval**, his report, summarizing the results of the Group's work during the last six months (TRADE/CEFACT/1999/16).

The Chairman will also present, **for information and noting**, the reports covering the CSG meetings of September 1998 and January 1999, as contained in documents TRADE/CEFACT/1999/17 and TRADE/CEFACT/1999/CRP.4.

Item 5 - Progress reports from mandated groups

Written or oral reports, **for discussion and noting**, will be received from the following UN/CEFACT permanent working groups: Business Process Analysis

Working Group (BPAWG); Codes Working Group (CDWG); International Trade Procedures Working Group (ITPWG); Legal Working Group (LWG); and Techniques and

Methodologies Working Group (TMWG).

Reports, **for review and, where relevant, for approval**, will also be received from the SIMAC and the Electronic Commerce ad hoc Working Group (ECAWG). The SIMAC ad hoc Working Group will present its final report (TRADE/CEFACT/1999/7).

The Chairman of the UN/EDIFACT Working Group (EWG) will present, **for information**, two documents on UN/EDIFACT Message Design Rules for EDI (TRADE/CEFACT/1999/3) and the New Message Design Rules- Implementation timetable and strategy (TRADE/CEFACT/1999/2).

The Legal Working Group will present **for information** a revision of the document TRADE/WP.4/R.1096 - Review of definitions of "Writing", "Signature" and "Document" employed in multinational conventions and agreements relating to international trade (TRADE/CEFACT/1999/CRP.2). From the above document a Recommendation for implementing the conclusions of the report, has been prepared from UN/CEFACT to UNCITRAL for approval (TRADE/CEFACT/1999/CRP.7). Also, a document on Electronic Commerce Agreement will be presented **for information** (TRADE/CEFACT/1999/CRP.5).

Item 6 - Promotion of UN/CEFACT objectives

A report, **for information and noting**, will be received from the Vice-Chair responsible for promotion (TRADE/CEFACT/1999/CRP.6).

Item 7 - Reports from UN/CEFACT rapporteurs, and related matters

The Plenary will receive a report from the UN/CEFACT Rapporteur for Asia (TRADE/CEFACT/1999/CRP.3) and the UN/CEFACT Standards Liaison Rapporteur.

Item 8 - Strategy and Programme of Work

The Plenary is invited **to review** the revision to document TRADE/CEFACT/1998/19, as contained in TRADE/CEFACT/1999/CRP.1, submitted by the Steering Group. **This document is for discussion and possible approval.**

Item 9 - Approval of recommendations

The International Trade Procedures Working Group will submit **for approval** Draft Recommendation No.4 - National Trade Facilitation Bodies (TRADE/CEFACT/1999/11), Draft Recommendation No.12 - Measures to Facilitate Maritime Transport Documents Procedures (TRADE/CEFACT/1999/12), Draft Recommendation No.15 - Simpler Shipping Marks (TRADE/CEFACT/1999/13) and Draft Recommendation on Preshipment Inspection (TRADE/CEFACT/1999/14). Also, Recommendation No.16- UN Codes for Ports and other locations (ECE/TRADE/227) that has already been approved is being issued **for information**.

Item 10 - Reports from regional bodies and initiatives, as well as regional advisors

Written or oral reports will be received from regional bodies and initiatives, as well as regional advisors covering projects or activities related to UN/CEFACT's work.

A report from the Czech Republic will be given on the results of the project Support of Trade Facilitations Measures and UN/EDIFACT Implementation in Selected

Eastern European Countries (TRADE/CEFACT/1999/18).

Item 11 - Progress and cooperation with the International Electrotechnical Commission, International Organization for Standardization, the Organization for Economic Co-operation and Development, the United Nations Conference on Trade and Development, World Trade Organization and the World Customs Organization

The Chairman of the Steering Group will provide information regarding the successful finalization of the revised Memorandum of Understanding between IEC ISO and UN/ECE (TRADE/CEFACT/1999/15). The secretariat will report on cooperation with OECD, UNCTAD and WTO.

A report on the revised Kyoto Convention will be received from the World Customs Organization (TRADE/CEFACT/1999/CRP.9)

Item 12 - Other business

As of 18 February, there was nothing to report under this agenda item.

Item 13 - Adoption of the report

The report of the fifth session shall be approved according to the procedures agreed at the September 1998 session.
