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Economic Commission for Europe

Executive Committee

Centre for Trade Facilitation and Electronic Business

Twenty-seventh session

Geneva, 19-20 April 2021

Item 1 of the provisional agenda

Adoption of the agenda

Provisional Agenda for the Twenty-Seventh Session^{1,2}

To be held at the Palais des Nations, Geneva
starting at 10 a.m. on Monday, 19 April 2020, in Salle TPS2.

I. Provisional agenda

1. Adoption of the agenda.
2. Elections.
3. Matters arising since the twenty-sixth session.
4. Bureau overview of developments.
5. Reports of rapporteurs.
6. Recommendations and standards:
 - (a) Recommendations for approval;
 - (b) Deliverables in support of the circular economy;
 - (c) Standards for noting;
 - (d) Implementation support material;
 - (e) Support to capacity building and technical cooperation.
7. United Nations Centre for Trade Facilitation and Electronic Business structure, mandate, terms of reference and procedures.

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 <https://unece.org/trade/uncefact/uncefact-27th-plenary>.

² All delegates are requested to complete the INDICO online registration form available on the UNECE website <https://indico.un.org/event/1000081/>. 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 the website: <http://www.unece.org/meetings/practical.html>.



8. Advisory Group on Advanced Technologies.
9. Advisory Group on the United Nations Code for Trade and Transport Locations.
10. Team of Specialists on Sustainable Fisheries / Sustainable Value Chains.
11. Activities of other United Nations Economic Commission for Europe bodies and international organizations of interest to United Nations Centre for Trade Facilitation and Electronic Business.
12. Future challenges in trade facilitation and electronic business.
13. Other business.
14. Adoption of decisions and draft report of the twenty-seventh session.

II. Annotations

Opening

The provisional agenda and timetable for the twenty-seventh 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-sixth session. There will be simultaneous interpretation into English, French and Russian.

Item 1. Adoption of the agenda

<i>Document title</i>	<i>Document symbol</i>	
<i>Provisional Agenda for the Twenty-Seventh Session</i>	ECE/TRADE/C/CEFACT/2021/1	For decision

The Chair, with the assistance of the secretariat, will present the provisional agenda for adoption and will inform the Plenary of any proposed changes.

Item 2. Elections

<i>Document title</i>	<i>Document symbol</i>	
<i>Consolidated UN/CEFACT Mandate and Terms of Reference</i>	ECE/TRADE/C/CEFACT/2017/15	For information

Delegations who are physically present will elect the chair for a three-year period and regional rapporteurs for a two-year period.

Delegations are encouraged to refer to the *Consolidated UN/CEFACT Mandate and Terms of Reference* (ECE/TRADE/C/CEFACT/2017/15) adopted at the twenty-third session, section E on the election procedures; section D concerning the role and responsibilities of the Bureau and its Chair; and section G concerning the role and responsibilities of the regional rapporteurs.

Item 3. Matters arising since the twenty-sixth session

<i>Document title</i>	<i>Document symbol</i>	
<i>Matters Arising Since the Twenty-Sixth Session</i>	ECE/TRADE/C/CEFACT/2021/3	For information

<i>Report from UNECE Regional Advisor</i>	ECE/TRADE/C/CEFACT/2021/INF.1	For information
<i>UNECE Nexus: Sustainable Mobility and Smart Connectivity Executive Summary</i>	ECE/TRADE/C/CEFACT/2021/INF.2	For information

The secretariat will report on matters arising since the twenty-sixth session.

Delegations will have an opportunity to clarify questions and provide comments on these documents.

Item 4. Bureau overview of developments

<i>Document title</i>	<i>Document symbol</i>	
<i>UN/CEFACT Bureau Report of Developments</i>	ECE/TRADE/C/CEFACT/2021/4	For information

The Chair and members of the Bureau will provide an overview of developments since the twenty-sixth session including Bureau decisions, summary of promotional activities and project activities. This will set the stage for the subsequent agenda items.

Delegations will have an opportunity to clarify questions and provide comments on this document.

Item 5. Reports of rapporteurs

<i>Document title</i>	<i>Document symbol</i>	
<i>UN/CEFACT Regional Rapporteur Reports</i>	ECE/TRADE/C/CEFACT/2021/5	For noting

The regional rapporteurs will report on activities related to UN/CEFACT in their regions.

Delegations will have an opportunity to clarify questions and provide comments on this document.

Item 6. Recommendations and standards

(a) Recommendations for approval

<i>Document title</i>	<i>Document symbol</i>	
<i>Recommendation No. 38: Trade Information Portals</i>	ECE/TRADE/C/CEFACT/2021/6	For decision
<i>Recommendation No. 44: Cross-Border Facilitation Measures for Disaster Relief</i>	ECE/TRADE/C/CEFACT/2021/7	For decision
<i>Recommendation No. 45: Minimum Standards for Ship Agents and Ship Brokers</i>	ECE/TRADE/C/CEFACT/2021/8	For decision
<i>Recommendation No. 47: Pandemic Crisis Trade-Related Response</i>	ECE/TRADE/C/CEFACT/2021/9	For decision

The above deliverables are presented to the Plenary for approval.

Delegations will have an opportunity to clarify questions and provide comments on these recommendations.

(b) Deliverables in support of the circular economy

<i>Document title</i>	<i>Document symbol</i>	
<i>Recommendation No. 46: Enhancing Transparency and Traceability of Sustainable Value Chains in the Garment and Footwear Sector</i>	ECE/TRADE/C/CEFACT/2021/10	For decision
<i>Call to Action for Recommendation No. 46: Enhancing Transparency and Traceability of Sustainable Value Chains in the Garment and Footwear Sector</i>	ECE/TRADE/C/CEFACT/2020/6/Rev.1	For endorsement
<i>Executive Summary for Policymakers: Enhancing Transparency and Traceability of Sustainable Value Chains in the Garment and Footwear Sector</i>	ECE/TRADE/C/CEFACT/2021/11	For information
<i>Policy Brief – Harnessing the Potential of Blockchain Technology for Due Diligence and Sustainability in Cotton Value Chains</i>	ECE/TRADE/C/CEFACT/2021/12	For information
<i>Report – Enhancing Sustainability and Circularity in the Garment and Footwear Sector: Policy Developments and Industry Perspectives on Traceability and Transparency</i>	ECE/TRADE/C/CEFACT/2021/INF.3	For information

The above deliverables are presented to the Plenary for approval, endorsement and information.

In the framework of the project on enhancing transparency and traceability of sustainable value chains in the garment and footwear sector, two business process analysis have been prepared:

- Business Process Analysis for Sustainability and Circularity in Textile Value Chains (https://unece.org/sites/default/files/2021-01/E320_BPA-SVC-textile.pdf).
- Business Process Analysis for Sustainability and Circularity in Leather Value Chains (https://unece.org/sites/default/files/2021-01/E320_BPA-SVC-leather.pdf).

Delegations will have an opportunity to clarify questions and provide comments on these documents.

(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.20A and D.20B)

(<http://www.unece.org/tradewelcome/un-centre-for-trade-facilitation-and-e-business-unecefact/outputs/standards/unedifact/directories/2011-present.html>).

UN/LOCODE Directory (versions 2020-1 and 2020-2)

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

UN/CEFACT Core Component Library (versions D.20A and D.20B)

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

UN/CEFACT XML Schema Library (versions D.20A and D.20B)

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

International Forwarding and Transport e-business standard

(https://unece.org/DAM/cefact/brs/BRS_InternationalForwardingTransport_v1.0.pdf).

Cross-Industry Export Packing List e-business standard

(http://staging2.unece.org.net4all.ch/fileadmin/DAM/cefact/brs/BRS_SCMP-PackingList_v1.pdf).

Rapid Alert System for Food and Feed (RASFF) e-business standard

(https://unece.org/fileadmin/DAM/cefact/brs/BRS_AGRI-RASFF_v1.pdf).

Exchange Header Envelope (XHE) technical specification

(<https://unece.org/trade/uncefact/XHE>).

Cross-Domain Application Error and Acknowledgment e-business standard

(https://unece.org/sites/default/files/2021-01/BRS-CDAError_AcknowledgementProcess.pdf).

Message Construction Guideline for Core Component Business Document Assembly

(https://unece.org/sites/default/files/2021-01/BRS-CDAError_AcknowledgementProcess.pdf).

Annex II (Code elements listed by units of measure name) and Annex III (Code elements listed by common code) of UNECE Recommendation No. 20: *Codes for Units of Measure Used in International Trade*

(http://www.unece.org/fileadmin/DAM/cefact/recommendations/rec20/rec20_Rev15e-2020.xls).

The Annex of UNECE Recommendation No. 23: *Freight Cost Code – FCC Harmonization of the Description of Freight Costs and Other Charges*

(http://www.unece.org/fileadmin/DAM/cefact/recommendations/rec23/Rec23_Rev10e_2020.xlsx).

(d) Implementation support material

<i>Document title</i>	<i>Document symbol</i>	
<i>Call to Action for Improved Digitalization Through the Use of UN/CEFACT Standards</i>	ECE/TRADE/C/CEFACT/2021/13	For endorsement
<i>White Paper on Integrated Track and Trace for Multi-Modal Transportation</i>	ECE/TRADE/C/CEFACT/2021/INF.4	For noting
<i>Executive Guides in Support of UN/CEFACT Deliverables</i>	ECE/TRADE/C/CEFACT/2021/14	For noting

The above deliverables are presented to the Plenary for endorsement and noting.

Delegations will have an opportunity to clarify questions and provide comments on these documents.

(e) Support to capacity building and technical cooperation

<i>Document title</i>	<i>Document symbol</i>	
<i>Training Material on the Implementation of Single Window</i>	ECE/TRADE/C/CEFACT/2021/INF.5	For information
<i>Training Material on the Use of International Standards</i>	ECE/TRADE/C/CEFACT/2021/INF.6	For information
<i>Training Material on National Trade Facilitation Bodies</i>	ECE/TRADE/C/CEFACT/2021/INF.7	For information
<i>Guide for National Trade Facilitation Bodies on How to Use UN/CEFACT Standards and Tools</i>	ECE/TRADE/C/CEFACT/2021/INF.8	For information
<i>Regional Report on Post-Pandemic COVID-19 Economic Recovery: E-Commerce and Trade Facilitation</i>	ECE/TRADE/C/CEFACT/2021/15	For information
<i>Trade Facilitation Roadmap of the Kyrgyz Republic 2021-2025</i>	ECE/TRADE/C/CEFACT/2021/16	For information
<i>Meeting Report of the Forty-Second Session of the Electronic Business Memorandum of Understanding Management Group Meeting of 9-10 December 2020</i>	ECE/TRADE/C/CEFACT/2021/INF.9	For information

The above deliverables are presented to the Plenary for information.

In the framework of the *Trade Facilitation Roadmap of the Kyrgyz Republic*, two business process analysis (BPA) reports were prepared:

- Export of Textile Products from the Kyrgyz Republic to the Russian Federation (http://unece.org/sites/default/files/2021-01/E344_BPA-Textile.pdf).
- Import of Pharmaceutical Products to the Kyrgyz Republic from the Russian Federation (http://unece.org/sites/default/files/2021-01/E344_BPA-Pharma.pdf).

Delegations will have an opportunity to clarify questions and provide comments on these documents.

Item 7. United Nations Centre for Trade Facilitation and Electronic Business structure, mandate, terms of reference and procedures

<i>Document title</i>	<i>Document symbol</i>	
<i>United Nations Centre for Trade Facilitation and Electronic Business (UN/CEFACT) Programme of Work 2021-2022</i>	ECE/TRADE/C/CEFACT/2021/17	For decision

The Plenary will have before it the *United Nations Centre for Trade Facilitation and Electronic Business (UN/CEFACT) Programme of Work 2021-2022* (ECE/TRADE/C/CEFACT/2021/20) for decision.

Delegations will have an opportunity to clarify questions and provide comments on this document.

Item 8. Advisory Group on Advanced Technologies

<i>Document title</i>	<i>Document symbol</i>	
<i>Report of the Advisory Group on Advanced Technologies at its Second Session</i>	ECE/TRADE/C/CEFACT/2021/18	For endorsement
<i>Overview of Activities Related to the Advisory Group on Advanced Technologies in 2020</i>	ECE/TRADE/C/CEFACT/2021/INF.10	For information
<i>Artificial Intelligence Demystified</i>	ECE/TRADE/C/CEFACT/2021/19	For information

At the twenty-fifth session of the UN/CEFACT Plenary, the *Advisory Group on Advanced Technologies Mandate and Terms of Reference* (ECE/TRADE/C/CEFACT/2019/22/Rev.1) was approved (Plenary decision 19-16). The group's proposed Programme of Work (ECE/TRADE/C/CEFACT/2020/18) was put forward for silence procedure as agreed by the UN/CEFACT Plenary Members at their informal virtual consultation on 4 May 2020 and subsequently approved on 26 November 2020 (Plenary decision 20-02). The above deliverables are presented to the Plenary for endorsement and information.

Delegations will have an opportunity to clarify questions and provide comments on these documents.

Item 9. Advisory Group on the United Nations Code for Trade and Transport Locations

<i>Document title</i>	<i>Document symbol</i>	
<i>Report of the Advisory Group on the United Nations Code for Trade and Transport Locations (UN/LOCODE) at its Fourth Session</i>	ECE/TRADE/C/CEFACT/2021/20	For endorsement
<i>Use of United Nations Code for Trade and Transport Locations (UN/LOCODE) for the Agreement on Port State Measures</i>	ECE/TRADE/C/CEFACT/2021/21	For information

At the twenty-fifth session, the renewal of the United Nations Code for Trade and Transport Locations (UN/LOCODE) Advisory Group Mandate and Terms of Reference (ECE/TRADE/C/CEFACT/2017/17/Rev.1) was approved (Plenary decision 19-18). This group aims to ensure the maintenance and further development of the UN/LOCODE standard and to further enhance the network of UN/LOCODE focal points. The above deliverables are presented to the Plenary for endorsement and information.

Delegations will have an opportunity to clarify questions and provide comments on these documents.

Item 10. Team of Specialists on Sustainable Fisheries / Sustainable Value Chains

<i>Document title</i>	<i>Document symbol</i>	
<i>Overview of Activities Related to the Team of Specialists on Sustainable Fisheries in 2020</i>	ECE/TRADE/C/CEFACT/2021/22	For information
<i>Mandate and Terms of Reference of the Team of Specialist on Sustainable Value Chains in the Circular Economy</i>	ECE/TRADE/C/CEFACT/2021/23	For decision

At the twenty-fifth session of the Plenary, the renewal of the Sustainable Fisheries Team of Specialists Mandate and Terms of Reference (ECE/TRADE/C/CEFACT/2017/16/Rev.2) was approved (Plenary decision 19-20). This group aimed to support the implementation of the Fisheries Language for Universal eXchange (FLUX) standard as well as other standards on sustainable fisheries on a global scale. At the twenty-sixth session, the Plenary asked the secretariat to prepare a proposal for a new Mandate and Terms of Reference to broaden the scope of the Team of Specialists to cover other sustainable value chains (Plenary decision 20-05). The secretariat has prepared a proposed Mandate and Terms of Reference for the consideration of the Plenary. The above deliverables are presented to the Plenary for approval and for information.

Delegations will have an opportunity to clarify questions and provide comments on these documents.

Item 11. Activities of other United Nations Economic Commission for Europe bodies and international organizations of interest to United Nations Centre for Trade Facilitation and Electronic Business

Delegates will be briefed about activities of other United Nations Economic Commission for Europe (UNECE) bodies on matters of potential interest to UN/CEFACT. Representatives from other United Nations 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.

Delegations will have an opportunity to clarify questions and provide comments on the topics raised.

Item 12. Future challenges in trade facilitation and electronic business

Invited speakers, delegations 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. The trade-related aspect and the dematerialization aspects of the COVID-19 recovery and the circular economy will be the primary focus.

UN/CEFACT pursues its goal of being relevant in the evolving environment of trade facilitation and electronic business. The goal of this session is to brainstorm on how to build on progress in key projects and activities and on areas that might be given priority in the future.

Delegations will have an opportunity to clarify questions and provide comments on the topics raised.

Item 13. Other business

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

Item 14. Adoption of decisions and draft report of the twenty-seventh session

<i>Document title</i>	<i>Document symbol</i>	
<i>Report of the United Nations Centre for Trade Facilitation and Electronic Business (UN/CEFACT) on its Twenty-Seventh Session</i>	ECE/TRADE/C/CEFACT/2021/2	For decision

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

Closing

III. Provisional timetable

<i>Time</i>	<i>Agenda item</i>	<i>Introduced by</i>
Monday, 19 April		
10:00 – 10:15	Opening	Director of the UNECE Economic Cooperation and Trade Division
10:15 – 10:30	Item 1: Adoption of the agenda	Chair*
10:30 – 11:30	Item 2: Elections	Secretariat
11:30 – 11:45	Item 3: Matters arising since the twenty-sixth session	Secretariat
11:45 – 12:45	Item 4: Bureau overview of developments	Chair and Bureau
12:45 – 13:00	Item 5: Reports of rapporteurs	Regional Rapporteurs
13:00 – 15:00	Lunch break	
15:00 – 16:15	Item 6: Recommendations and standards	Chair and Bureau
16:15 – 16:45	Item 7: United Nations Centre for Trade Facilitation and Electronic Business structure, mandate, terms of reference, and procedures	Chair and secretariat
16:45 – 17:15	Item 8: Advisory Group on Advanced Technologies	Advisory Group Chair
17:15 – 17:45	Item 9: Advisory Group on the United Nations Code for Trade and Transport Locations	Advisory Group Chair
17:45 – 18:00	Item 10: Team of Specialists on Sustainable Fisheries / Sustainable Value Chains	Team of Specialists Chair
Tuesday, 20 April		
10:00 – 11:30	Item 11: Activities of other United Nations Economic Commission for Europe bodies and international organizations of interest to the United Nations Centre for Trade Facilitation and Electronic Business	Secretariat
11:15 – 12:30	Item 12: Future challenges in trade facilitation and electronic business	Chair and secretariat
12:30 – 13:00	Item 13: Other business	Chair
13:00 – 15:00	Lunch break	
15:00 – 18:00	Item 14: Adoption of decisions and draft report of the twenty-seventh session	Secretariat
	Closing	Chair

*"Chair" when written on its own refers to the Chair of UN/CEFACT.