

**Economic and Social Council**

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**Economic Commission for Europe**

Executive Committee

**Centre for Trade Facilitation and Electronic Business****Twenty-fifth session**

Geneva, 8- 9 April 2019

Item 1 of the provisional agenda

**Adoption of the agenda****Revised annotated provisional agenda for the twenty-fifth session<sup>1,2</sup>**

To be held at the Palais des Nations, Geneva  
starting at 10.00 on Monday, 8 April 2019, in Salle VIII

**I. Provisional agenda**

1. Adoption of the agenda.
2. Elections.
3. Matters arising since the twenty-fourth session.
4. Bureau overview of developments.
5. Reports of rapporteurs.
6. 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.
7. Recommendations and standards.
  - (a) Recommendations for approval;
  - (b) Standards for noting and for information;
  - (c) Other deliverables for noting and for information;

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<sup>1</sup> 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/uncfact/25th-plenary.html>.

<sup>2</sup> All delegates are requested to complete the online registration form available on the UNECE website <http://www.unece.org/uncfact/25th-plenary.html>. 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.html>.

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- (d) Implementation support material;
  - (e) Other meeting reports;
  - (f) Support to capacity building and technical cooperation.
- 8. United Nations Centre for Trade Facilitation and Electronic Business (UN/CEFACT) structure, mandate, terms of reference and procedures.
  - 9. Advisory Group on the United Nations Code for Trade and Transport Locations (UN/LOCODE).
  - 10. Team of Specialists on Sustainable Fisheries.
  - 11. Future challenges in trade facilitation and electronic business.
  - 12. Other business.
  - 13. Adoption of decisions and draft report of the twenty-fifth session.

## II. Annotations

### Opening

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

The session will be opened by the Director of the United Nations Economic Commission for Europe (UNECE) Economic Cooperation and Trade Division.

### Item 1. Adoption of the agenda

<i>Document title</i>	<i>Document symbol</i>	
Revised annotated provisional agenda for the twenty-fifth session	ECE/TRADE/C/CEFACT/2019/1/Rev.1	For decision

The Chair, with the assistance of the Secretariat, will present the revised annotated provisional agenda for adoption (ECE/TRADE/C/CEFACT/2019/1/Rev.1) and will inform the Plenary of any proposed changes.

### Item 2. Elections

<i>Document title</i>	<i>Document symbol</i>	
Consolidated UN/CEFACT mandate and terms of reference	ECE/TRADE/C/CEFACT/2017/15	For information

Delegations who are physically present will elect the Regional Rapporteurs.

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 G concerning the role and responsibilities of the Regional Rapporteurs as well as section E on the general procedure which will be applied to this election.

**Item 3. Matters arising since the twenty-fourth session**

<i>Document title</i>	<i>Document symbol</i>	
Matters arising since the twenty-fourth session	ECE/TRADE/C/CEFACT/2019/3	For information

The Secretariat will report on matters arising from the UNECE's Executive Committee (EXCOM) and other UN bodies and conferences since the twenty-fourth session.

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

**Item 4. Bureau overview of developments**

<i>Document title</i>	<i>Document symbol</i>	
Bureau report of developments	ECE/TRADE/C/CEFACT/2019/INF.1	For information

The Chair and members of the Bureau will provide an overview of developments since the twenty-fourth 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 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/2019/4	For noting
Report of Rapporteur for Asia and the Pacific	ECE/TRADE/C/CEFACT/2019/5	For noting

The Regional Rapporteurs will report on activities related to UN/CEFACT in their regions.

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

**Item 6. 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 UNECE bodies on matters of potential 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.

Delegations will have an opportunity to discuss the topics raised.

**Item 7. Recommendations and standards****(a) Recommendations for approval**

<i>Document title</i>	<i>Document symbol</i>
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Recommendation N°37: Single Submission Portal	ECE/TRADE/C/CEFACT/2019/6	For decision
Single Submission Portal case studies	ECE/TRADE/C/CEFACT/2019/INF.2	For information
Recommendation N°43: Sustainable Procurement	ECE/TRADE/C/CEFACT/2019/7	For decision

The Plenary will have before it for approval:

- Recommendation N°37: Single Submission Portal (ECE/TRADE/C/CEFACT/2019/6) and
- Recommendation N°43: Sustainable Procurement (ECE/TRADE/C/CEFACT/2019/7).

The document on case studies of Single Submission Portals (ECE/TRADE/C/CEFACT/2019/INF.2) is presented for information and establishes the start of what is expected to become a repository of case studies.

Delegations will have an opportunity to review and discuss these recommendations.

#### (b) Standards for noting and for information

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.18A and D.18B)

(<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 2018-1 and 2018-2)

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

UN/CEFACT Core Component Library (Versions D.18A and D.18B)

([http://www.unece.org/cefact/codesfortrade/unccl/ccl\\_index.html](http://www.unece.org/cefact/codesfortrade/unccl/ccl_index.html))

UN/CEFACT XML Schema Library (Versions D.18A and D.18B)

([http://www.unece.org/cefact/xml\\_schemas/index](http://www.unece.org/cefact/xml_schemas/index))

Update of the code list annex of Recommendation 28 (Codes for Types of Means of Transport)

([http://www.unece.org/fileadmin/DAM/cefact/recommendations/rec28/Rec28\\_Rev4.2e\\_2018.xls](http://www.unece.org/fileadmin/DAM/cefact/recommendations/rec28/Rec28_Rev4.2e_2018.xls))

Code Management User Guide

(<http://www.unece.org/fileadmin/DAM/cefact/GuidanceMaterials/CodeManagementUserGuide-v1.pdf>)

Multi-Modal Transport Reference Data Model Business Requirement Specification version 1.0 ([http://www.unece.org/fileadmin/DAM/cefact/brs/BRS\\_T\\_L-MMT.zip](http://www.unece.org/fileadmin/DAM/cefact/brs/BRS_T_L-MMT.zip))

#### (c) Other deliverables for noting and for information

<i>Document title</i>	<i>Document symbol</i>	
White Paper Overview of Blockchain for Trade	ECE/TRADE/C/CEFACT/2019/9	For noting

White Paper on technical application of Blockchain to United Nations Centre for Trade Facilitation and Electronic Business (UN/CEFACT) deliverables	ECE/TRADE/C/CEFACT/2019/8	For noting
Blockchain in Trade Facilitation: Sectoral challenges and examples	ECE/TRADE/C/CEFACT/2019/INF.3	For information
White Paper on real-time Smart Container data for supply chain excellence	ECE/TRADE/C/CEFACT/2019/10	For noting
Green Paper on Sustainable Tourism (Experience Programs)	ECE/TRADE/C/CEFACT/2019/11	For noting
Sustainable Tourism (Experience Programs) use cases	ECE/TRADE/C/CEFACT/2019/INF.4	For information

The above deliverables will be presented to the Plenary for noting (use cases in Informal Documents are provided for information) and delegations will have an opportunity to review and discuss these.

#### (d) Implementation support material

<i>Document title</i>	<i>Document symbol</i>	
Executive Guide on the electronic version of the International Maritime Organization's Convention on Facilitation of International Maritime Traffic (IMO FAL)	ECE/TRADE/C/CEFACT/2019/12	For noting
Executive Guide on Reference Data Models	ECE/TRADE/C/CEFACT/2019/13	For noting
Executive Guide on Electronic Commerce	ECE/TRADE/C/CEFACT/2019/14	For noting
Executive Guide on streamlining formalities and documentary requirements	ECE/TRADE/C/CEFACT/2019/15	For noting

The Plenary will have before it documents related to UN/CEFACT recommendations and standards. Four Executive Guides will be presented for noting on the following topics:

- The Electronic Version of the International Maritime Organization's Convention on Facilitation of International Maritime Traffic (IMO FAL) (ECE/TRADE/C/CEFACT/2019/12)
- Reference Data Models (ECE/TRADE/C/CEFACT/2019/13)
- eCommerce (ECE/TRADE/C/CEFACT/2019/14)
- Streamlining Documentary Procedures in support of the World Trade Organization's Trade Facilitation Agreement, article 10.1 (ECE/TRADE/C/CEFACT/2019/15)

Delegations will have an opportunity to review and discuss these.

**(e) Other meeting reports**

<i>Document title</i>	<i>Document symbol</i>	
Report of the Fifth United Nations Economic Commission for Europe International Conference on Single Window	ECE/TRADE/C/CEFACT/2019/16	For information

The Plenary will also be presented for information the meeting report and recommendations of the fifth UNECE International Conference on Single Window which took place in Casablanca, Morocco on 12 November 2018.

Delegations will have an opportunity to review and discuss this.

**(f) Support to capacity building and technical cooperation**

<i>Document title</i>	<i>Document symbol</i>	
Training Modules: Supply Chain Management, Facilitation of Import and Export Procedures and Single Window Implementation	ECE/TRADE/C/CEFACT/2019/17-19	For information
Training Material on streamlining formalities and documentary procedures connected with importation, exportation and transit	ECE/TRADE/C/CEFACT/2019/20	For information

Three training module documents will be presented to the Plenary for information. These trainings were conducted in the framework of an extra-budgetary project within Kyrgyzstan on the topic of “Trade Facilitation for easier access to regional and global markets.” These three trainings were on the following topics:

- Supply Chain Management (ECE/TRADE/C/CEFACT/2019/17)
- Facilitation of import/export procedures (ECE/TRADE/C/CEFACT/2019/18)
- Single Window implementation history (ECE/TRADE/C/CEFACT/2019/19)

A fourth training manual was developed in the framework of an extra-budgetary project for capacity building in Belorussia, the Former Yugoslav Republic of Macedonia, Kazakhstan and Ukraine and aiming to assist in the implementation of the World Trade Organization’s Trade Facilitation Agreement article 10. The first module on Streamlining Documentary Procedures (ECE/TRADE/C/CEFACT/2019/20) is presented to the Plenary for information.

Delegations will have an opportunity to review and discuss these.

## Item 8. United Nations Centre for Trade Facilitation and Electronic Business (UN/CEFACT) structure, mandate, terms of reference and procedures

<i>Document title</i>	<i>Document symbol</i>	
United Nations Centre for Trade Facilitation and Electronic Business (UN/CEFACT) Programme of Work 2019-2020	ECE/TRADE/C/CEFACT/2019/21	For decision
Addendum to the annex of the United Nations Centre for Trade Facilitation and Electronic Business (UN/CEFACT) Programme of Work 2019-2020	ECE/TRADE/C/CEFACT/2019/21/Add.1	For decision
Mandate and Terms of Reference of the Advisory Group on Advanced Technologies in Trade and Logistics	ECE/TRADE/C/CEFACT/2019/22/Rev.1	For decision

The Plenary will have before it the UN/CEFACT Programme of Work 2019-2020 (ECE/TRADE/C/CEFACT/2019/21), an Addendum to its annex (ECE/TRADE/C/CEFACT/2019/21/Add.1) and the Mandate and Terms of Reference of the Advisory Group on Advanced Technologies (ECE/TRADE/C/CEFACT/2019/22/Rev.1) for decision.

Delegations will have an opportunity to review and discuss.

## Item 9. Advisory Group on the United Nations Code for Trade and Transport Locations (UN/LOCODE)

<i>Document title</i>	<i>Document symbol</i>	
Mandate and Terms of Reference of the Advisory Group on UN/LOCODE	ECE/TRADE/C/CEFACT/2017/17/Rev.1	For decision
Report of the United Nations Code for Trade and Transport Locations (UN/LOCODE) Advisory Group on its second annual meeting	ECE/TRADE/C/CEFACT/2019/23	For endorsement
Overview of activities related to the United Nations Code for Trade and Transport Locations (UN/LOCODE) Advisory Group	ECE/TRADE/C/CEFACT/2019/24	For endorsement

At the twenty-third session, the UN/LOCODE Advisory Group Mandate and Terms of Reference was approved (ECE/TRADE/C/CEFACT/2017/17). This group aims to ensure the maintenance and further develop the UN/LOCODE standard and to further enhance the network of UN/LOCODE Focal Points. The group requests the renewal of its mandate for the period 2019-2020 with a revised Mandate and Terms of Reference (ECE/TRADE/C/CEFACT/2017/17/Rev.1). The last meeting of this group was held during the Hangzhou Forum in October 2018; the report (ECE/TRADE/C/CEFACT/2019/23) will be presented to the Plenary for endorsement. A general overview of activities related to UN/LOCODE (ECE/TRADE/C/CEFACT/2019/24) will also be presented to the Plenary for endorsement.

Delegations will have an opportunity to review and discuss.

## Item 10. Team of Specialists on Sustainable Fisheries

<i>Document title</i>	<i>Document symbol</i>	
Mandate and Terms of Reference of the Sustainable Fisheries Team of Specialists	ECE/TRADE/C/CEFACT/2017/16/Rev.2	For decision
Report on the activities of the Team of Specialists on Sustainable Fisheries since the twenty-fourth Plenary of the United Nations Centre for Trade Facilitation and Electronic Business	ECE/TRADE/C/CEFACT/2019/25	For endorsement
Report of the second session of the UNECE Team of Specialists on Sustainable Fisheries	ECE/TRADE/C/CEFACT/2019/INF.5	For information

At the twenty-third session, the “Sustainable Fisheries Team of Specialists Mandate and Terms of Reference” were approved (ECE/TRADE/C/CEFACT/2017/16) and was subsequently approved, with minor modifications, by the UNECE Executive Committee (EXCOM), during its ninety-second meeting (ECE/TRADE/C/CEFACT/2017/16/Rev.1) for a two-year mandate. The group requests the renewal of its mandate for 2019-2020 with a revised Mandate and Terms of Reference (ECE/TRADE/C/CEFACT/2017/16/Rev.2). This group aims 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. The team’s report (ECE/TRADE/C/CEFACT/2019/25) will be presented to the Plenary for endorsement and its report from its second session (ECE/TRADE/C/CEFACT/2019/INF.5) will be presented for information.

Delegations will have an opportunity to review and discuss.

## Item 11. Future challenges in trade facilitation and electronic business

<i>Document title</i>	<i>Document symbol</i>	
Briefing note on sustainable textile value chains in the garment and footwear domain for SDG12	ECE/TRADE/C/CEFACT/2019/26	For noting
Briefing note on the importance of Semantics within Trade Facilitation and Electronic Business for SDG17	ECE/TRADE/C/CEFACT/2019/27	For noting

Invited speakers, delegation 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.

UN/CEFACT has been working on traceability for several years, especially in the agriculture, agri-foods and fisheries domain. The application of traceability to the garment and footwear area provides added value in order to ensure sustainable, economically friendly and social responsible value chains which is becoming an increasingly important topic for consumers. This is outlined in the Briefing note on sustainable textile value chains in the garment and footwear domain for SDG12 (ECE/TRADE/C/CEFACT/2019/26).



UN/CEFACT plays a critical role in electronic data exchange and its standardization. In effect, it has proposed to play the role of ‘semantic hub’ for all data requirements of all organizations. This semantic base is essential in order to ensure the good functioning of new technologies such as Blockchain, Internet of Things, Artificial Intelligence, or any electronic data exchange. This can also support the targets of the UN Sustainable Development Goals (SDGs) as described in the Briefing note on the importance of semantics (ECE/TRADE/C/CEFACT/2019/27).

UN/CEFACT continues to aim to be 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 those areas that might be given priority in the future.

## **Item 12. Other business**

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

## **Item 13. Adoption of decisions and draft report of the twenty-fifth session**

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

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<i>Document title</i>	<i>Document symbol</i>	
Report of the United Nations Centre for Trade Facilitation and Electronic Business (UN/CEFACT) on its twenty-fifth session	ECE/TRADE/C/CEFACT/2019/2	For decision

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## **Closing**

### III. Provisional timetable

<i>Date and time</i>	<i>Agenda item</i>	<i>Introduced by</i>
<b>Monday, 8 April</b>		
10.00 – 10.15	<b>Opening</b>	Director of the United Nations Economic Commission for Europe Economic Cooperation and Trade Division
10.15 – 10.30	<b>Item 1:</b> Adoption of the agenda	Chair
10.30 – 11:00	<b>Item 2:</b> Elections	Secretariat
11:00 – 11:30	<b>Item 3:</b> Matters arising since the twenty-fourth session	Secretariat
11.30 – 12.45	<b>Item 4:</b> Bureau overview of developments	Chair and Bureau
12:45 – 13:00	<b>Item 5:</b> Reports of rapporteurs	Rapporteurs
13.00 – 15.00	<b>Lunch break</b>	
15.00 – 16:00	<b>Item 6:</b> 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	Secretariat
16.00 – 17:30	<b>Item 7:</b> Recommendations and standards	Chair and Bureau
17.30 – 18.00	<b>Item 8:</b> United Nations Centre for Trade Facilitation and Electronic Business (UN/CEFACT) structure, mandate, terms of reference, and procedures	Secretariat and Bureau
<b>Tuesday, 9 April</b>		
10:00 – 10:30	<b>Item 9:</b> Advisory Group on the United Nations Code for Trade and Transport Locations (UN/LOCODE)	Advisory Group Chair
10:30 – 11:00	<b>Item 10:</b> Team of Specialists on Sustainable Fisheries	Team of Specialists Chair
11.00 – 12.30	<b>Item 11:</b> Future challenges in trade facilitation and electronic business	Secretariat
12.30 – 13.00	<b>Item 12:</b> Other business	Chair
13.00 – 15.00	<b>Lunch break</b>	
15.00 – 18.00	<b>Item 13:</b> Adoption of decisions and draft report of the twenty-fifth session	Secretariat
	<b>Closing</b>	Chair