

Economic and Social Council

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Economic Commission for Europe

Executive Committee

Centre for Trade Facilitation and Electronic Business

Twenty-sixth session Geneva, 4 May and 26-27 November 2020 Item 1 of the provisional agenda Adoption of the agenda

Revised annotated provisional agenda for the twenty-sixth session *

To be held at the Palais des Nations, Geneva starting at 10:00 on Thursday 26 and Friday 27 November 2020, Salle XXVII.

Note

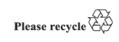
In line with the special procedures during the COVID-19 situation, the original meeting date for the twenty-sixth session (4-5 May) was postponed and an "Informal Virtual Consultation with members of the UN/CEFACT Plenary" was held on 4 May at the request of the Chair of the United Nations Centre for Trade Facilitation and Electronic Business (UN/CEFACT). Seven business-critical decisions aimed to maintain the activities of UN/CEFACT were put forward for Silence Procedure decision during the period from 29 May to 8 June 2020. The results are presented as Item 2 of this agenda to be recorded in the report of this official meeting.

I. Provisional agenda

- 1. Adoption of the agenda.
- 2. Silence procedure decisions of June 2020.
- 3. Matters arising since the twenty-fifth session.
- 4. Bureau overview of developments.
- 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.

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^{*} Delegates are encouraged to consult the documents for this session which may be downloaded from the UNECE website http://www.unece.org/uncefact/26th-plenary.html

- (a) Standards for noting and for information;
- (b) Other deliverables for noting and for information;
- (c) Implementation support material;
- (d) Support to capacity building and technical cooperation;
- (e) Support to the 2030 Agenda on Sustainable Development Goals.
- 8. Advisory Group on Advanced Technologies in Trade and Logistics.
- 9. Advisory Group on the United Nations Code for Trade and Transport Locations.
- 10. Team of Specialists on Sustainable Fisheries.
- 11. Sixty-ninth session of the Economic Commission for Europe
- 12. Future challenges in trade facilitation and electronic business.
- 13. Other business.
- 14. Adoption of decisions and draft report of the twenty-sixth session.

II. Annotations

Opening

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

Item 1. Adoption of the agenda

| Document title | Document symbol | |
|--|---------------------------------|--------------|
| Revised Annotated Provisional Agenda for the Twenty-Sixth Session | ECE/TRADE/C/CEFACT/2020/1/Rev.2 | For decision |

The Chair, with the assistance of the secretariat, will briefly present the annotated provisional agenda for adoption (ECE/TRADE/C/CEFACT/2020/1/Rev.2) and will inform the Plenary of any proposed changes.

Item 2. Silence procedure decisions of June 2020

| Document title | Document symbol | |
|--|--------------------------------|-----------------|
| Special procedures during the COVID-19 period | EXCOM document of 6 April 2020 | For information |
| Informal virtual consultation with members of the UN/CEFACT Plenary draft agenda | ECE/TRADE/C/CEFACT/2020/INF.11 | For information |
| Business-critical decisions on UN/CEFACT activities to be taken under special procedures during the COVID-19 period | ECE/TRADE/C/CEFACT/2020/INF.12 | For information |
| Request to use silence procedure decision for business-critical work | ECE/TRADE/C/CEFACT/2020/INF.13 | For information |
| Note from Chair on the elections of UN/CEFACT Bureau Vice Chairs | ECE/TRADE/C/CEFACT/2020/INF.10 | For information |
| Recommendation N°33: Recommendation and Guidelines on Establishing a Single Window | ECE/TRADE/C/CEFACT/2020/7 | For information |
| Recommendation N°16: United Nations Code for Trade and Transport Location | ECE/TRADE/C/CEFACT/2020/8 | For information |
| Recommendation N°5: Abbreviations of INCOTERMS | ECE/TRADE/C/CEFACT/2020/10 | For information |
| Programme of Work of the Advisory Group on Advanced Technologies in Trade and Logistics | ECE/TRADE/C/CEFACT/2020/18 | For information |
| Programme of Work of the United Nations Code for Trade and Transport Locations (UN/LOCODE) Advisory Group | ECE/TRADE/C/CEFACT/2020/20 | For information |
| Programme of Work of the Team of Specialists on Sustainable Fisheries 2020-2021 | ECE/TRADE/C/CEFACT/2020/22 | For information |

In light of the exceptional circumstances triggered by the COVID-19 pandemic, the Chair of UN/CEFACT assisted by the secretariat organized an informal virtual consultation with members of the UN/CEFACT Plenary on 4 May (ECE/TRADE/C/CEFACT/2020/INF.11).

Seven decisions which were identified as business-critical (ECE/TRADE/C/CEFACT/2020/INF.12) were presented and discussed during this meeting and put forward for adoption through silence procedure to the UN/CEFACT Heads of Delegations (HoDs) and Geneva-based Permanent Missions of the UNECE member States (ECE/TRADE/C/CEFACT/2020/INF.13). This process was in line with the decision of the Executive Committee (EXCOM) of 6 April 2020 and followed the decision of the 20 May 2020 informal virtual EXCOM (as approved through subsequent silence procedure). These decisions are to be recorded in the report of the next official Plenary, this meeting. These decisions are:

 The Plenary appoints by acclamation eight Bureau Vice Chairs: Ian Watt (Australia), Marek Laskowski (Canada), Hanane Becha (France), Tahseen Khan (India), Liliana Fratini-Passi (Italy), Estelle Igwe (Nigeria), Benno Slot (the Netherlands) and Aleksei Bondarenko (Russian Federation).

- 2. The Plenary approves the revision of *Recommendation N*° *33: Recommendation and Guidelines on Establishing a Single Window* (ECE/TRADE/C/CEFACT/2020/7).
- 3. The Plenary approves the revision of *Recommendation N*° 16: *United Nations Code for Trade and Transport Location (UN/LOCODE)* (ECE/TRADE/C/CEFACT/2020/8).
- The Plenary approves the revision of Recommendation N° 5: Abbreviations of INCOTERMS (ECE/TRADE/C/CEFACT/2020/10).
- 5. The Plenary endorses the *Programme of Work of the Advisory Group on Advanced Technologies in Trade and Logistics* (ECE/TRADE/C/CEFACT/2020/18).
- 6. The Plenary endorses the *Programme of Work for 2020-2021 of the United Nations Code for Trade and Transport Locations (UN/LOCODE) Advisory Group* (ECE/TRADE/C/CEFACT/2020/20).
- 7. The Plenary endorses the *Programme of Work of the Team of Specialist on Sustainable Fisheries* 2020-2021 (ECE/TRADE/C/CEFACT/2020/22).

The silence procedure period ended on 8 June 2020 and the decisions were subsequently enacted. The delegations of France and Italy sent the following comment related to document ECE/TRADE/C/CEFACT/2020/8, revision of *Recommendation N°16 on United Nations Code for Trade and Transport Location (UN/LOCODE)*:

"With reference to Recommendation N°16 on UN/LOCODE a future UN/CEFACT Plenary discussion should be envisaged on "child codes": child codes should be official and obligatory; in a future version of annex 3 or in an official repository, the uses of the available child codes should be described (for example IMO for port facility codes, BIC for container depot codes, SMDG for port container terminal codes, etc.)"

It is reminded concerning the revised Recommendation N° 33 (ECE/TRADE/C/CEFACT/2020/7) that the repository of case study best practices is being updated. These are available at: http://www.unece.org/cefact/single_window/welcome.html. Assistance from Plenary members in updating this repository is most welcome.

Item 3. Matters arising since the twenty-fifth session

| Document title | Document symbol | |
|---|-------------------------------|-----------------|
| Matters Arising Since the Twenty-Fifth Session | ECE/TRADE/C/CEFACT/2020/3 | For information |
| UNECE Nexus: Sustainable Mobility and Smart Connectivity | ECE/TRADE/C/CEFACT/2020/INF.1 | For information |
| Report from UNECE Regional Advisor | ECE/TRADE/C/CEFACT/2020/INF.2 | For information |

These documents provide an update of activities from the twenty-fifth session until April 2020.

Delegations will have the opportunity to clarify questions and provide comments on documents ECE/TRADE/C/CEFACT/2020/3, ECE/TRADE/C/CEFACT/2020/INF.1 and ECE/TRADE/C/CEFACT/2020/INF.2.

Item 4. Bureau overview of developments

| Document title | Document symbol | |
|-------------------------------|-------------------------------|-----------------|
| Bureau Report of Developments | ECE/TRADE/C/CEFACT/2020/INF.3 | For information |

The Chair and members of the Bureau will present a report on developments from the twenty-fifth session until April 2020 including Bureau decisions, summary of promotional activities and project activities.

Delegations will have the opportunity to clarify questions and provide comments on document ECE/TRADE/C/CEFACT/2020/INF.3.

Item 5. Reports of rapporteurs

| Document title | Document symbol | |
|--|---------------------------|------------|
| Report of Rapporteur for Sub-Saharan Africa | ECE/TRADE/C/CEFACT/2020/4 | For noting |

Delegations will have the opportunity to clarify questions and provide comments on document ECE/TRADE/C/CEFACT/2020/4.

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

This item will be deferred to the next UN/CEFACT Plenary.

Item 7. Recommendations and standards

(a) Standards for noting and for information

The Plenary will have before it the following standards for noting and for information and delegations will have an opportunity to discuss these:

UN/EDIFACT Directory (Versions D.19A and D.19B)

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

UN/LOCODE Directory (Versions 2019-1 and 2019-2)

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

UN/CEFACT Core Component Library (Versions 19A and 19B)

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

UN/CEFACT XML Schema Library (Versions 19A and 19B)

(http://www.unece.org/cefact/xml schemas/index)

Buy-Ship-Pay Reference Data Model Business Requirement Specification (http://www.unece.org/fileadmin/DAM/cefact/brs/BuyShipPay_BRS_v1.0.pdf)

Cross-Border Delivery Business Requirement Specification

Smart Containers Business Requirement Specification

(http://www.unece.org/fileadmin/DAM/cefact/brs/BRS-SmartContainer v1.0.pdf)

Purchase Order Financing Business Requirement Specification

(http://www.unece.org/fileadmin/DAM/cefact/brs/BRS_Purchase_Order_Financing_public ation.pdf)

Data Pipeline Business Requirement Specification (http://www.unece.org/fileadmin/DAM/cefact/brs/T_L-BRS-DataPipeline_v0.9.pdf)

Annex II (Code elements listed by units of measure name) and Annex III (Code elements listed by common code) of UNECE Recommendation 20 Codes for Units of Measure Used in International Trade

(http://www.unece.org/fileadmin/DAM/cefact/recommendations/rec20/Rec20rev14e-Annex_II-III_2020.xls)

Annex V (Code representations of package type names used in international trade in alphabetical name order) & VI (Code representations of package type names used in international trade in alphabetical code order) of UNECE Recommendation 21 Codes for Passengers, Types of Cargo, Packages and Packaging Materials with Complementary Codes for Package Names

(b) Other deliverables for noting and for information

| Document title | Document symbol | |
|--|---------------------------------|-----------------|
| Progress on the UN/CEFACT Readiness for Emergency Relief Importation Project | ECE/TRADE/C/CEFACT/2020/9 | For information |
| White Paper on Integrated Services for MSMEs in International Trade (ISMIT) | ECE/TRADE/C/CEFACT/2020/11 | For noting |
| Integrated Services for MSMEs in International Trade (ISMIT) Cases Studies | ECE/TRADE/C/CEFACT/2020/INF.4 | For information |
| White Paper on the Core Principles of the Operation of Systematically Important Single Windows | ECE/TRADE/C/CEFACT/2020/12 | For noting |
| White Paper Overview of Blockchain in Trade | ECE/TRADE/C/CEFACT/2019/9/Rev.1 | For information |

Delegations will have the opportunity to clarify questions and provide comments on documents ECE/TRADE/C/CEFACT/2020/9, ECE/TRADE/C/CEFACT/2020/11, ECE/TRADE/C/CEFACT/2020/12, ECE/TRADE/C/CEFACT/2020/INF.4 and ECE/TRADE/C/CEFACT/2019/9/Rev.1.

(c) Implementation support material

| Document title | Document symbol | |
|--|----------------------------|------------|
| Executive Guide on Transboundary Movement of Waste | ECE/TRADE/C/CEFACT/2020/13 | For noting |
| Executive Guide on Enhancing Quality of Supply Chain Data | ECE/TRADE/C/CEFACT/2020/14 | For noting |
| Executive Guide on Smart Containers | ECE/TRADE/C/CEFACT/2020/15 | For noting |
| Executive Guide on Smart Connectivity | ECE/TRADE/C/CEFACT/2020/16 | For noting |

The Plenary will have before it documents related to UN/CEFACT recommendations and standards.

- Waste Management Electronic Standards (ECE/TRADE/C/CEFACT/2020/13)
- Data Quality / Data Pipelines (ECE/TRADE/C/CEFACT/2020/14)
- Smart Containers (ECE/TRADE/C/CEFACT/2020/15)
- Smart Connectivity (ECE/TRADE/C/CEFACT/2020/16)

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

(d) Support to capacity building and technical cooperation

| Document title | Document symbol | |
|--|-------------------------------|-----------------|
| UNECE Regional Report on Sustainable and Digital Trade Facilitation | ECE/TRADE/C/CEFACT/2020/17 | For noting |
| The National Trade Facilitation Roadmap for Exports Enhancement and Diversification of the Republic of Tajikistan 2019-2024 | ECE/TRADE/450 | For information |
| Meeting Report of the 41 st Session of the Electronic Business Memorandum of Understanding Management Group Meeting of 4 December 2019 | ECE/TRADE/C/CEFACT/2020/INF.5 | For information |
| Report of the Sixth UNECE Single Window Conference | ECE/TRADE/C/CEFACT/2020/INF.6 | For information |

(e) Support to the 2030 Agenda on Sustainable Development Goals

| Document title | Document symbol | |
|--|----------------------------|-----------------|
| UN/CEFACT Work Supporting the Implementation of the United Nations 2030 Agenda on Sustainable Development | ECE/TRADE/C/CEFACT/2020/26 | For information |

Delegations will have the opportunity to clarify questions and provide comments on document ECE/TRADE/C/CEFACT/2020/26.

Item 8. Advisory Group on Advanced Technologies in Trade and Logistics

| Document title | Document symbol | |
|--|-------------------------------|--------------------|
| Programme of Work of the Advisory Group on Advanced Technologies in Trade and Logistics | ECE/TRADE/C/CEFACT/2020/18 | For information |
| Report of the Advisory Group Advanced Technologies in Trade and Logistics on its First Annual Meeting | ECE/TRADE/C/CEFACT/2020/19 | For endorsement |
| Report of the Conference on Latest Technology Trends Impacting eBusiness Internet Trading and Trade Facilitation – Anticipating the Fourth Industrial Revolution | ECE/TRADE/C/CEFACT/2020/INF.7 | For information |
| Report on the Impact of the COVID-19 Outbreak on International Trade and Logistics and the Ways Advanced Technologies Can Help Overcome Such Disruptions | ECE/TRADE/C/CEFACT/2020/5 | For information |

At the twenty-fifth session, the Advisory Group on Advanced Technologies Mandate and Terms of Reference was approved (Plenary Decision 19-16). The launch meeting of this was held in Geneva on 30 January 2020; the meeting (ECE/TRADE/C/CEFACT/2020/19) will be presented to the Plenary for endorsement. The of April 2019 report the related Conference on the topic (ECE/TRADE/C/CEFACT/2020/INF.7) was prepared for information. The group's proposed Programme of Work (ECE/TRADE/C/CEFACT/2020/18) was presented during the COVID-19 related silence procedure decision and subsequently approved (Item 2 above). This group also prepared a report on the impact of COVID-19 has on international trade and logistics as well as the potential support that advanced technologies can bring to responding to this (ECE/TRADE/C/CEFACT/2020/5).

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

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

| Document title | Document symbol | |
|---|-------------------------------|-----------------|
| Programme of Work of the United Nations Code for Trade and Transport Locations (UN/LOCODE) Advisory Group | ECE/TRADE/C/CEFACT/2020/20 | For information |
| Report of the United Nations Code for Trade and Transport Locations (UN/LOCODE) Advisory Group on its Third Annual Meeting | ECE/TRADE/C/CEFACT/2020/21 | For endorsement |
| Report on Activities of the UN/LOCODE Advisory Group in 2019 | ECE/TRADE/C/CEFACT/2020/INF.8 | 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 was approved (ECE/TRADE/C/CEFACT/2017/17/REV.1). 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 last meeting of this group was held in Xiamen China on 27-28 November 2019; the report (ECE/TRADE/C/CEFACT/2020/21) will be briefly presented to the Plenary for endorsement. A general overview of activities related to UN/LOCODE (ECE/TRADE/C/CEFACT/2020/INF.8) was prepared for information. The group's proposed Programme of Work (ECE/TRADE/C/CEFACT/2020/20) was presented during the COVID-19 related silence procedure decision and subsequently approved (Item 2 above).

Delegations will have an opportunity to review and discuss.

Item 10. Team of Specialists on Sustainable Fisheries

| Document title | Document symbol | |
|--|-------------------------------|--------------------|
| Programme of Work of the Team of Specialists on Sustainable Fisheries 2020-2021 | ECE/TRADE/C/CEFACT/2020/22 | For information |
| Overview of Activities Related to the Team of Specialists on Sustainable Fisheries | ECE/TRADE/C/CEFACT/2020/INF.9 | For information |
| Report of the Team of Specialists on Sustainable Fisheries on its Third Session | ECE/TRADE/C/CEFACT/2020/23 | For endorsement |

At the twenty-fifth session, the renewal of the "Sustainable Fisheries Team of Specialists Mandate and Terms of Reference" (ECE/TRADE/C/CEFACT/2017/16/Rev.2) were approved (Plenary Decision 19-20). 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. A general overview of activities related to this group (ECE/TRADE/C/CEFACT/2020/INF.9) was prepared for information and report from its third session (ECE/TRADE/C/CEFACT/2020/23) will be presented for endorsement. The proposed Programme of Work for the period (ECE/TRADE/C/CEFACT/2020/22) was presented during the COVID-19 related silence procedure decision and subsequently approved (Item 2 above).

Delegations will have an opportunity to review and discuss.

Item 11. Sixty-ninth session of the Economic Commission for Europe

| Document title | Document symbol | |
|--|-------------------------------------|-----------------|
| Chair's Conclusions 109th EXCOM Meeting | EXCOM/CONCLU/109 | For information |
| Information Update on the Status of Preparation of the Sixty-Ninth Session of the Commission | EXCOM Informal Document No. 2020/38 | For information |
| UNECE Executive Secretary 1st Request to UN/CEFACT Chair and Reply | ECE/TRADE/C/CEFACT/2020/INF.14 | For information |

| Document title | Document symbol | |
|--|--------------------------------|-----------------|
| UNECE Executive Secretary 2 nd Request to UN/CEFACT Chair and Reply | ECE/TRADE/C/CEFACT/2020/INF.15 | For information |
| Briefing Note on UN/CEFACT Contributions to Circular Economy | ECE/TRADE/C/CEFACT/2020/24 | For noting |
| Draft Recommendation on Enhancing Transparency and Traceability for Sustainable Value Chains in Garment and Footwear | ECE/TRADE/C/CEFACT/2020/INF.16 | For information |
| Call to Action for Enhancing Transparency and Traceability of Sustainable and Circula Value Chains in Garment and Footwear | | For endorsement |

The sixty-ninth session of UNECE will take place on 20-21 April 2021 at the Palais des Nations, in Geneva. EXCOM decided that the theme of the coming Commission session will be: "Promoting circular economy and sustainable use of natural resources in the UNECE region" (EXCOM/CONCLU/109 and EXCOM Informal Document No. 2020/38). UN/CEFACT and its secretariat have been requested to consider how to contribute to the cross-cutting theme of the Commission session, within approved mandates, ongoing work and existing resources (ECE/TRADE/C/CEFACT/2020/INF.14 and ECE/TRADE/C/CEFACT/2020/INF.15).

In light of this, the secretariat prepared a Briefing Note, which is submitted to the Plenary for noting, which outlines key actions in support of the transition to Circular Economy, linkages to the United Nation's Sustainable Development Goals, and concrete contributions offered by UN/CEFACT deliverables (ECE/TRADE/C/CEFACT/2020/24). Furthermore, in connection with the ongoing project on garment and footwear traceability (ECE/TRADE/C/CEFACT/2020/INF.16), the Plenary is invited to endorse the UNECE "Call to Action for Enhancing Transparency and Traceability of Sustainable and Circular Value Chains in Garment and Footwear" (ECE/TRADE/C/CEFACT/2020/6) to be launched at the sixty-ninth UNECE Commission session.

Item 12. Future challenges in trade facilitation and electronic business

| Document title | Document symbol | |
|---|----------------------------|------------|
| Briefing Note on How UNECE Standards Protect Endangered Species of Wild Flora and Fauna | ECE/TRADE/C/CEFACT/2020/25 | For noting |

Document ECE/TRADE/C/CEFACT/2020/25 has been prepared for information. Delegations will have the opportunity to clarify questions and provide comments on this document.

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-sixth session

| Document title | Document symbol | |
|---|---------------------------|--------------|
| Report of the United Nations Centre for Trade Facilitation and Electronic Business (UN/CEFACT) on its Twenty- Sixth Session | ECE/TRADE/C/CEFACT/2020/2 | For decision |

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

Closing

III. Provisional timetable

| Agenda item | Introduced by |
|---|-------------------------------|
| Opening | Chair* and secretariat |
| Item 1: Adoption of the agenda | Chair |
| Item 2: Silence procedure decisions of June 2020 | Chair and secretariat |
| Item 3: Matters arising since the twenty-fifth session | Secretariat |
| Item 4: Bureau overview of developments | Chair and Bureau |
| Item 5: Reports of rapporteurs | Rapporteurs |
| Item 7: Recommendations and standards | Chair, Bureau and secretariat |
| Item 8: Advisory Group on Advanced Technologies | Chair of Advisory Group |
| Item 9 : Advisory Group on the United Nations Code for Trade and Transport Locations | Chair of Advisory Group |
| Item 10: Team of Specialists on Sustainable Fisheries | Chair of Team of Specialist |
| Item 11: Sixty-ninth session of the Economic Commission for Europe | Chair and secretariat |
| Item 12: Future challenges in trade facilitation and electronic business | Chair and secretariat |
| Break | |
| Item 13: Other business | Chair |
| Item 14: Adoption of decisions and draft report of the twenty-sixth session | Secretariat |
| Closing | Chair |

 $^{*\} Chair\ when\ written\ on\ its\ own\ in\ this\ table\ refers\ to\ the\ Chair\ of\ UN/CEFACT$