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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

PROVISIONAL AGENDA

For the session to be held in the Palais des Nations, Geneva,
starting at 10 a.m. on Monday, 15 March 1999

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| 1. Adoption of the provisional agenda | TRADE/CEFACT/1999/1 |
| 2. Confirmation of the report on the September session | TRADE/CEFACT/1998/27 |
| 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/1999/4 |
| 5. Progress reports from mandated groups | TRADE/CEFACT/1999/5
TRADE/CEFACT/1999/6
TRADE/CEFACT/1999/7
TRADE/CEFACT/1999/3
TRADE/CEFACT/1999/2 |

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| 6. Promotion of UN/CEFACT objectives | TRADE/CEFACT/1999/8 |
| 7. Reports from UN/CEFACT rapporteurs
and related matters | TRADE/CEFACT/1999/9
TRADE/CEFACT/1999/10 |
| 8. Strategy and Programme of Work | TRADE/CEFACT/1999/CRP.1
TRADE/CEFACT/1999/CRP.2 |
| 9. Approval of recommendations | TRADE/CEFACT/1999/11
TRADE/CEFACT/1999/12
TRADE/CEFACT/1999/13
TRADE/CEFACT/1999/14
ECE/TRADE/227 |
| 10. Reports from regional bodies and initiatives
as well as regional advisors | |
| 11. Progress and cooperation with the
International Electrotechnical
Commission, International
Organization for Standardization,
the Organisation for Economic Co-
operation and Development, the
United Nations Conference on Trade
and Development and the World Trade
Organization | TRADE/CEFACT/1999/15 |
| 12. Other business | |
| 13. Adoption of the report | |

ANNOTATIONS

Introduction

The 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	UN/CEFACT	Symposium
Tuesday, 16 March	"	"
Wednesday, 17 March	"	"

The session will begin at 10:00 on Monday.

To mark the successful completion of the migration period of UN/CEFACT, the CSG proposes that, in parallel with the Plenary, a UN/CEFACT symposium should be held each afternoon. The objective of the symposia 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 early February.

Item 1 - Adoption of the provisional agenda

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

Item 2 - Confirmation of the report on the September session

The **report** TRADE/CEFACT/1998/27 on the UN/CEFACT Plenary document, 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/1999/4.

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)(TRADE/CEFACT/1999/5); Legal Working Group (LWG); and Techniques and Methodologies Working Group (TMWG)(TRADE/CEFACT/1999/6).

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 Final UN/EDIFACT Message design rules for EDI (TRADE/CEFACT/1999/3) and the implementation timetable and strategy (TRADE/CEFACT/1999/2).

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/1999/8).

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

The Plenary will receive a report from UN/CEFACT Rapporteur for Asia (TRADE/CEFACT/1999/9) and the UN/CEFACT Standards Liaison Rapporteur (TRADE/CEFACT/1999/10).

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.

The Steering Group will submit, **for review**, document TRADE/CEFACT/1999/CRP.2 outlining the coordination between UN/CEFACT working groups and prioritization.

The above documents are for discussion and possible approval.

Item 9 - Approval of recommendations

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.

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

Item 12 - Other business

As of 31 December, 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.
