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ECONOMIC COMMISSION FOR EUROPE

COMMITTEE ON TRADE

Centre for Trade Facilitation and Electronic Business

Fourteenth session
Geneva, 16–17 September 2008

ANNOTATED PROVISIONAL AGENDA FOR THE FOURTEENTH SESSION¹

To be held at the Palais des Nations, Geneva,
from 16 to 17 September 2008.
The informal sessions will begin on Monday, 15 September.

I. PROVISIONAL AGENDA

1. Adoption of the agenda.
2. Overview of stakeholder priorities.
3. Uses of the UN/CEFACT framework of recommendations and standards.
4. Report on UN/CEFACT Forum activities since the thirteenth Plenary session.
5. Developments by expert groups: deliverables and priorities.
6. Reports of the rapporteurs.
7. Matters arising.
8. Going forward.
9. Organizational matters.
10. Elections of officers.
11. Adoption of decisions of the fourteenth Plenary session.

¹ Delegates attending meetings at the Palais des Nations should complete the registration form, downloadable from <http://www.unece.org/env/registration/lrtap.htm>, and transmit it to the secretariat by e-mail (sheila.droze@unece.org) or by fax (+41 22 917-06-29). Prior to the meeting, the delegates are requested to present themselves with a valid identification card/passport at the UNOG Security and Safety Section, located at the Pregny Gate entrance to obtain a security badge to enter the Palais (in case of a problem, please call 022 917-32-54). Documents for the meeting and information for Geneva visitors are available on the website mentioned above.

II. ANNOTATIONS TO THE PROVISIONAL AGENDA

Opening

1. The provisional agenda and timetable for the fourteenth session of the United Nations Centre for Trade Facilitation and Electronic Business (UN/CEFACT) have been drawn up by the secretariat in consultation with the Chair and the Bureau on the basis of the decisions and programme of work adopted by the Centre at its thirteenth session. On Monday, 15 September as of 15:30, informal organized consultations between delegates from national capitals, country diplomatic missions based in Geneva and UN/CEFACT office holders will take place. On Tuesday, 16 September beginning at 10:00, there will be an introductory overview of UN/CEFACT and a discussion of any issues identified during the consultations that took place on Monday 15. Interpretation will be available during both of these informal sessions. The formal session will begin on Tuesday at 14:30. On Wednesday, 17 September in the afternoon, after the discussion on the programme of work and the election of officers, the Centre will approve the decisions of the fourteenth session.

2. The session will be opened by the Executive Secretary of the United Nations Economic Commission for Europe (UNECE).

Item 1: Adoption of the agenda

Documentation: ECE/TRADE/C/CEFACT/2008/1

3. In accordance with the UNECE rules of procedure, the first item on the provisional agenda is the adoption of the agenda.

Item 2: Overview of stakeholder priorities

Documentation: ECE/TRADE/C/CEFACT/2008/3, ECE/TRADE/C/CEFACT/2008/4

4. The Bureau will review stakeholder priorities, following up on earlier discussions on this important topic that took place during the twelfth and thirteenth Plenary sessions in 2006 and 2007. Delegations will have an opportunity to review and discuss their current perspectives.

Item 3: Uses of the UN/CEFACT framework of recommendations and standards

Documentation: ECE/TRADE/C/CEFACT/2008/31, ECE/TRADE/C/CEFACT/2008/32,
ECE/TRADE/C/CEFACT/2008/33, ECE/TRADE/C/CEFACT/2008/34

5. Guest speakers will present their perspectives on how the UN/CEFACT framework of recommendations and standards are relevant to their countries, sectors and standards-development activities.

Item 4: Report on UN/CEFACT Forum activities since the thirteenth Plenary session

Documentation: ECE/TRADE/C/CEFACT/2008/9, ECE/TRADE/C/CEFACT/2008/24,
ECE/TRADE/C/CEFACT/2008/35

6. The Chairman of the Forum Management Group will report on Forum activities that have taken place since the last Plenary.

Item 5: Developments by expert groups: deliverables and priorities

Documentation: ECE/TRADE/C/CEFACT/2008/5, ECE/TRADE/C/CEFACT/2008/6,
ECE/TRADE/C/CEFACT/2008/7, ECE/TRADE/C/CEFACT/2008/8,
ECE/TRADE/C/CEFACT/2008/28, ECE/TRADE/C/CEFACT/2008/29,
ECE/TRADE/C/CEFACT/2008/30

7. The Permanent Group Chairs of the UN/CEFACT Forum Management Group will report on deliverables and priorities. The Plenary will have before it revised and/or new recommendations for approval.

Item 6: Reports of the rapporteurs

Documentation: ECE/TRADE/C/CEFACT/2008/22, ECE/TRADE/C/CEFACT/2008/23,
ECE/TRADE/C/CEFACT/2008/38

8. The rapporteurs for Africa and Asia/Pacific will review their activities since the last session of the Plenary. The reports will highlight: regional standards development organizations, current regional issues in trade facilitation and e-business standards and main activities in the African and the Asia-Pacific regions, as well as cooperation under the Asia-Pacific Council for Trade Facilitation and Electronic Business (AFACT). The appointment of a Rapporteur for Latin America and the Caribbean will also be discussed.

Item 7: Matters arising

Documentation: ECE/TRADE/C/CEFACT/2008/20, ECE/TRADE/C/CEFACT/2008/25

9. The Director of the Trade and Timber Division, together with the Bureau, will report on matters arising from the Bureau of the Committee on Trade and the Executive Committee (ExCom). Delegations will have an opportunity to review and discuss related topics of interest, such as governance, resources and outreach to less advanced countries.

Item 8: Going forward

Documentation: ECE/TRADE/C/CEFACT/2008/2, ECE/TRADE/C/CEFACT/2008/16, ECE/TRADE/C/CEFACT/2008/39, ECE/TRADE/C/CEFACT/2008/40

10. The Bureau will present the proposed programme of work for 2010-2011; and the electronic Business, Government and Trade (eBGT) initiative. Delegations will review, discuss and approve the way forward.

Item 9: Organizational matters

Documentation: ECE/TRADE/C/CEFACT/2008/10, ECE/TRADE/C/CEFACT/2008/17, ECE/TRADE/C/CEFACT/2008/18, ECE/TRADE/C/CEFACT/2008/19, ECE/TRADE/C/CEFACT/2008/21, ECE/TRADE/C/CEFACT/2008/26, ECE/TRADE/C/CEFACT/2008/36.

11. The Director of the Trade and Timber Division will report on the activities of the Intellectual Property Rights Task Team. The Plenary will have an opportunity to discuss the recommendations of the Task Team and to provide guidance on the way forward. The report of the Task Team is available at <http://www.unece.org/cefact>. The Director will also report on matters relating to secretariat resources. The secretariat will report on consultations with the UNECE Inland Transport Committee on strengthening UNECE border-crossing and trade-facilitation activities. The Bureau will report on any other matters of information.

Item 10: Election of officers

12. The Plenary will elect up to five vice-chairs for 2008-2010. The position of Chair 2009-2011 will be on the Plenary agenda for its upcoming fifteenth session, in 2009.

Item 11: Adoption of decisions of the fourteenth Plenary session

13. Delegations will approve the decisions made at the fourteenth Plenary session. The secretariat will prepare a draft report of the Plenary for intersessional approval by the heads of delegation. The Plenary will decide on the dates of the fifteenth Plenary session.

III. TENTATIVE TIMETABLE

Date	Agenda item	Introduced by
Monday, 15 September		
15:30 – 18:00	Informal organized consultations between delegations, missions and UN/CEFACT office holders (interpretation available)	UN/CEFACT Bureau and Office Holders
Tuesday, 16 September		
10.00 – 12:00	Continuation of informal consultations with an overview introduction to UN/CEFACT and discussion of results from consultations (interpretation available)	UN/CEFACT Bureau and Office Holders
14:30 – 17:30	Opening	Executive Secretary
	1. Adoption of the agenda 2. Overview of stakeholder priorities 3. Uses of the UN/CEFACT framework of recommendations and standards 4. Report on UN/CEFACT Forum activities since the thirteenth Plenary Session	Chair Bureau Bureau Forum Management Group Chair
Wednesday, 17 September		
10:00 – 13:00	5. Developments by expert groups: deliverables and priorities 6. Reports of the rapporteurs 7. Matters arising	Permanent Group Chairs Rapporteurs Director of the Trade and Timber Division and Chair
	8. Going forward	Bureau
15:00 – 18:00	Going forward (continued)	Bureau
	9. Organizational matters 10. Election of officers 11. Adoption of decisions of the fourteenth UN/CEFACT Plenary	Bureau Director of the Trade and Timber Division Chair