

20 Oct

**FINAL APPROVED MINUTES FROM FMG CALL
31 August 2009**

Participants: Chair Anders Grangard, Mary Kay Blantz, Tom Butterly, Gordon Cragge, Mark Crawford, Michael Conroy, Michael Dill, Chris Hassler, Christian Huemer, Jim Wilson

Excused: Mike Doran, David Dobbing, Scott Hinkelman, Garret Minakawa, Jostein Frømyr, Gait Boxman, Bart W. Schermer, Natascha Pottier,

Recorded by: Yvette Issar

ITEM	DISCUSSION	ACTION AGREED/ Person(s) Responsible	Action Item Number
1. Approval of the Agenda	The agenda from the previous meeting was adopted.	Approved	
2. Approval of the minutes from 17 August	The minutes from 17 August were approved.	The secretariat to circulate the final approved minutes from 17 August.	913
3. UN/CEFACT projects	<ul style="list-style-type: none">• UNLOCODE Tauno was requested to prioritize work on EDIFACT and code lists, and therefore work on UNLOCODE has been pushed back. However. The Secretariat anticipates completion by the end of the week (4 Sep).• 08B Schema audit: The work is expected to be completed by the end of the week (4 Sep).• 09A Schema production: Should be done by the end of the week so that ATG can commence work.	<p>Update on completion at next call</p> <p>Update on completion at next call</p> <p>Update on completion at next call</p>	<p>914</p> <p>915</p> <p>916</p>

	<ul style="list-style-type: none"> • BSP/UNeDocs <ul style="list-style-type: none"> - Bureau Communication and Next Steps: Report has been sent out to FMG and HoD lists. • TFIG – No further substantial update. Referring to the secretariat's message to Bureau/FMG on the TFIG project problems, Gordon Cragge noted that in his opinion the TIFIG Project is managed by TBG15 and the Bureau. There was no debate on the issue as FMG agreed that discussions on TIFIG management should be restricted to the Bureau. • Anders will take up the matter of the new Work Item ballot that has been launched within ISO TC 154. ATG should be kept informed of progress in this area as it bears some responsibility for a layout key. 	<p>Anders to follow up on this issue.</p>	<p>917</p>
<p>4. Forum meetings</p>	<ul style="list-style-type: none"> • 15th UN/CEFACT Forum - 28 September – 2 October 2009, Sapporo: <ul style="list-style-type: none"> - As of 28 August, 129 registrations had been received. - Room & Joint Meeting Requirements: These have been received from all groups. - JASTPRO seminar: The organizers have requested that presentations be submitted by 4 Sep for translation. FMG members insist that they would like to look at proposed presentations ahead of time. Anders will consult Kazumi to request an extension for submission to JASTPRO, till Friday 11 September. However, speakers presentations should still be sent to the FMG by September 4, and these should be distributed within the FMG for comment by Friday 11 September. - Lunch and Learns – Several requests for Lunch and Learns/Open 	<p>The Secretariat will go through the list of requests received to ensure submission by all Groups</p> <p>Anders to contact Kazumi and request extension.</p> <p>Secretariat to go through</p>	<p>918</p> <p>919</p>

	<p>Sessions received. Thus far, the following are envisaged:</p> <p>Monday - BSP UNeDocs (Open Session by Bureau)</p> <p>Tuesday – Joint presentation by Bernard L and Chris H on implementation and use of e Tendering and PSCPM Standards (TBG 6)</p> <p>Wednesday – Robust data typing on CCTS 3, and packaging aspects of CCTS 3 (TMG)</p> <p>Thursday – Standards Development Advisory Team (Open Session)</p> <p>FMG Meeting on Sunday - It was noted that this will not be held at the meeting venue, but a separate location downtown. Details are on the website.</p> <ul style="list-style-type: none"> • 16th UN/CEFACT Forum - Spring 2010: Discussions are proceeding with Australia on this matter. Malaysia has also been mentioned a potential location. 	requests received and ensure all L & Ls requested are accounted for.	920
6. Plenary documents	<ul style="list-style-type: none"> • PG Reports: All PG reports have been received. MD has compiled them into a single report. • Draft R.650/Rev.5 Anders, Stuart, Tom and Mika will set up a call to discuss taking this item forward. • Programme of Work – Stuart/Bureau reviewing the document. Stuart hopes to have comments back within the next day or two. 	Anders, Stuart, Tom and Mika to set up call	921
7. Forum procedures	<ul style="list-style-type: none"> • ICG Audit Procedure – Mika was to follow up with Garrett on tasks assigned in Rome (Action item 908 from minutes of the call on Aug 17). Tom will check with Mika on the status of this. • FPT – Revised Workflow –The version submitted to the Secretariat is being processed as a Plenary document. 	Tom to consult Mika	922
		The revised workflow should be published on the website, along with a news item relating	923

		<p>to its publication. (It was also suggested that a report be issued to the Plenary explaining that it has been updated. – It is being issued as a Plenary document).</p>	
<p>8. eBGT</p>	<p>• eBGT draft procedure for project proposals: The proposals will be forwarded to FMG for consideration. Some of these can be ready by Sapporo.</p> <p>The aspect of eBGT that is trust fund-related has expired and a request for extension will need to be submitted to EXCOM. In addition the eBGT mandate expires in March 2010. Request for extension will have to be made at the Plenary. Work on this would need to take place before Sapporo, as the deadline for English only documents is 22 Sep.</p>		
<p>9. Group reports</p>	<p>ATG: - ICG: - LG: -</p> <p>TBG: - TBG 17 Report – Latest submission statistics for 09B: All submissions have been through provisional approval, amounting to a total of 3063 lines. 9 of the 16 submissions are harmonized and ready for 09B. The rest will be ready in the next week or so. A few may have to be finalized by Sapporo. The group will meet its target of having the items ready for ICG by their interim meeting, which is the week after Sapporo.</p> <p>BRS/RSM Update: There was a meeting the morning of 31 Aug. Work</p>		

	<p>is continuing, and a draft will hopefully be ready to circulate by Sapporo.</p> <p>TMG - CC working group – will meet to discuss CCTS3 comments with TBG. Have begun to prepare an implementation strategy guideline, which they aim to deliver to the FMG by Sapporo together with implementation verification results.</p> <p>e-Architecture working group - since this work is transferred elsewhere, it makes sense to close down the Group.</p> <p>The UN Standards Development Framework Team will have its first call tomorrow (1 Sep).</p> <p>Secretariat: - Staff changes: Mika Vepsäläinen has moved to a new position at UNCTAD. The UN/CEFACT team at UNECE will be joined by Rajan Dhanjee. Tauno Kangur will be coming to Sapporo together with Tom Butterly.</p> <p>The main focus at present within the Secretariat is the submission of Plenary documents for translation. 12 of 20 documents are in, and the rest are awaited shortly.</p> <p>There will be a conference call on 3 Sep with the organizers for Sapporo. Anders will join the call.</p> <p>The European Commission and UNCTAD will hold a workshop on the business aspects of WTO TF negotiations around the time of the Plenary. The workshop will be open to members of delegations. Noted for FMG member information, in case there is interest in participating.</p>	<p>Secretariat to provide details of formal procedure for closing down a working group</p> <p>Secretariat to send Anders the information for the call</p> <p>TB will update FMG matters as more information becomes available.</p>	<p>924</p> <p>925</p> <p>926</p>
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20 Oct

	Tom will send more information as it becomes available Tom will send the rough Plenary time schedule around	Tom to send schedule	
10. AOB	Next FMG call on 14 September, 1700 hrs CET	Secretariat to book call.	927