

ICG meeting Minutes

1 Presents:

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2 Monday, 15 September 2003

2.1 Welcome and opening remarks by the ICG Convener

M. Conroy welcomed everyone to the third plenary meeting of the ICG. He made a special welcome to the newcomers and hoped that they would be able to attend this group on a regular basis. He indicated that he had attempted to cover the major issues in the layout of the provisional agenda and that these would be highlighted as the agenda items were presented. In summing up his introduction he asked all the participants to present themselves to the group.

2.2 Approval of agenda

The agenda was approved after some modification to accommodate different schedules as follows:

1. Approval of minutes of last meeting
2. Reports for other meetings
 - a. TC154 (M. Dill)
 - b. CSG (D. Dobbing)

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3. Report from the May UN/EDIFACT directory audit (M. Conroy)
4. Review of approved recommendations (D. Dobbing)
5. Approval of the ICG terms of reference and procedures
6. ICG website
7. ----- break for BCF presentation 15h00-18h00-----
8. Review of Work Programme.
9. Allocation of work for the rest of the week.
10. Review FCT procedures (Tuesday morning)
11. Development of the ICG repository strategy (Tuesday afternoon)
12. Review of the Business Requirements Specification (BRS) and Requirements Specification Mapping (RSM) (Wednesday morning, Thursday)
 - a. Finalise initial drafts with other groups
 - b. Work in the INSTAT example to verify document content
13. Review of UN Recommendations under modification
 - a. Recommendation 20 (Wednesday afternoon)
14. Draft UN/CEFACT Vision review
15. E-business architecture representative allocation
16. Review of the UNCL migration plan
17. ICG Action List Update
18. ICG Resolutions
19. AOB

2.3 Approval of the minutes of the last meeting

The minutes were approved without change.

2.4 Reports from other meetings

M. Dill reported on the last TC154 meeting and indicated that the amendment of the TDED was nearing completion. It was expected that this would go out for public comment by the end of the year. Some 1000 core components could be expected from this exercise and these may be broken down into basic core components and aggregate core components (to cater for cases where dual concepts existed in existing elements). A number of transport elements still needed modification, but these were expected to be modified by TBG3, however the deadline had yet to be defined.

D. Dobbing reported on the CSG meetings that had been held since the last UN/CEFACT Forum. The major topics covered were:

1. At May 2003 UN/CEFACT Plenary the CSG and the UNECE Secretariat were authorised to pursue and secure extra budgetary resources through the appointment of a professional Services Support Provide (SSP). Covers the provision of facilitators and modelers.

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2. The CSG had developed an “Invitation to provide support services to UN/CEFACT”. With regard to the acquisition of resources, and in particular the services of the SSP, this had been addressed to the OLA (United Nations Office of Legal Affairs). The OLA documented their guidance in TRADE/CEFACT/2003/Misc.4, including:
 - o United Nations rules prohibit charging fees for participation or services.
 - o Development and maintenance of any repository or database resulting from the work of United Nations sanctioned Groups and their respective intellectual capital is an innate United Nations function.
 - o Any externally developed and maintained repository and database must be open, transparent and freely available to standards developers and plenary delegations.
3. Finalization of the UN IPR policy with the OLA is well advanced. One issue outstanding is in relation to providing for an indemnity to the UN in the case of problems. Mr. David Marsh (Legal Rapporteur) is progressing this matter with the OLA, with the expectation that the IPR will be approved at the next UN/CEFACT Plenary (Feb, 2004).
4. The new structure of UN/CEFACT was also discussed and in particular the apparent overlapping roles of the FCT (Forum Coordination Team) and the CSG (UN/CEFACT Steering Group).
5. Initially an extra-ordinary meeting of UN/CEFACT had been intended, however, this was now deemed unnecessary and the current dates for the next plenary are intended for January or February 2004.
6. The relationship with OASIS was also discussed and an announcement was subsequently made by the CSG Chair that UN/CEFACT had achieved its objectives in the ebXML initiative with the approval of the ebXML specifications as UN/CEFACT technical specifications, and that a strategic decision had been made to end UN/CEFACT’s relationship with OASIS (Organization for the Advancement of Structured Information Standards).
7. The need for a promotional tour and the plans for a BCF (Business Collaboration Framework) promotional tour in Asia had also been announced.

2.5 Report from the May UN/EDIFACT Directory Audit.

M. Conroy reported that since San Diego it had been agreed that the directory audit was indeed a function of the ICG and consequently it had carried out its first audit on the D.03A directory. The quality of the directories produced was a level inferior to that of previous directories and he felt that this was due more to the lack of concentration of the production process than anything else. He hoped that this would be improved with the next production.

He also indicated that this audit was the first to be held remotely and that barring some inconveniences it had been fairly successful.

He indicated that if anyone was interested in participating in the audit they would be more than welcome.

2.6 Review of the approved recommendations

D. Dobbing reported that recommendation 23 had been published after a successful ODP review. He then went over the list of recommendations indicating their relationship with the ICG.

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In the case of recommendation 17, M. Dill suggested that it should be updated to take into consideration new technology and the need for automation. Currently the recommendation did not suit automatic processes. The introduction of patterns could alleviate this situation.

D. Dobbing replied that there was no problem in envisaging such an evolution. We could in fact raise a project to do so. It would however, need the agreement with the financial community. M. Dill, if he wished, could make such a project proposal.

2.7 Review of the ICG terms of reference and procedures

The ICG terms of reference were reviewed, adjusted and finally approved for submission to UN/CEFACT.

2.8 ICG website

M. Conroy explained that the webmaster for the ICG website (currently DISA) could no longer assume this role. He asked the participants if someone would volunteer to take over this role and be provided with the necessary privileges to access the site.

D. Dobbing indicated that he was willing to assume this task.

2.9 Review of work program

M. Conroy indicated that the work programme was essentially reflected in the agenda for the week. He reviewed the different points against the agenda and indicated that it concerned essentially the following:

1. BRS/RSM
2. UN Recommendations and in particular recommendation 20
3. The ICG Repository strategy
4. The UNCL migration plan

2.10 Allocation of work for the rest of the week

M. Conroy reminded everyone that in the afternoon there would be a presentation of the BCF. He suggested that everyone should attend as it would be important for them to understand what was happening. He proposed consequently that the ICG would not meet in the afternoon from 15h00.

The time for the rest of the week was then split up over the agenda items (see agenda).

3 Tuesday, 16 September 2003

3.1 Review of FCT procedures

The FCT procedures were reviewed in cooperation with M. Berwanger from TBG. All the sections up to and including 2.2 were reviewed and agreed. Section 2.3 would be revised by M. Berwanger to more concisely indicate that submissions could come from outside organisations and that it was the responsibility of the TBG to keep these organisations informed of progress. The rest of the document appeared coherent and would be reviewed on Wednesday.

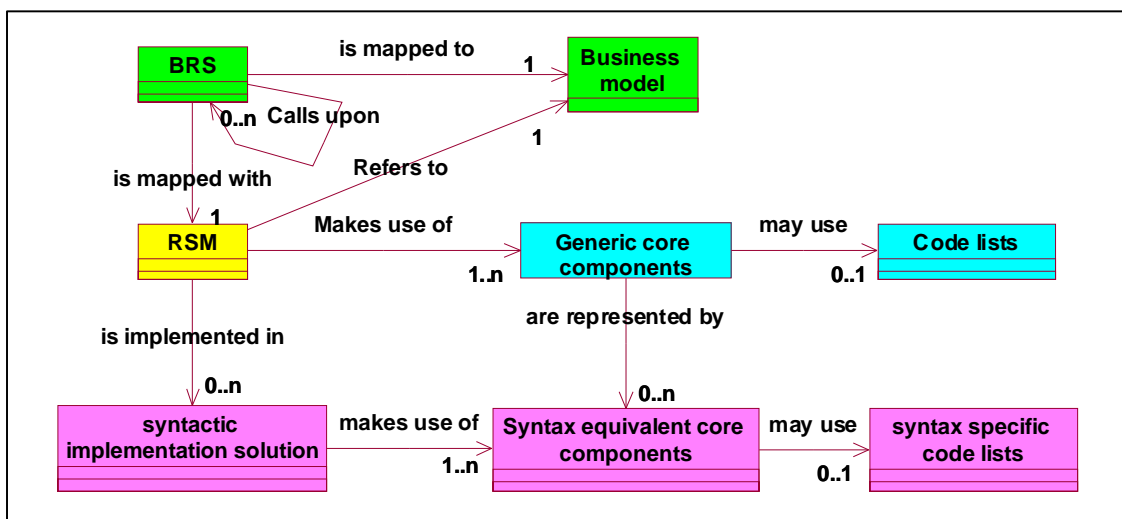
One issue raised concerned the suppression of the verification, prior to ODP submission, of the BRS by the ATG for verification of its implementability. Both ICG and R. Berwanger considered this step to be unnecessary since the business requirements as captured in the BRS are first subject

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to approval by both the TBG and through the ODP, independent of any of any technology implementation considerations. In any event the ATG could participate in the ODP review and forward its comments to the TBG as part of this process. R. Berwanger considered it important streamline the process and to first confirm the actual business requirements with the global community, prior to BRS and the accompanying RMS being passed to the ATG for further consideration as part the technology implementation stage.

3.2 Development of the ICG repository strategy

D. Dobbing initialized the debate by explaining the philosophy that had been envisaged for implementation with a selected SSP for the database structure. After some discussion where numerous questions of clarification were raised, it was decided to attempt to outline the repository requirements in the diagram below.



D. Dobbing will review this during the week in order to ensure that it reflects correctly what was envisaged.

4 Wednesday, 17 September 2003

4.1 Review of the Business Requirements Specification (BRS)

The BRS was reviewed and updated in cooperation with M. Berwanger. A new draft was produced. The essential modifications to the document were:

1. Introduction of a references section to identify the principal sources that were used in the creation of the document.
2. Extraction from the document all definitions that were contained within the document to a definition section.
3. Other editorial corrections were made.

The document will now be presented to the TBG for validation.

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4.2 FCT procedures

M. Grangard of the ATG meet along with M. Berwanger of the TBG and the ICG group to explain what had been suppressed in the procedures document that involved the ATG. M. Grangard explained the difficulty he had in forming an opinion without further consultation with ATG membership, but indicated that he would obtain an opinion before the end of the meeting concerning the revision in question.

4.3 ICG Repository Strategy

C. Huemer attended the meeting in order to clarify the diagrams outlined in the SSP document concerning the database requirements. He indicated that the outline elaborated by the ICG was consistent with the TMG philosophy. He indicated that the long term objective should be to merge the RSM into the business model and to provide from the model a reference to the core components.

4.4 Recommendation 20

The meeting was attended by F. Vuilleumier, Y. Kito, and M. Nakagaki for the review of Recommendation 20 prior to being subject to the ODP review stage. Recommendation 20 had been the subject of an internal UN/CEFACT review.

D. Dobbing outlined the current status of the Recommendation,.

F. Veuilleumier presented a number of substantive comments that were reviewed and taken into consideration.

The distinction between genuine units of measures and those that were units of count was unclear. It was agreed that a separate column be added to Annexes II and III to signify those entries that were units of count and that explanatory text be added to the boilerplate text. A key point raised was the necessity to identify the codes that don't have a conversion factor and a description. Agreement was to have an separate ODP review Annex to the current Annexes identify such codes and with a request that the user community provide the missing information. Those codes that did not receive the necessary information would be marked for deletion in the subsequent release of Recommendation 20 after the ODP review.

In response to other comments, D. Dobbing clarified a number of areas in question. As a result several corrections and editorial corrections were agreed. F. Veuilleumier agreed to supply the missing URLs and to address the ambiguity between the revision and edition numbers inherited from the last published version of Recommendation 20. The comments from the ATG were reviewed and D. Dobbing will prepare a reply to the ATG.

D. Dobbing to update Recommendation 20 with the agreed changes and to distribute a revised document to the meeting attendees for final review, prior to its circulation through the ODP.

5 Thursday, 18 September 2003

5.1 Review of the RSM

The RSM philosophy was worked throughout the day. Design of the tables necessary to carry out the mapping between the business requirements specification conceptual model and the generic core components was elaborated. Two notions of the RSM table are proposed. One relating each

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class attribute to each BBIE where extensions or restrictions to the type or to any eventual code list were identified. The other contained the list of the classes and their associated ABIEs.

A major philosophical difference emerged during these discussions where it became apparent that the CCTS was effectively defining more than a naming convention since it also gives rise to being the definition of the underlying structure. It is unlikely that such structures will align with the conceptual business model. After a long discussion it was decided that it would be necessary in the RSM to remodel the conceptual model into a “business object class” model and only then mapping to the core components would become possible. However, it would also be necessary to devise a mechanism where all non-required components could be identified so that only the required information would be isolated for implementation. The INSTAT proposal was examined in order to determine what degree of divergence there was between their conceptual model and the “business object class” model. It was decided that the ICG was not in the best position to undertake this work and that the ICG would request that the TBG (in consultation with the TMG and the INSTAT submitter) create the mapping to the “business class” model in order to use INSTAT as an example.

It is the view of the ICG that the creation of a “business object class” model will most likely introduce considerable overhead in the resulting syntax solution. The problem will be addressed to the TMG.

M. Conroy will prepare a statement of concern to the TC154 chair about the apparent building into the ISO7372 naming convention of structure. This statement will be circulated to the ICG members before transmission to TC154.

6 Friday, 19 September 2003

6.1 Work to be completed for the next meeting

RSM documentation	M. Conroy
Recommendation 20 approval	D. Dobbing
Review BRS comments and validation	ALL/ H. Enjo
Review and finalise procedure comments	ALL
UNCL migration	D. Dobbing
ICG repository development (including a review of CCTS repository outline)	M. Dill.
D.03B directory audit (17 th to 21 st of November 2003). /A. Dechamps	M. Conroy / M. Dill

6.2 Preparation of ICG report to the UN/CEFACT Forum closing plenary

The plenary presentation was reviewed and agreed.

6.3 UN/CEFACT Vision review

D. Dobbing provided some background information on the vision document. The members of the group were requested to provide input to him prior to the October CSG meeting (20th of October 2003). All comments will be presented as ICG member comments.

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F. Berthomieu indicated that the document did not reflect SME needs and would prefer to see a more SME orientated presentation in the document.

6.4 E-business architecture representative allocation

F. Berthomieu accepted to act as the ICG representative on this review team.