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### Centre for Trade Facilitation and Electronic Business

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Item 7 of the provisional agenda

**United Nations Centre for Trade Facilitation and Electronic Business  
structure, mandate, terms of reference and procedures**

## United Nations Centre for Trade Facilitation and Electronic Business Programme of Work 2021 - 2022

### *Summary*

This document presents the Programme of Work of the United Nations Centre for Trade Facilitation and Electronic Business (UN/CEFACT) for 2021-2022.

Document ECE/TRADE/C/CEFACT/2021/17 is submitted by the Bureau to the twenty-seventh session of the Plenary for approval.



## **I. Introduction**

1. This document presents the Programme of Work (PoW) of the United Nations Centre for Trade Facilitation and Electronic Business (UN/CEFACT) for 2021-2022.
2. It is submitted by the UN/CEFACT Bureau to the twenty-seventh session of the Plenary for discussion and approval and will be subsequently submitted for approval to the Executive Committee of the United Nations Economic Commission for Europe (UNECE).
3. It is consistent with the streamlined project-oriented management approach adopted at the Plenary's eighteenth session in February 2012 and the associated revised foundation document updated during the twenty-fourth session *UN/CEFACT Structure, Mandate, Terms of Reference and Procedures* (ECE/TRADE/C/CEFACT/2017/15/Rev.1). The PoW for 2021-2022 also aligns with the document *UN/CEFACT Prospective Directions* (ECE/TRADE/C/CEFACT/2016/20/Rev.1).
4. Activities are driven by the expressed needs of the member States and the recommendations of the UNECE Executive Committee.

## **II. Key elements of UN/CEFACT's vision and mandate**

5. UN/CEFACT's vision is "simple, transparent and effective processes for global commerce".
6. Within the United Nations framework, under the Economic and Social Council, UNECE serves as the focal point for trade facilitation recommendations and electronic business standards, covering both commercial and government business processes that can foster growth in international trade and related services. In this context, UN/CEFACT was established as a subsidiary intergovernmental body of UNECE, mandated to develop a Programme of Work of global relevance to achieve improved worldwide coordination and cooperation in these areas.
7. UN/CEFACT supports activities dedicated to improving the ability of business, trade and administrative organizations from developed, developing and transition economies to trade in products and relevant services effectively. Its principal focus is on facilitating national and international transactions through the simplification, standardization and harmonization of processes, procedures and information flows, thereby contributing to a more sustainable growth of global trade.
8. UN/CEFACT provides an opportunity for public and private sector experts to work together under the guidance of its Plenary, Bureau and secretariat to develop a body of freely available recommendations, standards and guidance materials that can help reduce regulatory and procedural barriers to facilitate trade. Its experts conduct projects within the Plenary-approved Programmes of Work, using a transparent methodology and the Open Development

Process<sup>1</sup>, respecting the Intellectual Property Rights Policy<sup>2</sup> and adhering to its Code of Conduct<sup>3</sup>.

### III. Programme of Work for 2021-2022

9. Cross-border standardization, simplification and harmonization are fundamental tools for the facilitation of international trading processes and form the nucleus of UN/CEFACT work. This trade facilitation mission supports the objectives of the Trade Facilitation Agreement (TFA) of the World Trade Organization (WTO), which references and emphasizes the importance of several topics covered by UNECE recommendations (Single Window, National Trade Facilitation Bodies, etc.) and encourages the use of international standards.

10. The work of UN/CEFACT also supports directly and indirectly the successful implementation of the United Nations 2030 Agenda for Sustainable Development, a vast majority of its Sustainable Development Goals (SDGs), a transition towards a more circular economy and a transition to a more resilient, inclusive and sustainable post COVID-19 recovery. In particular, it directly contributes to the achievement of:<sup>4</sup>

- (a) SDG 5 on improving gender equality, particularly through facilitating access to trading opportunities, which creates employment opportunities for women thus increasing women's participation in the economy;
- (b) SDG 8 on sustainable economic growth, particularly to facilitate processes and services for international trade, strengthen labor conditions through traceability of sustainable value chains; and contributing to the development of sustainable rural tourism;
- (c) SDG 12 on sustainable consumption and production patterns, particularly reducing negative environmental and social impact; providing standards for the movement of waste; enhance traceability and transparency of supply chains for more sustainable production and consumption systems;
- (d) SDG 14 on sustainable use of oceans, seas and marine resources, particularly with e-business standards for the management of fish stocks and fishing vessels; and
- (e) SDG 17 on implementation and revitalization of global partnership, particularly as related to promoting North-South sharing of information and procedures; the use of technology; capacity building; trade; and public-private partnerships.

11. UN/CEFACT also contributes to reducing poverty and ending hunger, through sustainable agriculture, particularly through the certification of agriculture and fishery products (SDG1 and SDG2) and reducing inequalities (SDG10). It also removes barriers to

<sup>1</sup> See *Update to the Open Development Process* (ECE/TRADE/C/CEFACT/ 2016/17) at [http://www.unece.org/fileadmin/DAM/cefact/cf\\_plenary/2016\\_plenary/CF\\_2016\\_017E\\_ODP.pdf](http://www.unece.org/fileadmin/DAM/cefact/cf_plenary/2016_plenary/CF_2016_017E_ODP.pdf)

<sup>2</sup> See *Updated UN/CEFACT Intellectual Property Rights Policy* (ECE/TRADE/C/CEFACT/ 2010/20/Rev.2) at [http://www.unece.org/org/fileadmin/DAM/cefact/cf\\_plenary/plenary12/ECE\\_TRADE\\_C\\_CEFACT\\_2010\\_20\\_Rev2E\\_UpdatedIPRpolicy.pdf](http://www.unece.org/org/fileadmin/DAM/cefact/cf_plenary/plenary12/ECE_TRADE_C_CEFACT_2010_20_Rev2E_UpdatedIPRpolicy.pdf).

<sup>3</sup> See *Revised UN/CEFACT Code of Conduct* (ECE/TRADE/C/CEFACT/ 2010/18/Rev.1) at [http://www.unece.org/fileadmin/DAM/cefact/cf\\_plenary/plenary11/ECE\\_TRADE\\_C\\_CEFACT\\_2010\\_18\\_Rev.1E.pdf](http://www.unece.org/fileadmin/DAM/cefact/cf_plenary/plenary11/ECE_TRADE_C_CEFACT_2010_18_Rev.1E.pdf).

<sup>4</sup> At the United Nations Sustainable Development Summit on 25 September 2015, world leaders adopted the 2030 Agenda for Sustainable Development, which includes a set of seventeen Sustainable Development Goals (SDGs) to end poverty, fight inequality and injustice, and tackle climate change by 2030. Available at <https://sustainabledevelopment.un.org/?menu=1300>

trade through dematerialization, standardizes message exchange models in support of facilitating micro, small and medium enterprises (MSMEs), facilitates the electronic data exchange of sanitary and phytosanitary information, including for the sustainable use of natural resources (SDG3 and SDG15), contributes to advancing the circular economy, including through the development of guidance and standards for innovation and advanced technologies (SDG9), and enables smart cities development (SDG11).

12. One of the key advantages of UN/CEFACT work is the inclusiveness in the development, the inclusiveness in the decisional power of United Nations member States to review and approve the resulting recommendations and standards, and perhaps most importantly the inclusiveness in the availability (free of charge) of the resulting deliverables.

13. The focus areas of the PoW for 2021-2022, described below, reflect the *UN/CEFACT Prospective Directions* (ECE/TRADE/C/CEFACT/2016/20/Rev.1) adopted by the UN/CEFACT Plenary at its twenty second session. By taking this approach, it is possible to streamline the presentation of the PoW and to bring to the attention of the Plenary and the UNECE Executive Committee the different types of substantive work that experts intend to address.

14. UN/CEFACT shall continue its trade facilitation mission through its PoW for 2021-2022. This is articulated around the following key objectives:

- (a) An emphasis on efforts to study, develop or revise trade facilitation **recommendations** as well as e-business and technical **standards**;
- (b) An emphasis on supporting interoperability across the many existing, new and future technology platforms (in other words the ability of these systems to exchange data) by acting as a semantic hub that advances the development of technology-neutral **semantics, code lists, process, data reference models** and **best practices**;
- (c) Increased **accessibility** of UN/CEFACT work products, especially to new stakeholders involved in the development of web and mobile applications;
- (d) Support to member States and stakeholders who wish to take full advantage of the UN/CEFACT **family of standards** to address their requirements in trade facilitation and electronic business; and
- (e) Monitoring of advanced technologies to ensure the **continued pertinence** of UN/CEFACT work products.

## A. Progressing trade facilitation and supporting its implementation

15. Recommendations, standards and other deliverables developed by UN/CEFACT can be used by governments and businesses to implement different aspects of the WTO TFA. The TFA specifically encourages member States to follow best practices in the form of international standards and to participate in the review and development of these standards. In addition to contributing to the implementation of trade facilitation under the WTO TFA, UN/CEFACT deliverables can help achieve the SDGs of the United Nations. UN/CEFACT will continue to develop further deliverables to support implementation of the WTO TFA, to help achieve the United Nations SDGs and to help advance trade facilitation in general.

16. Activities within UN/CEFACT will concentrate its efforts on this trade facilitation role specifically with projects that support:

- (a) WTO TFA article 10 on formalities connected with importation, exportation and transit. These include the principle of Single Window; streamlined formalities and documentation requirements; and the use of international standards;

- (b) WTO TFA article 1 on publication and availability of information;
- (c) WTO TFA article 7 on release and clearance of goods;
- (d) WTO TFA article 8 on border agency cooperation;
- (e) WTO TFA article 12 on customs cooperation; and
- (f) WTO TFA article 23 on institutional arrangements and specifically National Trade Facilitation Committees.

17. UN/CEFACT aims at facilitating trade even beyond the WTO TFA. In this vein, UN/CEFACT will further explore various methods of data exchange including push and pull methods.<sup>5</sup> UN/CEFACT will also aim to enable a harmonized approach to the use of prevailing and emerging technologies in trade facilitation through its semantic standards.

18. The recent pandemic related to COVID-19 has brought heightened awareness to the benefits of trade facilitation and electronic data exchange. In order to ensure that trade and trade related services continue to flow even within such a situation, UN/CEFACT will continue its trade facilitation and e-business work to support the relief efforts related to such pandemics.

## **B. Providing semantic interoperability**

19. The semantics of business data exchange, i.e. the basic, common and shared meanings for business terms and information, are essential to the standardization and harmonization of business interactions across the world.<sup>6</sup> UN/CEFACT develops deliverables which support this harmonization such as the United Nations Core Component Library (UN/CCL) and Business Requirement Specifications (BRS) (describing syntax neutral business processes). UN/CEFACT will continue to be the semantic hub for all its internal deliverables and will also aim to coordinate and bring together the needs of other organizations.

20. UN/CEFACT shall continue to maintain and develop its key deliverables related to semantic interoperability:

- (a) United Nations Core Component Library (UN/CCL);
- (b) Electronic Data Interchange for Administration, Commerce and Transport (UN/EDIFACT) standard;
- (c) United Nations Location Codes for Trade and Transport Locations (UN/LOCODE);
- (d) Trade related code lists; and
- (e) Reference Data Models (RDM) which provide logical grouping of information by sector and facilitate the reuse and dissemination of its semantic work.

<sup>5</sup> A push method of sharing data would be to send an electronic message to a business partner. A pull method of sharing data would be to allow the business partner to directly interface with your own computer system and recuperate (pull) the desired data from your system.

<sup>6</sup> See Plenary document ECE/TRADE/C/CEFACT/2019/27 on the importance of semantics in standards and trade facilitation.

### **C. Developing and maintenance of guidance and standards**

21. UN/CEFACT is structured in Programme Development Areas, each supported by several domains and focal points.<sup>7</sup> These have an important role in helping to monitor emerging business processes as well as new information and communication technologies. UN/CEFACT will provide guidance to governments, business and its experts on how to leverage the power of such technologies through the use of existing UN/CEFACT deliverables or the development of new deliverables. In addition, UN/CEFACT will, at the request of the user community, develop guidelines on how to use its deliverables, including in the context of new technologies.

22. UN/CEFACT will pursue its research and guidance work on advanced technologies in support of UN/CEFACT work. These include blockchain/distributed ledger technology, internet of things, artificial intelligence, application programming interfaces and similar. UN/CEFACT will also examine cyber security issues in relation to the development of its e-business standards.

23. UN/CEFACT will monitor the continued pertinence of its deliverables through its domains and working teams. The objective of such reviews shall be to confirm that the deliverables are still relevant in their business contexts or still the ideal to strive for. The review shall also check the coherence with other current UN/CEFACT deliverables.

24. UN/CEFACT shall prioritize the review of all recommendations which are ten years or older as well as e-business standards which may have been affected by process/technological changes.

25. UN/CEFACT e-business deliverables are all based on the *International Supply Chain Reference Model*'s<sup>8</sup> Buy-Ship-Pay model of the international supply chain. Efforts will continue to be made to propose comprehensive solutions based on this end-to-end this model. Gap analyses will be conducted to identify areas where guidance or standards are needed to cover the full set of international supply chain processes involved in cross-border and domestic trade for different sectors.

### **D. Improving communications, increasing participation and advisory services**

26. UN/CEFACT will develop guidance material for the use of its deliverables, adapted to different target audiences. Particular focus will be placed on the creation of guidance material to make current deliverables more discoverable, accessible and adapted to various audiences (upon requests from member States or the user community).

27. UN/CEFACT will strive to gather information, including quantitative information on the use and impact of its deliverables.

28. Through the UNECE secretariat, UN/CEFACT will work together with other organizations of the United Nations system and relevant organizations to provide advisory services in developing and transition-economy countries adopting its recommendations, standards and best practices.

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<sup>7</sup> See ECE/TRADE/C/CEFACT/2021/4 for the most recent Bureau and domain structure at the time of writing.

<sup>8</sup> UN/CEFACT, 2003, *International Supply Chain Reference Model (ISCRM)*, available from: <http://tfig.unece.org/contents/ISCRM.htm>

29. Activities to improve communication and increase participation in the development work include:

- (a) The organization of at least one forum per year in order to bring experts together, advance actual projects and the programme of work;
- (b) The organization of meetings, seminars/webinars and capacity-building workshops to inform stakeholders about UN/CEFACT deliverables, to encourage their participation in UN/CEFACT work and to assist governments and other stakeholders in the use of UN/CEFACT deliverables and best practices;
- (c) The enhancement of distant participation in UN/CEFACT meetings and events when practicable;
- (d) The preparation of implementation guidelines for UN/CEFACT deliverables at the policy, operational and technical levels;
- (e) Engagement in targeted outreach to other relevant organizations on specific issues to encourage wider contributions to the work and reuse of these standards; and
- (f) Engagement with National Trade Facilitation Bodies to help disseminate the work of UN/CEFACT and provoke interest from relevant experts and users.

## **E. Enhancing cooperation with other United Nations bodies**

30. In order to ensure the coherence of guidance provided by United Nations bodies in the spirit of the “One UN” principle, UN/CEFACT works closely with the UNECE Executive Committee, the secretariat, and other bodies of the UNECE and United Nations such as United Nations Commission on International Trade Law (UNCITRAL); United Nations Conference on Trade and Development (UNCTAD); International Trade Centre (ITC); United Nations Industrial Development Organization (UNIDO); International Telecommunication Union (ITU); Universal Postal Union (UPU); International Maritime Organization (IMO); International Civil Aviation Organization (ICAO) and United Nations Environment Programme (UNEP).

31. To effectively fulfil its mandate of global outreach, UN/CEFACT will also seek to enhance, through the UNECE secretariat, collaboration with all the United Nations Regional Economic Commissions. This includes the global and regional survey on trade facilitation and paperless trade.

32. UN/CEFACT will encourage all partner organizations to contribute to the relevant areas of the United Nations Core Component Library (UN/CCL) development, including Reference Data Models and will support all partners in the trade facilitation and electronic business aspects of their work, including to achieve relevant goals in the United Nations 2030 Agenda for Sustainable Development.

## **F. Enhancing cooperation with other standards bodies**

33. UN/CEFACT will engage with other organizations, through the UNECE secretariat, to ensure the coherence of its work with that of other organizations, to announce its projects in a timely manner (in order to avoid duplication of efforts) and to find ways to further enhance cooperation, including through the establishment of bilateral agreements. An important vehicle for this will be the memorandum of understanding on e-business between the International Electrotechnical Commission (IEC), the International Organization for Standardization (ISO), the International Telecommunication Union (ITU) and UNECE.

34. Some activities for consideration for enhancing cooperative activities with other standards bodies through bilateral agreements include:
- (a) Developing the UN/CCL and RDMs;
  - (b) Holding webinars on subjects of joint interest;
  - (c) Preparing informative reports for other standards committees to highlight and disseminate the work of UN/CEFACT;
  - (d) Working jointly with ISO TC/154 on UN/EDIFACT and other projects, as appropriate; and
  - (e) Updating and publishing the UNTDED.
35. Cooperation with other standards bodies will be sought by:
- (a) Encouraging them to join the development and review the work of UN/CEFACT;
  - (b) Engaging with them in discussions on cooperation, establishing liaison or contact points; and,
  - (c) Where useful and appropriate, establishing new bilateral agreements through the secretariat.
36. Activities to consider that may enhance cooperative activities with other standards bodies (without bilateral agreements) include UN/CCL and RDM development.



## Annex I

### A. Focus Area I: International Trade Procedures

1. The International Trade Procedures Programme Development Area (PDA) shall continue to develop and maintain recommendations and trade facilitation guidance material in support of the implementation of SDGs and the WTO TFA. It will also update existing recommendations and guidance in order to ensure that these remain pertinent. During this period, the proposed work items will include:

<i>Proposed work item</i>
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- a. Develop guidance on the private sector's involvement within trade facilitation reform and National Trade Facilitation Bodies / Committees which can be a key aspect to their success;
- b. Develop guidance on the dematerialization of clearance procedure supporting documents (including certificates of origin);
- c. Revise *Recommendation No. 2 on Codes in Trade Documents*;
- d. Revise *Recommendation No. 8 on Unique Identification Code Methodology*;
- e. Revise *Recommendation No. 18 on Facilitation Measures Related to International Trade Procedures*;
- f. Develop guidance on an assessment methodology of Single Window effectiveness;
- g. Develop guidance on risk management for Single Window implementations;
- h. Develop guidance on cyber security issues related to Single Window and/or machine learning issues related to Single Window;
- i. Develop training manuals for National Trade Facilitation Bodies.

### B. Focus Area II: International Supply Chain

2. The International Supply Chain PDA shall continue to develop and maintain e-business standards and guidance material in support of the implementation of SDGs and dematerializing the exchange of information in order to reduce human contact which in turn decrease the spread of pandemics. It will also update existing e-business standards in order to ensure their continued pertinence. During this period, the proposed work items will include:

<i>Proposed work item</i>
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- a. Update, maintain and expand the cross-industry family of e-business standards which can promote reconciliation for traders;
- b. Update, maintain and expand the Supply Chain Reference Data Model (SCRDM) and the associated information in the Buy-Ship-Pay Reference Data Model;
- c. Support sector specific implementations of the SCRDM and cross-industry family of e-business standards, including for the automotive industry, the insurance industry as

*Proposed work item*

well as regional implementations of these standards and MSME accessibility to these standards;

- d. Update, maintain and expand the Multi-Modal Transport Reference Data Model and the associated information in the Buy-Ship-Pay Reference Data Model;
- e. Update, maintain and enhance the reach of the transport and logistics e-business standards, ensuring the needs of all modes of transport are taken into consideration and developing further guidance on individual processes such as transport contracts and corridors;
- f. Develop e-business standards and guidance material on the electronic exchange of maritime bills of lading;
- g. Further enable effective tracking and tracing of logistics assets for logistics, supply chain and regulatory needs, including continued work on the tracking and monitoring of devices linked to containers;
- h. Facilitate the development of regulatory national, regional and international digital corridors including the land locked countries corridors and set standards and guidelines for the same based on existing Core Component Libraries and Reference Data Models; and
- i. Develop a study to investigate how the open finance paradigm could be applied to trade facilitation, specifically addressing issues of interoperability.

### C. Focus Area III: Regulatory and eGovernment

3. The Regulatory and eGovernment PDA shall continue to develop and maintain e-business standards and guidance material in support of the implementation of SDGs and dematerializing the exchange of information in order to reduce human contact which in turn decrease the spread of pandemics. Particular attention will be brought to projects which can support a transition to a more circular economy. It will also update existing e-business standards in order to ensure their continued pertinence. During this period, the proposed work items will include:

*Proposed work item*

- a. Support member States in the development and implementation of systems for management and control of electronic data exchange including those for the licenses, permits and certificates for agriculture trade and trade in wildlife;
- b. Develop studies, recommendations, standards and tools to enhance traceability and transparency of sustainable and circular value chains as a means to advance responsible consumption and production patterns, including in sectors such as agri-food, fishery, textile and leather, mining and other commodities. Implementation of capacity building projects and advisory services for the dissemination and uptake of such instruments in low- and middle-income countries including in countries with economies in transition;
- c. Create and maintain a Sustainable Development and Circular Economy Reference Data Model Support (SDCERDM) and support sector specific implementations of the SDCERDM e.g. garment and footwear, minerals, etc.;

<i>Proposed work item</i>
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- d. Develop guidance on the electronic exchange of documents which can include a transfer of property based on the work developed under UNCITRAL on the Model Law for the Electronic Transfer of Record (MLETR);
- e. Develop guidance and e-business standards for mutual recognition mechanisms especially in exchanges between two government entities to facilitate national, regional and global paperless trade;
- f. Develop guidance material on advanced technologies such as blockchain, internet of things, artificial intelligence and their impact in the various areas of UN/CEFACT work, including their potential applications for the exchange of national, regional and global regulatory documents like preferential certificates of origin and to support mutual recognition of authorized economic operators (AEO);
- g. Develop guidance material to examine existing cyber security issues related international trade, including digital stakeholder identification for trade, data protection and retention rules and to potentially develop guidance in this area as well as a study on e-notary and trusted third party services;
- h. Develop and maintain a Cross-Border Management Reference Data Model;
- i. Guidelines for government development of ICT strategies based on the use of standards; and
- j. Promote the use of existing UN/CEFACT e-business standards on Transboundary Movements of Waste and develop further guidance on waste management.

#### **D. Focus area IV: Sectoral**

4. The sectoral domains shall continue to develop and maintain e-business standards and guidance material in support of the implementation of SDGs and dematerializing the exchange of information in order to reduce human contact which in turn decrease the spread of pandemics. These will also update existing e-business standards in order to ensure their continued pertinence. During this period, the proposed work items will include:

<i>Proposed work item</i>
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- a. Update, maintain and expand the travel and tourism e-business standards, (e.g. to include information on travel itineraries);
- b. Develop guidance material on sustainable tourism;
- c. Develop guidance material on measures to be taken in the tourism industry in order to cope with pandemics such as COVID-19;
- d. Develop guidance material on measures to be taken in the health and insurance sector in order to cope with pandemics such as COVID-19;
- e. Develop an e-business standard for the digitalization of international motor liability insurance certificates to ensure innovation and infrastructure;

<i>Proposed work item</i>
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- f. Develop e-business standards for the reimbursement of health claims to support access to quality, essential healthcare services and access to safe, effective and affordable essential medicine and vaccines for all.

## E. Focus Area V: Methodology and Technology

5. The Methodology and Technology PDA produces material that supports the work of the e-business standards developed in other PDAs. It shall concentrate specifically on a process of harmonization in order to ensure the continued interoperability – based on the Buy-Ship-Pay model – of all UN/CEFACT standards. It also develops the technical specifications which allow a standardized approach of all deliverables within UN/CEFACT. It will also update existing e-business standards in order to ensure their continued pertinence. During this period, the proposed work items will include:

<i>Proposed work item</i>
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- a. Develop and maintain the United Nations Core Component Library (UN/CCL) including twice annual releases;
- b. Develop and maintain the Electronic Data Interchange for Administration, Commerce and Transport (UN/EDIFACT) standard including twice annual releases;
- c. Develop and maintain the United Nations Location Codes for Trade and Transport Locations (UN/LOCODE) including twice annual releases and the development of a new electronic UN/LOCODE maintenance and access system;
- d. Develop a project to separate the code lists from the syntax to make their reuse easier;
- e. Develop a project for a technical specification for a standardized implementation of application programming interfaces (API) based on the UN/CEFACT Reference Data Models (RDM);
- f. Revise *Recommendation No. 7 on Numerical Representation of Dates, Time and Periods of Time*.

## F. Focus Area VI: Support

6. The UNECE secretariat will ensure the smooth functioning of UN/CEFACT, will help disseminate its deliverables and will engage other actors in order to ensure a harmonized approach and avoid duplication of work. During this period, the proposed work items will include:

<i>Proposed work item</i>
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- a. Organization and servicing of periodical Bureau meetings and of the yearly Plenary;
- b. Organization of at least one forum per year, meetings, seminars/webinars and capacity-building workshops to advance on ongoing projects, launch new ones, to inform stakeholders about UN/CEFACT deliverables, to encourage their participation in UN/CEFACT work and to assist governments and other stakeholders in the use of UN/CEFACT deliverables and best practices;

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<i>Proposed work item</i>
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- c.** Preparation of implementation guidelines for UN/CEFACT deliverables at the policy, operational and technical levels;
  - d.** Engagement in targeted outreach to other relevant organizations on specific issues to encourage wider contributions to the work and reuse of UN/CEFACT standards;
  - e.** Engagement with National Trade Facilitation Bodies to help disseminate the work of UN/CEFACT and provoke interest from relevant experts;
  - f.** Update and expand the United Nations Trade Facilitation Implementation Guide (TFIG);
  - g.** Update and develop the global survey on digital and sustainable trade facilitation;
  - h.** Cooperate with ITC and UNCTAD on trade facilitation and e-commerce (particularly under the eTrade for All initiative), preparing reports and guidelines on post pandemic COVID-19 economic recovery and supporting member States with any related issue;
  - i.** Encourage all partner organizations to contribute to the relevant areas of United Nations Core Component Library (UN/CCL) development, including Reference Data Models and e-business standards and support all partners in the trade facilitation and electronic business aspects of their work, including to achieve relevant goals in the United Nations 2030 Agenda for Sustainable Development;
  - j.** Work together with all the United Nations system and other relevant organizations to provide advisory services to developing and transition-economy countries to support them in the adoption of UN/CEFACT recommendations, standards and best practices;
  - k.** Work together with other organizations, specifically through the memorandum of understanding on e-business between the International Electrotechnical Commission (IEC), the International Organization for Standardization (ISO), the International Telecommunication Union (ITU) and UNECE. The aim of this cooperation is to ensure a harmonized and interoperable approach to e-business standards.
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## Annex II: Proposed publications for 2021-2022

### A Recurrent publication

<i>Item no.</i>	<i>Title</i>	<i>Mandate</i>	<i>Print and/or electronic</i>	<i>Size</i>	<i>No. of pages</i>	<i>Original language(s)</i>	<i>Translated language(s)</i>	<i>No. of copies and language(s)</i>
1	Summary of UNECE Trade Facilitation Best Practice and Recommendations	ST/SGB/2012/2/ECE/TRADE/C/CEFACT/2010/15/Rev.5, para. 6	Electronic	A4	20	E	R	

### B. Non-recurrent publications

<i>Item no.</i>	<i>Title</i>	<i>Mandate</i>	<i>Print and/or electronic</i>	<i>Size</i>	<i>No. of pages</i>	<i>Original language(s)</i>	<i>Translated language(s)</i>	<i>No. of copies and language(s)</i>
1	Trade facilitation recommendation on Trade Information Portals	ST/SGB/2012/2/ECE/TRADE/C/CEFACT/2010/15/Rev.5, para. 6	Print and electronic	A4	25	E,F,R		E-200; F-50; R-50
2	Trade facilitation recommendation on disaster relief	ST/SGB/2012/2/ECE/TRADE/C/CEFACT/2010/15/Rev.5, para. 6	Print and electronic	A4	25	E,F,R		E-200; F-50; R-50
3	Trade facilitation recommendation on ship agent minimum standards	ST/SGB/2012/2/ECE/TRADE/C/CEFACT/2010/15/Rev.5, para. 6	Print and electronic	A4	25	E,F,R		E-200; F-50; R-50
4	Trade facilitation recommendation on sustainable textile traceability	ST/SGB/2012/2/ECE/TRADE/C/CEFACT/2010/15/Rev.5, para. 6	Print and electronic	A4	25	E,F,R		E-200; F-50; R-50
5	Trade facilitation recommendation on private sector involvement in trade facilitation reform	ST/SGB/2012/2/ECE/TRADE/C/CEFACT/2010/15/Rev.5, para. 6	Print and electronic	A4	25	E,F,R		E-200; F-50; R-50
6	Trade facilitation recommendation on Single Window assessment	ST/SGB/2012/2/ECE/TRADE/C/CEFACT/2010/15/Rev.5, para. 6	Print and electronic	A4	25	E,F,R		E-200; F-50; R-50

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7	Trade facilitation recommendation on Single Window and risk management	ST/SGB/2012/2/E CE/TRADE/C/CE FACT/2010/15/Rev.5, para. 6	Print and electronic	A4	25	E,F,R		E-200; F-50; R-50
8	Trade facilitation recommendation – revision of Recommendation 2	ST/SGB/2012/2/E CE/TRADE/C/CE FACT/2010/15/Rev.5, para. 6	Print and electronic	A4	25	E,F,R		E-200; F-50; R-50
9	Trade Facilitation Recommendation – revision of Recommendation 8	ST/SGB/2012/2/E CE/TRADE/C/CE FACT/2010/15/Rev.5, para. 6	Print and electronic	A4	25	E,F,R		E-200; F-50; R-50
10	Trade Facilitation Recommendation – revision of Recommendation 16	ST/SGB/2012/2/E CE/TRADE/C/CE FACT/2010/15/Rev.5, para. 6	Print and electronic	A4	25	E,F,R		E-200; F-50; R-50
11	Trade Facilitation Recommendation – revision of Recommendation 18	ST/SGB/2012/2/E CE/TRADE/C/CE FACT/2010/15/Rev.5, para. 6	Print and electronic	A4	25	E,F,R		E-200; F-50; R-50
12	Trade facilitation paper on internet of things	ST/SGB/2012/2/E CE/TRADE/C/CE FACT/2010/15/Rev.5, para. 6	Electronic	A4	25	E	F,R	
13	Trade facilitation paper on blockchain	ST/SGB/2012/2/E CE/TRADE/C/CE FACT/2010/15/Rev.5, para. 6	Electronic	A4	25	E	F,R	
14	Trade facilitation paper on digital identity	ST/SGB/2012/2/E CE/TRADE/C/CE FACT/2010/15/Rev.5, para. 6	Electronic	A4	25	E	F,R	
15	Trade facilitation paper on artificial intelligence	ST/SGB/2012/2/E CE/TRADE/C/CE FACT/2010/15/Rev.5, para. 6	Electronic	A4	40	E	F,R	
16	Trade facilitation paper on sustainable tourism	ST/SGB/2012/2/E CE/TRADE/C/CE FACT/2010/15/Rev.5, para. 6	Electronic	A4	25	E	F,R	

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17	Trade facilitation paper on open finance	ST/SGB/2012/2/ECE/TRADE/C/CEFACT/2010/15/Rev.5, para. 6	Electronic	A4	25	E	F,R	
18	Trade facilitation paper on transfer of electronic records	ST/SGB/2012/2/ECE/TRADE/C/CEFACT/2010/15/Rev.5, para. 6	Electronic	A4	25	E	F,R	
19	Trade facilitation paper on supply chain cross industry track and trace	ST/SGB/2012/2/ECE/TRADE/C/CEFACT/2010/15/Rev.5, para. 6	Print and electronic	A4	25	E	F,R	E-200; F-50; R-50
20	Trade facilitation paper on new technologies	ST/SGB/2012/2/ECE/TRADE/C/CEFACT/2010/15/Rev.5, para. 6	Electronic	A4	25	E	F,R	
21	Trade facilitation paper on traceability	ST/SGB/2012/2/ECE/TRADE/C/CEFACT/2010/15/Rev.5, para. 6	Print and electronic	A4	25	E	F,R	E-200; F-50; R-50
22	Trade facilitation paper on circular value chains	ST/SGB/2012/2/ECE/TRADE/C/CEFACT/2010/15/Rev.5, para. 6	Print and electronic	A4	25	E	F,R	E-200; F-50; R-50
23	Trade facilitation paper on digital corridors	ST/SGB/2012/2/ECE/TRADE/C/CEFACT/2010/15/Rev.5, para. 6	Electronic	A4	25	E	F,R	
24	Publications on the guides on trade standards in the following areas: traceability and risk management; e-business and sustainable development	ST/SGB/2012/2/ECE/TRADE/C/CEFACT/2010/15/Rev.5, para. 6	Electronic	A4	25	E	F,R	