



**The 22<sup>nd</sup> AFACT**

**AFACT Steering Committee**

**Meeting Minutes**

**Hosting Member Economy: Singapore**

**Venue : Les Oiseaux Room, Marina Mandarin  
September 19, 2004**

- **Date:** September 19, 2004
- **Venue:** Les Oiseaux Room, Marina Mandarin
- **Chairman:** Mr Kenneth Lim (Singapore)
- **Attendance**

**Steering Committee Members**

<b>Designation</b>	<b>Name</b>	<b>Country</b>	<b>Organization/Address /Tel &amp; Fax</b>	<b>Email</b>
Chairman	Mr. Kenneth Lim	Singapore	Crimsonlogic Pte Ltd 31 Science Park Road The Crimson Singapore 117611 Tel: 65-6887 7888 Fax: 65-6778 5277	<a href="mailto:kennethlim@crimsonlogic.com">kennethlim@crimsonlogic.com</a>
Vice Chairs	Mr. Javed Naushahi	Pakistan	E-Commerce Resource Centre 2 <sup>nd</sup> Flr, Nabika Square G-5 Central Commercial Area off Shaheed-e-Millant Road Karachi 75350 Pakistan Tel: 92-21-4539701/ 92-21-4538837 Fax: 92-21-4524976	<a href="mailto:jnaushahi@yahoo.com">jnaushahi@yahoo.com</a> , ecrc@multi.net.pk
	Mr. Tran Thanh Hai	Vietnam	Ministry of Trade, Vietnam 21 Ngo Quyen Str, Hanoi, Vietnam Tel: 84-4-8262538 ext.0137 Fax: 84-4 8264696	<a href="mailto:thanhhai@mot.gov.vn">thanhhai@mot.gov.vn</a>
Elected Hods	Mr. Jong-Hee Kim	Korea	Korea Institute for Electronic Commerce 6F Textile Center, 944-31 Daechi-Dong, Kangnam-Gu Seoul, Korea 135-713 Tel: 82-2-528 5800 Fax: 82-2528 5719	<a href="mailto:jhk@kiec.or.kr">jhk@kiec.or.kr</a>



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Designation	Name	Country	Organization/Address /Tel & Fax	Email
	Mr. Kamarudin Bin Tambi	Singapore	Crimsonlogic Pte Ltd L31 Science Park Road The Crimson Singapore 117611 Tel: 65-6887 7888 Fax: 65-6778 5277	<a href="mailto:kama@crimsonlogic.com">kama@crimsonlogic.com</a>
UN/CEFACT Rapporteur for Asia	Mr. Sang-Won Lim	Korea	Korea Institute for Electronic Commerce 6F Textile Center 944-31 Daechi-Dong, Kangnam-Gu, Seoul, Korea 135-713 Tel: 82-2-528 5020 Fax: 82-2-528 5719	<a href="mailto:swlim@kiec.or.kr">swlim@kiec.or.kr</a>
UN/CEFACT Plenary Officer (Vice Chair)	Mr. T.A. Khan	India	NIC, Ministry of Commerce and Industry Room No. 263-B, Dept. of Commerce, Udyog Bhavan, Rafi Marg, New Delhi, India Tel: 91-11-2301 5299/24676 898 Fax: 91-11-2301 4418	<a href="mailto:takhan@ub.nic.in">takhan@ub.nic.in</a>
AFACT Secretariat	Dr Jyh-Sheng Ke	Chinese Taipei	Institute for Information Industry 11F No. 106, Ho-Ping E. Rd., Sec 2, Taipei, Taiwan, 106, R.O.C Tel: 886-2-2737 7128 Fax: 886-2-2378 3994	<a href="mailto:jske@iii.org.tw">jske@iii.org.tw</a>

**Other Participants :**

No	Name	Country	Designation	Organization/Address /Tel & Fax	Email
1	Mr. Yong-Jae Kim	Korea	Professor (SCWG Chair)	Korea Polytechnic University Department of e-Business 101, 3-GA Jeongwang-Dong, Siheung, Kyonggi-Do, Korea Tel: 82-31-4968 426	<a href="mailto:yikim@kpu.ac.kr">yikim@kpu.ac.kr</a>



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No	Name	Country	Designation	Organization/Address /Tel & Fax	Email
				Fax: 82-31-4968 429	
2	Y. Bhg. Datin Nazariah	Malaysia	Director-General al HOD	Malaysian Administrative Modernization and Management Planning Unit (MAMPU)Prime Minister's DepartmentLevel 5, Block B1Prime Minister's Department ComplexFederal Government Administrative Centre62502 PUTRAJAYA, MalaysiaTel: 03 8888119903 88882252	<a href="mailto:naza@mampu.gov.my">naza@mampu.gov.my</a>
3	Mr Anbalagan Suppiah	Malaysia	Data Processing Manager	Port Klang Authority Mail Bag Service 202 Jalan Pelabuhan, 42005 Port Klang, Malaysia Tel: 603-3168 8211 Fax: 603-3168 9117	<a href="mailto:anba@pka.gov.my">anba@pka.gov.my</a>
4	Mr Zaid Ismail	Malaysia	Senior Director	National Chamber of Commerce and Industry of Malaysia 37 Jalan Kia Peng, 50450 Kuala Lumpur, Malaysia Tel: 603-2141 9600/2601 Fax: 603-2141 3775/8041	<a href="mailto:izaid@pd.jaring.my">izaid@pd.jaring.my</a>
5	Ms Siti Aminah Abdullah	Malaysia	IIC Chair		<a href="mailto:tpknsel@tm.net.my">tpknsel@tm.net.my</a>
6	Ms Rie Sakamoto	Japan	Assistant Manager (UN/EDIFACT Asia Entry	Japan Association for Simplification of International Trade Procedures (JASTPRO) Yaesu No.5 Nagaoka Bldg.	<a href="mailto:r-sakamoto@jastpro.or.jp">r-sakamoto@jastpro.or.jp</a>



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No	Name	Country	Designation	Organization/Address /Tel & Fax	Email
			Point Secretary)	2-2911 Hachobori Chuoku, Tokyo 104-0032, Japan Tel: 81-3-3555-6074 Fax: 81-3-3555-6032	
7	Mr. Zahid Usman Jamil	Pakistan	Barrister-at-law (LWG Chair)	219-221 Central Hotel Annexe, Abdullah Harron Rd, Karachi – Pakistan Tel: 92-21-5680760/5685276/5655025 Res: 92-21-5842681-2 Fax: 92-21-5655026	<a href="mailto:zahid@jamilandjamil.com">zahid@jamilandjamil.com</a> & <a href="mailto:zjamil@cyber.net.pk">zjamil@cyber.net.pk</a>
8	Mr. Syed Khurshed Shah	Pakistan	Chief Executive (ECWG)	Information Technology engineering company 403, 4 <sup>th</sup> flr National IT Park, Caesar's Tower, ST-10, Shah rah-e-Faixal, Karachi Tel: 92-21-779 0839/779 0840 Fax: 92-21-455 9636	<a href="mailto:shah@itec.com.pk">shah@itec.com.pk</a>
9	Mr. R. K. Arora	India	Senior Manager (EC/EDI for Trade. Project)	Ministry of Commerce & Industry 560 Udyong Bhawan, New Delhi Tel: 2301 0261/64 ext. 520 Fax: 2301 4418	<a href="mailto:rkarora@ub.nic.in">rkarora@ub.nic.in</a>
10	Mr. Gary Gong	Chinese Taipei	(AFACT Secretariat)	Institute For Information Industry 22FL., No.333, Sec.2, Duenhua S. Rd., Taipei 106, Taiwan ROC Tel: 886-2-8732-6222	<a href="mailto:gary@iii.org.tw">gary@iii.org.tw</a>
11	Dr Eva Yueh	Chinese Taipei	(AFACT Secretariat)	Institute For Information Industry 22FL., No.333, Sec.2, Duenhua S. Rd., Taipei 106, Taiwan ROC Tel: 886-2-8732-6222	<a href="mailto:yuyueh@iii.org.tw">yuyueh@iii.org.tw</a>



AFACT

No	Name	Country	Designation	Organization/Address /Tel & Fax	Email
2	Dr Perry Liu	Chinese Taipei	Managing Director (SWG Chair)	Information & Communication Security Technology Center Institute for Information Industry 116, Fu-Yang St. Taipei 106, Taiwan (R.O.C) Tel: 886-2-2739-1000 ext.103 Fax: 886-2-2735-9933	<a href="mailto:pwl@iii.org.tw">pwl@iii.org.tw</a>
13	Mr. Victor Lu Yih-Lin	Chinese Taipei	Managing Director (AFACT Secretariat)	Science & Technology Law Center 22F No.216 Sec. 2, Dunhua S. Rd., Taipei City 106, Taiwan (R.O.C) Tel: 886-2-2739 8171 ext 135 Fax: 886-2-2378 2709	<a href="mailto:victorlu@iii.org.tw">victorlu@iii.org.tw</a>
14	Ms Wan-Ju Weng	Chinese Taipei	(AFACT Secretariat)	Institute For Information Industry 22FL., No.333, Sec.2, Duenhua S. Rd., Taipei 106, Taiwan ROC Tel: 886-2-8732-6222	<a href="mailto:wjweng@iii.org.tw">wjweng@iii.org.tw</a>
15	Mr. Michael Groom	Australia	Project Manager (Secretariat)	Standards Australia GPO Box 5420 Sydney NSW 2001 Australia 286 Sussex Street Sydney NSW Australia Tel: 61-2-8206 6671 Fax: 61-2-8206 6055	<a href="mailto:Michael.groom@standards.org.au">Michael.groom@standards.org.au</a>
16	Mr. Pel Chanvirak	Cambodia	Editor-in-Chief	IT CITY MAGAZINE 441 Monivong Blvd. PO Box 2535 12258 Phnom Penh 3, Cambodia Tel: 855-23 215 996 Fax: 855-23 216 332	<a href="mailto:Virak@itcity.com.kh">Virak@itcity.com.kh</a>
17	Mr. Liang Chung-Ping	Chinese Taipei	Director XML WG Chair	Advanced ed-Commerce Institute 22F-A No.333, Sec. 2, Dunhua S. Rd, Taipei City 106, Taiwan,	<a href="mailto:cpliang@iii.org.tw">cpliang@iii.org.tw</a>



AFACT

No	Name	Country	Designation	Organization/Address /Tel & Fax	Email
				(R.O.C) Tel: 886-2-8732 6222 Fax: 886-2-8732 6271/2	
18	Ms Ta Diu Thuong (Rep of Ms Nguyen Thi Thu Huong)	Vietnam	HOD	Ministry of Trade, Vietnam 21 Ngo Quyen Str. Ha Noi, Vietnam Tel: 84-4-826 2538 ext.1040 Fax: 84-4-826 4696	ra.diu@mot.gov.vn

## 1. OPENINGS

The chairman welcomed all participants to the 22<sup>nd</sup> AFACT meeting. He hoped all would have a fruitful discussion and participation in the meetings. He wished all a pleasant stay in Singapore. He started the meeting by introducing himself, and was followed by participants' introducing themselves.

He thanked Vietnam for agreeing to host the 23<sup>rd</sup> AFACT Meeting in 2005. Secondly, he welcomed Cambodia to have shown interest to join AFACT. Lastly, he welcomed Dr Jyh-Sheng Ke as the new AFACT Secretariat representative to the AFACT Steering Committee.

Madam Nazariah, HOD of Malaysia congratulated Mr T.A. Khan and Mr Sang-Won Lim as the new UN/CEFACT Vice Chair and UN/CEFACT Rapporteur for Asia respectively. She also welcomed Dr Jyh-Sheng Ke as a new member of AFACT StC

## 2. ADOPTION OF AGENDA

The chairman went through the agenda and the following were agreed by members to be added in Any Other Business (AOB) for discussion:

- eBusiness Survey, presentation by Syed Khursheed Shah, Pakistan
- Hosting of 2005 AFACT Meeting & eAsia Award, all members
- Hosting of AFACT for 2006, all members
- Discussion on appointment of AFACT adviser, all members
- Collaboration with ITSC, all members
- BCF - ECO Project Progress Update, presentation by Kamarudin Bin Tambi, Singapore

In addition, Mr Gary Gong distributed the 2004 AFACT year book to all members. The Steering Committee (STC) and members expressed their compliments and thanked the secretariat for the effort to produce an useful manual for AFACT members.

## 3. REVIEW AND APPROVAL OF THE MID-TERM STC MEETING MINUTES

### 3.1 New membership and non-participation



The chairman informed that the said topic will be included in Secretariat report, which will be presented by Dr Eva Yueh in the afternoon.

### **3.2 E-Business Readiness**

Mr Javed Naushahi, Vice Chair AFACT and HoD Pakistan informed that follow up input from Dr. Sumnok has not been received on e-Business Survey and Mr Syed Khurshed will give an E-Business & Trade Facilitation Readiness Survey presentation to the meeting in the afternoon.

### **3.3 Vietnam to host 23rd AFACT meeting**

STC officially confirmed that Vietnam will host the 23<sup>rd</sup> AFACT meeting in 2005.

Mr Tran Thanh Hai gave 2 options to host the coming event:

Option 1: Hanoi – in City

Option 2: Ha Long Bay– Nice resort but additional 1 day stay would be required.

STC confirmed to conduct the said event in Hanoi city after hearing the views of the participants. Mr Tran Thanh Hai confirmed the dates of 23<sup>rd</sup> AFACT mid-term Steering Committee meeting on May 9 – 10, 2005.

Mr Gary Gong suggested to merge the yearly eAsia Award with AFACT meeting in future, starting from next year in Vietnam. He added that in view of their past 2 years experience, they had all the records and were willing to transfer all the documentatation to the new host member and fully rendered their assitance. He also offered the financial support to Vietnam to conduct e-Asia Awards.

## **4. Review the 21<sup>st</sup> AFACT Plenary meeting minutes**

### **4.1 Report by JWG Chair**

Mr T.A Khan commended the AFACT Secretariat on the restructuring of the suggested standard format from last meeting. He reiterated all to pursue the standard format that was available this year for standardization purpose.

Mr Kamarudin highlighted that he had received most of the country report submissions according to the new format except for a few country.

Mr Kamarudin reported that he had received the agenda from 10 working group chairs, except for Customs. Mr T.A. Khan proposed that Madam Siti Aminah to chair both the Customs and IIC working group meeting. Madam Siti Aminah agreed to chair both working group meeting.

## **4.2. Any Other Business**

### **4.2.1 Hong Kong Situation report**

Ms Wan Ju Weng updated that Hong Kong was in the process of setting up an EDI committee group and may join AFACT as a member next year.

## **5. REVIEW 22<sup>nd</sup> PLENARY DRAFT AGENDA**

Mr T.A Khan proposed some changes on the draft agenda as below.

0930 – 0935hrs Add Introduction of Country HOD & JWG Chairs after opening.

1100 – 1115hrs Adoption of ratification of Cambodia as member and PAA as associate member

1300 – 1400hrs ebXML Asia Committee Report, PAA Report

1720 – 1730hrs Adoption of Meeting Minutes by HODs, Chairman

Ms. Wan Ju Weng of AFACT Secretariat mentioned that Philippines may participate in the next year's meeting.

Mr Kamarudin added that there were 11 member countries participating in this year's event. Mr T.A Khan asked Mr Kamarudin to reconfirm the attendance as the participation in the past events was very good.

## **6. 22<sup>nd</sup> AFACT MEETING AND CONFERENCE**

Mr Kamarudin presented the theme, host for this years event. The expected audience was around 100 to 120 participants. The event, which has a 4-day program would be completely paperless. He also highlighted the meeting and conference details to all the participants. Mr. T.A Khan stressed the need to highlight the conference as EDICOM 2004. He requested

Vietnam HoD to adopt the conference nomenclature (i.e. EDICOM 2005) for next year.

## **7. UN/CEFACT MEETING REPORT**

Mr T.A Khan presented the UN/CEFACT Meeting report. He updated the meeting on the appointment of the various UN/CEFACT officers during the 5<sup>th</sup> UN/CEFACT Forum. He also mentioned that the next UN/CEFACT Forum will be held in Malaysia next March 2005. However, he highlighted that the hosting country will not impose a charge for participants. He had asked Mdm Siti Aminah to look into this. Mdm Siti Aminah informed that she had received a note from UN/CEFACT FMG to host the 6<sup>th</sup> UNCEFACT Forum on March 14-18, 2005 in Kuala Lumpur, Malaysia. She welcomed all AFACT members to participate.

## **8. AFACT SECRETARIAT REPORT**

Dr Eva Yueh presented three main topics, which were 2004 Accomplishments, 2004 Focal subjects and 2004 eAsia Award.

She identified several outstanding issues for discussion.

### **8.1 Ratification of the membership of Cambodia as a member and PAA as Associates member**

The chairman announced that we received application from Cambodia for AFACT membership and PAA as associate member. The STC approved the application and this will be put up for adoption during the plenary.

### **8.2 Advisor to AFACT STC**

The chairman opened the topic for all members for further discussion. After elaborate discussion on the matter, the chairman resolved the matter and mentioned that the committee will follow the ByLaw, Article 5, to send a yearly special invitation to Mr Kenji Itoh as an expert. It was decided that Bylaws may not be changed, and it does not have a provision for an advisor. The secretariat will find ways to resolve the expense issue.

### **8.3 Election of two HoDs for AFACT 2005 STC members**

Dr Eva Yueh informed the meeting that the terms of two elected HODs, Mr Kamarudin Bin

Tambi (Singapore) and Mr Kim Jong-Hee (Korea) of AFACT STC will expire in 2004.

Mr T.A Khan suggested the nomination from other new country for which Mr Lim Sang-Won suggested a special meeting on Monday to deliberate the appointment of the 2 elected HODs. The chairman agreed and requested all to pass the nomination to host secretariat by 5pm the next day. The host secretariat would inform the meeting venue thereafter.

#### **8.4 AFACT Secretariat**

Dr Eva Yueh reported that the EOI (Expression of Interest) for taking up the role of AFACT Secretariat, which was sent to all members will be extended to next mid-term meeting. She mentioned that the AFACT secretariat had received one nomination for Chinese Taipei from Mr Kenneth Lim of Singapore. Mr. Javed requested to extend the deadline for the EOI submission until mid-term StC meeting in Vietnam.

Mr Gary Gong mentioned that the secretariat normally require 18 months to get a budget approval, in case of delayed decision it would be difficult to get funding approved. The STC agreed that Chinese Taipei to continue the role of AFACT Secretariat for the next term.

### **9 UN/CEFACT RAPPORTEUR FOR ASIA REPORT**

Mr Sang-Won Lim presented the UN/CEFACT Rapporteur for Asia Report. It covered:

#### **9.1 UN/CEFACT Meetings**

Mr Sang-Won Lim presented three past UN/CEFACT events which were successfully held over the past 6 months. He promised to update the Main Issues & Resolutions of 5<sup>th</sup> UN/CEFACT Forum in the plenary.

Mar 8 – 12, 2004	4th UN/CEFACT Forum, Bonn, Germany
May 17 – 19, 2004	10th UN/CEFACT Plenary, Geneva, Switzerland
Sep 13 – 17, 2004	5th UN/CEFACT Forum, Washington DC, USA

He also presented three future meetings, which will take place next year as follows:

Mar 14 – 18, 2005	6th UN/CEFACT Forum, Kuala Lumpur, Malaysia
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## **9.2 Issues in UN/CEFACT**

Mr Sang-Won Lim briefed the meeting on the New structure of Plenary Bureau, the New UN/CEFACT Constitution: R650/R.3 and its UN/CEFACT Officers.

### **9.2.1 IPR Policy**

Mr Sang-Won Lim updated the meeting that several UN/CEFACT delegations had rejected the Modified draft UN/CEFACT IPR Policy with Qualified Indemnity Clause, which was advised by Legal Rapporteur. Therefore, a Special Contact Group(SCG) was formed to come out with a new draft of IPR Policy. In addition, he announced that the 1<sup>st</sup> meeting of SCG will be held during 5<sup>th</sup> Forum.

### **9.2.2 Trade Facilitation**

Mr Sang-won Lim shared that an ad-hoc Task Force was formed due to members' demand to strengthen trade facilitation and a result from Policy Group study.

He also updated the current Standards, activities and will update the ISO TC 154 in the Plenary Meeting.

On the next UN/CEFACT Forum, Mr Sang-won Lim mentioned that the HOD will need to put up the nomination for their respective country's participant.

## **10 Any Other Business**

### **10.1 Hosting of AFACT for 2006**

Mr Syed Khurshed mentioned that Pakistan was willing to host the event in 2006. The meeting agreed to consider Thailand, Japan and Australia as well.

Dr Eva Yueh requested all to look into the hosting for subsequent years and requested all to send the expression of interest (EOI) to AFACT Secretariat. The meeting agreed to include this in the special STC meeting to be held in the next day.

## 10.2 eBusiness and Trade Facilitation Readiness Survey

Mr Syed Khursheed presented the report. He recommended the Survey criteria could be HOD input based and ranking of members in each working group by JWG Chair. He shared that ECRC Pakistan offered to lead and coordinate the survey.

Mr Syed Khursheed shared that there were a large number of documents that members can read through and exchange their views via email.

Dr Eva suggested Pakistan to define the scope of survey and questionnaire clearly. Mr Syed Khursheed agreed to the suggestion.

The chairman congratulated and thanked Mr Syed Khursheed on behalf of ECRC Pakistan delegates to conduct the eSurvey and asked Mr Syed Khursheed to continue the effort.

## 10.3 BCF - ECO Project Progress Update

Mr Kamarudin presented the report. The topics were as follows:

- Introduction to ECO
- BCF – ECO Project
- Work done till date – Draft Data Model
- Detailed Discussion

Mr Kamarudin informed that detailed discussion will be done in working group meetings tomorrow and will update in the Plenary meeting.

Mr T.A Khan complimented the project contribution, which was led by Mr Kamarudin. He stressed the need to integrate security and authentication instrument into the cross-border electronic transactions of the project. Since this is a time consuming process, it was agreed that ECO Group and Legal Working Group will work together so that digital signature and cross-certification issues are addressed.

## 10.4 Special StC Meeting

In a special StC meeting held on Monday 20<sup>th</sup> September, 2004 at 5 p.m, it was decided that Thailand and Japan would be new HoDs represented on StC for next term. Since only



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one EOI was received from Pakistan to host 24<sup>th</sup> AFACT in 2006, it was agreed by StC to allot 2006 AFACT event to Pakistan.

## 11. CLOSING REMARKS

Mr Kenneth Lim, Chairman of AFACT Steering Committee thanked all the participants for their participations and fruitful discussions.

The meeting was ended with group photograph taking.