

**23rd AFACT Steering Committee**

**Meeting Minutes**

**Hosting Member Economy : Vietnam**  
**Venue : Sheraton Hotel, Hanoi, Vietnam**  
**October 24, 2005**

- **Date: 24 October 2005**
- **Venue: Sheraton Hotel, Hanoi, Vietnam**
- **Chairman: Mr. Tran Thanh Hai (Vietnam)**
- **Attendance**

**Steering Committee Members**

<b>Designation</b>	<b>Name</b>	<b>Country</b>	<b>Organization/Address /Tel &amp; Fax</b>	<b>Email</b>
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### 1. OPENING

The Chairman welcomed delegates to the 23<sup>rd</sup> StC meeting. He wished all a pleasant stay and fruitful discussion during the meeting.

The Chairman requested that all participants of the meeting observed one minute's silence in commemorative of earthquake victims in Pakistan.

### 2. ADOPTION OF AGENDA

- The Chairman went through the agenda, noting the absence of Mr. Kenneth Lim and Dr. Ajin Jirachiefpattana, and hence removal of the 2 items in the agenda: item 8 (announcement of the 25<sup>th</sup> AFACT Meetings) and item 13: AFACT Roadmap for Next 5 Years). The Chairman proposed to postpone discussion of Mr. Lim's paper on "AFACT Roadmap for Next 5 Years" until next StC Meeting.
- Mr. Javed Naushahi suggested that item 13 is changed to "Gather inputs for the AFACT Roadmap for next 5 years"
- After consulting with StC members, the Chairman concluded that agenda item 13 would be discussion of AFACT critical issues, as the roadmap for the coming years; and agenda item 14 would be discussion of other issues like chairmanship of working groups, AFACT website, and AFACT 2005 Yearbook, etc.

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

- The StC reviewed and approved the Mid-term StC Meeting Minutes, with comments and inputs from Mr. Kenji Itoh, Mr. T.A. Khan, Mr. Naushahi, and Mr. Anigan.
- The StC also discussed the procedure of reviewing and approving AFACT meeting minutes from now on. It was concluded that from the 23<sup>rd</sup> StC Meeting, short minutes would be prepared and presented to participants for review right in the end of each meeting. Focus would be placed on specific Action Points, and AFACT

Secretariat would follow up after the meeting to make sure that members observed the finalized action plan.

#### **4. REVIEW AND APPROVAL OF THE 23<sup>RD</sup> AFACT PLENARY MEETING AGENDA**

- Mr Sangwon Lim suggested that, presentation would be made not only by HoDs, but also by some representatives from associate members like ebXML Asia Committee and PAA. Agenda items 8 and 10 should be rephrased accordingly.
- Dr. Jyh-Sheng Ke proposed to spare half an hour before Closing Remarks for the Plenary Meeting to review the minutes, and mark that item number 17.

After consulting the StC member, the Chairman concluded that "Review and Approval of the Meeting Minutes" be added to the Plenary Meeting Agenda and numbered 16, prior to item 17: "Closing Remarks".

#### **5. ANNOUNCEMENT FOR THE 24<sup>TH</sup> AFACT MEETINGS (2006)**

Mr. Javed Naushahi announced the date and venue of the Mid-term StC Meeting in April 10-11, 2006 in Lahore and the 24<sup>th</sup> AFACT Meeting and EDICOM 2006 in August 8-11, 2006 in Karachi. Mr Kamran Saeed gave a presentation on "AFACT 2006 in conjunction with ITCN".

#### **6. UN/CEFACT REPORT**

Mr. T.A. Khan briefed the StC on UN/CEFACT Meetings and activities during 2005

#### **7. UN/CEFACT RAPPORTEUR FOR ASIA REPORT**

Mr. Sangwon Lim made a presentation on some technical aspects of UN/CEFACT current activities, such as standardization, trade procedures, and several ongoing projects.

#### **8. AFACT SECRETARIAT REPORT**

##### **8.1. AFACT Update**

- Member update
- Hosting member update

##### **8.2. AFACT Promotion**

- 2005 AFACT Yearbook (2<sup>nd</sup> time it is published)
- WSIS Forum
- Email service



### **8.3. The 2006 eAsia Award**

[After group discussion, Mr. Chairman informed the StC that the eAsia Award would be held every 2 years in the Hosting Member. If the Hosting Member is not able to sponsor the event, it should inform AFACT Secretariat well in advance and the AFACT Secretariat may consider to host the event]

Further discussion on this matter was still needed and the final decision would be announced during the Plenary Meeting.

## **9. INPUTS FOR AFACT ROADMAP FOR NEXT 5 YEARS.**

Mr T.A. Khan proposed that the AFACT StC meets every 3 months; beside traditional site meetings, tele-conference may be considered. Mr Naushahi and Mr Lim seconded Mr Khan's proposal. In order to facilitate this, all the StC members, HoDs and WG Chairs would submit new agenda items for the quarterly StC meetings to AFACT Secretariat who will compile this and submit to AFACT Chairman to take decision about convening the meeting.

Mr Anbalagan proposed that some substantial projects be carried out, with reference to the "Single Window", RFID, ECO and other projects.

## **10. ISSUES FOR DISCUSSION**

### **10.1. Chairmanship of working groups:**

Chairs of 6 working groups are absent in this meeting and have yet to confirm their participation.

Mr Khan proposed that for the 6 working groups whose chairs are absent, the StC would assign one of its members to attend each WG meeting for the next day to initiate the discussion, conduct the election process and hand it over to the new Chair.

- Mr Kenji Itoh: AEG
- Mr Eswanran: CWG
- Mr T.A. Khan: IIC
- Mr Sang-won Lim: BCF WG
- Mr Tran Thanh Hai: LWG
- Mr Javed Naushahi: FWG

### **10.2. Update on new membership**

Hongkong: no feedback, Mr Sang-won Lim will follow up on this.

Indonesia: new HoD is awaited



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China: no feedback, Mr Sang-won Lim will follow up.

## 11. CLOSING REMARKS

Mr. Khan thanks the Vietnam Government for making this event possible

Mr. Chairman hopes all the delegates have an enjoyable time in Hanoi and fruitful discussion for the days to come.