

# Draft Minutes of 35<sup>th</sup> AFACT Plenary

14:00-17:00, 13 September 2017

Attendees: as per appendix I

1. Welcome message by Dr. Gary Gong, 2017 AFACT Host
2. Approval of Agenda

The original draft agenda provided by 2017 AFACT Host was approved.

(Draft)

13:50~14:00	<b>AFACT Registration (at 4F V.I.P. Room)</b>
14:00~14:20	1. Opening remarks 2. Adoption of the agenda
14:20~14:50	1. 2018 host and 2019 host 2. StC members in 2018 3. Summary of StC meeting (11 September) 4. 2017 & 2018 Biennial Year Book
14:50~15:30	<b>Working Group Report</b> .TMC .BDC/ eMkplace/eCom WG
15:30~15:50	Tea Break (at 4F V.I.P. Room)
15:50~16:20	<b>Working Group Report</b> .TT&L WG
16:20~16:40	<b>UNESCAP Report</b>
16:40~17:00	Hand-over AFACT Host Token to 2018 AFACT Host & Closing remarks
17:00~17:10	Photo time /Adjourn

### 3. 2018 Host & 2019 Host

- **2018 Host:** Dr. Gary Gong, HoD of Chinese Taipei, will send a formal letter to Mr. Ali Ashfak, HoD of Bangladesh, to identify the focal point of Bangladesh.
- **2019 Host:** India has sent a proposal to their related authorities to support hosting AFACT activities. In addition, Dr. Urachada Ketprom will also contact Dr. Yann L. Duval and Mr. Sangwon Lim to seek if there is any chance that we can combine AFACT yearly meetings as a side event with UNESCAP activities/meetings.

#### **4. StC members in 2018**

- Mr. Ali Ashfak, Bangladesh HoD , AFACT Chair
- Dr. Gary Gong, Chinese Taipei HoD, Vice Chair
- Dr. Ambreesh Kumar, India HoD, Vice Chair
- Dr. Ramezan Ali Sadeghzadeh, Iran HoD, Elected HoD
- Mr. Donghwan Oh, South Korea HoD, Elected HoD
- Mr. Tahseen A. Khan, UN/CEFACT VC
- Dr. Urachada Ketprom, UN/CEFACT Rapporteur
- Dr. Yann L. Duval, UNESCAP Representative
- Dr. Mahmood Zargar, AFACT General Secretary
- Mr. Hisanao Sugamata, TMC Chair
- Dr. Eva Yueh, CSC Chair
- Mr. Supachok Jantarapatin, BDC Chair

#### **5. Summary of StC meeting on 11 September**

##### **5.1. Monthly concall meetings**

-Due to Bangladesh is first time to host AFACT, 2017 AFACT host secretariat will support them to arrange the concall meetings.

##### **5.2. Core membership**

-Conclusion: It's not the right timing for AFACT to consider differentiating members into these two categories. It will discourage the members who are not in the Core. So we will not discuss the subject for the time being. If we have any idea of how to attract more members to participate in AFACT more actively, then we can discuss this subject.

##### **5.3. Digital Trade Data Exchange for digital products survey**

-Mr. Hisanao Sugamata suggested CSC consider make a survey of each member for digital trade data exchange for digital product, because digital trade procedure for normal merchandise (goods) and for digital products (services) may be different.

##### **5.4. Combine UNESCAP Activities**

-Dr. Urachada Ketprom will contact with Dr. Yann Duval or Mr. Samgwon Lim to find out if there is any chance that UNESCAP can make training or capacity building program plan in advance (1~2 years) for AFACT can combine AFACT meetings with UNESCAP activities/meetings.

##### **5.5. Plenary timeframe**

-Mr. Ali will have a short report regarding to the tentative Timeframe 2018

AFACT Plenary during the plenary.

#### **5.6. The table of contents for the yearbook**

-Ms. Azadeh will make a proposal of how to amend the table of the contents.  
Collect the material before this year to see if there is any amendment needed.

#### **5.7. How to reduce the cost of hosting AFACT meetings?**

-Conclusion: No luxury venues in hotel, minimal meeting rooms arranged and simple food provided. No payment or registration fee is required. How to encourage AFACT members' participation is more important.

#### **5.8. Update AFACT Secretariat report**

-From next time for the efficient report, AFACT Secretariat only needs to update the latest monthly concall report from Steering Committees.

#### **5.9. Bangladesh Focal Point**

-Dr. Gary Gong, 2017 AFACT Chair will send to Ali Ashfak a formal letter to identify a focal point of Bangladesh and representative of that focal point. Ali will approach related authority concern to identify the focal point and the representative. Until then, Mr. Ali Ashfak will be the HoD of Bangladesh.

### **6. Tentative Timetable for Preparation of Yearbook 2018**

<b>Activity</b>	<b>Deadline</b>
StC Approval of this schedule	13 Sep 2017 (2017 Plenary)
Send draft table of content to the members	31 Oct 2017
Feedbacks from Members on the draft table of contents	30 Nov 2017
Submission of Materials (including WGs progress report)	30 Apr 2018
Preparing / Sending the Draft to Members	31 May 2018
Final Review by Members	15 June 2018
Final revision and Polish	After 15 Oct 2018
Delivery to AFACT Plenary & Publication on the website	During the Plenary Meeting

### **7. Working Group report**

#### **7.1. TMC**

Presentation of the report was made by Mr. Hisanao Sugamata, TMC Chair.

## **7.2. BDC/CSC**

Presentation of the report was made by Mr. Supachok Jantarapatin, BDC Chair

## **7.3. TT&L**

Presentation of the report was made by Mr. Akio Suzuki, TT&L W/G  
(Reports will be posted on both AFACT Official website and 2017 AFACT official website.)

## **8. Updated on progress made by UNESCAP**

Due to there was an error occurred when opening the presentation file, 2017 AFACT host Secretariat will ask Mr. Sangwon Lim to resend the report again and share with AFACT members on both AFACT official website and 2017 AFACT official website.

## **9. Hand-over AFACT Host Token to 2018 AFACT Host & Closing remarks**

The token was handed by Dr. Gary Gong, 2017 AFACT Host to Mr. Ali Ashfak, 2018 AFACT Host.

## Appendix I

Country	Name	Organization
Bangladesh	MD Ali Ashfak	Bangladesh Computer Samity
Chinese Taipei	Gary Gong	III
Chinese Taipei	Eva Yueh	III
Chinese Taipei	Mei-Li Chen	III
Chinese Taipei	Annik Kang	III
Chinese Taipei	Anthony Chien	III
Chinese Taipei	Tom Fong	Fongyu Investments
Chinese Taipei	Matt Jiang	Riversoft Inc.
Chinese Taipei	KC Chu	Riversoft Inc.
Chinese Taipei	Tung Hua Tai	Taiwan VIP Travel
India	Ambreesh Kumar	NIC-Department of Commerce, Ministry of Commerce & Industry, Govt. of India
India	Raj Kumar Arora	MMTC-Department of Commerce, Ministry of Commerce & Industry, Govt. of India
India	Anupam Srivastava	NIC-Department of Commerce, Ministry of Commerce & Industry, Govt. of India
Iran	<a href="#">Azadeh Bagheri*</a>	ICeCD
Japan	Kanenori Kedoin	JASTPRO
Japan	Akio Suzuki	JTREC
Japan	Kazuo Hotta	JTREC
Japan	Hisanao Sugamata	SIPS
Korea, Republic of	Euna Choi	KISA
Korea, Republic of	Kerri Ahn	GPANS SmartLo
Thailand	Urachada Ketprom	ETDA
Thailand	Supachok Jantarapatin	ETDA
Thailand	Natthaphat Rojanasupamit	ETDA

\* Due to there was a technical problem, Ms. Azadeh Bagheri could not participate the discussion.