

Asia Pacific Council for Trade Facilitation and Electronic Business

2018 AFACT Secretariat, Bangladesh

Office Address: Bangladesh Computer Samity (BCS)

House-33/B, Road-4, Dhanmondi, Dhaka-1205, Tel: 0088-02-9671342, 9671350

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AFACT

Minutes of AFACT StC Meeting 2018-05-09, Le Meridien, Dhaka, Bangladesh

Revised

Participants:

- Bangladesh : Mr. Ali Ashfak, AFACT Chair
Mr. Pabitra Mistry, Secretary, 2018 AFACT Secretariat BD
- Japan : Mr. Kanenori Kedoin, Director, JASTPRO
Mr. Hisanao Sugamata, AFACT TMC Chair
Mr. Akio Suzuki, TT & L WG Chair
Mr. Mikio Tanaka, Consultant, JTREC;
- Chinese Taipei : Dr. Reng Weng Gong (Gary), AFACT Vice Chair
Dr. Yi-Yuan Yueh (Eva), AFACT CSC Chair
Ms. Chun-Yu Kang (Annik), Specialist, DTA
- Thailand : Dr. Urachada Ketprom (Dao), UN/CEFACT Rapporteur for Asia Pacific
Mr. Supachok Jantarapatin, AFACT BDC Chair
Mr. Natthaphat Rojanasupamit (Nott), Senior Business Analyst, ETDA;
- Iran(by Concall) : Ms. Parisa Hosseini, ICeCD

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Agenda of 2018 AFACT StC Meeting

Date: 2018-05-09 (Wednesday)		
Venue: Sundarban, 14th Floor, Le Méridien Dhaka		
Time	Program	Speaker
08:50~09:00	Registration	
09:00~09:30	Opening Meeting ** -Welcoming remarks -Participants introduction	- 2018 AFACT Host
9:30~10:10	- Adoption of Provisional Agenda - Summary of the 2018 StC Conference call - 2018 StC members - 2019 AFACT Host	- 2018 AFACT Secretariat
10:00~10:50	AFACT Secretariat Report -AFACT Website -AFACT Biennial Yearbook	Ms. Azadeh Bagheri, AFACT Secretariat report
Break		

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11:00~11:40	UN/CEFACT 31 th Forum updates	UN/CEFACT Rapporteur for Asia and Pacific
11:40~12:00	Open Discussion Other operation issues	
	Lunch Break	

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The meeting was chaired by Mr. Ali Ashfak, AFACT Chair

Agenda wise discussion and decision:

Agenda	Discussion	Decision/Action
Registration:	The 36 th AFACT Plenary: StC Meeting was held on 9 th May, 2018 at Le Meridien Hotel Dhaka Bangladesh. 13 participants attended this StC meeting including 1 from Iran through concall.	
Opening Meeting -Welcoming remarks -Participants introduction	Welcoming remarks was given by Mr. Ali Ashfak, AFACT Chair. Mr. Ali enumerated the background of arranging E-Business Summit & AFACT 2018 and causes for 2 times change of program date for involvement of Bangladesh government to AFACT's program in Bangladesh.	
- Adoption of Provisional Agenda		-This Provision agenda were taken and approved by the StC meeting participants
- Summary of the 2018 StC Conference call		- 7 (seven) concall meetings were held by 2018 host country Bangladesh from 2017-11-23 to 2018-04-16 and the minutes of meeting were given to and approved by the

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<p>- 2018 StC members</p>	<p>-2018 StC Members composition:</p> <ol style="list-style-type: none">1. Mr. Ali Ashfak, AFACT Chair, Bangladesh2. Dr. Gary Gong, AFACT Vice Chair, Chinese Taipei3. HoD of Thailand, AFACT Vice Chair (2019 host country) (Name will be confirmed by Dr. Urachada consulting with Dr. Sak/EGA)4. Dr. Ambreesh Kumar (Elected HoD, India)5. Mr. Donghwan Oh, (elected HoD, Korea)6. Dr. Ramezan Ali Sadeghzadeh, Elected Hod, Iran7. Mr. Kenenori Kedoin, elected HoD, Japan8. Mr. Supachok Jantarapatin, AFACT BDC Chair, Thailand9. Mr. Hisanao Sugamata, AFACT TMC Chair, Japan10. Dr. Eva Yueh, AFACT CSC Chair, Chinese	<p>participants through email.</p>
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Taipei

11. Mr. Tahseen A Khan, UN/CEFACT Vice Chair, India

12. Dr. Urachada Ketprom (Dao) UN/CEFACT Rapporteur for Asia Pacific

13. Dr. Mahmood Zargar, General Secretary of AFACT, Iran

14. Dr. Yann Duval, UNESCAP Representative, Thailand

-2019 StC Members composition:

1. AFACT Chair, Thailand

2. Mr. Ali Ashfak, Vice Chair, Bangladesh

3. HoD Malaysia/India/Iran (engagement under process)

4. Dr. Ramezan Ali Sadeghzadeh, Elected HoD, Iran

5. Mr. Kenenori Kedoin, elected HoD, Japan

6. Dr. Gary Gong, HoD, Chinese Taipei

7. Mr. Supachok Jantarapatin, AFACT BDC

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	<p>Chair, Thailand</p> <p>8. Mr. Hisanao Sugamata, AFACT TMC Chair, Japan</p> <p>9. Dr. Eva Yueh, AFACT CSC Chair, Chinese Taipei</p> <p>10. Mr. Tahseen A Khan, UN/CEFACT Vice Chair, India</p> <p>11. Dr. Urachada Ketprom (Dao) UN/CEFACT Rapporteur for Asia Pacific</p> <p>12. Dr. Mahmood Zargar, General Secretary of AFACT, Iran</p> <p>13. Dr. Yann Duval, UNESCAP Representative, Thailand</p> <p>14. Mr. Donghwan Oh, (elected HoD, Korea) (engagement under process)</p> <p>-2020 StC Members composition:</p> <p>1. AFACT Chair (Malaysia/India/Iran/Combodia/Lao/UNESCAP)</p> <p>(Engagement under process)</p>	
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| <ol style="list-style-type: none">2. Vice Chair, Thailand3. Vice Chair, HoD India/Iran/ ? (host for 2021)
(engagement under process)4. Mr. Ali Ashfak, elected HoD, Bangladesh5. Mr. Kenenori Kedoin, elected HoD, Japan6. Dr. Gary Gong, HoD, Chinese Taipei7. Mr. Supachok Jantarapatin, AFACT BDC
Chair, Thailand8. Mr. Hisanao Sugamata, AFACT TMC Chair,
Japan9. Dr. Eva Yueh, AFACT CSC Chair, Chinese
Taipei10. Mr. Tahseen A Khan, UN/CEFACT Vice
Chair, India11. Dr. Urachada Ketprom (Dao) UN/CEFACT
Rapporteur for Asia Pacific12. Dr. Mahmood Zargar, General Secretary of
AFACT, Iran13. Dr. Yann Duval, UNESCAP Representative, | |
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<p>- 2019 AFACT Host</p>	<p>Thailand</p> <p>14. Mr. Donghwan Oh, (elected HoD, Korea) (engagement under process)</p> <p>-Mr. Ali suggested that, we can communicate with Malaysia to be the host for 2020 as 24th World Congress on Information Technology (WCIT) 2020 will be held in Malaysia and it can be a good opportunity for Malaysia to be the host in that time.</p> <p>-Dr. Eva suggested that, if Malaysia becomes the host for 2020, we should approach India and Iran to be the host for 2021/2022.</p>	<p>Dr. Urachada Ketprom (Dao) confirmed that Thailand would be the 2019 host country and both Electronic Government Authority (EGA) and ETDA will organize 2019 AFACT meetings/events in collaboration.</p> <p>Mr. Ali needs to approach PIKOM, Malaysia in ASOCIO asap to propose the idea of Malaysia hosting AFACT 2020. If so, PIKOM might need to communicate with MAMPU whether PIKOM or MAMPU is the focal point of AFACT.</p>
<p>AFACT Secretariat Report</p> <p>-AFACT Website</p>	<p>AFACT Secretariat Report was presented by Ms. Parisa Hosseini, Iran through concall meeting including AFACT website maintenance status. (presentation are attached as Annexure-C)</p> <p>Parisa mentioned that the situation is not satisfactory in AFACT. Actions need to be</p>	<p>Supachok mentioned that UN/CEFACT Rapporteur for Asia and Pacific is still Dr. Wanawit, should be Dr. Urachada. Correction should be also done to Thailand's HoD & BDC Chair. Other important information in the AFACT's website also needs to be updated by AFACT Secretariat. (Remark: Since Mr. Kedoin is the successor of Mr. Ishigaki as the website maintenance coordinator, he is supposed to follow up the</p>

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<p>-AFACT Biennial Yearbook</p>	<p>taken to make improvement.</p> <p>Biennial yearbook 2018 scheduling has been amended by AFACT Secretariat and has been approved by StC through concall. The final schedule need to be followed by members to make a country report and submit to Iran Secretariat accordingly.</p>	<p>correction progress.)</p> <p>As said, the scheduling of AFACT Biennial Yearbook need to be resent to all members by 2018 Secretariat to remind. Publishing of the yearbook 2018 on the website is 24 November 2018.</p>
<p>UN/CEFACT 31th Forum updates</p>	<p>Dr. Urachada Ketprom, UNCEFACT Rapporteur for Asia and Pacific updated all participants on the reports on the following events:</p> <p>31st UN/CEFACT Forum during 23 - 27 April 2018</p> <p>24th UNCEFACT Plenary during April 30th and May 1st, 2018</p> <p>(detail report is attached as Annexure-B)</p>	<p>32nd UN/CEFACT Forum will be hosted on 15-19th October, 2018 in Hangzhou, China.</p>
<p>Open Discussion & Other operation issues</p>	<p>-Dr. Eva suggested to consider the following issues:</p> <p>Amendment of Bylaws on:</p>	<p>-This revision proposal will be discussed in the Plenary.</p> <p>-as per present AFACT Bylaws we cannot amend the Bylaws in this meeting, because</p>

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	<p>a) Number of Elected HoD</p> <p>b) Quorum number fixation</p> <p>c) Role and responsibilities of AFACT Secretariat</p> <p>-Revision request for AFACT Bylaws was given by Mr. Hisanao Sugamata, TMC Chair, Japan</p> <p>- Sugamata san stated that, as per AFACT Bylaws, Plenary meeting can approve any number of HoD as member of StC committee and we can change the number of elected HoDs in StC Meeting and it is recommended to cope with the demand of the present time.</p> <p>-Dr. Urachada Ketprom recommended that, for any change of Bylaws should be informed to all StC members and quorum must be fulfilled for that.</p> <p>-Mr. Ali suggested that, quorum of the StC meeting should be maximum 5 members to take quick and timely decision.</p> <p>-It was discussed and consented by all</p>	<p>more than half members approval is required to amend the Bylaws and quorum is not fulfilled on today's meeting. Therefore, the needs to amend Bylaws on number of elected HoD and quorum numbers for resolution should be informed to all AFACT members and get approval to do so.</p>
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participated that, from 2019 year, AFACT's StC member should be increased by 2 (two person) and in the Plenary Meeting, this matter will be discussed and decided.

-It was observed that, Iran could not participate in the AFACT Plenary and Mid-term StC meetings face to face in 2016~2018. We should know the reason and problems what Iran is facing regarding this and we can support Iran for solving this problem.

According to Bylaws, AFACT permanent secretariat's major responsibility:

- a) Maintain Website
- b) Edit and publish Biennial yearbook
- c) Support host Secretariat for Plenary, StC meetings and EDICOM
- d) Support eASIA Awards
- d) Attend AFACT related meetings to support the hosting secretary.

-A letter from Mr. Ali Ashfak, AFACT Chair will be given to Dr. Zargar, General Secretary of AFACT to make clarify by Iran about Iran's problem for not being able to participate in the AFACT's Plenary and what support Iran may require for their active participation regarding this. (Letter is attached as **Annexure-A**)

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Meeting Closing	As no other issues to remain to be discussed the meeting was ended with thanks by Chair of the StC Meeting, Mr. Ali Ashfak, AFACT Chair	

Annexure-A

Letter to Dr. Mahmood Zargar, General Secretary, AFACT



Letter to Dr.
Zargar.docx

Date: 9th May, 2018

Ref. AFACT-2018/StC/Dhaka/2018/25

Dr. Mahmood Zargar

General Secretary, AFACT

Email: mahmood.zargar@gmail.com

Dear Dr. Zargar,

At the 36th StC meeting held today (9th May 2018) all participated StC members expressed concerns about AFACT Secretariat not present in this meeting in person that has been considered as an issue to be dealt with. We all appreciate what AFACT Secretariat has been contributed to this community since Iran took over the role

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from Chinese Taipei by maintaining AFACT website, editing AFACT Yearbook and being the host in 2012 and 2015.

When less experienced members hosting AFACT meetings they really need strong support from AFACT Secretariat for guiding preparatory affairs and organizing StC con-calls. During the F2F mid-term StC meeting and Plenary it is expected also AFACT Secretariat be present to provide guidance in the context to the Host Secretariat on the protocol and procedure. It is suggested by the StC members to write this mail seeking response from AFACT Secretariat with respect to what real situation facing Iran, what services could be really provided, and what support required by AFACT Secretariat. Then, together the StC members could possibly figure out how to make reaction to the situation and what alternative solutions might be proposed.

Because this issue need to be discussed in Plenary on **Friday 11 May**, it would be greatly appreciated if you could possibly reply by return before **10 May**.

Thanking you in anticipation.

With best regards,

Ali Ashfak

AFACT Chair

E-mail: rsl@agni.com

Cell: +8801711528809

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Annexure-B

UN/CEFACT 31th Forum updates by Dr. Urachada Ketprom

During AFACT 2018 in Bangladesh on May 9th -11th 2018, Ms. Urachada Ketprom, UNCEFACT Rapporteur for Asia and Pacific updated all participants at on the reports on the following events:

1. 31st UN/CEFACT Forum during 23 - 27 April 2018
2. 24th UNCEFACT Plenary during April 30th and May 1st, 2018
3. 32nd UN/CEFACT Forum will be hosted in October 2018 in Hangzhou China

- I. The United Nations Centre for Trade Facilitation and E-business (UN/CEFACT) organizes its 31st Forum at the Palais des Nations, Geneva, Switzerland from 23-27 April 2018. Many topics related to e-trade will also be discussed on emerging trends like Blockchain and standards that allow exchange of trade data and traceability of sustainable textile value chains, as well as recommendations for facilitating global trade.

The conferences were the followings:

On 23 April 2018 UN/CEFACT Conference on Single Window: From Border-Crossing Supporting Documents to legally significant data exchange,

On 24 April 2018 Traceability for Sustainable Value Chains enhancing transparency in the textile and leather Sector

On 24 April 2018 UN/CEFACT Conference on "Internet of Things (IoT)"

On 26 April 2018 UN/CEFACT Conference / Workshop on Blockchain

On 27 April 2018 UN/LOCODE Project launch meeting Revision of the UNECE Recommendation 16 on UN/LOCODE

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- II. 24th UNCEFACT Plenary during April 30th and May 1st, 2018, the Head of Delegations from UN/CEFACT member countries and AFACT representative attended the plenary meeting.

During this plenary meeting, there was an election for new UN/CEFACT Chair and there were 3 candidates from India, Australia and United Kingdom. Mrs. Sue Probert from United Kingdom were elected to be the new UN/CEFACT chair and would be in the position for 3 years from 2018-2021.

UN/CEFACT Rapporteur for Asia and Pacific reported on the activities in Asia and Pacific and main activities from AFACT 2017 in Chinese Taipei, Province of China. The report emphasized on the UN/CEFACT standard usage and the implementation of standard in the 20 member-economies of AFACT. The reported emphasized on e-Asia Award that awarded the projects that bring the trade facilitation to the countries such as Chinese Taipei, Province of China, Bangladesh, Korea and Iran. There were comments on the report that the implementation of UN/CEFACT standards in each country, the examples were useful and if possible would like more information for the next year report.

At this plenary meeting, new standards were approved

1. UN/EDIFACT Directory (versions D.17A and D. 17B)
2. UN/LOCODE Directory (versions 2017-1 and 2017-2)
3. UN/CEFACT Core Component Library (versions D.17A and D.17B)
4. UN/CEFACT XML Schema Library (versions D.17A and D.17B)
5. Animal Traceability Business Requirement Specification version 1.2
6. Fisheries Language for Universal eXchange (FLUX); also known as "Electronic Interchange of fisheries catch data" Business Requirements Specification version 1.1
7. Traceability of Primary Natural Products Business Requirements Specification version 1.0
8. Cross Industry Scheduling Business Requirements Specification version 2.0
9. Cross Industry Catalogue Process Requirement Specification Mapping version 2
10. Cross Industry Delivering Process Requirement Specification Mapping version 3
11. Cross Industry Ordering Process Requirement Specification Mapping version 3

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12. Cross Industry Quotation Process Requirement Specification Mapping version 2
 13. Cross Industry Remittance Process Requirement Specification Mapping version 2
 14. eCMR Business Requirement Specification version 1

Also, there were white papers on the policy recommendation noted:

1. White Paper on a Paperless Trade
2. White Paper on Trusted Transboundary Environment
3. White Paper on Data Pipeline Concept for Improving Data Quality in the Supply Chain
4. White Paper on Technical Application of Blockchain
5. White Paper on Technical Application of Blockchain
6. White Paper on Women in Trade Facilitation

III. In October 2018, there will be 32nd UN/CEFACT Forum in Hangzhou China. This event will also be setup alongside with the ISO/TC 154 meeting to discuss on Processes, data elements and documents in commerce, industry and administration. Hangzhou is a home of Alibaba company so it will be interesting to see how e-Commerce can benefit from trade facilitation standards by UN/CEFACT so we would like to encourage everyone to attend the UN/CEFACT Forum in China this October.

End of Report

THANK YOU.

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