AFACT Pre-discussion Meting of Minutes

Monday, 15th June, 2015

- As per previously arranged, pre-discussion meeting was held from 14:00 to 17:30 at VIP Persian Gulf Hall of Espinas Hotel with the following attendants:

1. Mr. Mahmood Zargar
2. Ms. Azadeh Bagheri
3. Mr. Akio Suzuki
4. Mr. Hisanao Sugamata
5. Mr. Mitsuru Ishigaki
6. Ms. Jasmine Chang
7. Mr. Anil Kumar Sinha
8. Mr. Raj Kumar Arora
9. Ms. Eva Yueh
10. Mr. Reng Weng Gong
11. Mr. Hui I Hsiao
12. Ms. Mei Li chen
13. Mr. Chia Hung Kao
14. Mr. Mohamad Sharifpour
15. Mr. Samad Roshanaee

- The meeting was opened with Mr Zargar requesting participants to introduce each other
- Mr. Zargar was selected as the meeting facilitator, Ms. Azadeh as note taker and Ishi san as time keeper.
- Following the agenda, WGs' chairpersons were requested to present a brief of their updates
- Mr. Sugamata presented the first working group topics for discussion: such as UNCEFACT technical updates, adopting CCL, CSC supporting TMS in CCL and to adopt CCL contents

  Recommendation by Mr. Zargar for Iran to follow up on CCL into Persian language and requests Iranian team to focus on this topic

- Ms. Eva presented more details on her working group of chairmanship such as e-invoice

- Mr. Kao reported on progress with cloud computing: cake (cloud appliance kernel environment)
It was recommended by Mr Zargar to AFACT Host to further discuss migration to cloud within the organization
- Akio San presented on Travel and tourism working group: reviewing UNCEFACT technology progression in TT&L domain, Destination information systems, SLH, etc
- Ms. Jasmine Chang presented about BDC discussion items regarding UN/CEFACT update such as UNLOCODE and WTO TFA. And she also outlined the agenda of SHARP working group including ISO 19626-1 dematerialization and NIPA's Sharp open source progress.
- Ishi san reviewed current situation of the website : while thanking AFACT Secretariat for their efforts on establishing and updating AFACT website so far, it was proposed that some items are needed to be updated, such as:
    - To propose some types of solutions to enhance the website in the future
    - To clearly understand the resource problem towards enhancing the website and to find a solution for it
    - The possibility to share documents on AFACT website
    - The probability of taking the structure of UNCEFACT website as a template was discussed by Ishi san
- Mr Zargar explained about the background of the changes occurred in the structure of the ministry which have made updating of AFACT website delayed
- It was proposed by Ishi san that two persons need to be assigned to be in charge of AFACT website:

    1. Web-master: Who will be responsible for coordination with IT engineers physically updating the website
    2. Web coordinator: Who will be in charge of receiving inputs and consents from the members and after conducting required assessments, channel them to the web-master for implementation
    - Through consensus of the group members, Ms. Azadeh Bagheri was assigned as the web-master and Mr. Mitsuru Ishigaki was assigned as web-coordinator.
- The idea of Integration of each hosting country website into AFACT website and having one website as a whole was discussed among members. Another idea discussed was that Web-Master provides some sort of a template so that IT engineer of hosting country can develop host website using it. Due to assessing the possibility of providing required resources, Ms. Bagheri requested the IT members to discuss the issue internally and to announce the result later.

- The idea of how to restructure the committee remained to be discussed in plenary pre-meeting. Proposals from WGs' chairpersons are welcomed to be shared prior to this meeting.
- It was proposed by the members that Strategy on new technology among AFACT community needs to be discussed and explored. The 1st draft paper on the matter shall be prepared by TMC.
- Also, through consensus among the members, it was decided that AFACT StC and HoD con-calls take place every first Monday of each month at 6.00 a.m. UTC time
- It was also decided to restrict topics for discussion to 3 most important issues of the month
- Next con-call was set to take place on 6th of July
- It was also decided that AFACT community needs to encourage other passive members specially Islamic countries to participate into AFACT.