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207th/208th Sessions

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3 – 6 March 2015

Brussels, 23 January 2015

DATA QUALITY

Terms of Reference for a Virtual Working Group on Data Quality

Item V on the agenda

Introduction

1. At the 205th/206th Sessions of the PTC, delegates discussed the outcomes of the Data Quality Expert Group that was established by the SAFE Working Group. The outcomes were contained in document PC0386 and included the draft text for a Council Recommendation on data quality and a list of acceptable and not-acceptable terms for the description of goods. In addition, document PC0386 informed the PTC of areas and topics regarding data quality that still needed to be addressed. These included:
 - The relationship between observance of WCO standards and data quality and the possibility of enhancing the implementation of the current standards;
 - Advancing the standardisation of data requirements for cargo along API/PNR lines, this standardization where appropriate should extend in the areas of data quality compliance and remedial action undertaken to address poor quality;
 - Complete the data mapping exercise by DMPT to include information about who is delivering the data elements to Customs;
 - Possible update of relevant instruments and ECP tools such as the WCO Data Model, SAFE, etc. (Updates for example to SAFE may be considered within the usual review cycle process or as appropriate);
 - Updates of the Kyoto ICT Guidelines.
2. Regarding this future work, the 13th Meeting of the SAFE Working Group proposed that the PTC should be the Committee with the responsibility for advancing this work, given that Data Quality is an issue that is much broader than the SAFE Working Group's

mandate. The PTC agreed to this proposal and concluded that the future work should be carried out by the PTC in cooperation with interested private sector representatives.

Terms of Reference for a Virtual Working Group on Data Quality

3. For reasons of efficiency and effectiveness, it is suggested to establish a Virtual Working Group on Data Quality to structure and streamline the work of the PTC in this area. The WCO Secretariat and the Customs Co-Chair of the Data Quality Expert Group have drafted a first version of the Terms of Reference for this Virtual Working Group which is attached as an Annex to this document.

Expected Outcome

4. The delegates to the PTC are requested to:
 - Consider the draft Terms of Reference for the Virtual Working Group on Data Quality;
 - Suggest amendments, if any, and;
 - If felt appropriate, adopt them.

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TERMS OF REFERENCE FOR THE VIRTUAL WORKING GROUP ON DATA QUALITY

Chairperson: Co-chaired by a representative of a WCO Member administration and a representative of the Private Sector

Established: March 2015

Duration: Until superseded or revoked

Mandate

1. The Virtual Working Group on Data Quality (VWGDQ) is formed for the purpose of addressing data quality issues in relation to Customs processes and procedures. It will be guided by and report to the Permanent Technical Committee.

Membership

2. The VWGDQ will be open to a maximum of 10 interested Members of the WCO and a maximum of 10 interested parties representing the private sector.

Purpose and Scope

3. The purpose and scope of the VWGDQ is to advise the Permanent Technical Committee on the full range of issues concerning data quality. Such issues may include:
 - The relationship between observance of WCO standards and data quality and the possibility of enhancing the implementation of the current standards;
 - Advancing the standardisation of data requirements for cargo along API/PNR lines, this standardization where appropriate should extend in the areas of data quality compliance and remedial action undertaken to address poor quality;
 - Complete the data mapping exercise by DMPT to include information about who is delivering the data elements to Customs;
 - Possible update of relevant instruments and ECP tools such as the WCO Data Model, SAFE, etc. (Updates for example to SAFE may be considered within the usual review cycle process or as appropriate);
 - Updates of the Kyoto ICT Guidelines.

The VWGDQ may also advise the PTC in matters relating to the principles contained in the Recommendation of the Customs Cooperation Council on the Guiding Principles for Data Quality as well as the Guidelines on acceptable and unacceptable terms for the description of goods.

Key Deliverables

4. The key deliverables of the VWGDQ are to:
 - Analyse, prepare and evaluate relevant actions and measures in relation to the improvement of data quality for Customs processes and procedures;

Annex to
doc. PC0405E1

- Submit yearly reports to the Permanent Technical Committee that shall provide concrete recommendations of the VWGDQ to improve data quality.

Means of Operation

5. The VWGDQ will operate virtually under the leadership of its Co-Chairpersons, with membership being determined as specified above.
6. The Customs members and the private sector representatives of the VWGDQ will elect their respective Chairpersons for a one-year term from among their representatives.
7. The VWGDQ will conduct its work in English.
8. If necessary, the VWGDQ may decide to meet in person.
9. The WCO Secretariat will provide the necessary support.

