



ISO/TC 344 "Innovative logistics"
Secretariat: SAC
Committee manager: Xiao Shuhuai Mr



Minutes of the ISO/TC 344 2nd Plenary Meeting

Document type	Related content	Document date	Expected action
Meeting / Minutes	Meeting: VIRTUAL 26 Nov 2024	2024-12-04	

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Date: November 26, 2024

Location: Virtual (via Zoom)

Time: 07:00–11:00 (UTC)

Chairperson: Mr. Mingke He

Committee Manager: Mr. Shuhuai Xiao

1. Opening Remarks

The meeting commenced with an opening address by Mr. Mingke He, Chairperson of ISO/TC 344. He welcomed all attendees, acknowledging their contributions since the committee's establishment. Mr. He emphasized the importance of collaboration, inclusivity, and understanding stakeholder needs to advance global logistics standards. He encouraged members to actively engage in working groups and discussions to address market demands effectively.

2. Roll Call of Delegates

The roll call confirmed the participation of delegates from member organizations. Delegates reaffirmed their commitment to contributing to the development of innovative logistics standards.

3. Approval of the Agenda

The meeting agenda, circulated as document N77, was reviewed. Members agreed to proceed with the proposed agenda without amendments.

4. Review of the Secretariat Report

The CM presented the secretariat report (document N75), which provided an overview of administrative updates and progress since the last plenary meeting. CM elaborated on the detailed information for current working items, particularly regarding the completion of key milestones.

Since the establishment of WG1 titled "Sustainability" (ISO/TC 344 Resolution 08/2024) following the approval of the NWIP on "Innovative logistics — ESG for logistics —

Framework and factors" the CM consulted with the Chairperson, TPM, convenor, and project leader. It was proposed to allocate that the "ISO/AWI TR 25326, Use Cases for Green Logistics Activities" be allocated to WG1 Sustainability, which has been agreed upon by the members.

5. Strategic Business Plan Review

The 1st Strategic Business Plan (SBP) of ISO/TC 344 has been previously approved by the ISO Central Secretariat. It is now publicly available on the ISO website.

6. Presentation on Online Standards Development (OSD)

Mme. Maho Takahashi delivered a presentation on OSD, highlighting the benefits of enhancing collaboration and innovation in the development of ISO documents. The committee appreciated the presentation and expressed interest in exploring how OSD initiatives could be integrated into future projects.

7. Report on SC1 - Retail Logistics

Dr. Jong Kyoung Kim introduced the SC1 report, and the members were informed about the establishment of ISO/TC 344/SC1 on Retail Logistics, with Dr. Seung Bum Ahn as the Chairperson, Dr. Jong Kyoung Kim as the Committee Manager, and KATS as the Secretariat. The first meeting of SC1 will be held next June in Korea, coinciding with the third plenary meeting.

8. Report on AHG1 Structure

The committee recognized the contributions of AHG1 and agreed on the importance of refining the committee structure. Members requested that AHG1 prepare a detailed proposal on committee structure for review before the next plenary meeting. The structure is expected to prioritize committee activities and ensure alignment with the committee's strategic objectives.

Some members suggested that AHG1's structure could be more clearly defined to improve efficiency and ensure better coordination with other working groups.

There was a suggestion to conduct feasibility studies on the proposed work items. This would help ensure that the proposed initiatives address the most important issues in logistics and are aligned with global trends.

9. Liaison Review

To enhance collaboration, the committee agreed to establish internal liaisons with ISO/TC

204 (Intelligent Transport Systems) and ISO/TC 154 (Processes, data elements and documents in commerce, industry and administration). Representatives were identified for each liaison to facilitate effective communication and cooperation.

During the discussions, some members highlighted the need to avoid overlaps in responsibilities between ISO/TC 344 and the other technical committees. They emphasized the importance of clearly defined roles and communication channels to avoid confusion and ensure effective collaboration.

10. Report on Current Work Items

Updates on the following current work items were presented, with members emphasizing the importance of adhering to established timelines and milestones.

SAC Presentation - TR on Use Cases for Green Logistics Activities

KATS Presentation - Update on Safety Guidelines for Unmanned Stores

SAC Presentation - Innovative Logistics - ESG for Logistics - Framework and Factors

While members were generally supportive of these initiatives, some raised concerns about potential overlap with other committees, particularly regarding the CEN and other ISO committees working on similar topics. They suggested that the committee take steps to coordinate more closely with these organizations to ensure that efforts are not duplicated and to avoid competing standards.

Members expressed support for this joint effort to align efforts and avoid duplication. To ensure a harmonized approach to ISO/NP 25414, General Requirements and Quality Inspection Methods for Unmanned Parcel Lockers, it was proposed to communicate with CEN Committee CEN TC 331 (Postal Services).

Members also discussed CEN TC 320 for the ESG standard and recognized the importance of aligning ISO/TC 344's work with this committee to ensure consistency in ESG related standards for logistics.

11. Any Other Business

The SAC delegation provided updates on their plans for future working items, including the "Overseas Warehouse Service in Cross-Border Trade" and "Smart Warehousing" proposals. They invited other P-members to collaborate on these initiatives and provided contact details for further coordination.

Additionally, by requests from KATS, the committee agreed to launch a four-week CIB Call for additional expert nominations for the approval of ISO/NP 25414.

12. Next Plenary Meeting

The next plenary meeting was tentatively scheduled to take place in Korea from June 11–13, 2025, in a hybrid format. Members requested that the Secretariat provide detailed arrangements for the meeting by February 2025.