Organisation de Coopération et de Développement Economiques
Organisation for Economic Co-operation and Development

DIRECTORATE FOR SCIENCE, TECHNOLOGY AND INDUSTRY

OECD FORUM ON ELECTRONIC COMMERCE

BACKGROUND, OBJECTIVES AND ORGANISATION

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I.   INTRODUCTION

Purpose/Scope

1.   Since the Ottawa Ministerial Conference on 7-9 October 1998, electronic commerce has continued its extraordinary increase in economic and social importance and as a policy priority. The global nature of the phenomenon, its potential and its challenges point to consideration of solutions from a global perspective. One year on from Ottawa, it is timely to take stock of progress in implementing the work described in the three action-oriented documents developed during the Ottawa process. As announced by the Secretary-General, Donald Johnston, at the close of the Ottawa Ministerial Conference in 1998, the OECD has organised this follow-up meeting. The one and one half-day meeting will take place on 12-13 October 1999, starting at 9h30 on 12 October and running until 12h15 on 13 October, at which time there will be a Press Conference.

2.   Unlike the Ottawa Conference, which was at ministerial level, the Paris Forum will be at working level. It will maintain the momentum of the dialogue between the stakeholders in the global digital economy by bringing together representatives from governments, business, non-governmental organisations and international bodies to discuss the next steps towards creating a favourable environment for the development of global electronic commerce.

3.   This Forum is not a formal meeting of any subsidiary body of the OECD. As electronic commerce is a horizontal activity of the OECD, the Forum does not fall under the responsibility of any single Committee, rather, the Secretary-General has invited all Committees working on electronic commerce to contribute to its success. The Committees most closely involved are ICCP, Fiscal Affairs, Trade and Consumer Policy. The following committees are also working on some aspects of electronic commerce and are contributing to the Forum and its documentation: Industry (through its Working Party on small and medium-sized Enterprises), Public Management, CERI (the Centre for Educational Research and Innovation), Development Co-operation. Council, and the Council Committee on Co-operation with Non-members (CCNM) has been kept informed on preparation for the Forum.

4   Two associated events will be held on 11 October (see Section VIII):

- BIAC, in co-operation with the other members of the Alliance for Global Business, has organised a business-government symposium: "Electronic Commerce: Maximising the opportunities" [see SG/EC(99)8].

- TUAC, in co-operation with a group of non-governmental organisations, has organised a "Public Voice" Conference [see SG/EC(99)9].

5.   After the close of the Forum, the OECD ICCP Committee will hold a Special Session on Codes of Conduct, on the afternoon of 13 October. The ICCP Committee itself will meet on 14 October.

II.   BACKGROUND SUMMARY OF OTTAWA CONFERENCE AND ITS OUTCOMES

The Conference

6.   The Organisation for Economic Co-operation and Development (OECD) and the Government of Canada jointly organised a Ministerial Conference on Electronic Commerce in Ottawa from 7 to 9 October 1998. For the first time at an OECD Ministerial event, leaders from national governments (29 Member countries, 11 non-member economies), the heads of major international organisations, industry leaders, and representatives of consumer, labour and social interests came together to clarify respective roles, discuss priorities, and develop plans to promote the development of global electronic commerce.

7.   The Conference reflected the growing recognition of the need to create the right global framework to harness the enormous economic potential of electronic commerce and to ensure its continued growth in a socially responsible manner. The international OECD meeting on electronic commerce, held in Turku, Finland, in November 1997 provided a first opportunity for OECD governments and business leaders to exchange views and identify barriers for addressing the challenges posed by electronic commerce. Building on this foundation, the Ottawa Conference was aimed at broadening the discussion from barriers to solutions.

Conference Themes & Discussion

8.   In order to explore the key issues surrounding global electronic commerce, the agenda for the Ottawa Conference focussed discussion around four key, complex and interdependent themes:

- Building trust for users and consumers

- Establishing ground rules for the digital marketplace

- Enhancing the information infrastructure for electronic commerce

- Maximising the benefits.

Key Conclusions

9.   The Ottawa Conference was a milestone event as business, consumers and governments agreed to elements of a shared vision on global electronic commerce and identified potential future work. The Conference identified the challenges implied by maximising the benefits and clarified roles, responsibilities and commitments in terms of an action plan. Government representatives, business, and labour and NGO leaders agreed:

- It is among the roles of governments to meet the public interest, and create a competitive environment for global electronic commerce, in which unnecessary barriers are removed, the ground rules are proportionate, transparent, consistent and predictable, and where co-operation among all players is facilitated globally.

- The leading role of the private sector is to stimulate the growth of global electronic commerce through investment and dynamic innovation in products and services, development and

implementation of solutions to a number of issues, and the partnership necessary between governments and private sector in assuring fundamental public interests, economic and social goals.

- The full range of social interests must be included and engaged in efforts to facilitate the growth of global electronic commence and maximise its potential in social, civic and community development.

10.   Participants also acknowledged that partnership among all parties is a cornerstone of the fulfilment of this vision, and sets the stage for the development of solutions to problems that confront electronic commerce.

Conference Outcomes

11.   The OECD Ottawa Ministerial Conference created new working partnerships between governments, the private sector, consumer and social interest groups, and among international organisations.

12.   The *Conference Conclusions* represent a first for an OECD Ministerial, as conference participants – Ministers, business representatives, labour and social interest groups – came to agreement on the formal outcome of the Ottawa Ministerial.

13.   **Ministerial Declarations** establishing baseline principles and goals to guide the OECD's further work were adopted in three critical areas: the *Protection of Privacy on Global Networks*; *Consumer Protection in the Context of Electronic Commerce*; and *Authentication for Electronic Commerce.* Ministers also welcomed the report: *Electronic Commerce: Taxation Framework Conditions*, and endorsed the proposals on how to take forward the work contained within it.

14.   Ministers endorsed the **OECD Action Plan for Electronic Commerce** that outlined activities and recommendations for future work.

15.   Business Leaders unanimously adopted the Business Action Plan entitled "**A Global Action Plan for Electronic Commerce prepared by Business with Recommendations for Government**"[1] at the Meeting of Business Leaders.

16.   In addition, 12 international and regional bodies including the WTO, WIPO, WCO, UNCITRAL, ITU, BIS, EFTA, UPU and UNCTAD contributed to a first ever compilation of international work related to electronic commerce in the *Report on International and Regional Bodies: Activities and Initiatives in Electronic Commerce*.

17.   During the Conference, the **social interests' community**, represented by labour, consumer, privacy, and human rights groups developed a "public interest/NGO" letter to Ministers, similar to a statement of priorities developed by the international business community.

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[1]   The Coalition, now the Alliance for Global Business, consists of the following international business organisations: Business and Industry Advisory Committee to the OECD (BIAC), International Chamber of Commerce (ICC), Global Information Infrastructure Commission (GIIC), International Telecommunications Users Group (INTUG), and World Information Technology and Services Alliance (WITSA), working in co-operation with the Internet Law and Policy Forum (ILPF).

Next Steps, Global Participation and Co-operation

18.   The Ottawa Conference represented an important milestone in establishing a plan of action for the groups participating in the conference, but its ultimate success will be measured by the degree to which all parties meet their respective commitments to future action.

19.   For the OECD, a seven-point near-term programme of work relating to electronic commerce was proposed:

1. Work to draft Guidelines for Consumer Protection in the context of electronic commerce within 1999.

2. Work on the practical implementation on global networks of the 1980 OECD Privacy guidelines, taking into account the different approaches to privacy protection adopted by Member countries.

3. Discuss the emerging technologies and business models for authentication and certification so that policy in this area will be well formulated.

4. Initiate work on defining and measuring electronic commerce.

5. Extend the analytical work at the OECD examining the economic and social impacts of electronic commerce, and applications in government, particularly education.

6. Continue work on examining the policy implications of changing information and communication networks, including technological convergence, enhancing access to infrastructures and the requirements for open markets.

7. Set up specific technical advisory groups with business to address taxation issues. Some of the areas suggested in Ottawa were the treatment of royalties; permanent establishment; consumption taxes; and ways to use e-commerce technologies to reduce the burden of paying taxes.

20.   The business coalition committed itself to the ongoing work of the OECD based on the groundbreaking consensus achieved in preparation for the Conference. Business recognised the need for ongoing co-ordination of business views and an avoidance of duplication. Members of the Business coalition also agreed to continue their work, under the auspices of the Alliance for Global Business (AGB).

21.   In order to maintain the momentum for global co-operation that was launched in Ottawa, the Secretary-General of the OECD pledged to convene a working-level meeting in approximately one year's time. The meeting would assess the progress made by the OECD, other international organisations and private sector groups (business and NGOs) on the issues discussed at the Ottawa conference.

III.   OBJECTIVES

22.   The objectives of the Forum are as follows:

- *To promote and strengthen the broadly based dialogue among stakeholders begun at Ottawa.* The need for dialogue has been stressed repeatedly in private and public sector fora since the Ottawa Conference. The OECD has put its breadth of scope at the disposition of the stakeholders to regroup the issues in a single multilateral and multi-partite forum. This is particularly important in view of the rapidly evolving policy landscape, which is reflected in developments in many international institutions. This will be stressed in Session 1 of the Forum.

- *To report and take stock of progress* on meeting commitments at national and international level and to carry forward the momentum of work under the four themes of electronic commerce issues (the "blueprint") used to structure the Ottawa Ministerial Conference. The themes, "building trust for users and consumers", "establishing ground rules for the digital marketplace", "enhancing the information infrastructure for electronic commerce" and "maximising the benefits", will be taken up again in Sessions 2-5. One year on from the Ministerial Conference it is timely to take stock of developments in facilitating the environment for global electronic commerce with reference to the three action-oriented documents and to consider what remains to be accomplished. These were the *OECD Action Plan for Electronic Commerce*, the *Report on International Regional Bodies: Activities and Initiatives in Electronic Commerce*, and the *Global Action Plan for Electronic Commerce Prepared by Business with Recommendations for Governments*.

- *To assess priorities and share views on what remains to be done* in the light of implementing the mandates of Ottawa. This will be stressed in Session 6.

23.   From a purely internal standpoint, the Forum will incidentally serve to strengthen the co-ordination of the OECD's activities on electronic commerce, which take place throughout the Organisation in a large number of Committees and Working Parties.

24.   It should also be noted that the Communiqué of the OECD Council Meeting at Ministerial Level, Paris, 26-27 May 1999 stated (para. 17) that "Electronic commerce presents great opportunities for growth and jobs in the global economy. OECD's Action Plan on electronic commerce endorsed at the Ministerial Conference held in Ottawa in October 1998 provides a basis for further policy discussion and technical analysis, in consumer protection, privacy and security, communication infrastructures, authentication and taxation, together with deepened understanding of the economic and social impacts of electronic commerce. Ministers stressed the importance of maintaining a collaborative approach with civil society, including the private sector, and other international organisations and welcomed the follow-up conference to be held in October 1999 to report progress and assess priorities".

IV.   DOCUMENTATION AND OUTCOMES

25.   The main action items emerging from the Ottawa process were each assigned to the appropriate OECD Committees and Working Parties, whose work is proceeding according to time-scales agreed as a function of the issues being addressed.

26.   Reports on completed projects may be considered as outcomes of the first year's effort under the OECD Action Plan approved at Ottawa. The availability of such outcomes at the Forum is contingent on the progress accomplished in those Committees and Working Parties. Likewise any conclusion of agreements or preparation of draft Council Recommendations in connection with these projects will be undertaken as appropriate through the well-accepted procedures of the OECD, through Committees and Council. In addition, any proposals to forge new commitments for work at the OECD or elsewhere will be processed through established procedures for determining the programme of work and budget of the Organisation.

27.   All documents for the Forum are available to the public. These fall into three categories: the principal Forum documentation; OECD documents and reports on individual activities; and other documents contributed to the Forum by participants. At the Forum itself, the principal documents will be available in hard-copy. On the other hand, due to the sheer volume of material, the numerous OECD documents and reports on individual activities will be only available in hard copy on demand to the Secretariat subject to availability of stocks. Participants with access may download them in advance from OLIS, or anyone may download them from the Web site. Participants wishing to contribute other documents to the Forum may make arrangements with the Secretariat before 1 October, or alternatively themselves provide the copies required (400). These will also be made available through the forum Web site.

OECD documentation

28.   The main OECD synthesis documents for the Forum are as follows: These four documents, together with documents from BIAC and TUAC, represent the main Forum documentation.

- OECD Forum on Electronic Commerce: Background, Objectives and Organisation [SG/EC(99)7/REV4].

- OECD Forum on Electronic Commerce: Programme of the Forum [SG/EC(99)3/REV4].

- OECD Forum on Electronic Commerce: Progress Report on the OECD Action Plan for Electronic Commerce [SG/EC(99)4].

- OECD Forum on Electronic Commerce: Revised Report on International and Regional Bodies Activities and Initiatives in Electronic Commerce [SG/EC(99)5].

29.   Several background documents concerning work accomplished in the field of electronic commerce since the Ottawa Ministerial will also be available. They will be issued under their Committee

codes. The full list of these documents will be given in the "Progress Report on the OECD Action Plan for Electronic Commerce" [SG/EC(99)4].

30.   The progress report will provide a summary of these activities, some of which have already yielded results:

- Building trust for users and consumers

  - Guidelines on consumer protection are being negotiated within the Committee on Consumer Policy and it is expected that they will be completed within the current year. The Committee is also revising and updating an Inventory of Consumer Protection Laws, Policies and Practices that will be applied to electronic commerce.

  - Work on privacy which will have been completed includes an *Inventory of instruments and mechanisms contributing to the implementation and enforcement of the OECD Privacy Guidelines on global networks and a Web-based Privacy Policy Statement Generator*, which is an on-line tool for webmasters. A report is also being prepared on the use of *transborder data flow contracts for the protection of privacy in relation with global networks.*

  - An updated inventory of approaches to authentication will be ready, as will a report on the Workshop held in June in California.

- Establishing ground rules for the digital marketplace

  - Progress will also be reported on the work of the five Technical Advisory Groups set up to promote the business government dialogue in the field of *taxation* of electronic commerce transactions including the work to develop the implementation options outlined in the discussion paper released at the time of the Ottawa Ministerial meeting.

- Enhancing the information infrastructure for electronic commerce

  - A report on *access to infrastructure* for business-to-business ("B-to-B") electronic commerce is ready, as is a paper on outstanding *issues in market access* for telecommunications services.

- Maximising the benefits

  - A digest of the main findings of an upcoming report on the *Economic and Social Impacts for B-to-B electronic commerce* will be prepared.

  - Work will have moved forward on measurement issues. Preliminary work on *definition* of electronic commerce will have been completed.

  - Analytic work to support preparations for further liberalisation in the WTO will include : an assessment of *existing restrictions on cross--border trade in services* (i.e. including on-line delivery); and a study of the range and nature of *unilateral liberalisation initiatives relating to electronic commerce.*

  - A progress report will be available on a study of the *implications of electronic commerce on government service delivery*, scheduled for completion in early 2000.

  - In addition the OECD can report developments of its work in the other areas referred to in the OECD Action Plan, notably, small and medium-sized-sized enterprises, development co-operation and educational software.

Non-OECD documentation

31.   The main non-OECD documents for the Forum are as follows:

- A Global Action Plan for Electronic Commerce Prepared by Business with Recommendations for Governments, 2nd edition, October 1999, [SG/EC(99)6].

- In addition, a document will be provided by TUAC.

V.   STRUCTURE OF THE FORUM

Forum sessions

32. The Forum will consist of six plenary sessions.

- The first session will be of keynote addresses by specially invited speakers representing the different stakeholders in the digital economy.

- Sessions 2-5 will be working level and will consider progress of the overall global effort on creating a favourable environment for the development of global electronic commerce during the one-year period which will have elapsed since the Ottawa Ministerial Conference. They will reference the three action-oriented documents that emerged from that meeting.

- Finally, the sixth session will take stock of the overall accomplishments in creating a favourable environment for commerce in the global electronic marketplace, and assess the consequences for priorities in the OECD. This session will provide an opportunity to share views on what remains to be done in the light of implementing the mandates of Ottawa, as well as in the context of expanding global markets and the wider policy agenda for the digital economy environment.

Forum Chairs

33.   As has been noted above, the OECD's activities on electronic commerce, which take place throughout the Organisation, involve a large number of Committees and Working Parties, and many parts of the Secretariat. Strategic oversight of this work is the responsibility of Mr. Herwig Schlögl, Deputy Secretary-General. Mr. Schlögl will be the overall Chair of the Forum and will be the session chair of Sessions 1 and 6. It has been stressed that co-ordination between the principal Committees that have been charged with implementing Ottawa follow up is of the utmost importance. The Chairs of sessions 2-3 will be, respectively, Ms Jytte Oelgaard (Denmark), Chair of the Committee on Consumer Policy and Mr. Richard C. Beaird (U.S.), Chair of the Committee for Information, Computer and Communication Policy. Session 4 will be chaired by Mr. Dirk Witteveen (Netherlands), vice-Chair of the Committee on Fiscal Affairs. Likewise, the close involvement of the private sector has been a key feature of the OECD's work on electronic commerce since its beginning. The Chair of session 5 will be Mr. Bruno Lamborghini, member of the board of Olivetti, Chairman of Eurobit/Ectel, Chairman of the BIAC Committee on International Investment and Multinational Enterprises (counterpart of OECD's CIME) and key figure in the Alliance for Global Business. Mr Arne Rodin (Sweden), Chair of the Trade Committee is an invited speaker in this session.

Session format

34.   Delegates are referred to the Programme [SG/EC(99)3/REV4]. Representatives of each of the stakeholder constituencies have been invited to speak. For session 1, following the introduction and

welcome, four keynote speakers will each be invited to speak for about 15 minutes. Some time will remain for discussion in this 90-minute session. The format will change for sessions 2-5. For these 75-minute sessions, only two invited speakers have been named in order to frame the discussion through introductions of about 10 minutes in order to allow over half the allotted time for discussion by delegates. For the closing 90-minute session, due to the greater number of speakers required to address the issues of expanding global markets and considering the remaining tasks in the light of the mandates of Ottawa, a lesser proportion of the time will be available for discussion from the floor.

35.   The session chairs will be free to discuss the organisation of their sessions with their speakers, to decide the running order and when to open the floor for discussion. During the open discussion periods in the sessions, the session chair will invite participants from the floor to limit their intervention to a maximum of three minutes.

36.   National delegations from Member countries and non-member economies have been invited to provide papers describing developments in their countries and the Secretariat will take the necessary steps to distribute them to participants in the Forum. However, due to the highly compact arrangement of the Forum sessions, there will not be time available for extensive presentations of national developments. The programmed speakers, for example, are invited to frame the issues for discussion in a more global sense. Similarly, international organisations, private sector and civil society representatives may provide papers on the same basis as government delegations.

Handouts

37.   It is anticipated that the conference room, Room 1, will be at full capacity during the Forum and therefore it will not be possible, for reasons of space, to offer the possibility of using visual aids such as OHP or computer projection systems. Speakers who wish to complement their presentations may make arrangements with the Secretariat to distribute handouts to participants.

Report on the Forum

38.   A report of the Forum will be prepared after the meeting. A press release will be made available at the press conference at 12h on 13 October.

VI.   PARTICIPATION

National Delegations: Member countries and the European Commission

39.   Member countries and the European Commission, in deciding the composition of their delegations, have been invited to consider the cross-ministry and cross-committee nature of electronic commerce policy issues, especially as discussed at the OECD. Delegations might be expected to include senior officials with responsibility for electronic commerce, bearing in mind that the Forum is a working level event. Please see the section of this document for a note concerning the number of delegates.

National Delegations: Non-member economies

40.   The Council Committee on Co-operation with Non-members (CCNM), at its meeting on 12 July 1999, decided that the same group of non-member economies that were invited to Ottawa should also be invited to the Paris Forum. The Secretary-General therefore sent invitations to Argentina, Brazil, Chile, China, Chinese Taipei, Hong Kong, China, Israel, Malaysia, Russia, Singapore, the Slovak Republic and South Africa.

41.   The Secretariat, at the request of the CCNM, has also submitted a proposal to arrange a meeting on the subject of electronic commerce in the programme of the Emerging Market Economy Forum for the year 2000.

International and regional bodies

42.   The same international and regional bodies as were invited to Ottawa were invited by the Secretary-General to attend the Paris Forum. They are the following: Bank for International Settlements, IEC, ISO, International Telecommunication Union, UN-ECE, UNCITRAL, UNCTAD, UNESCO, Universal Postal Union, The World Bank, World Intellectual Property Organisation, World Customs Organisation, World Trade Organisation, Council of Europe, European Free Trade Association, European Commission and the Hague Conference on Private International Law. The Secretary-General has invited these bodies to be represented by a senior official with responsibility for electronic commerce. The bodies have been invited to contribute to the "IOs Action Plan", *OECD Forum on Electronic Commerce: Revised Report on International And Regional Bodies Activities and Initiatives in Electronic Commerce* [SG/EC(99)5].

43.   Concerning APEC, as for the Ottawa Ministerial, the country holding the chair of APEC has been invited to report back to APEC Members on the outcome of the Paris Forum. In 1999 it is New Zealand, whereas in 1998, for Ottawa, it was Malaysia.

Business organisations

44.   The Forum is organised in close consultation with private sector partners, representing both producer and user communities. When co-operating in the preparation of the Ottawa Conference, a coalition of business organisations, co-ordinated by BIAC, was created to present business' views to the Ministerial.   The coalition continues as the AGB (Alliance for Global Business). The component organisations are BIAC, the ICC (International Chamber of Commerce), INTUG (International Telecommunications Users Group), WITSA (World Information Technology and Services Alliance) and the GIIC (Global Information Infrastructure Commission).   Several other business organisations also contribute to the work of the AGB. In addition the AGB is co-operating with the Global Business Dialogue (GBDe) and the Internet Law and Policy Forum (ILPF) concerning their common goals and potential for co-operation. The AGB is also in regular contact with business organisations working with APEC and the FTAA. The AGB will prepare a revised "Business Action Plan", *A Global Action Plan for Electronic Commerce prepared by Business with Recommendations for Governments*, 2nd edition, 1999, [SG/EC(99)6].

TUAC and NGOs

45.   TUAC will participate actively in the Forum. In addition, the Secretary-General has invited several non governmental organisations (NGOs) including public interest groups representing the views of civil society. Invitations have been sent to the following organisations:

- Consumers International
- Bureau européen des unions de consommateurs (BEUC)
- Consumer Project on Technology
- Electronic Privacy Information Center (EPIC)
- Centre for Democracy and Technology (CDT)
- Global Internet Liberties Campaign (GILC)
- Electronic Frontier Foundation (EFF)
- Foundation for Information Policy Research

46.   The World Wide Web Consortium (W3C) will also participate in the Forum.

The media

47.   Accredited media representatives will be invited to be present for sessions 1 and 6 of the Forum and the press conference. In order to encourage a free exchange of views during the discussions, the press has not been invited to sessions 2-5.

Number of delegates

48.   The constraints imposed by the size of the facility (see section VIII of this document, below), mean that the number of places in the meeting room is well under half that at the Ottawa Ministerial Conference. As the various constituencies involved are similar to those at Ottawa, this has consequences for the size of delegations. There is also the consideration of maintaining the dialogue with a wide range of global stakeholders, which was established in 1998 in the Ottawa Ministerial Conference. A listening room has been reserved.

49.   There is no formal limit placed on the size of delegations from Member countries of the OECD and from the European Commission, which is a matter for the appropriate national authorities. However, given the physical constraint imposed by the size of the meeting room, at this stage it is envisaged to guarantee eight badges per delegation for Room 1. Badges may be allocated and re-allocated by heads of delegations among their delegates as they wish.

50.   Global business, represented by BIAC and the five organisations making up the Alliance for Global Business have a guarantee of 35 places, TUAC six, other NGOs about ten. Non-member economies and international and regional bodies have each been invited to nominate a representative.

VII.   ORGANISATIONAL ISSUES

The Forum Web site

51.   The Forum Web site has been set up at www.oecd.org/dsti/sti/it/ec/act/paris_ec/index.htm. although the forum is by invitation only, the Web site and all conference documentation can be accessed by anyone. It provides general information about the Forum, the programme, related events and useful links. All documents can be downloaded directly from the Web site. There will be no live webcast. However, multimedia files of the three sessions which are open to the press (Sessions 1, 6 and the Press conference) will be placed on the Web site soon after the end of the sessions concerned.

Meeting rooms

52.   The Forum will be held at the OECD. The meeting sessions will be held in Room 1, which has a capacity of about 300.   The central rectangular table seats 90.   It is necessary to limit the size of delegations and control seat assignments. Audio and video will be piped to Room 4 which has been reserved as a listening room and document centre. The video feed will also be available to PCs throughout the OECD equipped with the PCTV facility. A room with PCs will be available for participants to put finishing touches to presentation materials and room documents.

Coffee/Reception/Dinner

53.   Coffee will be available to all participants in the area outside Room 1 during each the two breaks (11h and 16h15) on 12 October courtesy of private sector sponsorship arranged by BIAC. The will be no coffee break on the morning of 13 October.

54.   Forum delegates may make their own arrangements for lunch on 12 October.

55.   A reception will be hosted by BIAC courtesy of private sector sponsorship at 18h on 12 October. It will take place in the hall of the Château and the Salle George Marshall.

VIII. EVENTS TO BE HELD ON 11 OCTOBER AND 13 OCTOBER (AFTERNOON)

56.   Two related events will be held at the OECD immediately preceding the Forum on 11 October:

- A Business-Government Symposium "*Electronic Commerce: Maximising the Opportunities"* will be held between 14h-18h30 on 11 October 1999. This Symposium, which is hosted by the Alliance for Global Business (AGB), co-ordinated by BIAC and sponsored by Pricewaterhouse Coopers, provides the occasion to present and discuss electronic commerce issues and policies from a business perspective with OECD governments and other stakeholders. Business invites representatives of governments, the press and other OECD Forum participants to this Symposium. The Symposium will take place in Room 1 at the OECD. The draft Programme for the Symposium is available as SG/EC(99)8 and on the OECD Web site. Contact: Deniz Erocal at the BIAC Secretariat (erocal@biac.org). Website: www.biac.org.

- A "Public Voice" conference will also be held on 11 October 1999. The Conference is hosted by TUAC and co-organised by EPIC (the Electronic Privacy Information Centre) and IRIS ("*Imaginons un Réseau Internet Solidaire*"), sponsored by GILC (Global Internet Liberty Campaign) and TACD (Trans Atlantic Consumer Dialogue). It will bring together a number of non-governmental organisations representing public interest and civil society. The Conference will take place in Room C at the OECD. - Contact: Andrew Shen at EPIC (shen@epic.org).
Website: www.iris.sgdg.org/actions/publicvoice99.

57.   The OECD's Information, Computer and Communications Policy Committee will hold a Special Session on Codes of Conduct for Electronic Commerce between 15h-18h on 13 October, following the close of the Forum. [DSTI/ICCP/A(99)2/REV1.] The special session and the ICCP meeting are formal meetings of an OECD Committee and are thus open to Member countries' delegations, observers and invited experts only. Contact: Gabriel Drilhon, Head of the DSTI Committee Secretariat Unit (drilhon@oecd.org). It will be followed on 14th October by the 36th session of the Committee [DSTI/ICCP/A(99)3/REV1].