



Food and Agriculture
Organization of the
United Nations



International
Plant Protection
Convention

MEETING REPORT

IC Subgroup on the IPPC Observatory Virtual Meeting

8 July 2025

IPPC Secretariat

1. Opening of the Meeting

1.1. Opening by the Secretariat

- [1] Rokhila MADAMINOVA from the Implementation and Facilitation Unit (IFU) of the IPPC Secretariat (hereafter referred to as the "secretariat") welcomed all participants to the meeting. The secretariat acknowledged the Implementation and Capacity Development Committee (IC) Subgroup on the IPPC Observatory (hereafter referred to as the "IC subgroup") members' time and dedication.

1.2 Welcome new members

- [2] The secretariat welcomed Edna KALLON, an international survey specialist, who joined the meeting to explain and describe the technical concept note for the scope and indicators for the Third IPPC General Survey.
- [3] The secretariat also welcomed new members of the subgroup, Luiza MUNYUA, from the African Union Inter-African Phytosanitary Council (AU-IAPSC), Steve COTE and Edouard NYA, both from the Standards Committee. The other subgroup members welcomed the new members and introduced themselves.

2. Meeting Arrangements

2.1. Election of the Chairperson

- [4] Dominique PELLETIER was elected as the chairperson of the meeting.

2.2. Election of the Rapporteur

- [5] Faith NDUNGE was elected as the rapporteur of the meeting.

2.3. Adoption of the Agenda

- [6] The [meeting agenda](#) was adopted without addition.

3. Administrative Matters

3.1. Review of meeting documents

- [7] The secretariat provided an overview of the meeting documents, noting that they were distributed among the IC subgroup members in advance as well as posted on the International Phytosanitary Portal (IPP) restricted work area.

3.2. List of participants

- [8] The participant list is presented in Appendix 2 of this report.

4. Third IPPC General Survey

4.1. Technical concept note – scope and indicators

- [9] Edna KALLON made a PowerPoint presentation on the [concept note](#) to the group, outlining the proposed approach for the redesign of the Third IPPC General Survey, a key mechanism of the IPPC Observatory to monitor the implementation of the Convention and its ISPMs. Drawing on lessons from the 2012 and 2016 surveys, the proposed redesign narrows the survey's scope to core thematic areas—trade, pest regulation, and international cooperation—directly aligned with the Convention text and supported by relevant ISPMs.

- [10] It uses a questionnaire methodology, introduces a simplified structure, a set of core indicators, and a robust data collection and outreach strategy designed to enhance participation, generate actionable insights, and inform future capacity-building efforts. The proposed framework aims to strengthen the IPPC's evidence base, improve transparency, and support more targeted and effective implementation support for contracting parties.
- [11] Prior to the meeting, the members had been asked to review the proposed scope, areas of focus, and methodology, and to come prepared with feedback and suggestions for improvement.
- [12] One IC subgroup member asked how the IPPC was going to get contracting parties to participate. Edna KALLON said the design of the survey was critical to encourage participation, as was outreach.
- [13] One IC subgroup member said the language of the slide discussing narrowing the scope of the survey talked about "minimum" and "core" convention obligations but that convention obligations weren't ranked, and that no ISPMs were "mandatory" but rather were recommendations. The member also said the word "guidelines" instead of "guidance" was better.
- [14] One IC subgroup member said a good way to promote the survey would be to include it as an agenda item at the Strategic Planning Group (SPG) meeting in October. He also asked when the survey would be launched. The chairman responded saying it would be launched in 2026. The secretariat added it was already raising awareness about the survey and would promote it at the CPM Bureau meeting, regional workshops and SPG. One IC subgroup member said he thought it would be good to launch the survey at the CPM. Edna KALLON said she would welcome feedback on the design of the survey at the SPG.
- [15] One IC subgroup member asked how long the survey would be open and the secretariat said the usual timeframe was two months, but it could be extended in consultation with Edna KALLON.
- [16] One IC subgroup member said the proposed data analysis methodology in the concept note seemed fine, but he added that he hoped the subgroup members would get another opportunity to scrutinize it more. Edna KALLON said they would.
- [17] The subgroup:
- (1) *agreed* as part of the survey to use the word "select" to describe convention obligations rather than "minimum" or "core" and add a rationale as to why they were selected. Thus, the definition of "general" in the context of the Third General Survey should be revised to:

"Existence and implementation quality of select obligations and responsibilities outlined by the IPPC that all Contracting Parties must meet."
 - (2) *agreed* to use the word "guidelines" instead of "guidance" when describing ISPMs in the survey, and to only use the word "quarantine" with qualification as to the context.
 - (3) *agreed* to that the scope of the survey would cover three areas: trade, phytosanitary oversight and international cooperation, and that pest risk analysis should be considered within the focus on trade.

(4) *agreed* to exclude from the survey commodity-based ISPMs, as well as ISPM 5.

(5) *agreed* that the survey incorporate both structured and open-ended questions to ensure comprehensive data collection, capturing both quantitative and qualitative insights. It was also agreed that the survey use SurveyMonkey software to conduct the survey, and that a softcopy Word version and a paper-based version of the survey questions be made available to participants.

(6) *agreed* to include survey questions within the three focus areas that covered legal and regulatory frameworks, operations systems, implementation processes and data management.

(7) *agreed* the survey would be promoted at the IPPC regional workshops and at Strategic Planning Group, and that CPM would be a good place to launch the survey and the subgroup would work toward getting the survey ready for that date.

The secretariat said the feedback and decisions made about the concept note would be incorporated and the concept note would be shared again with the subgroup members in September.

This updated version will serve as the foundation for the next phase of the survey development, which includes the survey design phase—encompassing questionnaire design, indicator refinement, and the creation of tools and resources to support the data collection process.

5. Update on the IPPC Observatory activities

5.1. IPPC Observatory Study on E-commerce – request for a final review

[18] The secretariat said the study had been revised, and that a lot of changes had been made. It would be made ready for CPM next year. The secretariat asked the subgroup members to look at the document and make any comments they felt necessary.

5.2. Revised terms of reference for the final review and evaluation of the IPPC Strategic Framework

[19] The secretariat said the TOR was revised after being presented to the IC May meeting before it was presented to the CPM Bureau June meeting, where additional feedback was received and subsequent revisions made.

[20] The subgroup:

(1) *agreed* that the document did not need any further refinements from the subgroup members and should be presented to SPG.

5.3. IPPC Call for topics

[21] The IPPC called for topics for observatory activities at a recent webinar. It would remain open for two years.

5.4. Three sisters' observatories: update from coordination meetings

[22] The secretariat said it was meeting every two months. The secretariat said it had released a publication on how the observatories of the three sisters were monitoring and evaluating their standards. They were now discussing the possibility of conducting another study, but no topic

had been designated yet. The chair asked if the subgroup members could be included in a coordination meeting in future.

[23] The subgroup:

- (1) *agreed* that the secretariat would inquire about the subgroup joining a future coordination meeting, or the sisters joining a subgroup meeting.

6. Any other business

[24] No item was discussed under this agenda item.

7. Date and Arrangement of the Next Meeting

[25] The date of the next subgroup meeting would likely be in November, after SPG.

8. Close of the Meeting

[26] The chairperson thanked everyone for their participation and the secretariat closed the meeting.

Appendix 1: Agenda

	Agenda Item	Document No.	Time	Presenter
1.	Opening of the Meeting		10 min	
1.1	Opening by the Secretariat			BRUNEL/MADAMINOVA
1.2	Welcoming new members	Membership list		
2.	Meeting Arrangements		5 min	
2.1	Election of the Chairperson			MADAMINOVA
2.2	Election of the Rapporteur	Faith Ndunge		CHAIRPERSON
2.3	Adoption of the Agenda	VM02 01 OBS 2025 Jul		CHAIRPERSON
3.	Administrative Matters			
3.1	Review of meeting documents			MADAMINOVA
3.2	List of participants			MADAMINOVA
4.	Third IPPC General Survey			
4.1	Technical concept note – scope and indicators	PPT VM02 02 OBS 2025 Jul	50 min	KALLON/ MADAMINOVA
5.	Update on the IPPC Observatory activities			
5.1	IPPC Observatory Study on E-commerce – request for a final review	Draft report – to be shared via email	15 min	MADAMINOVA
5.2	Revised terms of reference for the final review and evaluation of the IPPC Strategic Framework	VM02 03 OBS 2025 Jul	15 min	MADAMINOVA
5.3	IPPC Call for topics	Verbal update	10 min	MADAMINOVA
5.4	Three sisters' observatories: update from coordination meetings	Verbal update	10 min	MADAMINOVA
6.	Any other business			CHAIRPERSON/ MADAMINOVA
7.	Date and arrangement of the next meeting			MADAMINOVA
8.	Close of the Meeting		5 min	CHAIRPERSON

Appendix 2: Participant List

Role	Name	Email address
IC Subgroup member (Chair)	Dominique PELLETIER	dominique.pelletier@inspection.gc.ca
IC Subgroup member	Ezequiel FERRO	eferro@senasa.gob.ar
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IC Team member	Faith NDUNGE	ndungeq@yahoo.com fndunge@kephis.org
SC Team member	Steve COTE	Steve.Cote@inspection.gc.ca
SC Team member	Edouard NYA	nyaedouard@yahoo.fr
African RPPO	Luiza MUNYUA	MunyuaL@africa-union.org L.mbura@gmail.com
Consultant	Edna KALLON	
IPPC Secretariat (IFU programme specialist)	Rokhila MADAMINOVA	rokhila.madaminova@fao.org