



## **DRAFT SPECIFICATION FORM FOR PROPOSED IPPC GUIDES AND TRAINING MATERIALS**

*(revised 2025-11-26)<sup>1</sup>*

**1. Submitted by:**

IPPC Secretariat

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**4. Title**

IPPC ePhyto Solution implementation training package

**5. Type of IPPC Guide or training material**

Revision of existing Generic ePhyto National System (GeNS) eLearning modules and training materials

**6. Convention articles, ISPMs and CPM recommendations to be addressed by the proposed  
IPPC Guide or training material**

- Relevant decisions of the Commission on Phytosanitary Measures (CPM)
- Relevant International Standards for Phytosanitary Measures (ISPMs), in particular ISPM 12: *Phytosanitary certificates*.

**7. Scope**

The new e-learning courses and training materials on GeNS and on the overall ePhyto Solution are designed to enable national plant protection organization (NPPO) staff to independently acquire the knowledge and skills needed to use and manage the new features of the GeNS system, and to support the implementation of electronic phytosanitary certificates (ePhytos). This approach strengthens national ownership, reduces reliance on external experts, and lowers the need for in-country missions that would otherwise increase project costs. The main targets of the training package are NPPO staff

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<sup>1</sup> The content of the form was approved during IC\_VM-12.

and the broader technical implementation team (such as developers and those involved in system maintenance), who will be able to build their capacities through the e-learning courses and user manuals provided.

## 8. Purpose

In 2020, the United Nations International Computing Centre (UNICC) developed GeNS e-learning modules.<sup>2</sup> However, since then, the GeNS platform has undergone several updates, and these changes need to be reflected in the training materials and e-learning courses. The existing courses therefore require comprehensive revision to align with current functionalities, features and user experience.

The main gaps in the training materials are as follows:

- The current **e-learning courses'** content, videos and instructions need to be updated to reflect the current version of the GeNS platform and consolidated into a new, comprehensive five-module e-learning course made available on the IPPC Plant Health Campus, which will help minimize the costs associated with maintaining the e-learning tools..
- The internal GeNS **user manuals** are outdated in many areas and do not reflect the latest developments within the system. A manual is available for each of the following roles: NPPO Administrator, NPPO Officer, NPPO Inspector (both import and export), NPPO Assistant, Company User, and for the eBilling feature. The IPPC user manuals will include instructions on how to use the GeNS (with descriptions of the required fields) and how to implement the IPPC ePhyto Solution. However, it is essential to note that the courses are not intended to override existing national procedures on how to compile the certification and the related declarations.
- The existing **documentation** on approaching the implementation of ePhyto requirements is outdated in terms of content, available options and experienced practices, leaving a gap in assessing and deciding on the approach to adopt for IPPC ePhyto Solution implementation.
- The dedicated e-learning platform does not allow **profiling of trainees** (such as their country/organization, the name of the trainee and their basic contact information), which hinders the ability to issue recognized training completion certificates.
- The dedicated e-learning platform is not linked to the existing **IPPC Plant Health Campus** and lacks **visibility**.

The newly proposed guide and e-learning courses aim to equip contracting parties with the essential knowledge and resources needed to prepare for the implementation of the IPPC ePhyto Solution effectively. In particular, the updated e-learning courses will enable users to:

- Understand the required changes for national systems, interoperability and standard operating procedures.
- Plan capacity-building activities and national roll-out processes.
- Access references for additional support and further training.
- Self-train on the use of ePhyto Solution components (the GeNS and the Hub).
- Consult supporting material for troubleshooting and technical assistance.
- Complement and reinforce ongoing capacity-building efforts.

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<sup>2</sup> <https://training.ephytoexchange.org/>

## 9. Content for proposed implementation resource

The content of the training material will mainly be based on ISPM 12, existing documentation on the ePhyto Solution landing page, working system components and implemented functionalities, existing training material, manuals, and courses previously developed.

The five courses will be structured as follows:

- **Joining the IPPC ePhyto Solution:**
  - Guidelines and recommendations for developing the implementation plan, including assessment of and alignment with broader phytosanitary capacity evaluation considerations, the legal framework, information technology equipment needs, and interoperability requirements.
  - Guidance on implementing the connection of existing national systems to the HUB.
  - Guidance on implementing the solution using GeNS.
  - Guidance on go-live preparation, early life support, long-term monitoring, continuous improvement and capacity development.
- **GeNS for exporters who hold the role of Company Users and Company Administrators**
  - How to use the GeNS platform to manage the company profile and users, as well as to request the issuance, replacement and withdrawal of certificates.
- **GeNS for NPPO Assistants**
  - How to use the GeNS platform to request the issuance, replacement and withdrawal of certificates on behalf of companies.
- **GeNS for NPPO Officers and NPPO Inspectors**
  - How to use the GeNS platform to record inspections, and to reject/approve the issuance, replacement and withdrawal of certificates.
- **GeNS for NPPO Administrators**
  - How to use the GeNS platform to administer the system users and settings, reference data, and to troubleshoot, and support users.

The first course will be developed from scratch using all available documentation. The remaining courses will be redeveloped and reorganized as needed, with updates to videos, content and instructions to reflect the current version of the GeNS platform, and to improve the learner experience.

## 10. References and supporting materials (*optional*)

- Technical documentation of the HUB and the ePhyto schema mapping: <https://www.ephytoexchange.org/landing/hub/index.html#documentation>
- Technical documentation of the GeNS: <https://www.ephytoexchange.org/landing/gens/index.html#documentation> (user manuals of the GeNS are available within the system only)
- Existing UNICC GeNS training modules: <https://training.ephytoexchange.org/>

## 11. Financial and in-kind contributions (*optional*)

The ePhyto Multi-donor Trust Fund budget, and implementation projects contributions.

## **12. Selection criteria for working group experts (*optional*)**

No dedicated working group is required, as the IPPC Secretariat and ESG members can provide the necessary expert inputs, including:

- expertise in the implementation of the IPPC ePhyto Solution; and
- expertise in phytosanitary certification and related plant product trade activities.