



International Plant Protection Convention
Protecting the world's plant resources from pests

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Report of the 5th Meeting of the IPPC Capacity Development Committee

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AGENDA ITEM 1: OPENING OF THE MEETING**1.1 Welcome by the IPPC Secretariat**

The IPPC Secretary, Mr. Yokoi, welcomed the participants and opened the 5th Capacity Development Committee (CDC). He informed the members that the 1st CDC meeting was held in Rome, Italy in December 2012 and that since then many partners have generously hosted the CDC meeting in their respective countries. He gratefully thanked the Inter-American Institute for Cooperation on Agriculture (IICA) for hosting the next meeting in Costa Rica in 2015. He introduced the recent IPPC activities and informed the members that the CDC evaluation is ongoing and that the report would be presented to the CPM-10 for decision.

The Capacity Development (CD) Officer, Ms. Peralta, provided the CDC members with updates on Secretariat finances and staffing, and introduced a new member of the Secretariat's capacity development team, Ms. Brunel.

1.2 Introductions

All participants introduced themselves and briefly described their background and expertise.

1.3 Election of the Rapporteur

Ms. Mubarak El Tayeb, the representative for Near East, was selected as the Rapporteur for the meeting.

AGENDA ITEM 2: ADOPTION OF THE AGENDA

The agenda was adopted by the participants without modification (see Appendix 1). Documents list can be found in Appendix 2.

AGENDA ITEM 3: UPDATES FROM THE IPPC SECRETARIAT, CPM BUREAU, CDC MEMBERS AND OBSERVERS**3.1 Update by the IPPC Secretariat**

The CD Officer presented an update on the list of Members and potential alternates of the CDC (see Appendix 3). She mentioned that the members were selected by the CPM Bureau and that the selection was based on the technical expertise described in the CVs. She presented the Terms of Reference and Rules of Procedure of the CDC and emphasized that the main functions of the Committee is to review the current capacity development activities and to oversight the Secretariat's CD work plan.

She mentioned that many new areas of work had been identified by CPM. She raised the point that translation of the technical materials developed under the STDF 350 project or under other projects will be an important limitation in the future, since the work of the FAO translation services will encounter higher costs and problems of quality. Taking into account the quality of translation, the use of external private companies for specific resources would be considered.

She informed the CDC members that the CDC role and its work achievements had been raised in different instances. New developments are required since the work of the CDC is closely linked with other areas such as National Reporting Obligations, the Framework for Implementation of the IPPC and the Pilot Implementation Programme on Surveillance.

3.2 Update by the CPM Bureau

The update from the CPM Bureau members, Ms. Yim and Mr. Van Alphen, covered the June and October 2014 Bureau and the IPPC Strategic Planning Group (SPG) meetings. They reported that the document regarding the situation of the IPPC in 20 years was discussed as one of the main topics during the SPG 2014. The report on the main findings and way forward is going to be presented to the CPM-10. The CPM Chair recognized the hard work of the CDC and of the IPPC CD team, raising the point that implementation of ISPMs is extremely linked to capacity development. It was mentioned that coordination within the IPPC Secretariat, more funding and activity for implementation are issues that need urgent consideration by the CDC. She informed the members that funding issues and possible reallocations would be discussed during CPM-10. Ms. Yim suggested that it may be difficult, but that raising awareness of the IPPC during FAO meetings and for the organization of a Year of Plant Health planned in 2020 may allow the IPPC Secretariat to get more budget from FAO and other donors for regulatory purposes. She reported that E-phyto was discussed in many instances and that the establishment of the Hub system will be presented to CPM-10 for discussion and decision. She also indicated that a global symposium on E-phyto will be organized in the Republic of Korea in November 2015 and that implementation of E-phyto and of the Hub system would be part of the programme. Mr. Van Alphen informed the CDC members on recent developments related to strategic planning and awareness raising in the IPPC and indicated that the CDC should follow the discussions on the IPPC in 20 years and on the celebration of the Year of Plant Health for ensuring participation in the discussions.

3.3 Update by the CDC members

Asia:

The capacity development activities and projects in the Asian region held in 2014 were presented. At the APPPC/NAPPO joint workshop on ISPM 15 in June 2014 in China, the issues of possible problems in the implementation of ISPM 15 and some recommendations to the CPM were developed.

Near East:

The regional workshops and national PRA training courses in the Near East region were presented.

Africa:

The country and regional pest control interventions such as Maize and Banana diseases and food security situations in some countries were presented.

Latin America and the Caribbean (LA&C):

The NPPO structure and capacity development activities in Costa Rica were presented. The LA&C member raised the importance to have trainers within the countries to train others. The IPPC Secretariat mentioned that training of trainers is a key objective of the CDC.

Pacific:

Regional workshop was very successful. The format is well suited to the Pacific region and the use of the PRA tools proved to be very well received. Videos of the presentations made during the workshop will be used to enhance the PRA tools. Work in the region continues through partnerships with Australia Aid Pacific Horticulture and Agriculture Market Access Programme (PHAMA), SPC and NZ.

Europe:

Sweden agricultural information was presented, as well as Sweden capacity development activities in Georgia. Some activities organized with EPPO were described.

3.4 Update by the Observers**IICA:**

The technical cooperative initiative and new initiatives 2015 were presented. IICA has been supporting the Regional IPPC Workshops in the Caribbean and in Latin America.

STDF:

Recent STDF activities were presented. The STDF representative requested input from the CDC regarding the three issues below:

- Possibility for the CDC to play a role in an initiative aiming at elaborating a Pan-African Action Plan to control the fruit fly *Bactrocera invadens*, possibly building on the findings of ex-post evaluations of completed STDF-funded projects on this topic in West Africa;
- Possibility for the CDC to act as a Steering Committee for a global project currently under elaboration by Imperial College to be submitted for consideration by the STDF Workgroup (WG) at a future meeting, on the use of the tools developed under the STDF-funded Beyond Compliance Global Project (STDF/PG/328);
- Question raised from CABI to the STDF Secretariat on any possible lessons learned from IPPC mentoring process considered in the IPPC CD framework.

CDC Members discussed the queries above and provided the following responses after consideration of the CDC Work Plan:

- Regarding the request on the fruit fly, the CDC response at this stage was that, given that the IPPC is represented in the STDF platform by its Secretariat, any queries regarding possible involvement of the CDC in any initiative should be addressed through the due communication/representation channels;
- In response to the query regarding a possible involvement of the CDC as a steering committee for the Beyond Compliance Global Project under preparation, the CDC considered that it was not in its roles to act as the Steering Committee for projects in general;

- Concerning the question on the mentoring process, the CDC deemed appropriate to continue its work on developing the concept of mentoring and the identification of mentoring actions in the IPPC framework.

AGENDA ITEM 4: CAPACITY DEVELOPMENT ACTIVITIES

4.1 STDF project 350 “Global Phytosanitary Manuals, Standard Operating Procedures and Training Kits Project”

The IPPC Secretariat provided a document with updates on the STDF project 350 work plan 2014. The no-cost extension of the project was approved by the STDF WG, the project is extended until 31 July 2015. The CD Officer reported that the development of many technical materials is in final stage. Ms. Yim mentioned that the Republic of Korea plans to provide support for costs of printing of technical materials, depending on how many materials would be developed.

In addition, the CDC received a draft of the pest diagnostic manual prepared under a joint action performed by the New Zealand NPPO laboratory, the UK NPPO laboratory and the IPPC Secretariat. The CDC expressed its satisfaction in the contents and achievements of this manual, which represents one of the major outcomes of the project STDF 350.

4.2 STDF project 401 “Training of Phytosanitary Capacity Evaluation (PCE) Facilitators”

Mr. Kitahara presented the outcomes of the STDF project 401. The application form was presented explaining that it consisted of 2 parts: information about candidates and their CV as well as a personality assessment. The applications had been open until the end of November and many were received.

The CD Officer indicated that the time frame for the selection had not been determined yet. She indicated that the geographical representation is one of the factors to be considered, taking into account the decision of the last CDC meeting in this respect. The CDC Chair, Ms. Jennings suggested that herself and a few members could assist in the selection. The participants considered that it is interesting to select retired persons who have time and experience, as well as staff from RPPOs.

The representative of Asia considered that the selection should be based on the competency of the persons and that representation is secondary. The CD Officer asked about having members of the IPPC Secretariat being trained. The Chair considered that the background is the most relevant factor, the organization where they come from being irrelevant. Some of the CDC members indicated that the purpose of the project is to develop capacities in member countries and that the selection of applicants from the IPPC Secretariat could create conflicts of interest. The CD Officer clarified that the members of the CD area would be trained internally in the IPPC Secretariat on the PCE.

The CDC concluded that the important criteria for ensuring selection were the skills and experience while the organization of origin or any other characteristic was not so relevant. The group worked on prioritizing the criteria to be applied to the applicants for selection and ordered them by priority as follows:

Selection criteria	Priority (1 maximum - 5 minimum)
Extent of experience (including years, level and depth) in IPPC work including previous / current involvement in phytosanitary capacity evaluation and IPPC / ISPM implementation at country / regional / international levels	1
Demonstrated evidence of being conversant with IPPC work programme, particularly contribution to IPPC work in the capacity development area and strong working knowledge of national and global phytosanitary systems	2
Interest in training and currently be a trainer / doing work related to training in phytosanitary and related fields, including demonstrated skills in process facilitation and adult education	3
Demonstrated strong phytosanitary knowledge as a principal requirement for ensuring the success of future PCE application by countries	1
Candidates must demonstrate working-level proficiency in at least one of the UN languages	4
Ability to understand cultural differences	5

The CD Officer noted that consideration of the ethical behaviour of trained facilitators was missing and that other decisions needed to be addressed by the CDC related to the validity of the certification as facilitator and the periodic update on the PCE, among other criteria. The Chair indicated that the IPPC Secretariat will go through the criteria to review the applications, and Mr Gilkey and herself volunteered to provide help for this task.

The IPPC Secretariat will review the applications for the STDF project 401 “Training of Phytosanitary Capacity Evaluation (PCE) Facilitators” according to the selection criteria chosen by the CDC, with the help of Ms. Jennings and Mr. Gilkey.

4.3 Implementation Review and Support System (IRSS)

The Implementation Officer, Mr. Sosa, informed the members that the first phase of the IRSS project had been completed and that the new phase was going to include help desk and case studies, not only to support the implementation of a surveillance pilot programme but also other issues of interest for the IPPC previously approved by the Bureau.

In terms of staffing for the new project phase, recruitment is under process.

He also mentioned that a proposal had been made to the Bureau to establish a Year of Plant Health celebration (planned for 2020), to be complemented by a donors conference and other activities intended to raise awareness about the IPPC and to advocate for support for its activities. From next week, a consultant would start working on the Year of Plant Health initiative.

4.4 Phytosanitary Resources page - Update on review of resources

The IPPC Secretariat provided the overview of the current review process of resource information, and presented all results of the review during the first term of the CDC (December

2012-November 2014). During the term, the CDC reviewed a total of 35 resources to confirm if they are consistent with the IPPC and the standards.

The CDC discussed two resources categorized as unsuitable for posting or that required closer review by the CDC members in the review conducted in November 2014. The CDC finally agreed to post both documents on the Phytosanitary Resources page.

The CDC noted that a total of 285 resources had been posted and that 32 remaining resources required review.

One of the Members of the Enhancement Evaluation team attending this meeting asked how the topics are selected and what type of verification is being performed. The Chair answered that Mr Kitahara decides which five resources are selected based on the order of reception, the thematic coverage of the resource and the priorities set in the CD work plan.

The IPPC Secretariat should post on the Phytosanitary Resources page the two resources discussed during the CDC.

4.5 IPPC projects and PCE application

The CD Officer updated the CDC on the current situation of projects in which the CD area is involved under different roles as well as on new projects that are in the pipeline. She raised the importance of identifying synergies and complementarities among projects to make a more efficient use of resources. She announced that the IPPC is among the Biodiversity related conventions, and raised the importance of NPPOs presenting projects to GEF related to invasive alien species (IAS).

She also reported that the Convention on Biological Diversity (CBD) is developing a toolkit on the implementation of IPPC standards, including PRA for IAS, and that discussions were ongoing in understanding the contents related to IPPC issues in that toolkit. The relationship between the IPPC and the CBD on capacity development needs to be adjusted to a clear work plan under the Memorandum of Understanding currently valid between both organizations.

The STDF observer wondered whether in the stakeholders' manual, collaboration with the environmental sector is mentioned. The Implementation Officer reported that a project under the FAO African Security Trust Fund is focusing on Southern African countries on the SPS area, touching also on forestry and fisheries. Within this project, several activities are associated, including on IAS, on the regional application of PCE, on the development of a virtual training tool for NROs and on the development of capacities to participate in IPPC meetings. It was pointed out that this project could be a good opportunity to establish linkages between the results of PCE and IAS.

There were also three new PCE applications reported in 2014 and several new others agreed for 2015.

4.6 Regional IPPC Workshops 2014

The IPPC Secretariat informed the CDC members that seven workshops took place in 2014 to discuss the draft ISPMs and to address a broader range of IPPC-related topics. The IPPC Secretariat mentioned that basically, the IPPC Secretariat staff is expected to be present at each regional workshop but that this year, because of the exceptional staffing constraints and short notice of the date and venue to the IPPC Secretariat, this was not possible for three workshops.

The IPPC Secretariat reported that the exercise consisting in using PRA advocacy material was considered as valuable from the workshop participants and similar exercises will be prepared for the next workshops.

AGENDA ITEM 5: FUTURE CAPACITY DEVELOPMENT ACTIVITIES

5.1 E-phyto

The IPPC Secretariat reported that, as planned in the past CDC meeting, a drafting group met in the weekend, immediately after the SPG 2014 meeting and prepared the logical framework, budget plan and draft document of a project to be presented to the STDF on E-phyto. After further work to finalize the proposal, the project was presented to the STDF on the last week of November 2014. Additional details on the implementation and contents of the project were discussed by the CDC.

The observer from the STDF informed the CDC that projects submitted by the IPPC Secretariat receive the same treatment as those submitted by STDF partners. As such, they are submitted to external independent review before consideration by the STDF WG. This applies to the current project on E-phyto. She also mentioned that the STDF Secretariat is considering to appoint two evaluators for the E-phyto project (one expert in e-certification matters and one expert in phytosanitary issues). This approach was taken after careful consultation with the chair of the STDF WG.

The IPPC Secretariat underlined the importance to select appropriate expertise for the assessment of any project and for this particular case: E-certification experts not having any kind of conflict of interest with the development of any of the components of the E-phyto system and phytosanitary experts directly linked to phytosanitary certification.

5.2 ISPM No.15

The CD Officer informed the members on the APPPC/NAPPO workshop on ISPM 15 held in Beijing, China, on 10-14 June 2014, whose report was provided to this CDC meeting for analysis. The CPM Chair reported on the detailed findings of the meeting and on its recommendations to the CPM, as she had been elected as the Chair of the APPC/NAPPO meeting. The CDC members discussed in detail the main issues related to problems after the implementation of ISPM 15, as for instance: timely and effective reporting of non-compliances, formats for reporting non-compliance, other operational issues in the standard and implementation guidance for different actors in the trade process with particular attention to national operators, trace back, etc.

The CD Officer indicated that the APPC/NAPPO workshop on ISPM 15 did not only address the classical issues to implement a standard, but rather focused on the identification of the needs detected after 10 years of implementation of ISPM 15, which is different and consists in a second level of analysis.

The CDC discussed the opportunity to organize a workshop for global consideration of the new needs identified on ISPM 15. It was recognized that organizing such a workshop is difficult, but that modalities for open discussions to identify further needs and the setting of a very precise

programme were important. NAPPO should be involved, as well as other RPPOs, the IPPC Forestry Panel and FAO Forestry Plant Health. As a summary, some round tables for open discussion were identified:

- Notification of non-compliance;
- Authorization of external services;
- What supporting resources (tools and others) are needed?
- Communication with stakeholders, continuous training and provision of information;
- Registration of the mark;
- Trade facilitation under ISPM 15 and cooperation with Customs.

The number of participants envisaged would ideally be 50, but would be limited by the availability of financial resources and the selection of the appropriate expertise. The workshop would be managed by invitation, and have a duration of 5 days.

The CDC requested the IPPC Secretariat to make a call for resources, including case studies, on the ISPM 15 implementation to collect tools and resources currently available for a specific session of the Phytosanitary Resources page, and for one of the round tables mentioned before. IRSS could cooperate in the identification and collection of case studies on the impacts of the ISPM 15 and the relationship with Customs.

The IPPC Secretariat was also asked to raise funds to finance this activity.

The IPPC Secretariat should look for financial resources to organize a workshop on the new needs on the implementation of ISPM 15. A call for resources should be open for identifying tools and case studies related to ISPM 15 implementation with cooperation from the IRSS. The information should be posted on the Phytosanitary Resources page.

5.3 Training of trainers

The CD Officer suggested that the initiative of training trainers could be reformulated and that various donors should be looked for. She requested the CDC members to brainstorm on the outputs of the project based on a past proposal to the STDF. It was suggested that besides identifying other donors, other partners and synergies could be identified.

The IPPC Secretariat would draft a new version to be considered for the next CDC meeting, exploring different donors and other synergies with organizations delivering training, reducing the duration of face to face meetings, including on-line training programmes and other modern training techniques, with different tracks for completing the training.

The IPPC Secretariat will draft a note on how to train trainers, exploring new donors and synergies, to be presented during the next CDC meeting. All CDC members are invited to share their ideas on trainings of trainers.

5.4 CPM-10 Preparatory meeting and Side sessions

The CD Officer updated the members on the schedule of Side sessions, special topic sessions and Sunday training session planned for CPM 10, based on the Bureau decisions taken during its meetings in June and October 2014. The possibility to organize a Photo contest for the same occasion and a Market place were also presented.

It was agreed that no document was planned for presentation at CPM-10 from the CD area, except the usual IPPC CD Secretariat report and the independent review of the CDC which is not under the responsibility of the CD area.

The Bureau had agreed during its June meeting that the objective of the Sunday training session would be to train countries on National Reporting Obligations.

The methodology of “Marketplace” would need to be further considered, and would consist in discussion groups, by crop, pest or issue (i.e. Banana pests, Palm tree pests and diagnostics techniques), replacing the emerging pests session of previous CPMs. The information delivered to contracting parties needs to be very clear on this methodology.

The CDC member from Africa provided important information on the identification of possible speakers for the side session on Food Security.

A photo contest could also be organized and the CDC analyzed the conditions needed:

- the proposers should provide pictures free of use;
- the pictures should be submitted electronically and in high quality (number of pixels to be determined);
- a recognition should be granted to the best picture under pre-established categories: by pests, for damages, or related to different phytosanitary procedures (inspection, certification, surveillance, etc.).

The contest should be open to any individual, and a maximum of 5 pictures per person could be accepted. A committee should be charged to select the best pictures. Before the end of the year, a call should be sent on this issue by the IPPC Secretariat. The winner would be announced during CPM-10, and all pictures would be freely available in the Phytosanitary Resources page.

Later during the meeting, the CD Officer updated the members on the teleconference with the Bureau on CPM-10 and reported that all suggestions made by the CDC had been accepted. The CDC considered that the participation of its members and observers in the side sessions and during the CPM is critical for ensuring active participation and to help the IPPC Secretariat to organize all the side actions during that week. The IPPC Secretariat shall elaborate a list of support actions needed from members attending the CPM-10. The IPPC Secretariat would prepare letter of invitation for CDC members to attend CPM-10.

The IPPC Secretariat will launch a call for the photo contest by the end of 2014. The IPPC Secretariat will organize the side sessions for the CPM-10 and will elaborate a list of support actions for members attending CPM 10, as well as invitation letters for CDC members.

AGENDA ITEM 6: WORK PLAN AND STRATEGY

6.1 CDC review

A document was circulated to consider the status of the CDC, prepared by Mr. Fukushima and presented to the SPG, with the objective to explain to the CDC the methodology of the

evaluation. The review was being delayed, but it was expected that the final report could be presented at CPM 10.

6.2 National Reporting Obligation

The CDC member from North America highlighted the key activities and conclusions of the National Reporting Obligation Advisory Group (NROAG) meeting held in Rome on 01-03 July 2014, based on his personal report to the CDC. It was explained that the CD area and the CDC were directly involved in solving many of the capacity needs detected to comply with important reporting obligations. A work plan with time related objectives is going to be presented to CPM 10 for consideration. After the approval of this work plan, the CDC shall consider the incorporation of NRO needs to its own work plan, as required.

Following the CPM 10, the CDC shall consider the incorporation of NRO needs to its work plan.

6.3 Open-ended Working Group on Implementation

The Implementation Officer reported on the meeting of the Open-ended Working Group (OEWG) on Implementation held in Rome on 04-07 August 2014. He explained the work undertaken by this group to elaborate the proposals for selecting and setting implementation programmes, as well as the process followed to select the current proposal on surveillance. Surveillance is regarded as a priority to be developed under a pilot programme.

The CDC members decided to work in detail on the draft of the general work plan for the surveillance pilot programme. They identified possible actions to support these activities to be possibly included in the CDC own work plan.

With this aim, the CDC went through all the bullet points of item E: *Potential activities to take place within the pilot programme*, of Appendix H - *Draft Strategic Work Plan for pilot programme on surveillance* of the report of the OEWG on Implementation and suggested views and possible actions:

NPPO management

1. Country-level evaluation of implementation of ISPM 6 (global programme develops tools and guidance for the evaluation; contracting parties conduct and report on the evaluation; global programme encourages, monitors and analyzes the extent of contracting party delivery).

Views and possible actions:

- Use the information generated by the PCE and the IRSS to help in the country needs identification.
- Cooperate in the selection of countries for the pilot.
- Cooperate in the development of tools and guidance, including the development of indicators.
- Cooperate in the development of monitoring and evaluation tools.
- Engage in the analysis of the information provided by the countries.

2. Sustainable resourcing of national programmes (human, financial and infrastructure resources) (planning tools, resource mobilization resources, management training)

Views and possible actions:

- Preparation of the donors table.
- Development of training tools with emphasis on identification of efficient uses of resources, under the manuals on NPPO establishment and operation.
- Identification of management training tools.
- Development of planning tool/template as an accessory to PCE.

Advocacy and communications

3. Advocacy activity on the value of pest surveillance and national responsibilities, support for institutional development of surveillance capacities, policies and the resources needed (need to compile evidence, case studies, best practices, success stories)

Views and possible actions:

- Participation in the collection/selection of case studies.
- Organization of competitions to look for case studies.
- Contribute to the preparation of the “Status of the Plant Protection in the World”.
- Develop a special section on success studies in the Phytosanitary Resources page.
- Analyze the information on success cases for surveillance collected by the IRSS with the aim to develop a training resource.
- Advocacy package for senior executive managers.

4. Regional workshops to share experiences

Views and possible actions:

- Develop a specific activity in the IPPC regional workshops requesting information on successes and challenges on surveillance to each participant.
- Prepare a presentation to promote the surveillance pilot programme in the IPPC workshops.

Technical

5. Support regional initiatives for development of systems for data collection, and management (training on how to use them)

Views and possible actions:

- Cooperate in the collection of information on existing systems for data collection; showcase experiences to be presented to pilot countries.
Note: the wording of this activity needs review since it needs to refer to the regional and national levels and to all types of data (diagnostics results, specimen collections, survey data, etc.).

6. Enhance information exchange mechanisms on pest status between contracting parties

Views and possible actions:

- Support development of resources for the use of any platform for hosting data (e-learning, friendly training manuals, etc.).

Note: This point is not directly linked to CDC.

7. Developing national and regional expert networks to share information on pest status (including e-groups)

Views and possible actions:

- Cooperation in developing advocacy and communications actions.

Training activities on manuals related to NPPO establishment and management and participation in IPPC activities. Note: it is urgent to reword this activity since it is related to sharing information and influencing existing non official networks. It would read “interacting with” and not “developing” expert networks.

8. Technical manuals and guidelines

Views and possible actions:

- Develop training kits for each module of the surveillance manual.
- Collect and develop surveillance protocols for specific pests.
- Develop Apps for field surveillance.

a. Guidelines for common understanding of general surveillance (how to use the information –understand the multiple uses)

Views and possible actions:

- Develop a toolkit for integration of communities to general surveillance.

Note: Development after considering the final revised text of ISPM 6.

b. Guidance on collection and validation of information at country level (how to do general surveillance)

Views and possible actions:

- Part of it is already done in the existing manuals.

Note: Development after considering the final revised text of ISPM 6.

c. Guidance on specific surveillance including delimitation and trace-back

Views and possible actions:

- Collection of case studies and best practices.

d. How to manage NPPO relationship with RPPOs and other groups (universities, private sector etc.) to collect, manage and validate information.

Views and possible actions:

- Guidance material on validation of non-official information.

Note: Development after considering the final revised text of ISPM 6.

9. Improvement and alignment of standards related to surveillance

Views and possible actions:

- Reconsider IRSS information.
- Develop guidance to show the linkages among surveillance related standards (as a flowchart).

Note: Development should be undertaken after considering the final revised text of ISPM 6 and other related standards.

Policy

10. Support NPPOs to engage with relevant resources to support development/updating of national legislative/policy/regulations

Views and possible actions:

- Design training courses for national legal officers on design and adoption of related national legislation and development of subsequent implementation legislation.
- Development of legal guidance material for development of national legislation.
- Development of guidance on setting plant health policies.

The CDC went also through the indicators of success and recommended to delete the indicator mentioned as “capacities improved”.

The CDC also identified the possibility to help to manage the risks of the pilot, as well as cooperating in identifying funding sources and synergies, and providing knowledge and in kind support.

6.4 Framework for Standards

The evolution and results of the group on Framework for Standards were presented based on the reports of the 2013 and 2014 meetings.

The CDC worked on the framework for implementation for Standards and implementation considering that the SPG 2014 had identified two products from the previous discussions: the framework for Standards, and the framework for implementation of Standards.

The CDC emphasized that discussing on the framework for implementation is an ongoing work that shall be completed in the next CDC meeting. The CDC also noted that not all guidance documents identified in the table elaborated on the framework for implementation should be posted on the Phytosanitary Resources page as many of them had not been peer reviewed.

The first set of comments on the framework for implementation are contained in the table in Appendix 4 “Framework for implementation” and the CDC members are going to prepare their comments for the next meeting on all remaining items.

The CDC members are invited to consider their comments on the framework for standards for the next CDC meeting.

6.5 Concepts of ISPMs

The CDC discussed in detail the document presented for opinion on concepts of ISPMs.

The following are the conclusions of the analysis of the document:

- The CDC appreciated the value of the work undertaken and recognized the important effort made by the author in conceiving this document and thanked the Bureau for requesting its comments on it.
- ISPMs should be maintained as high level Standards for phytosanitary measures, and should not be information or guidance documents. Documents that give more supportive information on ISPMs are the guidance documents and manuals that the CDC has and will continue to develop. Other types of Standards could be developed that are a Procedural type standards that set requirements as demanded by the Convention. These would have to meet a specific criteria to fit this type of standard, and would still need to go through the same standard setting process prescribed by ISPM Standard setting process. This would extend the current understanding of what a CPM Standard is, however the SPS agreement text supports this concept of “international standard” rather than just the development of ISPMs.
- The document shows problems of interpretation of the concrete problems to be addressed and in particular it is not clear on addressing standards in general or international standards for phytosanitary measures (ISPMs) only.
- It is highly advisable to revise this document from a legal point of view before further consideration is performed.
- The use of language in the document needs to be carefully revised to be legally and technically appropriate. Some concerns have been expressed by the SPG on the use of language, that the CDC shares (moral obligation, legally binding nature, exclusive IPPC documents, etc.).
- If the intention is to make an interpretation of Article X of the Convention on Standards, it is necessary to note that the mentioned Article refers to international standards and not to ISPMs. The CDC understands that international standards do not stand for ISPMs.
- It is a CDC recommendation that different types of standards should be differentiated and that standards are not the only way in which IPPC contracting parties have agreed to cooperate with one another in achieving the aims of the Convention. A careful analysis of currently approved ISPM could drive to the identification of some of them that do not address strictly phytosanitary measures and therefore, should not be mentioned as ISPMs. It should be advisable to develop criteria for the procedures to develop other types of standards not related to the establishment of phytosanitary measures, taking into account that the strategic framework of the IPPC covers not only trade but also environmental protection and food security.
- Other types of key decisions of the Convention (recommendations, guidelines, decisions, codes, etc.) could be developed under oversight, formats and procedures different to the ones established for developing and adopting ISPMs.

The CDC does not recommend that this document goes for adoption before a broader discussion takes place on the types of products to be developed in the IPPC framework as a whole.

6.6 Strategic issues on pest diagnosis

The Bureau observer reported that discussions on pest diagnosis had been initiated by EPPO and presented to the SPG 2014.

The CDC recognized that there is a lack of capacities, support and resources on diagnostic globally. The CDC fully supported the importance of diagnosis activities for the implementation of the IPPC and its standards as well as the initiative by EPPO to present a recommendation to CPM 10. The CDC considered as crucial the need to strengthen cooperation in between IPPC and RPPOs, and in particular with EPPO on diagnostic. Furthermore, the CDC suggested that during CPM 10, thoughts could be stimulated on the strategic vision to address diagnosis over the long term.

6.7 Update of the IPPC Capacity Development Work plan

The CDC went through the CDC operational task list and updated its version to December 2014. The updated table is included as Appendix 5 of this report. The review of the CDC work plan was performed as usual but keeping in mind the need to accommodate the actions related to the pilot implementation plan on surveillance.

The CDC members would cross check the CD work plan activities and the identified actions in support of the implementation of the pilot surveillance programme to make a careful revision in the next CDC meeting.

The IPPC Secretariat is going to identify in the work plan activities related to the surveillance implementation programme.

The CDC members time, efforts and experience was thanked and acknowledged, and it was highlighted that the human resources provided by the regions are crucial to the capacity development work being undertaken.

The IPPC Secretariat will consider which actions identified for the surveillance pilot programme could be added to the CDC work programme. The IPPC Secretariat will also identify actions of the CDC work programme related to the surveillance pilot programme. The CDC members should cross check the CDC work plan of activities identified by the IPPC Secretariat and revise if all possible actions on surveillance are included.

AGENDA ITEM 7: OTHER BUSINESS

7.1 IPPC Secretariat Enhancement Evaluation

The CDC took note of the IPPC Secretariat report on the recommendation of the Enhancement team related to CD.

AGENDA ITEM 8: DATE AND VENUE OF THE NEXT MEETING

IICA proposed to host the next CDC meeting in San Jose, Costa Rica, in the first week of June (1-5 June 2015).

AGENDA ITEM 9: REVIEW AND ADOPTION OF THE REPORT

The CDC revised the report and adopted it with a period of 7 days for comments till December 12th.

TASKS LIST

The IPPC Secretariat

- Review the applications for the STDF project 401 “Training of Phytosanitary Capacity Evaluation (PCE) Facilitators” according to the selection criteria chosen by the CDC, with the help of Ms Jennings and Mr. Gilkey.
- Post on the Phytosanitary Resources page the two resources discussed during the CDC.
- Look for financial resources to organize a workshop on the new needs on the implementation of ISPM 15. A call for resources should be open for identifying tools and case studies related to ISPM 15 implementation with cooperation from the IRSS. The information should be posted on the Phytosanitary Resources page.
- Draft a note on how to train trainers, exploring new donors and synergies, to be presented during the next CDC meeting.
- Launch a call for the photo contest by the end of 2014.
- Organize the side sessions for the CPM 10 and elaborate a list of support actions for members attending CPM 10, as well as invitation letters for CDC members.
- Consider which actions identified for the surveillance pilot programme could be added to the CDC work programme.
- Identify actions of the CDC work programme related to the surveillance pilot programme.

Ms. Jennings

- Help the IPPC Secretariat with the selection of candidates for the STDF project 401

Mr. Gilkey

- Help the IPPC Secretariat with the selection of candidates for the STDF project 401

All CDC members

- All CDC members are invited to share their ideas on trainings of trainers.
- Following the CPM 10, the CDC shall consider the incorporation of NRO needs to its work plan.
- The CDC members are invited to consider their comments on the framework for standards for the next CDC meeting.
- The CDC members should cross check the CD work plan of activities identified by the IPPC Secretariat and revise if all possible actions on surveillance are included.

RECOMMENDATIONS

- The CDC does not recommend that the Concept for Standards document goes for adoption before a broader discussion takes place on the types of products to be developed in the IPPC framework as a whole.
- For the IPPC workshops, it is recommended to prepare active exercises as the one on the PRA advocacy.
- The workshop on ISPM 15 should be managed by invitation, have a duration of 5 days and be ideally attended by 50 participants. The workshop will aim to identify further

needs and be composed of various round tables for open discussion. NAPPO should be involved, as well as other RPPOs, the IPPC Forestry Panel and FAO Forestry Plant Health.

APPENDIX 1: AGENDA

Agenda item	Document No.	Presenter
1. Opening of the meeting		
1.1. Welcome by the IPPC Secretariat	n/a	Peralta
1.2. Introductions	n/a	Participants
1.3. Selection of a Rapporteur	n/a	Chair
2. Adoption of the agenda	01_CDC_2014_Dec	Chair
3. Updates from the IPPC Secretariat, CPM Bureau, CDC members and Observes		
3.1. Update by the IPPC Secretariat	04_CDC_2014_Dec 14_CDC_2014_Dec	Peralta
3.2. Update by the CPM Bureau		Yim/Van Alphen
3.3. Update by the CDC members		CDC members
3.4. Update by the Observers		Observers
4. Capacity Development Activities		
4.1. STDF project 350 “Global Phytosanitary Manuals, Standard Operating Procedures and Training Kits Project”	08_CDC_2014_Dec Letter from STDF Secretariat Link (project document)	Peralta
4.2. STDF project 401 “Training of Phytosanitary Capacity Evaluation (PCE) Facilitators”	09_CDC_2014_Dec Link (project document)	Peralta/Kitahara
4.3. Implementation Review and Support System (IRSS)		Sosa
4.4. Phytosanitary Resources page - update on review of resources	10_CDC_2014_Dec	Kitahara
4.5. IPPC projects and PCE application		Peralta/Sosa
4.6. Regional IPPC Workshops 2014	11_CDC_2014_Dec	Peralta/Kitahara
5. Future Capacity Development Activities		
5.1. E-phyto		Peralta/Sosa
5.2. ISPM No.15	Link (meeting report)	Peralta/Yim
5.3. Training of trainers		Peralta
5.4. CPM-10 Preparatory meeting and side sessions	12_CDC_2014_Dec	Peralta

Agenda item	Document No.	Presenter
6. Work plan and strategy		
6.1. CDC review	09_Bureau_2014_Oct 03_CRP_SPG_2014_Oct	Yokoi/Yim
6.2. National Reporting Obligation	05_CDC_2014_Dec Link (meeting report)	Gilkey/ Peralta
6.3. Open-ended Working Group on Implementation	13_CDC_2014_Dec Link (meeting report)	Sosa
6.4. Framework for standards	06_CDC_2014_Dec Link (meeting report)	Sosa/Peralta
6.5. Concepts of ISPMs	07_SPG_2014_Oct	Peralta
6.6. Strategic issues on pest diagnosis	04_SPG_2014_Oct	Peralta/Van Alphen
6.7. Update of the IPPC Capacity Development Work plan	07_CDC_2014_Dec	Kitahara
7. Other business		
7.1. IPPC Secretariat Enhancement Evaluation	CPM 2014/CRP/08	Yim/Van Alphen
8. Next meeting		Chair
9. Review and adoption of report		Chair

APPENDIX 2: LIST OF DOCUMENTS

Document No.	Agenda item	Document title	Date posted / distributed
01_CDC_2014_Dec	2	Draft Agenda	2014-11-24
02_CDC_2014_Dec	-	Documents list	2014-11-28
03_CDC_2014_Dec	-	Participants list	2014-11-24
04_CDC_2014_Dec	3.1	Members and potential alternates of the CDC	2014-10-24
05_CDC_2014_Dec	6.2	NROAG - Brief report	2014-10-24
06_CDC_2014_Dec	6.4	Framework for Standards - Brief report	2014-10-24
07_CDC_2014_Dec	6.7	IPPC CDC Operational task list	2014-10-24
08_CDC_2014_Dec	4.1	STDF 350 – Update and next steps	2014-11-28
09_CDC_2014_Dec	4.2	STDF 401 – Update and next steps	2014-10-28
10_CDC_2014_Dec	4.4	Phytosanitary Resources page – update on review of resources	2014-11-27
11_CDC_2014_Dec	4.6	Regional IPPC Workshops 2014	2014-11-24
12_CDC_2014_Dec	5.4	CPM-10 Preparatory meeting and side sessions	2014-11-24
13_CDC_2014_Dec	6.3	Summary of the OEWG on Implementation Report August 2014	2014-11-7
14_CDC_2014_Dec	3.1	Term of Reference and Rule of Procedure of the CDC	2014-11-5
Letter from STDF Secretariat	4.1	STDF350 PG project extension	2014-11-5
E-phyto - Draft STDF project	5.1	E-phyto - draft STDF project grant application form	2014-11-28
07_SPG_2014_Oct	6.5	Concept note: purpose, status and content of ISPMs	2014-10-24
04_SPG_2014_Oct	6.6	Discussion document on strategic issues associated with pest diagnosis	2014-10-24
09_Bureau_2014_Oct	6.1	Proposal to the Bureau on CDC evaluation	2014-10-24

Document No.	Agenda item	Document title	Date posted / distributed
03_CRP_SPG_2014_Oct	6.1	Update of CDC review	2014-10-24
CPM 2014/CRP/08	7.1	IPPC Secretariat Enhancement Evaluation – ToRs developed by Small Working Group held at CPM-9	2014-10-24

Links:	Agenda item	Content
http://www.standardsfacility.org/phytosanitary-manuals-standard-operating-procedures-and-training-kits	4.1	STDF 350 project document
http://www.standardsfacility.org/training-phytosanitary-capacity-evaluation-pce-facilitators	4.2	STDF 401 project document
http://www.apppc.org/content/report-and-highlights-apppc-nappo-joint-workshop-implementation-ism-15-beijing-china-10-14	5.2	Report and Highlights of APPPC-NAPPO Joint Workshop on Implementation of ISPM No. 15
https://www.ippc.int/publications/report-first-meeting-nroag1-draft	6.2	Report of NRO Advisory Group meeting
https://www.ippc.int/publications/report-open-ended-working-group-implementation-2014	6.3	Report of OEWG on Implementation meeting
https://www.ippc.int/publications/2014-08-report-framework-standards-and-implementation	6.4	Report of Framework for Standards meeting

APPENDIX 3: LIST OF PARTICIPANTS

Role/Region	Name, Organization, Address, Telephone	E-mail address	Term (expire)
Member Representing: Arica	Ms. Stella Nonyem ORAKA Zonal Coordinator Nigeria Agricultural Quarantine Service Room 517 5th Floor Federal Secretariat Aba Road Port Harcourt Nigeria Tel: (+234) 8033323526 (+234) 8056698645	stellaoraka@yahoo.com	2 nd term (Nov.2016)
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Member Representing: Latin America and Caribbean	Ms. Magda González ARROYO Head of the Department of Standards and Regulations Plant Protection Service Ministry of Agriculture San Jose, Costa Rica Tel: (+506) 22605024 Mobile: (+506) 83993527	mgonzalez@sfe.go.cr	1 st term (Nov.2016)
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Chair, Member Representing: Southwest Pacific	Ms. Sally JENNINGS Policy Analyst International Standard Organisations International Policy Ministry for Primary Industries Pastoral House, 25 The Terrace PO Box 2526 Wellington, New Zealand Tel: (+64) 4 894 0431 Fax: (+64) 4 894 0733 Mobile: (+64) 29 894 0431	Sally.Jennings@mpi.govt.nz	2 nd term (Nov.2016)
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IPPC Secretariat	Mr. Yukio YOKOI Secretary International Plant Protection Convention (IPPC) Food and Agriculture Organization of the United Nations Viale delle Terme di Caracalla, 00153 Rome, Italy Tel: (+39) 06 570 53588	Yukio.Yokoi@fao.org	N/A
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IPPC Secretariat	Mr. Orlando SOSA Implementation Review and Support System Officer (IRSS) International Plant Protection Convention (IPPC) Food and Agriculture Organization of the United Nations Viale delle Terme di Caracalla, 00153 Rome, Italy Tel: (+39) 06 570 53613	Orlando.Sosa@fao.org	N/A

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APPENDIX 4: IPPC FRAMEWORK FOR IMPLEMENTATION /CDC DECEMBER 2014**LEGEND:**

For standards, the priority is given (1 highest, 4 lowest), followed by the title and the topic number (presented in brackets). For those topics on the IPPC list of topics for ISPMs, the title is bolded to indicate the ISPM is under development and the title is underlined if the proposed revision has been agreed to.

Text highlighted in blue is for material which has not been developed yet.

Text highlighted in yellow represent additions.

Guidance needed	IPPC general	Supporting resources documents
1. Organization and provision of information on technical resources		Phytosanitary resource page (roster of experts, projects database, activities calendar, technical documents)
2. Cooperation with other Organizations e.g. environmental		Memorandums of Understanding: - Ozone Secretariat - CBD Partnership paper (CPM 9/2014/21) <u>Sharing resources: OCS, E-phyto, evaluation tools</u>
3. Environmental protection and climate change e.g. surveillance of wild flora		Guide to implementation of phytosanitary standard in forestry <u>E-learning tool on Standards and forestry</u> ICPM-7 decisions in relationship to Cooperation with the CBD: Threats to biodiversity by IAS / CPM <u>Recommendation CPM-3/2008 - Replacement or reduction of the use of methyl bromide as a phytosanitary measure</u>
4. International cooperation <u>between among</u> NPPOs: e.g. regional centers of expertise		<u>Cooperation on pest diagnostics among NPPOs. e.g.: training, manuals, videos</u> <u>Mentoring on specific issues: PRA, risk based inspection, etc.</u> <u>Stakeholders manual</u>

Guidance needed	IPPC general	Supporting resources documents
5. How standards relate to and impact on key topics used in or relate to different areas (e.g. Market access, IAS, climate change)		Awareness raising and advocacy documents Case studies on concrete relationships between Standards and key topics, measuring impacts Desk studies and methodologies to estimate impact of Standard implementation
6. Supervision of authorized bodies, including procedures for examination and assessment of competencies		Case studies Conceptual Standard Guidance document as: manual, training kit, etc. Or both
7. Advocacy for NPPO resource mobilisation		Donors table Manuals on NPPO establishment and operation Advocacy resource for gaining political support
8. International Cooperation between contracting parties	IPPC rights and obligations	Stakeholder relations manual IPPC participation manual Guidance on fulfilment of national reporting obligations Cooperation on pest diagnostics among NPPOs, e.g.: training, manuals. Mentoring on specific issues: PRA, risk based inspection, etc.
9. Elements of an effective NPPO e.g. training, engagement of stakeholders, competency		NPPO establishment and operation manuals Stakeholders manual IPPC participation manual PCE tool Explanatory document (2005) on ISPM 20:2004 (<i>Guidelines for a phytosanitary import regulatory system</i>) (includes appendix on rights, roles & responsibilities in relation to the IPPC, ISPMs and SPS)
10. Elements of an effective RPPO ()		Procedure for the recognition of new RPPOs ICPM-4 (2002) Role and functions of the RPPOs Technical Consultation among RPPOs ICPM-7 (2005) Appendix XIX

Guidance needed	IPPC general	Supporting resources documents
11. National reporting obligations		Recommendation information exchange (ICPM 2/1) Role of IPPC contact points (CPM 1/1) Support documents and tools to be produced for the NRO work plan Explanatory document (2005) on ISPM 17:2005 (<i>Pest reporting</i>) Revision of <i>Guidelines on lists of regulated pests</i> (ISPM 19:2003) Revision of <i>Pest reporting</i> (ISPM 17:2002)
12. Notification of non-compliance		Guidance on tools for harmonized notification Model notification form into NPPO Operation manual
13. Phytosanitary certification related to pest risk		Guidance on implementation of ISPM 32 according to the obligations in the Convention
14. Development of National phytosanitary legislation		Guidelines for the revision of national phytosanitary legislation – FAO Case studies
15. Undue delay and prompt action (Supporting Docs)	IPPC Principles and policies	
16.		Annotated Glossary: Explanatory document (2013) on ISPM 5 (<i>The Glossary of phytosanitary terms</i>)
17. Efficacy of measures (Supporting Docs) Efficacy of measures (Concept Std) (Priority 4)		
18. Technical Justification including reliability of scientific information(Supporting Docs)	<i>Recognition of pest free areas and areas of low pest prevalence</i> (ISPM 29:2007) (Implementation Std)	
19.	<i>Guidelines for the determination and recognition of equivalence of phytosanitary measures</i> (ISPM 24:2005) (Implementation Std)	Equivalence (draft manual)
20. Appropriate level of protection		

Guidance needed	IPPC general	Supporting resources documents
(Supporting Docs)		
21. State of plant protection in the world (Supporting Docs)		
22.		
23.	Pest status <u>Determination of pest status in an area (ISPM 8:1998)</u> (Implementation Std) (Priority 1)	
24. Revision of ISPM 16 to broaden to pests and clarify the concepts related to quarantine pests, RNQP and pests of national concern (Concept Std) (Priority 2)		IPPC coverage of aquatic plants (CPM recommendation CPM-9/2014/01) GMOs, Biosafety and Invasive Species: ICPM 3 (2001) decision
25. Host and non host status (Concept Std) (Priority 3)	<i>Determination of host status of fruit to fruit flies (Tephritidae) (2006-031)</i> (Implementation Std) (Priority 1)	
26. Guidance on surveillance for a pest or a group of pests (Implementation Std) (Priority 3)	<u>Guidelines for surveillance (ISPM 6:1997)</u> (Implementation Std) (Priority 1)	Surveillance (manual)
27. Guidance on PFA, PFPP and ALPP for a pest or a group of pests (Implementation Std) (Priority 4)	<u>Requirements for the establishment of pests free areas (ISPM 4:1995)</u> (Implementation Std) (Priority 4 (from 2)) <u>Requirements for the establishment of pest free places of production and pest free production sites (ISPM 10:1999)</u> (Implementation Std) <u>Requirements for the establishment of areas of low pest prevalence (ISPM 22:2005)</u> (Implementation Std) <u>Establishment of areas of low pest prevalence for fruit flies (ISPM 30:2008)</u> (Implementation Std) <u>Control measures for an outbreak within a fruit fly-pest free area (ISPM 26:2006 - Annex 2)</u> (Implementation Std)	
28. Reorganization of all PRA standards	<i>Pest risk analysis for quarantine pests (ISPM 11:2013)</i>	PRA awareness toolkit (proposed manual)

Guidance needed	IPPC general	Supporting resources documents
required (Concept Std & Implementation Std) (Priority 4) Commodity and host pest lists (Supporting Docs)	(Implementation Std) <i>Pest risk analysis for regulated non-quarantine pests</i> (ISPM 21:2004) (Implementation Std) <i>Categorization of commodities according to their pest risk</i> (ISPM 32:2012) (Implementation Std) <i>Guidelines for the export, shipment, import and release of biological control agents and other beneficial organisms</i> (ISPM 3:2005) (Implementation Std)	PRA training (manual and eLearning)
29. Pest risk management for pests or group of pests (Implementation Std) (Priority 3)		
30. Risk communication (Concept Std & Implementation Std) (Priority 3)		
31. Economic analysis in PRA (Implementation Std) (Priority 4)		
32. Diversion from intended use (Concept Std/Implementation Std /Supporting Doc) (Priority 2)		
33. Pest management for regulated pests (Concept Std) (Priority 4)		Quick guide to Phytosanitary Measures Treatments
34. Pest management options (Supporting Docs)		
35. Contingency Planning and emergency response (Concept Std) (Priority 1)		
36.	<i>Criteria for treatments for wood packaging material in international trade (2006-010) (draft annex to ISPM 15:2009)</i> (Implementation Std) (Priority 2)	Replacement of MeBr (CPM 3/1)
37. (ISPM 28) <i>Phytosanitary treatments for regulated pests</i> annexes non commodity specific treatments, e.g. soil drench,	<u><i>Guidelines for the use of irradiation as a phytosanitary measure</i></u> (ISPM 18:2003) (2014-007) (Implementation Std) (Priority 3 (from 2))	Explanatory document (2006) on ISPM 18:2003 (<i>Guidelines on the use of irradiation as a phytosanitary treatment</i>)

Guidance needed	IPPC general	Supporting resources documents
sterilization) (Implementation Std) (Priority 4)		
38.	<i>Requirements for the use of fumigation as a phytosanitary measure</i> (2014-004) (Implementation Std) (Priority 1)	
39.	<i>Requirements for the use of temperature treatments as a phytosanitary measure</i> (2014-005) (Implementation Std) (Priority 1)	
40.	<i>Requirements for the use of modified atmosphere treatments as a phytosanitary measure</i> (2014-006) (Implementation Std) (Priority 2)	
41.	<i>Requirements for the use of chemical treatments as a phytosanitary measure</i> (2014-003) (Implementation Std) (Priority 3)	
42.	<i>Guidelines for pest eradication programmes</i> (ISPM 9:1998) (Implementation Std)	
43.	<i>Phytosanitary procedures for fruit fly (Tephritidae) management</i> (2005-010) (Implementation Std)	
44. Integrated measures & systems approach (Concept Std) (Priority 4)	<i>Integrated measures plants for planting</i> (ISPM 36:2012) (Implementation Std) <i>Pest free potato (Solanum spp.) micropropagative material and minitubers for international trade</i> (ISPM 33:2010) (Implementation Std) <i>Systems approach for pest risk management of fruit flies (Tephritidae)</i> (ISPM 35:2012) (Implementation Std)	
45.	<i>Phytosanitary certificates</i> (ISPM 12:2011) (Implementation Std) <i>Electronic certification, information on standard XML schemes and exchange mechanisms</i> (ISPM 12:2011 - Appendix 1) (Implementation Std)	Import – export procedures manuals E-Phyto (proposed system)
46.	<i>Consignments in transit</i> (ISPM 25:2006) (Implementation Std)	Transit

Guidance needed	IPPC general	Supporting resources documents
47.	<i>Guidelines for the export, shipment, import and release of biological control agents and other beneficial organisms</i> (ISPM 3:2005) (Implementation Std) <i>Phytosanitary treatments for regulated pests</i> (ISPM 28:2007 – Annexes 1 to 15) (Implementation Std)	Phytosanitary treatments based on historical evidence (Position paper-TPPT draft)
48.	<i>Guidelines for a phytosanitary import regulatory system</i> (ISPM 20:2004) (Implementation Std) <i>Use of permits as import authorization (2008-006) (ISPM 20:2004, new annex) (Implementation Std)</i> (Priority 4 (from 3))	Explanatory document (2005) on ISPM 20:2004 (<i>Guidelines for a phytosanitary import regulatory system</i>)
49.	<i>Guidelines for inspection</i> (ISPM 23:2005) (Implementation Std)	
50.	<i>Methodologies for sampling of consignments</i> (ISPM 31:2008) (Implementation Std)	Explanatory document (2009) on ISPM 31:2008 (<i>Methodologies for sampling of consignments</i>)
51.	<i>Design and operation of post-entry quarantine stations for plants</i> (ISPM 34:2010) (Implementation Std)	
52.		Dispute settlement manual
53.		
54. Traceability (Supporting Docs)		Proposed Traceback Guidance Market access (manual)
55. Pathways (Supporting Docs)	<i>Minimizing pest movement by air containers and aircrafts (2008-002) (Implementation Std)</i> (Priority 2 (from 1))	
56.	<i>International movement of cut flowers and branches (2008-005) (Implementation Std)</i> (Priority 4)	
57.	<i>Safe handling and disposal of waste with potential pest risk generated during international voyages (2008-004) (Implementation Std)</i> (Priority 2 (from 3))	
58.	<i>International movement of growing media in association with</i>	

Guidance needed	IPPC general	Supporting resources documents
	<i>plants for planting (2005-004) (Implementation Std) (Priority 1)</i>	
59.	<i>Minimizing pest movement by sea containers (2008-001) (Priority 1)</i>	CPM Recommendation on sea containers
60.	<i>International movement of grain (2008-007) (Priority 1)</i>	Internet trade (e-commerce) in plants and other regulated articles (CPM recommendation CPM-9/2014/2)
61.	ISPM 15:2009 (<i>Guidelines for regulating wood packaging material in international trade</i>)	Explanatory document (2014) on ISPM 15:2009 (<i>Guidelines for regulating wood packaging material in international trade</i>) Dielectric heat treatment (manual) Quick guide to Dielectric heating
62.	<i>International movement of used vehicles, machinery and equipment (2006-004) (Implementation Std) (Priority 3)</i>	
63.	<i>International movement of seeds (2009-003) (Implementation Std) (Priority 1)</i>	
64.	<i>International movement of wood (2006-029) (Implementation Std) (Priority 1)</i>	
65.	<i>International movement of wood products and handicrafts made from wood (2008-008) (Implementation Std) (Priority 2 (from 1))</i>	
66. Requirements for diagnostics (Implementation Std) (Priority 2)	<i>Diagnostic protocols for regulated pests (ISPM 27:2006 – DP Annexes 1 to 6) (Implementation Std)</i>	
67. International or regional cooperation for diagnostics (e.g. Regional centers of expertise (Supporting Docs)		

APPENDIX 5: IPPC CDC OPERATIONAL TASK LIST

(Living document – updated in December 2014, 5th CDC meeting)

Activities depend on availability of financial and human resources. Activities are ongoing unless otherwise specified.

Activities highlighted in yellow are linked to the surveillance pilot programme.

Strategic Area	Global Capacity Development Strategy Activities	IPPC Capacity Development Activities	Timing	Status
1: National PS Planning and Managements	Identify and review tools for PCE	Translate the updated PCE	Dec 2013	Done (available in all UN languages except Chinese)
		Advise on use of PCE data for use in IRR	May 2013	On-going
		Review draft analysis of PCE data in IRR	Nov 2013	On-going
		Discuss IRR to determine where and how synergies/investments can be achieved (output 2)	May 2014	On-going
	Develop new or revise existing tools	Develop PCE module on environmental considerations of NPPOs	Sep 2013	On-going
	Develop, deploy and maintain IPPC core training materials	Develop at least 20 technical resources	June 2015	On-going
		Make materials available on phyto.info		On-going
		Encourage appropriate protection of PCE tool		On-going
	Encourage use of PCE, including by donor organizations			On-going
	Develop tools and guidelines for preparing national phytosanitary action plans	Prepare programmes for training PCE facilitators (STDF 401)		On-going
		Collect and make available best practices in contingency and emergency action plans (and associated materials like cost benefit analyses)		On-going

Strategic Area	Global Capacity Development Strategy Activities	IPPC Capacity Development Activities	Timing	Status
	Develop guidelines for preparing documented procedures for carrying out NPPO work	Development guidelines for core phytosanitary activities such as inspection, surveillance, pest reporting, pest diagnostics etc.		On-going
2: Participation in Standard Setting	Train RPPO staff and regional experts on participation in all stages of the standard setting process (e.g. topics, specifications, representation on the SC and in other technical bodies, draft standards)	Encourage the SC and Standard setting group to produce training material		Done
	An orientation programme for new CPM delegates			Done
	peer coaching and mentoring for new members of subsidiary bodies of the IPPC			Done
	Identify mentoring opportunities and adopt mentoring practices relevant to standard setting	Develop concept paper on framework		Pending
3: Standards Implementation	Develop resources to support national-level stakeholder coordination of IPPC implementation	Type of resources/tools needs to be defined		On-going
	Identify challenges to implementation through IRSS programme	Analyze IRSS outcomes with a view to identify implementation challenges and related CD actions		Done
		Analyze other data that may give indications on difficulties in implementing standards (e.g. from SBDS or SC)		(Pending)
		Identify gaps for the standards setting work programme (framework for implementation)		On-going
	Provide guidance to NPPOs on developing implementation plans	Guide on the implementation plan of the revised ISPM 6		Pending
		Implementation plans for new standards		Pending
4: Communication and Coordination	Manage the IPPC Phytosanitary resources page	Conduct an annual call for provision of phytosanitary resources from various sources and in different languages including non-UN languages.		Done
		Build and maintain database system accessible to donors and recipients to support ISPM 6 pilot		Done
		Make the roster of consultants (see www.phytosanitary.info) available to interested stakeholders		Done

Strategic Area	Global Capacity Development Strategy Activities	IPPC Capacity Development Activities	Timing	Status
		Populate the system using results of periodic surveys of programmes, including the surveillance pilot programme		Pending
	Develop linkages between regional and multinational organizations that provide phytosanitary information resources	Give inputs to the IPPC work plans on resource mobilization and communication		On-going
5: Pest information	Provide support to contracting parties to update and document lists of pests that they regulate information systems etc.	Examine survey results from IRSS study of ISPMs 17 and 19 and make suggestions		On-going
		Identify good examples of lists of regulated pests for other NPPOs		Pending
	Encourage gap analysis (through application of PCE and IRSS) to determine requirements for surveillance, diagnostics, reference collections, information systems etc.	Identify good practices in this area that can serve as examples for other NPPOs		On-going
6: Resource Mobilization	Coordinate and maximize the use of opportunities to secure funds from various sources, e.g. through organizing meetings with donors	Encourage the Secretariat to secure funds		On-going
		Identify funding resources to provide in-kind knowledge to support the ISPM 6 pilot programme		On-going
7: Advocacy	Encourage exchange of experiences on advocacy for phytosanitary issues among regional organizations	Promote good examples through portal, CPM etc.		Pending
		Collecting, selecting, assessing and promoting good examples of advocacy		Pending
		Develop a section on the Phytosanitary Resources page to exchange good experiences (learning mechanism).		Pending
	Develop advocacy materials on capacity development and review resulting documents before publication	PRA advocacy material		Done

Strategic Area	Global Capacity Development Strategy Activities	IPPC Capacity Development Activities	Timing	Status
	Promote the development and inclusion of relevant IPPC issues in the curricula of courses in Universities, Centres of Excellence and other institutions at national and international levels to build capacities as part of Human resource and organizational development	Investigate current curricula of courses and identify good examples.		Done
8: Monitoring and Evaluation	Monitoring and evaluation of the CDC WP for presentation to CPM	Identify appropriate consultant and coordinate the evaluation		On-going