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Organización
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para la
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COMMISSION ON PHYTOSANITARY MEASURES

Eighth Session
Rome, 08 - 12 April 2013
Regional Workshops on Draft ISPMs
Agenda item 10.1
Prepared by the IPPC Secretariat

I. Background

1. The IPPC supported and attended the regional workshops to review draft International Standards for Phytosanitary Measures (ISPMs) during 2012. The workshops have been held since 2000, with seven workshops per year for the past five years, covering all regions except Western Europe and North America.
2. The purpose of these workshops is to help contracting parties to discuss and prepare their comments on draft ISPMs and act as an important forum for exchange of national and regional perspectives on draft ISPMs, during the member consultation period. The workshops are also important for developing the capacities of contracting parties, improving the understanding and implementation of the IPPC and its ISPMs.

II. Evaluation of 2012 regional workshops

3. In total, 135 out of 177 contracting parties participated in the regional workshops. A summary of the organization and participation details of each regional workshop held in 2012 is provided in Attachment 1 to this paper.
4. The IPPC Secretariat encourages regions to finance and organize these workshops, using the Guidelines for the organizational arrangements for regional workshops to review draft ISPMs, as presented to CPM-7 (Attachment 2). The Secretariat considers these workshops important opportunities for members to discuss draft standards, as well as other IPPC-related issues. This year's workshop programme included items related to the provision of information, discussion and brainstorming for all areas of work of the IPPC.

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5. Workshop participants provided opinions on specific IPPC activities, including the value of the development of diagnostic protocols, which were the most frequently used and their priorities for future developments in general. There were different views on the usefulness of the protocols plus suggestions on potential improvements for efficiency and effectiveness. This information is being transmitted to the SC for their consideration.
6. Response to the questionnaires for assessing the workshops was insufficient, not allowing analysis by the Secretariat.
7. The number of contracting parties submitting comments in 2012 is low, even if most of the countries have used the Online Comment System (OCS). This indicates that the capacity to make comments has been substantially developed, but the contact points representing contracting parties and able to submit the comments did not submit them.
8. During the workshops, the Secretariat asked participants to have their respective national contacts points submit comments through the OCS, to include at least one general comment on each specific standard to inform the Secretariat that there was no intention to submit any other comment(s). This would allow the Secretariat to differentiate between a lack of comments due to the absence of concerns on technical issues and a lack of willingness to participate in the process. Additionally, it would indicate whether the workshops increase the capacity of countries to produce comments and make decisions on whether or not to submit them. This would also support the provision of information to the donors who cooperate in organizing and financing the workshops. Unfortunately, no contracting party participating in the workshops, and not submitting comments, has clarified whether they had no comments or simply did not want to participate in the process. This will have serious implications in the future with regard to providing financial support to these contracting parties should they wish to attend further workshops, as according to the IPPC's financial guidelines on providing support for attendance at workshops, these countries will not be eligible. Should a contracting party choose not to send comments, the reasons for making this choice should be included in any request for financial assistance to attend a workshop.
9. Problems of changes in dates and venues, quality of the Internet connection needed for working with the OCS as well as organizational arrangements for paying for operational costs, interpretation and translation, continue to be a significant problem for the organization of the workshops.
10. The unified set of issues included in all workshop programmes helped to develop a uniform knowledge of IPPC activities around the world.
11. In the case of issues addressed during the workshops and related to the capacity development (CD) of IPPC members, the workshops were useful in:
 - Identifying crosscutting CD needs.
 - Clarifying that there is demand for face to face activities, like workshops, to the detriment of the use of remote training tools, such as E-learning and other resources.
 - The detection of specific needs on information and provision of technical resources.
12. The range of issues covered in the workshops' programs had an indirect benefit in increasing the capacities of Secretariat members in all core IPPC activities, since a specific internal Secretariat training program (related to all issues in the agenda) had to be prepared and delivered.

III. Main lessons learned and improvements for future workshops

13. The Secretariat encourages more coordinated actions by participants and organizers, as proposed in the guidelines provided in Attachment 2 to this paper. The Secretariat will circulate early in 2013 the proposed agenda for the meeting for consideration and negotiation with the organizers, as well as a list of the requirements for the meeting, including:
 - Selection of participants
 - Preparation of the meeting by the participants

- Conditions for financial support
- Commitment of contracting parties sending participants
- Establishment of dates, venues, programs and time allocations.
- Use of the IPPC logo.

14. Regarding training needs for the workshops, the Secretariat considers that no more face to face training on the use of the OCS system is needed and future training requests should be managed using remote training tools, developed by the help desk for the OCS or during side sessions at CPM time.

15. The Secretariat noted that, in capacity development activities supported by other organizations, participants that had attended the IPPC workshops and received information on the unified set of issues included in all workshops programs, had an increased level of knowledge of the IPPC and its core activities. In general, the regional workshops are an important occasion for the IPPC Secretariat to interact directly with its contracting parties and improve their capacities in a broad range of issues, including the discussion and preparation of comments on draft ISPMs. The inclusion in the agenda of the workshops of a wider range of issues had benefits in increasing national phytosanitary capacities

16. The increased coordination and knowledge sharing among Secretariat members in core IPPC activities, to address all the issues covered in the workshops programs, was beneficial for the increase in efficiency in the work of the Secretariat.

17. The CPM is invited to:

- 1) *encourage* contracting parties to contribute funding and participate in the workshops in their regions.
- 2) *note* the lessons learned and the actions proposed for improvement.
- 3) *note* these workshops will now be called Regional Workshops to discuss IPPC related issues.
- 4) *encourage* the regional workshop organizers to follow the Guidelines for the organizational arrangements for Regional Workshops to discuss IPPC related issues.

Attachment 1**2012 Overview of IPPC Regional Workshops to Review Draft ISPMs**

Region	Date and Venue	Organizer and Funding Agency	CPs represented	Participants (including observers)	CPs sending official comments(submitted) through the OCS
Africa	12 -14 September Cameroon	PANSPSO, an EU/AU initiative, has funded the last five regional workshops for Africa in collaboration with the IAPSC, including the 2012 workshop.	35	43	13
Asia	3-7 September Korea	The Republic of Korea has consistently provided financial support to host the workshop for the Asia region for many years. The 2012 workshop was financed by Korea and organized by APPPC.	14	23	7
Caribbean	18-20 September Trinidad and Tobago	The IPPC Secretariat financed the 2012 Caribbean workshop using a letter of agreement with IICA and FAO funds. IICA assisted in organizing this workshop.	13	20	3
Central Asia and Eastern Europe	16-19 July Russia	The IPPC Secretariat financed the workshop through the IPPC Trust Fund (in Russian and English) in 2012. FAO-REU and EPPO supported the organization of this workshop.	19	50	3
Latin America	25-17 September Costa Rica	In 2012, IICA assisted in organizing this workshop jointly with COSAVE and OIRSA, providing funding support to their participants. The IPPC top-funded the workshop using FAO funds through a letter of agreement with IICA.	14	23	9
Near East	9-13 September Cairo	In 2012, the IPPC Secretariat used funds coming from the IPPC Trust Fund to finance this workshop. FAO-RNE organized the meeting.	20	26	0
Southwest Pacific	17-21 September Fiji	The 2012 workshop was organized by PPPO with Australian financial support.	20	20	2

Attachment 2**Guidelines for the organization of regional workshops to discuss IPPC related issues.****Participation and responsibilities**

- Invitations to the workshops should be drafted by the IPPC Secretariat, sent to the organizers and then sent by the organizers to the NPPOs in advance. This will allow sufficient time for the IPPC Secretariat to contact the selected participants and provide information prior to the workshop.
- Participants are responsible for analyzing the documents provided, collecting and preparing national comments prior to attending the workshop and providing feedback on the workshop using the survey tool (available on the IPP).
- Participants are asked to attend all sessions of the workshop and respect the established timeframes and participation conditions.
- The IPPC Secretariat should contact the organizer well in advance of the workshop to discuss the programme and review the roles and responsibilities of those involved.
- The workshop organizer shall be responsible for sending the invitations (following the letter of invitation developed by the IPPC Secretariat), providing the facilities needed for the workshop and making all necessary logistic arrangements.
- Regions may invite Bureau members, SC members or stewards from their region or from other regions as resource persons who may participate in discussions and help enhance a better understanding of the concepts of the draft standards, of the standard setting process and other IPPC related activities. These resource persons should be proactive in helping to facilitate workshop discussions. Participation of these resource persons is contingent on available financial resources.

Agenda and report

- The IPPC Secretariat shall provide a standardized agenda for the workshops.
- The workshops could integrate other topics of regional concern or topics of specific interest for building national phytosanitary capacity or to obtain information on the implementation of standards. Any adjustments to the agenda should be agreed upon with the IPPC Secretariat. Adequate time should be allocated for a thorough discussion of the draft ISPMs.
- The report of the workshop should be prepared during the workshop as a joint effort of the Chair, Rapporteur and IPPC Secretariat staff, approved by the participants during the meeting and posted on the IPP within two weeks.

Evaluation

- The IPPC Secretariat shall provide a summary of the workshop evaluation to the CPM, Bureau and SC, based on the results of the survey completed by the participants and the reports of IPPC Secretariat staff.

Deadlines for presentations by stewards on draft ISPMs

- The IPPC Secretariat prepares and makes the draft ISPMs available for member consultation via the Online Comment System (OCS) as soon as possible after the May Standards Committee (SC) meeting and no later than the 20 June.
- The IPPC Secretariat provides a PowerPoint presentation template for use by the stewards. The stewards prepare an overview of the draft ISPMs in both a summary document and PowerPoint presentation. The presentation should summarize the main elements of the proposed draft standard. For the benefit of time and efficient use of resources, the presentation should be concise as it is not intended to replace the text of the draft standard. It should also explain key issues discussed at the SC. Stewards are requested to submit their summary document and presentation to the IPPC Secretariat no later than June 15. The Secretariat posts the summary documents and presentations on the IPP.

- Organizers are requested to assist in translating the presentations into other languages as appropriate. All translated summary documents and/or presentations should be submitted to the IPPC Secretariat to also be posted on the IPP.