



REPORT

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15, 16 and 23
March 2012

**Bureau of the
Commission on
Phytosanitary
Measures
March 2012**



Food and Agriculture Organization of the United Nations

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1. Opening of the meeting and update from the Secretary

The Secretary of the International Plant Protection Convention (IPPC) welcomed the Bureau members to the meeting.

2. Adoption of the agenda and selection of a Rapporteur

The Bureau adopted the agenda¹ and agreed not to select a Rapporteur, but instead decided that all Bureau members were responsible for the content and approval of the report. One Bureau member was interested in the details of the 60th Anniversary celebrations of the IPPC and the Secretary noted that more detailed information would be given in Agenda Item 7.

3. Logistics

3.1 Documents list

The Bureau reviewed the documents list².

3.2 Participants list

The Bureau reviewed the participants list³ and agreed to update his/her contact information on the IPP, if necessary.

3.3 Local information

The IPPC Secretariat noted the local information document⁴ and assisted the Bureau members with any questions.

3.4 Timing and breaks

The Bureau agreed to the timing and breaks for the meeting.

4. Review October 2011 Bureau and SPTA reports

The Bureau received the 2011 October SPTA⁵ and draft Bureau⁶ meeting reports. There was concern that the SPTA report was not posted on the International Phytosanitary Portal (IPP - <https://www.ippc.int/>) until the day before this meeting. The Secretariat apologized and noted that these meeting reports shall be posted on the IPP sooner in the future.

The Bureau reviewed and approved the 2011 October Bureau and SPTA meeting reports.

5. Information on the organization and arrangements for CPM-7 (2012)

The Bureau reviewed the CPM-7 (2012) schedule developed by the Secretariat. The IPPC Coordinator highlighted important items in the schedule.

¹ Bur_2012_Mar_01, Appendix 1 to this report

² Bur_2012_Mar_02, Appendix 2 to this report

³ Bur_2012_Mar_03, Appendix 3 to this report

⁴ Bur_2012_Mar_04

⁵ <https://www.ippc.int/index.php?id=125447>

⁶ <https://www.ippc.int/index.php?id=202500>

6. Discussion of the CPM-7 (2012) Agenda and papers

6.1 Review of papers and identification of potential challenges

CPM Agenda Item 2: Adoption of the agenda

The Secretariat noted the deletion of two items from the CPM-7 (2012) Agenda: the *Adoption of the Convention text in the Russian language* and the *Implementation of the Nagoya Protocol*.

The Bureau requested that, in the future, the document numbers relating to the agenda items be included in the Agenda.

The Secretariat added agenda item 9.6 Report of the Chair of the SPTA but noted it would be presented before agenda item 9.1.

Adoption of the Convention text in the Russian language

The Secretariat explained that the item *Adoption of the Convention text in the Russian language* was removed from the agenda due to the inability to agree on correct terminology. The text will be presented at the next CPM.

Implementation of the Nagoya Protocol

The item *Implementation of the Nagoya Protocol* was removed from the agenda as it was reviewed by FAO Legal Services and no specific issue was identified. However, additional information on this issue was incorporated into the international cooperation paper⁷ so that contracting parties members could consider it further, from a national perspective.

CPM Agenda Item 5.2: Nomination and possible Election of members of the Bureau and CPM Subsidiary Bodies

The Secretariat noted which regions had not yet submitted nominations for the Standards Committee (SC), the Subsidiary Body on Dispute Settlement (SBDS) and the Bureau. The Bureau was also informed of the possibility of an election for the Chair of the Bureau and that the Secretariat was already in contact with FAO Legal Services to determine what the process would be, should an election take place.

CPM Agenda Item 5.3: Rules for Observers to CPMs

The Secretariat noted that FAO Legal Services had concerns regarding the document *CPM Rules on Observers*⁸. The document is being presented as an INF paper instead of a Decision document because FAO Legal Services suggested that the CPM Decision document be withdrawn and further developed to address certain issues and concerns. The Bureau noted that the guidelines in the INF document are a good initiative and it should be noted that regional plant protection organizations (RPPOs) have a unique role and status. A CPM document will be developed in consultation with FAO Legal Services for presentation at the next CPM.

The Bureau:

- (1) *Agreed* that the Chair of the CPM and the Chairs of the evening sessions will inform observers that they may give interventions only after members have finished interventions and that the interventions should be limited to four minutes.
- (2) *Requested* the Secretariat to provide some standard text to be read out.

CPM Agenda Item 5.4: CPM Rules of Procedure

The Secretariat reviewed the CPM-7 (2012) agenda and identified potential challenges. Three main issues were identified: *Election of the Bureau, Rules of Procedure for the Bureau* and *CPM Rules for*

⁷ CPM 2012/25

⁸ CPM 2012/27

future elections. With respect to the latter, it will be recommended that a focus group be formed to develop rules for all CPM elections. It was suggested to add the item of changing the CPM Rules of Procedure to this agenda item, which would include establishing rules for CPM elections.

The Bureau:

- (3) *Agreed* that the *Rules of Procedure for the Bureau* be sent to a Friends of the Chair meeting during CPM to identify the main issues. These issues could then be discussed and resolved by a focus group to be formed, possibly in conjunction with the 2012 June Bureau meeting.
- (4) *Agreed* that a focus group be formed to develop rules for CPM elections.
- (5) *Suggested* to invite the Secretariat, one representative from FAO Legal Services, two Bureau members, one representative from COSAVE and three additional experts who are not Bureau members and who have experience with procedures and election rules to join the Focus Group. The Secretariat suggested starting with the current draft version of the *Rules of Procedure for the Bureau* and developing it further. Financial management issues should also be considered by this working group.
- (6) *Moved* this item earlier in the Agenda so the Friends of the Chair would have sufficient time to identify the main issues.

CPM Agenda Item 8.1.2: Adoption of International Standards – Regular Process

There was concern from the Secretariat that one evening session might not be sufficient to review the four draft International Standards for Phytosanitary Measures (ISPMs) and in this context it was noted that the Secretariat would dedicate one entire evening session to the Recommendations of the Focus Group.

The Secretariat provided the Bureau with the tables of compiled member comments for the draft standards^{9,10,11,12} and the stewards' summaries^{13,14,15,16}.

The Bureau was reminded that, at the beginning of the CPM-6 (2011) evening sessions, members were requested to consider withdrawing comments and that this should be repeated also at this CPM. It was suggested to try to resolve some issues before CPM in order to adopt the draft revision of *Supplement 1 to ISPM 5. Glossary of phytosanitary terms: Guidelines on the interpretation and application of the concepts of "Official control" and "Not widely distributed"* (2005-008) and *Amendments to ISPM 5: Glossary of phytosanitary terms* (1991-001) at the beginning of plenary. In the evening sessions, the Secretariat proposed to begin working first on the draft ISPM for *Integrated measures for the production of plants for planting in international trade* (2005-002) and then the draft ISPM for *Systems approach for pest risk management of fruit flies (Tephritidae)* (2004-022).

No comments were received 14 days prior to the CPM-7 (2012) for the Russian language version of ISPM 5: *Glossary of phytosanitary terms*¹⁷. There were some concerns about adopting a document presented only in one language. The Secretariat had contacted FAO Legal Services on this and noted that the issues regarding the use of the term *quarantine* in the title of the convention had been resolved with FAO Translation Services and FAO Legal Services.

⁹ CPM 2012/INF 09

¹⁰ CPM 2012/INF 11

¹¹ CPM 2012/INF 12

¹² CPM 2012/INF 13

¹³ Bur_2012_Mar_06

¹⁴ Bur_2012_Mar_08

¹⁵ Bur_2012_Mar_05

¹⁶ Bur_2012_Mar_07

¹⁷ CPM 2012/04 Attachment 05

CPM Agenda Item 8.1.3: Special process**Diagnostic protocols**

Some editorial comments were received 14 days prior to CPM-7 (2012) and the Secretariat had already forwarded these to the TPDP for review. The Secretariat projected that the diagnostic protocols (DPs) would be adopted without interventions from the floor.

Formal objections to four Phytosanitary Treatments

The Secretariat had received formal objections¹⁸ to the four phytosanitary treatments¹⁹ (PTs) 14 days prior to CPM-7 (2012) from Australia, China and the European Union (EU). The formal objections were forwarded to the SC for further action. There were concerns whether the comments received were technical and that, if the Commission determined that they were not, this may set precedence for the future.

The Bureau:

- (1) *Agreed* to reflect on the outcome in the plenary and determine at that time how to move forward.

CPM Agenda Item 8.1.4: Language Review Groups

It was noted that there was no Coordinator for the Spanish Language Review Group and that if no Coordinator was nominated at CPM-7 (2012), there would be no Spanish LRG to review the standards adopted at CPM-7 (2012).

CPM Agenda Item 8.1.5: List of topics for IPPC Standards

The Secretariat introduced the CPM document *List of Topics for IPPC Standards*²⁰ and suggested that if interventions were received, the agenda item be discussed at a Friends of the Chair meeting during the CPM-7 (2012). The priority and status of CPM Agenda item 8.1.8 *Open-ended workshop on the international movement of grain* could be discussed in the same Friends of the Chair meeting.

The Bureau:

- (1) *Moved* the item *List of Topics for IPPC Standards* to after item 4 on the Agenda to permit the Friends of the Chair meeting ample time to identify the main issues.

CPM Agenda Item 8.1.6: Focus Group recommendations on improving the IPPC standard setting process

The Secretariat had received a formal statement from the EU²¹ regarding the Focus Group recommendations²². The EU suggested some modifications to the recommendations, including extending the current 100-day member consultation period to last eight months. While the Secretariat noted that the Online Comment System (OCS - <http://ocs.ippc.int/>) has greatly reduced Secretariat staff time in compiling comments, there were other concerns to note such as whether the steward would have sufficient time to respond to the comments. The Secretariat opposed this change.

The Bureau:

- (1) *Decided* that, in the future, CPM members should be encouraged to submit written statements well in advance of the CPM to aid the Secretariat in preparing for possible controversies.

¹⁸ CPM 2012/INF 08

¹⁹ CPM 2012/07 Rev1

²⁰ CPM 2012/05 Rev2

²¹ CPM 2012/INF 18

²² CPM 2012/11

CPM Agenda Item 8.1.7: Translation of should into French

The Secretariat introduced the proposal from France²³ regarding the translation of the term *should* into French. The Secretariat had concerns that this proposal might be rejected and noted that if there would be interventions from the plenary, the Chair should either send the issue to a Friends of the Chair meeting or decide that the current decision on *should* be upheld because the issue has been discussed at several CPM Sessions.

The Bureau:

- (1) *Moved* the agenda item 8.1.7 to after item 4 so the Friends of the Chair meeting would have sufficient time to identify the main issues.

CPM Agenda Item 8.1.8: Open-ended workshop on the international movement of grain

The Secretariat introduced the CPM document on the outcomes of the *Open-ended workshop on the international movement of grain*²⁴. It was noted that some member countries are more interested in developing guidance while others are interested in drafting an ISPM. If there would be interventions from plenary, this could also be discussed at the possible Friends of the Chair meeting under CPM Agenda Item 8.1.5: *List of Topics for IPPC Standards*.

CPM Agenda Item 8.2.1: Status of ISPM 15 Implementation

The Bureau discussed the paper on the update of the Registration of the ISPM 15 Symbol²⁵. FAO Legal Services has invited the 81 members for which the ISPM 15 symbol registration has not yet begun to the evening session. At this session, FAO Legal Services will instruct countries on how to register the ISPM 15 symbol. Registration in these 81 countries will cost at least USD 4 500 per country, so the Secretariat requested the Bureau to discuss options for obtaining resources. In an attempt to save resources, the Bureau proposed that a standardized letter be drafted for NPPOs to send to their national contact in the World Intellectual Property Organization (WIPO) requesting they recognize the ISPM 15 symbol.

Regarding re-registration of the ISPM 15 symbol, it was noted that this is the responsibility of the countries that were already registered. There was a suggestion to find donors such as industry, NGOs or INGOs, through a capacity development project, to improve the implementation of ISPM 15 and maybe support the registration process.

CPM Agenda Item 9.1: Strategic Framework 2012-2019

It was noted that the four new strategic objectives still needed minor adjustment. The Secretariat also mentioned that FAO is undergoing a change, both culturally and financially, which may affect the strategic framework and medium term plan, and would be of interest to members and management. The value of developing these plans and the number of plans needed was questioned. The strategic framework should be a living document, use simple language and match the FAO strategic framework and medium term plan to reduce resources.

The Secretariat noted the proposal by the SPTA to develop a medium term plan (four years) and indicated that there were some challenges in this. The medium term plan, as presented to the Bureau, was based on the strategic objectives of the Secretariat's programs and activities in the next four years, without focusing on costs, which the Bureau or SPTA can resolve.

The Secretariat will present the strategic framework to CPM for evaluation in plenary. With the guidance received, the Secretariat will work more on the medium term plan, which may need further

²³ CPM 2012/12 Rev1

²⁴ CPM 2012/19 Rev1

²⁵ CPM 2012/21

review and discussion at the 2012 June Bureau meeting. The medium term plan should be a straightforward document developed in accordance with FAO Strategic Objectives.

The Bureau:

Noted that the rest of 2012 could be used to determine what is appropriate for the medium term plan to contain and that, after further review and development of the draft by the Bureau, the document would be presented to the CPM.

CPM Agenda Item 9.2: The IPPC Resource Mobilization Strategy

The Resource Mobilization Strategy (RMS) had been revised since the SPTA meeting in October 2011 and it was noted that the key components are the financial committee and the development of additional strategies to support resource management. The RMS will be proposed for adoption, but it is anticipated that there will be a discussion and additional suggestions in plenary.

CPM Agenda Item 9.4: Budget and Operational Plan

The Budget and Operational Plan was presented in a new format that lists how some items are “earned back” to the IPPC through Secretariat staff working with other FAO projects. The Secretariat noted that there is a shortfall of USD 500 000 in the regular programme funds in 2012 and that consequently many activities planned for 2012 have insufficient funding available to be carried out.

CPM Agenda item 9.5: The FAO review of Article 14 bodies

It was noted that a one-day workshop for all Article 14 bodies at FAO took place in January 2012, but because of the change of the FAO Director-General, nothing has developed since. The Secretariat worked closely with a consultant from FAO Legal Services to develop the questionnaire, but was not satisfied with the final version because it was too generic. It was also mentioned that the questionnaire would be sent to FAO Permanent Representatives, but that the Secretariat preferred the questionnaire be sent to the IPPC Official Contact Points to gain a more accurate understanding of the issues. The head of FAO Legal Services will be present at the CPM-7 (2012) to provide a presentation and update on the subject and to address issues raised by members.

The Bureau:

- (1) *Proposed* developing some key questions to be answered by FAO Legal Services in order for the responses to be registered in the CPM-7 report, such as:
 - What are the timeframes for implementation of any changes?
 - What is being done to address the specific IPPC needs, expectations, requirements and priorities?
 - Why was the questionnaire not sent to IPPC Official Contact Points?
 - What is the analysis provided for decision making?
- (2) *Suggested* that, when the item is presented, the Secretariat should give a brief overview of why this topic is on the CPM agenda and what an Article 14 body is.

CPM Agenda Item 10.1: Regional Workshops on draft ISPMs

The Regional Workshops are organized by the Capacity Development group of the IPPC Secretariat. In 2011, the RWs focused on reviewing draft ISPMs and training on the Online Comment System (OCS), which was used during the Regional Workshops to gather and share comments.

The Bureau:

Noted that the participants in the Regional Workshops would also benefit from other discussions such as issues related to developing phytosanitary capacity.

CPM Agenda Item 10.2: IPPC Capacity Development Work Plan and Budget

The Secretariat introduced the IPPC Capacity Development Work Plan (CDWP) associated with the IPPC National Phytosanitary Capacity Development Strategy, which defines the roles and responsibilities of the Secretariat and aligns with the medium term plan and strategic framework. One of the tasks of the CDEWG was to develop a user-friendly and clearly written work plan and the Bureau considered it so. When asked how the CDWP would be measured, the Secretariat noted that the Implementation Review and Support System (IRSS) will measure what the members are doing to implement the standards. It was noted that this document is not a commitment, but that it provides a theoretical overview outlining the global efforts needed.

It was mentioned that the 2012 IPPC Secretariat Capacity Development work plan will be greatly affected by the fact that Chinese Taipei/Taiwan is recognized by the STDF but not by FAO. It was proposed to discuss the issue at the CPM, referencing that another Article 14 body of FAO has Taiwan representatives attending its meetings. The Secretariat agreed that this is a major issue that could be addressed during the CPM because the CDWP cannot in theory proceed because it received resources from the STDF. It was suggested to continue with the CDWP due to the lack of resolution of the issues from FAO Legal Services at this time. The Secretariat would continue consultations with FAO Legal Services and hope to resolve the issues soon. The Bureau was not in a position to make a decision on this point.

The Bureau:

- (1) *Asked* that this issue not be discussed at CPM-7 (2012) and deferred until more consultation with FAO Legal had been carried out.

CPM Agenda Item 10.3: Proposal for the Establishment of an Oversight Structure on Capacity Building

The Secretariat presented the document on Oversight Structure on Capacity Building (OSCB). The document was presented at the 2011 SPTA meeting and modifications made, based on the comments from the SPTA and Bureau. The main issue of the oversight structure was what type of body would be established. There were some concerns from contracting parties, that were addressed by the Bureau, such as which were going to be the procedures for decision making and selecting memberships. It was noted there was a positive comment from Japan supporting the establishment of an oversight structure.

The proposal was to create an oversight group, such as a subsidiary body or a technical committee, with the main difference between them being to whom the body reports. Another issue was the name of the body and its status if it was going to be a subsidiary body.

The Bureau:

- (1) *Suggested* to begin the group as a technical committee and change it to a subsidiary body at a later time, if needed, and that the technical committee should report to the Secretariat and the CPM.
- (2) *Suggested* that, if necessary, a Friends of the Chair meeting be convened to address the issues in establishing of the OSCB.

CPM Agenda item 10.4: IPPC Capacity Development Activities 2011

The Secretariat introduced the document, highlighted the main points and noted that is it compromised by the situation between FAO and the STDF (see section in this report on CPM Agenda Item 10.2). It was noted there is a waiting list to apply the Phytosanitary Capacity and Evaluation (PCE) tool, but there are issues about whether countries are ready to use it. Also, some countries may not need a facilitator, while others request a facilitator and assistants to gather data.

In addition, the Bureau reviewed the list of projects on the Capacity Development work programme²⁶ (CD Project Matrix).

It was also mentioned that the Phytosanitary.info website (<http://www.phytosanitary.info/>) will soon be hosting information that is reviewed and noted by the OSCB and uploaded by the IPPC Secretariat. The Secretariat does not have influence nor does it endorse what is posted on the page. The Secretariat only hosts and funds the site: it is completely separate from the IPP. The Secretariat will give a presentation on Phytosanitary.info page during the CPM.

The Bureau:

- (3) *Agreed* to perform a trial run of Phytosanitary.info and to make modifications to the reviewing procedure in the future.

CPM Agenda Item 11: Information exchange systems appropriate to meeting IPPC obligations

It was noted that the IPP Reporting Activities are not being used to their full potential by all members. Some members are updating on a regular basis, but many are not. The Information Exchange Officer would like to review the process and proposed to ask members for support and to create awareness about this proposal.

There was a suggestion to add the discussion of IPP Reporting Activities to the agenda of the Regional Workshops.

It was noted that when the IPPC was revised, information exchange between members was not made an obligation, but reporting any information is still a burden. It was suggested to develop guidelines that prioritize the information that members should share. The IRSS could perform a study, questionnaire or analysis addressing the benefits to members of reporting.

CPM Agenda Item 11.1: Communications Strategy

The Secretariat explained that there will not be a CPM decision document for the IPPC Communications strategy but there will be a CRP document. Members will be given until 15 May 2012 to provide comments and get initial feedback on the strategy.

CPM Agenda Item 12.1: Report on promotion of the IPPC and cooperation with relevant international organizations

The Secretariat requested the Bureau to provide comments on the paper²⁷, which presents instances in which the Secretariat cooperated with other international organizations. There is some confusion on terminology and the Secretariat agreed to articulate the issues and present them to the Bureau at their 2012 June meeting.

Ozone Secretariat request for Memorandum of Understanding

It was noted that the Secretariat had liaised with the Ozone Secretariat since ISPM 15 was adopted and that the Ozone Secretariat had proposed a Memorandum of Understanding (MoU) be signed by the two Secretariats. The Secretariat does not foresee any issues arising from this MoU and FAO Legal Services has approved the document. The Secretary of the Ozone Secretariat wishes to attend the 60th Anniversary Celebrations and sign the document with the IPPC Secretariat, however, the Secretariat can only sign the document if the FAO Director-General authorizes the IPPC Secretary to sign it and the Ozone Secretariat would need to approve this revised version. There were concerns that there was not enough time for the CPM to review the document and also doubt whether signing it would be necessary was expressed. The Bureau decided to present the proposed MoU to the CPM and see what reaction contracting parties would have. The MoU will be attached to the Ozone Secretariat report. If

²⁶ CPM 2012/INF 21

²⁷ CPM 2012/25

the CPM did not agree to proceed, the Bureau could discuss the MoU in June 2012 and present to the next CPM.

ISO standards

The Secretariat requested guidance on providing comments to the International Organization for Standardization (ISO) regarding technical standards. The experts on the Technical Panel for Diagnostic Protocols (TPDP) have assisted the Secretariat in developing comments for standards related to the application of polymerase chain reaction (PCR) techniques. These comments were provided to ISO. It was felt that there may be some confusion of the status of these ISO standards if the IPPC Secretariat provided input but there were also concerns that the ISO standards may not be correct if phytosanitary experts did not provide comments. An important aspect addressed was that ISO standards cover other phytosanitary activities, such as inspection and certification, and they may not be compatible with ISPMs adopted under the IPPC. This could cause confusion in the implementation of the IPPC and its standards, driving to an erroneous conclusion on the need to apply ISO standards for implementing ISPMs. Another issue was that ISO charges for its standards and accreditation procedures. This could create financial impact on the IPPC contracting parties that never considered the mandatory implementation of ISPM using additionally ISO standards. A clarifying statement should be made by the CPM declaring that ISO standards are not mandatory for the implementation of IPPC Standards.

CPM Agenda Item 12.2: Summary Report of the 23rd Technical Consultation among RPPOs

The Secretariat mentioned that there would be a moment of silence for the passing of Mr Roy Masamdu, Secretary of the Pacific Plant Protection Organization (PPPO).

CPM Agenda Item 12.5: Recommendations on Joint works by the WTO-SPS Agreement Standards Setting Bodies

The Secretariat presented the paper²⁸ and noted that this item requires a decision from the CPM because the WTO-SPS has been requesting the Secretariat to perform work (analyses, studies, etc.) without providing resources.

The Bureau:

- (1) *Suggested* that the IPPC Secretary and Coordinator have a meeting with the WTO-SPS Secretariat to discuss these issues.

CPM Agenda Item 13.1: ePhyto

There was no paper associated with this item, but the Secretariat would give a verbal update to plenary. The Secretariat noted complaints had been received about the lack of Secretariat support to ePhyto working groups.

CPM Agenda Item 13.2: IPPC Implementation Review and Support System

The IRSS triennial review group will meet the Saturday before CPM to discuss IRSS issues and the results of the IRSS will be presented during the scientific session. Between the IRSS reports on ISPM 6:1997 and ISPM 8:1998, ISPM 6:1997 received many more responses. The responses were very positive for the participants, regions and countries. The Secretariat wondered how, if the IRSS is found to be useful, it will be sustained in the future. The Bureau mentioned that some contact points did not receive the general questionnaire sent in 2011. The Secretariat agreed to follow-up on this.

It was noted that the contribution from the EU to run the IRSS has not been sufficient to completely fund the activity. Funding for IRSS workshops in 2012 is needed and the Secretariat noted that for these workshops, the funds should be secured in advance and the workshops be held six months later than planned.

²⁸ CPM 2012/03

Regarding the equivalence study, it was noted that an IPPC working group had developed a draft ISPM on *efficacy of measures* that had not been presented to CPM. A lot of work went into the development of the draft ISPM and the Bureau suggested that it be used as a background document for the equivalence study.

CPM Agenda Item 13.3: Scientific session

The Secretary discussed the organization of the scientific sessions and noted that there would be video messages by ministers and secretaries; a review of the IPPC achievements; discussions on internet trade issues, aquatic plants and the IRSS survey results on ISPM 6:1997; and panel discussions.

The Secretary presented a declaration on the past, present and future of the IPPC. As this document had not been presented as a CPM document at this stage, there was concern that the CPM would not have sufficient time to review and consider the declaration. The Bureau agreed with the concept of the declaration and suggested it be put into a press release. Selected members of the Bureau agreed to modify the declaration by shortening it to one page and condensing and focusing the content. The Secretariat noted that there may be translation issues because of the short turn-around time. The Bureau agreed to assist and coordinate translation if needed.

CPM Agenda Item 14: Effective dispute settlement systems

The Secretariat was unable to support the SBDS in 2011. An SBDS meeting took place the week before CPM, but only three of the seven members attended. During the meeting, the SBDS focused on planning for 2012. The SBDS will try to meet again on Monday morning of CPM with all members present. There will be a verbal report from the SBDS Chair to the CPM. The Secretariat suggested a topic proposal for the IRSS process, involving surveys to collect information before June 2012 so there can be an SBDS meeting in July 2012 to review the data.

CPM Agenda Item 15: Membership and potential replacements for CPM subsidiary bodies

SC and SBDS Nominations

It was noted that the Secretariat had only received nominations for the Bureau, SC and SBDS from three FAO regions: North America, Europe and Southwest Pacific. The Chair asked the Bureau members to continue liaising with their regions to get their nominations submitted as soon as possible to allow sufficient time for the CPM to confirm the nominations. It was noted that the SC meeting would occur only four weeks after the CPM and many newly confirmed members might not be able to obtain visas and make travel arrangements in time for the meeting. The Secretariat requested the nomination process be discussed at this CPM for approval at CPM-8 (2013). It was proposed that the nominations for subsidiary bodies (SC, SBDS) be determined by the subsidiary body in question and “rubber-stamped” by the CPM. The Secretariat noted that this would not be possible because the SC does not have any involvement in this process. The Secretariat suggested the Bureau members be more involved in the nomination process in their regions to ensure the nominations are submitted to the Secretariat well in advance of the CPM and that a role be added to the CPM Rules indicating that the Bureau members coordinate the nominations for the subsidiary bodies. It was also suggested that each region set up a process for nominating members to the subsidiary bodies.

CPM Agenda Item 16: Election of the Bureau

The Bureau discussed the election of the new CPM Chairperson. The Secretariat had been in contact with FAO Legal Services and all preparations are underway, should an election be required.

7. 60th Anniversary cocktail (Thursday evening)

The Secretariat provided information on how the 60th anniversary will be celebrated during CPM-7 (2012), through videos and speeches amongst others. The 60th Anniversary will be published through a press release issued by FAO via traditional means and via social network sites like Facebook and Twitter. The Bureau noted that many NPPOs are not allowed to access these social network sites at work.

8. Other business

8.1 Side events and poster sessions

It was mentioned that the poster session will be in the Atrium and that there will be a conflict on the Thursday of CPM with the launch of the World Water Day.

CABI had requested to give a side session on PlantWise, but the IPPC Secretariat had to deny this request as it was believed that their project had incompatibilities with the IPPC text and some ISPMs. Additionally, there were concerns from other FAO units and FAO regional officers in regards to pesticide issues and development of control recommendations.

8.2 IPPC Brochure

The Secretariat has developed an IPPC brochure and posted it in English only on the IPP, and noted that it was not yet printed or translated because it will be updated after CPM.

8.3 International agreement (COCO) and Cooperation with EMPRES

One Bureau member requested that, at the 2012 June Bureau meeting, the Bureau discuss the cooperation with the International Agreement (COCO) and with EMPRES.

9. Close of meeting before CPM-7 (2012)

10. Review of CPM-7 (2012) operational issues

10.1 Welcome to new Bureau members from CPM-7 (2012)

The newly chosen Bureau members introduced themselves and were welcomed by the exiting and continuing Bureau members and the Secretariat. New Bureau members reviewed the participants list and agreed to update his/her contact information on the IPP, if necessary²⁹.

10.2 Review of CPM operational issues for the CPM and suggested improvements

Nominations of Subsidiary bodies and Bureau members

There were concerns about the coordination nominations for subsidiary bodies and the Bureau. Suggestions for improvements to this were:

- Regions could be informed of any forthcoming vacant term at the CPM prior to the one where nominations were to be submitted allowing one year coordination of the nominations.
- The Secretariat or Bureau could be more involved in the regional meetings, that normally take place on the Monday morning of CPM, and encourage the FAO regional representatives to receive the nominations at the beginning of the week.
- Noting that the FAO Regional Chairpersons change every six months, the Secretariat suggested that there should be a more permanent contact point to coordinate the nomination process in each region.
- The Bureau should communicate to the NPPOs well in advance of the CPM, develop a roster, and decide the nominations at the CPM meeting, if not earlier.
- The FAO Permanent Representatives should only submit the final nominations, not participate in the selection of candidates.
- The Bureau members should play a more active coordination role in the nomination process in their region.
- The RPPO technical consultation (RPPO TC) meetings could add to the agenda a point about considering these nominations.

²⁹ Appendix 4 to this report.

- The RPPOs could also be used to coordinate. There was a concern that some regions have more than one and others do not have any RPPO (e.g. the Caribbean region).
- Regions could also nominate a contact point to lead the nomination procedure in its region.
- The Secretariat could use the email utility to send a message to members of regions reminding them of the forthcoming need for nominations.

The Bureau:

- (1) *Decided* to discuss this issue further at its June 2012 meeting.

Thursday evening cocktail and speakers of scientific sessions

There was general agreement that Thursday night for the cocktail was preferred. By holding it near the end of the CPM, the CPM participants had an opportunity to discuss with the poster and side session presenters. However, it was stressed that Thursday evening is the most important time for report writing, so the CPM Chair, Rapporteur and other Secretariat staff would be unable to attend the cocktail if it were to be held on Thursday evening again.

The Secretariat asked the Bureau to go back to their regions and propose possible donors and speakers as soon as possible (before the June 2012 meeting) that the Secretariat could contact for funding for the evening cocktail.

The Secretariat noted that the RPPO TC should propose topics and that this could be done soon and informally, such as starting the discussion via email. It was noted that, traditionally, the SPTA approves the speakers. The Secretariat was concerned about challenges with the SPTA approving the speakers because there is not enough time to make travel arrangements. It was noted that donors should be recognized appropriately.

Donors

The Bureau suggested that a page in the report be dedicated to all donors, both financial and in-kind. The Secretariat noted that the IPP will more prominently display who donates and what the contributions are used for. This will increase transparency. There is also a need to draw attention to the IPP. There was a suggestion to add the name of the donor to the front page of IPPC meeting reports. The Secretariat was concerned that the different levels of support may make this an inappropriate way to recognize donors. Different categories may need to be indicated such as organizer, host, and others.

Monday CPM sessions

Because there will be fewer evening sessions at future CPM Sessions, the adoption of the report and related translation issues should be easier to manage as there will be less last minute documents to translate. There was a proposal to have a full CPM session on Monday evening. However, it was stressed that evening sessions should be retained for discussions on draft ISPMs if necessary.

The Bureau:

- (1) *Decided* not to hold a CPM session on Monday morning.
- (2) *Considered* starting the Monday session at 13:00hrs for CPM-8 (2013).

Friends of the Chair meetings

It was noted that it has been difficult for interested parties to attend the Friends of the Chair meetings during lunch because of other side sessions occurring at the same time and this is also the only time that participants can have lunch. There were many Friends of the Chair meetings during CPM-7 (2012), so it was even more difficult for participants than in past years. It was suggested moving these to before or during the evening sessions.

The Bureau:

- (1) *Agreed* that Monday evening should be retained for evening sessions with the possibility of making them available for Friends of the Chair meetings.

CPM Documents and a December Bureau meeting

Bureau members were concerned with the documents being late and not available in languages. The IPPC Secretary apologized and hoped to have the documents available earlier next year. He also agreed that some documents could be shortened. It was noted this could be improved by adding an extra Bureau meeting, for instance in December. The Bureau noted that the priority of documents should be that decision documents (DOC, such as standards and documents with major decisions) should be made available earlier because they are critical and information (INF) papers could be finalized later. The Bureau suggested the documents be prepared by the SPTA and developed throughout the year, instead of last minute. The Bureau considered that a December Bureau meeting would be crucial for preparation of CPM and documents, and the Secretariat agreed.

The Secretariat mentioned that it should be recognized that some papers will not be available on time and that those related to financial and legal issues, which need support and input from other FAO divisions, are not under Secretariat's control and should be exempted from a cut-off date. It was also mentioned that there is not enough time during the CPM for discussions. This could be partially remedied by changing the style of the papers, such as developing shorter documents and using more bullet points. It was also suggested to add executive summaries and critical decision making points to the beginning of documents so members know what the important issues and decisions are.

The December Bureau meeting could also be used to review some of the more critical documents.

There were concerns that papers are not released at the same time and that there is no cut-off date, such as one month before the meeting. The Secretariat questioned what would happen if a paper was not prepared by the cut-off date and whether the item should be removed from the agenda.

The Bureau:

- (1) *Agreed* to the proposal from the Secretariat that 10 February 2013 will be the deadline for posting papers for the CPM-8 (2013). For documents that are not prepared by 10 February 2013, the item will remain on the agenda, but no paper will be presented.
- (2) *Noted* that nominations, summaries of Formal Objections and financial and legal reports may be posted one week prior to the CPM.

Reviewing documents using GoogleDocs

The Secretariat noted that GoogleDocs was not working well for reviewing and commenting on the CPM papers. The Secretariat values the input of the Bureau on these papers. However, with the review of documents at the December Bureau meeting, a solution different from GoogleDocs may not be required.

11. Review of CPM-7 (2012) decisions

11.1 Adjustments to the 2012 Budget and Operational plan

The Bureau reviewed the adjustments to the 2012 Budget and Operational plan. There was discussion to allocate more funds for translation of documents. As a result of the increased profile of the draft ISPMs coming out of the Standards Committee Working Group (SC-7), there may be more pressure to provide these documents in languages.

There was a suggestion that a staff member of FAO who is familiar with budgeting at FAO could be invited to the first meeting of the IPPC Finance Committee. In addition, the co-author of the Resource Mobilization Strategy, Mr Ralph LOPIAN (Finland), should be invited. It was noted that the FC should provide more transparency to the budget process and results, as well as overseeing the budget

and that the Bureau should take a leadership role in resource mobilization. The Bureau also considered other CPM participants that have taken an interest in the Finance Committee. CPM Bureau members Ms Lois RANSON (Australia), Ms Kyu-Ock YIM (Republic of Korea), Mr Steve ASHBY (UK) and Mr Lucien KUAME (Cote d'Ivoire) volunteered to be on the Finance Committee. The meeting would be in conjunction with and occur before the 2012 June Bureau meeting.

The Bureau:

- (1) *Decided* to discuss this issue and to review the document further at its June meeting due to lack of time.
- (2) *Agreed* to invite an FAO staff member with budget experience and Mr Ralph LOPIAN to the first IPPC Finance Committee meeting.

12. Transfer of Chair

The Chair of CPM-7, Mr Mohammad KATBEH BADER (Jordan) transferred the Chair of the CPM Bureau to Mr Steve ASBHY (United Kingdom)

13. Urgent issues

13.1 Use of terms of the IPPC

The Secretariat expressed concern with the use of terms of the IPPC and noted there are significant impacts and implications when terms are not used correctly. The Secretariat requested the Bureau determine how the Capacity Development group would work with the Technical Panel for the Glossary (TPG) regarding this issue.

The Bureau:

- (1) *Suggested* that the Secretariat consult with FAO Legal Services to discuss the issue of misuse of IPPC terms.
- (2) *Asked* that the issue be discussed with the Capacity Development Committee (CDC) and the results presented in a paper for the Bureau to review at its June meeting.

13.2 Review of the Subsidiary Body on Dispute Settlement process

It was noted that the process of the Subsidiary Body on Dispute Settlement (SBDS) had not been fully utilized. With the implementation of the IRSS, the SBDS is not in a position to undertake a review of the SBDS process without IRSS input. Some concerns include:

- What are the underlying technical issues in plant health?
- What issues have progressed through the SBDS process?
- What could be improved with the SBDS?
- What is the future role of the SBDS which could include dispute avoidance?

Because the SBDS will be meeting in July 2012, the Secretariat lead for the SBDS requested the Bureau to approve the IRSS review before the meeting, stressing in their review that IRSS should have the resources to review the SBDS process. The IRSS review will be a short term study, requiring a short-term consultant or current Secretariat staff to develop a short questionnaire, review WTO documents, etc. Regional workshops (such as those for the review of ISPM 6:1997) were not deemed necessary. The results from the general survey will inform the SBDS and allow the body to identify its needs.

The Bureau:

- (1) *Agreed* to have IRSS carry out a short-term study to determine the needs of the SBDS.

14. Bureau

14.1 Operation of Bureau between meetings and updates provided by Secretary

The Bureau noted that the updates provided by the Secretary had been useful. However, the forum was more difficult to use and emails were not received when a new post was added to the forum. The Bureau agreed that more communication was needed between Bureau meetings. The Bureau suggested that four to six times per year, the Coordinator and Secretary work together to provide concise and transparent updates to the Bureau members.

A mid-year report could also be developed, to remind regions of arising issues and what they should be working on. This report would allow the possibility of keeping regions informed without overloading them.

The Bureau:

- (1) *Agreed* that the Coordinator and Secretary work together to provide concise and transparent updates to the Bureau members four to six times per year, as well as prepare a mid-year report for contracting parties of relevant issues.

14.2 Other meetings which CPM Bureau member should participate in 2012

- The Bureau agreed that it is important for at least one SC member be present at each regional workshop to hear the regions concerns. Funds are not available for the Bureau or SC members to attend Regional Workshops to review draft ISPMs but some Bureau or SC members can be funded by the organizer or by an NPPO in the region. It was suggested that the SC members should be funded by the organizer and not rely on the Secretariat for this. If workshops are funded by the FAO Region, the SC members could be invited as resource persons, in addition to all countries participating, but extra funding would be needed.
- The Bureau:
 - (1) *Agreed* that Regional Workshops should be organized by the region and not by the Secretariat.
 - (2) *Agreed* on the following attendance for 2012 IPPC meetings:
 - . Mr Lucien Kouamé will attend the 2012 April SC meeting
 - . Ms Kyu-Ock Yim will attend the Capacity Development Committee (CDC) meeting
 - . Ms Lois Ransom will attend the SBDS review meeting
 - . Mr Steve Ashby will attend the Africa Regional Workshop

14.3 Develop a draft agenda for 2012 Bureau meetings: 18-22 June, 8-9 October and 13 October

Possible agenda items for the 2012 June Bureau meeting

The Bureau had a brain-storming session of agenda items for the 2012 June Bureau meeting. Possible agenda items included:

- review (by the Bureau) of the entire Rules of Procedure for the CPM
- discuss changes to the CPM rules regarding FAO regional chairs and choosing regional coordination contact points
- formal objections to standards
- IPPC Secretariat Medium Term Plan
- cooperation with international organizations
- focus group on the Bureau Rules of Procedure
- observers
- use of terms developed by Capacity Development Committee (CDC)
- COCO/EMPRES

- topics for scientific sessions and donors for cocktail
- setting priorities for CPM-8 (2013) documents
- 2012 budget and operations plan
- outcomes of CPM-7 (2012), items to forward to the SPTA, CPM-8 (2013) decisions
- IPPC Communications Strategy
- symposium
- going paperless at CPM-8 (2013).

Possible agenda items for the 2012 October Bureau meeting

The Bureau will discuss this during its 2012 June meeting.

15.1 Number and style of papers

15.2 Extra Bureau meeting

Due to difficulties in having the Bureau review CPM documents via email, it was proposed that a fourth Bureau meeting be held in December. The focus of this meeting would be to review and finalize CPM documents and to discuss other major issues that may arise at the CPM. The dates of 10-14 December 2012 were proposed. The dates will be finalized at the 2012 June Bureau meeting.

16. SPTA

16.1 Review of report of SPTA 2011 October and outstanding action items

The Bureau will discuss this during its 2012 June meeting.

16.2 Develop a draft an agenda for the 2012 SPTA 10-12 October meeting

The Bureau will discuss this during its 2012 June meeting.

16.3 Suggestions for Chair for next SPTA meeting

The Bureau will discuss this during its 2012 June meeting.

17. 60th Anniversary Annual programme

The Secretariat had established a committee for the 60th anniversary annual programme. It was highlighted that the celebrations would not require significant resources. It was mentioned that an essay and photograph competition was planned.

18. Future dates of CPM meetings

The Secretariat notified the Bureau of the tentative future dates for the CPM Sessions. CPM-8 (2013) will tentatively be held from 18 to 22 March 2013 and CPM-9 (2014) from 8 to 12 April 2014.

19. Close

The Secretary expressed his appreciation for the outgoing Bureau members and thanked the Chair for his management at the meeting.

Appendix 1 - Agenda**COMMISSION ON PHYTOSANITARY MEASURES:
BUREAU MEETING**

15-16 March 2012, 09:00 AM

Canada Room (C277/281)

AGENDA

(Updated: 13 March 2012)

AGENDA ITEM	PRESENTER	DOCUMENT NO.
1. Opening of the meeting and update from the Secretary	YOKOI	
2. Adoption of the agenda and selection of a Rapporteur	KATBEH BADER	Bur_2012_Mar_01
3. Logistics	FEDCHOCK	
3.1 Documents list	FEDCHOCK	Bur_2012_Mar_02
3.2 Participants list	FEDCHOCK	Bur_2012_Mar_03
3.3 Local information	FEDCHOCK	Bur_2012_Mar_04
3.4 Timing and breaks • 10:30, 12:30-13:30-Lunch, 15:00	FEDCHOCK	
4. Review October 2011 Bureau and SPTA reports.	KATBEH BADER	
5. Information on the organizational arrangements for CPM-7 (2012)	FEDCHOCK	
6. Discussion of the CPM-7 (2012) Agenda and papers	ALL	CPM-7 documents
6.1 Review of papers and discussions identification of potential difficulties		
6.2 Deleted agenda items • IPPC in Russian, Nagoya protocol		
6.3 Change to INF papers • Observers- FAO legal has concerns		
6.4 No paper for communications plan		
6.5 Article 14 by legal in presentation format		
6.6 Bureau election paper		
6.7 Goal 1: Standard setting	LARSON	
Regular Process: Comments • Plants for planting (152) and stewards recommendations • FF Systems (60) and stewards recommendations • NWD (10) and stewards recommendations • Glossary (4) and stewards recommendations • ISPM5 in Russian (0) ○ concerns about adopting something only presented in one language- legal advice	LARSON	Bur_2012_Mar_06 Bur_2012_Mar_08 Bur_2012_Mar_05 Bur_2012_Mar_07
Formal objections to four PTs (Australia, China and EU)	LARSON	

AGENDA ITEM	PRESENTER	DOCUMENT NO.
<ul style="list-style-type: none"> • some think these are not technically based 		
<p>Focus Group recommendations</p> <ul style="list-style-type: none"> • not sure what issues are but Europe wants an 8 month MC 	LARSON	
<p>List of topics</p> <ul style="list-style-type: none"> • Go to friends of the chair? 	LARSON	
<p>LRG</p> <ul style="list-style-type: none"> • no interventions, if they don't like them, revert to CPM-6 (2011) version 	LARSON	
<p>Should, shall must</p> <ul style="list-style-type: none"> • think this will be rejected, if this becomes issue, close quickly and stay with CPM decision, it really is a national issue not international 	LARSON	
<p>Grains Workshop</p> <ul style="list-style-type: none"> • Americas want guidance, Europe want ISPM 	LARSON	
<p>Implementation of standards</p> <ul style="list-style-type: none"> • ISPM 15 registration, decision needed on how to continue 	PERALTA	
<p>6.8 Goal 2: Information exchange</p> <ul style="list-style-type: none"> • No known issues • Support group 	NOWELL	
<p>6.9 Goal 3: Dispute settlement</p> <ul style="list-style-type: none"> • Procedures for current dispute • Slow progress 	NOWELL	
<p>6.10 Goal 4: Capacity development</p> <ul style="list-style-type: none"> • CD work plan is long and members might want to comment on it • Oversight structure could be a 3rd option of a body with the ToRs and RoPs of a committee • Workplan for 2012 can be affected if Chinese Taipei (TAIWAN) issue is not resolved • Need a friends of the chair for oversight structure 	PERALTA	
<p>6.11 Goal 5a: Sustainable Secretariat</p> <ul style="list-style-type: none"> • Staffing: P3 standard setting officer post 	FEDCHOCK	
<p>6.12 Goal 5b: CPM-7 operations and schedule</p> <ul style="list-style-type: none"> • Complaints about late papers for CPM • Late or no SPTA report • Nominations for Bureau, SC and SBDS, possible vote • Information papers <ul style="list-style-type: none"> ○ EU ○ JAPAN • Review topics for evening sessions, side meetings and consider possible topics for friends of the chair meetings • Strategy for presentations and clarity on decision • Review of a draft time schedule and order of - discussions during plenary • Adoption of CPM report 	FEDCHOCK	

AGENDA ITEM	PRESENTER	DOCUMENT NO.
6.13 Goal 6: Liaison <ul style="list-style-type: none"> • Ozone Secretariat request for MOU • ISO standards: Secretariat as observer to submit comments with expertise from TPDP or only inform CPM members to comment 	LARSON FEDCHOCK	
6.14 Goal 7: Review of Plant Protection <ul style="list-style-type: none"> • E-certification, complaints about lack of Secretariat support to working groups • IRSS triennial review group, also present results during scientific session (aquatic and internet) • Science session programme (including 60th messages) • Challenge questions for the future 	YOKOI NOWELL NOWELL	
7. 60th Anniversary cocktail (Thursday evening)	YOKOI	
8. Other business	ALL	
9. Close	KATBEH BADER	

**COMMISSION ON PHYTOSANITARY MEASURES:
BUREAU MEETING
WRAP UP AFTER CPM-7 (2012)**

23 March 2012, 09:00 AM
Canada Room (C277/281)

AGENDA

(Updated: 13 March 2012)

AGENDA ITEM	PRESENTER	DOCUMENT NO.
10. Review of CPM-7 operational issues <ul style="list-style-type: none"> • Welcome to new Bureau members • Review of CPM operational issues for the CPM and suggested improvements: • Challenges • Improvements • Document approval 	KATBEH BADER	
11. Review of CPM-7 decisions <ul style="list-style-type: none"> • Adjustments to the 2012 Budget and Operational plan 	FEDCHOCK	
12. Transfer of Chair	KATBEH BADER/ NEW CHAIR	
13. Urgent issues <ul style="list-style-type: none"> • How to provide orientation to CPM members on the use of terms having impacts on capacity development and operational initiatives (e.g. use of harmful pests, A1 and A2 pests) 	PERALTA	

AGENDA ITEM	PRESENTER	DOCUMENT NO.
14. Bureau <ul style="list-style-type: none"> • Operation of Bureau between meetings • Updates provided by Secretary • Attendance at other meetings which CPM Bureau member should participate in various 2012 meetings. • Develop a draft agendas for 2012 meetings: 18-22 June, 8-9 October and 13October 	KATBEH BADER YOKOI	
15. Agenda items for 2012 June Bureau meeting <ul style="list-style-type: none"> • Number and style of papers • Extra Bureau meeting 	FEDCHOCK	
16. SPTA <ul style="list-style-type: none"> • Review of report of SPTA 2011 October and outstanding action items • Develop a draft an agenda for the 2012 SPTA 10-12 October meeting • Suggestions for Chair for next SPTA meeting 	FEDCHOCK	
17. 60th Anniversary Annual programme	YOKOI	
18. Close	NEW CHAIR	

Appendix 2 – Documents list**COMMISSION ON PHYTOSANITARY MEASURES:
BUREAU MEETING****DOCUMENTS LIST**

(Updated: 14 March 2012)

DOCUMENT NO.	AGENDA NO.	AGENDA ITEM	POSTED
Bur_2012_Mar_01	02.0	Agenda	2012-03-14
Bur_2012_Mar_02	03.1	Documents list	2012-03-12
Bur_2012_Mar_03	03.2	Participants list	2012-03-12
Bur_2012_Mar_04	03.3	Local information	2012-03-12
Bur_2012_Mar_05	06.7	Steward's Summary for member comments received 14 days prior to CPM-7 (2012): Not widely distributed (supplement to ISPM 5: Glossary of phytosanitary terms) (2005-008)	2012-03-13
Bur_2012_Mar_06	06.7	Steward's Summary for member comments received 14 days prior to CPM-7 (2012): Integrated measures for the production of plants for planting in international trade (2005-002)	2012-03-13
Bur_2012_Mar_07	06.7	Steward's Summary for member comments received 14 days prior to CPM-7 (2012): Amendments to ISPM 5 (Glossary of phytosanitary terms) (1991-001)	2012-03-14
Bur_2012_Mar_08	06.7	Steward's Summary for member comments received 14 days prior to CPM-7 (2012): Systems approaches for pest risk management of fruit flies (2004-022)	2012-03-14

Appendix 3 – Participants list 15-16 March 2012

COMMISSION ON PHYTOSANITARY MEASURES: BUREAU MEETING

PARTICIPANTS LIST

15 AND 16 MARCH 2012

A (✓) indicates attendance at the meeting

✓	Member of the Bureau / Chair	Mr. Mohammad KATBEH BADER Head of Phytosanitary Department Ministry of Agriculture P.O. Box 11732 662, Amman JORDAN Tel: (+962) 6 568 6151/795 895 Fax: (+962) 6 568 6310	katbehbader@moa.gov.jo	2 nd term / 2 years	2012	Near East/ Jordan
✓	Member of the Bureau / Vice-Chair	Mr Steve ASHBY Food and Environment Research Agency, (FERA), DEFRA Plant Health Policy Programme Sand Hutton - York UK YO41 1LZ Tel: (+44) 0 1904 465633	steve.ashby@Fera.gsi.gov.uk	2 nd term / 2 years	2012	Europe/ United Kingdom
✓	Member of the Bureau / Vice-Chair	Ms. Kyu-Ock YIM National Plant Quarantine Cooperation Division 433-1 Anyang-b dong, Manan-gu, Anyang City (430-016) Gyeonggi-do REP OF KOREA Tel: (+82) 31-420-7605 Fax: (+82) 31-420-7605	koyim@korea.kr	1 st term / 2 years	2012	Asia/ Republic of Korea
✓	Member of the Bureau	Mr John HEDLEY Principal Adviser, International Organisations International Policy, Science and Economics Ministry of Agriculture and Forestry Pastoral House 25 The Terrace PO Box 2526 Wellington NEW ZEALAND Tel: (+64) 4 894 0428 Fax: (+64) 4 894 0736 Mobile:(+64) 29 894 0428	john.hedley@maf.govt.nz	1 st term / 2 years	2012	Southwest Pacific/ New Zealand
✓	Member of the Bureau	Mr. John GREIFER Associate Deputy Administrator International Services, Animal Plant Health Inspection Service U.S. Department of Agriculture RM 1132 South Building, USDA 1400 Independence Ave. Washington, DC 20250 USA Tel.: (+1) 202-720-7677 Fax: (+1) 202-690-2861	john.k.greifer@aphis.usda.gov	1 st term / 2 years	2012	North America/ USA

√	Member of the Bureau	Mr. Arundel SAKALA National Coordinator Plant Quarantine and Phytosanitary Service Zambia Agriculture Research Institute Mount Makulu Research Station Private Bag 07 - Chilanga ZAMBIA Tel: (+260) 1 278 141 / 278 130 Fax: (+260) 1 278141 / 278 130	mwati1lango@yahoo.com ; pqpsmt@zamtel.zm	1 st term / 2 years	2012	Africa/ Zambia
√	Member of the Bureau	Mr. Francisco GUTIERREZ Director of Plant Health Plant Health Department Belize Agricultural Health Authority Central Farm, Cayo District BELIZE Tel: +501 824-4899 Mobile: (+501) 604-0319 Fax: (+501) 824-3773	frankpest@yahoo.com	2 nd term / 2 years	2012	Latin America and Caribbean/ Belize

IPPC Secretariat

√	IPPC Secretariat	Mr. Yukio YOKOI Secretary to the IPPC	yukoi.yokoi@fao.org			
√		Mr. Craig FEDCHOCK Coordinator	craig.fedchock@fao.org			
√		Mr. David NOWELL Information Exchange	dave.nowell@fao.org			
√		Mr. Brent LARSON Standards Setting	brent.larson@fao.org			
√		Ms Ana PERALTA Implementation	ana.peralta@fao.org			

Appendix 4 – Participants list 23 March 2012**COMMISSION ON PHYTOSANITARY MEASURES:
BUREAU MEETING****PARTICIPANTS LIST****23 MARCH 2012***A (√) indicates attendance at the meeting***CPM-7 (2012) Bureau members**

√	Member of the Bureau \ Chair	Mr Steve ASHBY Food and Environment Research Agency, (FERA), DEFRA Plant Health Policy Programme - Sand Hutton - York UK YO41 1LZ Tel: (+44) 0 1904 465633	steve.ashby@Fera.gsi.gov.uk	3 rd term / 2 years	2014	Europe/ United Kingdom
√	Member of the Bureau \ Vice-Chair	Mr. Mohammad KATBEH BADER Head of Phytosanitary Department Ministry of Agriculture P.O. Box 11732 662, Amman JORDAN Tel: (+962) 6 568 6151/795 895 Fax: (+962) 6 568 6310	katbehbader@moa.gov.jo	3 rd term / 2 years	2014	Near East/ Jordan
√	Member of the Bureau \ Vice-Chair	Ms. Kyu-Ock YIM National Plant Quarantine Cooperation Division 433-1 Anyang-b dong, Manangu, Anyang City (430-016) Gyeonggi-do REP OF KOREA Tel: (+82) 31-420-7605 Fax: (+82) 31-420-7605	koyim@korea.kr	2 st term / 2 years	2014	Asia/ Republic of Korea
√	Member of the Bureau	Ms Lois RANSOM Chief Plant Protection Officer DAFF Plant Biosecurity Department of Agriculture, Fisheries and Forestry GPO Box 858 Canberra ACT 2601 AUSTRALIA Tel: (+61) 2 62724888 Fax: (+61) 2 62725835	Lois.ransom@daff.gov.au	1 st term / 2 years	2014	Southwest Pacific/ Australia
√	Member of the Bureau	Mr. John GREIFER Associate Deputy Administrator International Services, Animal Plant Health Inspection Service U.S. Department of Agriculture RM 1132 South Building, USDA 1400 Independence Ave. Washington, DC 20250 USA Tel.: (+1) 202-720-7677 Fax: (+1) 202-690-2861	john.k.greifer@aphis.usda.gov	2 st term / 2 years	2014	North America/ USA

√	Member of the Bureau	<p>M Lucien KOUAME KONAN Directeur de la Protection des Végétaux, du Contrôle et de la Qualité Point de contact de la CIPV Ministère de l'agriculture B.P. V. 94 (Immeuble Caisse de Stabilisation) Abidjan CÔTE D'IVOIRE Tel: (+225) 20 222260 Fax: (+225) 20 212032</p>	l_kouame@yahoo.fr	1 st term / 2 years	2014	Africa/ Côte d'Ivoire
√	Member of the Bureau	<p>Mr. Francisco GUTIERREZ Director of Plant Health Plant Health Department Belize Agricultural Health Authority Central Farm, Cayo District BELIZE Tel: (+501) 824-4899 Mobile: (+501) 604-0319 Fax: (+501) 824-3773</p>	frankpest@yahoo.com	3 rd term / 2 years	2014	Latin America and Caribbean/ Belize

Outgoing Bureau members

√	Member of the Bureau	<p>Mr John HEDLEY Principal Adviser, International Organisations International Policy, Science and Economics Ministry of Agriculture and Forestry Pastoral House 25 The Terrace PO Box 2526 Wellington NEW ZEALAND Tel: (+64) 4 894 0428 Fax: (+64) 4 894 0736 Mobile:(+64) 29 894 0428</p>	john.hedley@maf.govt.nz	1 st term / 2 years	2012	Southwest Pacific/ New Zealand
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