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REPORT

Bureau of the Commission on Phytosanitary Measures

**Virtual meeting
10, 12 and 17 December 2024**

IPPC Secretariat

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1. Opening of the meeting

- [1] The Chairperson of the Commission on Phytosanitary Measures (CPM), Gregory WOLFF (North America), and IPPC Officer-in-Charge for daily matters, Arop DENG, welcomed all participants to the meeting.

2. Meeting arrangements

2.1 Election of the rapporteur

- [2] The CPM Bureau (hereafter referred to as “the bureau”) elected Dris BARIK (Near East) as rapporteur.

2.2 Adoption of the agenda

- [3] The bureau adopted the agenda, agreeing to consider the information (INF) paper on revising ISPMs (“Is it time to rethink ISPMs”) as part of the CPM-19 (2025) agenda, under agenda item 6 (CPM-19 update and detailed agenda). The bureau also agreed to discuss an issue relating to the drafting of a citrus commodity standard as a discussion item under agenda item 8 (Citrus commodity standard). Later in the meeting, the bureau modified the agenda to discuss agenda item 4.9 (Africa Phytosanitary Programme - future work and FAO leadership) after agenda item 4.4 (Governance of the IPPC ePhyto Africa Initiative), and to include a section on sea containers as a potential side session within the CPM-19 (2025) agenda, under agenda item 6. The bureau also discussed agenda item 8 before agenda item 7 (IPPC Secretariat updates). For timekeeping purposes, the bureau also agreed to meet on 17 December to discuss agenda item 7.1 (2025 IPPC Secretariat Work Plan and Budget), once the work plan and budget had been discussed by the Financial Committee.
- [4] The revised agenda is attached to this report as Appendix 1.
- [5] The bureau agreed to hold a meeting of the Financial Committee on Tuesday 17 December 2024.

3. Administrative matters

- [6] The list of documents is attached to this report as Appendix 2.
- [7] The list of participants is attached to this report as Appendix 3.
- [8] The IPPC Secretariat (hereafter referred to as “the secretariat”) informed the bureau of significant leadership transitions within the FAO Plant Production and Protection Division, noting that effective 2 January 2025, the division’s current Special Coordinator, Yurdi YASMI, will transition into the role of Divisional Director.
- [9] The secretariat also highlighted that recruitment for the role of the IPPC Integration and Support Team Lead had been announced and recently closed, with the process expected to be finalized in the upcoming weeks or months.
- [10] The CPM chairperson formally acknowledged and praised the clarity surrounding these organizational changes within the division.

4. Follow up actions from previous Bureau meetings and the SPG 2024 meetings

4.1 Follow-up on the integration of plant-health data into the InFARM platform (antimicrobial resistance survey results)

- [11] The secretariat provided a verbal update on the integration of plant-health data into the InFARM platform:
- **Development of questionnaire.** The secretariat informed the bureau of a collaboration with FAO’s Plant Production and Protection Division to develop a specialized questionnaire that incorporates plant-health data into antimicrobial resistance (AMR) research, designed for initial launch in 26 countries and subsequent global deployment after CPM-19 (2025). The secretariat

acknowledged the existing challenges related to response rates on the InFarm platform, with regards to surveys with extensive questions.

- **AMR survey update.** The secretariat informed the bureau that the first phase of the AMR survey was launched on 25 November 2024 and will remain open until 10 January 2025. The secretariat informed the bureau that initial discussions and anticipated results will be communicated first to the bureau, then to CPM-19 (2025) in the form of a paper or update, with plans to subsequently merge data collection into the InFarm platform.

[12] The CPM chairperson praised the initiative to integrate survey data into InFarm, emphasizing the importance of aligning and coordinating with FAO colleagues, as stressed by FAO Deputy Director-General (DDG), Beth BECHDOL, during the CPM Bureau October 2024 meeting.

[13] One bureau member commended the questionnaire's careful design, emphasizing its focus on methodological continuity regarding consistency in data collection related to antibiotics, policies and overall information gathering to ensure comparability with previous research efforts.

[14] The bureau:

- (1) *noted* the update on the integration of plant-health data into the InFARM platform; and
- (2) *requested* that the secretariat provide an update on the status of the questionnaire and survey launch at the CPM Bureau meeting in March 2025, ahead of CPM-19 (2025).

4.2 Gap analysis of in-house IT expert for ePhyto and APP work

[15] **IT needs of ePhyto and APP.** The secretariat provided an update on the gap analysis of the in-house IT expert for ePhyto and the Africa Phytosanitary Programme (APP),¹ which was expressed as a need at the CPM Bureau October meeting. The secretariat acknowledged the contributions of the IPPC IT expert, who had assisted in developing the paper. A key concern within the paper highlighted the escalating costs of UNICC services for ePhyto and APP, despite the software already being developed. The secretariat noted that ePhyto operates on a UNICC-developed system with associated intellectual property rights, while APP utilizes commercial software with greater IT infrastructure flexibility. While the IPPC IT expert serves as a knowledge manager, supporting the IPPC and APP websites, the secretariat recognized the need for additional expertise, specifically for ePhyto and APP operations.

[16] **EPPO's IT support experience.** Samuel BISHOP (Europe) provided details of the European and Mediterranean Plant Protection Organization's (EPPO) experience with an IT expert and highlighted the significant benefits of this arrangement. Mr BISHOP also informed the bureau of the offer proposed by the national plant protection organization (NPPO) of the United Kingdom of Great Britain and Northern Ireland, to provide a brief review of the two Service Delivery Agreements between FAO and UNICC on the IPPC ePhyto Hub and the Generic ePhyto National System.

[17] Mr BISHOP emphasized the value of EPPO's staff member for in-house IT support, who had effectively collaborated with other IT professionals, ensuring smooth operations. Maintaining its own IT systems, EPPO is able to reduce its reliance on third parties. He noted that while not necessarily requiring a full-time position, the IPPC secretariat would benefit from having an IT expert with technical expertise for effective collaboration with other IT professionals.

[18] **The need for an IT expert.** The bureau discussed the paper and shared their collective uncertainty on the needs proposed regarding an IT expert within the ePhyto and APP programmes and its specific recommendations. The bureau discussed that while UNICC had developed in-house software for the IPPC ePhyto Solution, the need for an in-house IT expert was related to assisting the secretariat with the IPPC ePhyto Solution, rather than a migration away from UNICC. The bureau also acknowledged UNICC's proposal to manage the APP software platform, while noting the secretariat's indication that

¹ 04_Bureau_2024_Dec

the current IT expert could assume this responsibility, and any advanced data analysis requirements could be addressed later.

- [19] The bureau stressed the crucial need for interconnectivity when considering projects such as the IPPC ePhyto Solution, APP, diagnostic networks and the IPPC Pest Outbreak Alert and Response Systems (POARS), and recognized the need for strong IT and data management skills, as well as project integration, diagnostic analyses and surveys, and code-writing. The bureau sought further clarification from the secretariat on the skills that already existed within the IPPC, and how to explore the most cost-effective and efficient ways to address the secretariat's IT needs.
- [20] **Increasing costs of UNICC services.** The bureau further discussed the need for increased IT support within the secretariat, particularly considering the rising costs associated with UNICC services for ePhyto and APP.
- [21] The CPM chairperson acknowledged the need for a more in-depth analysis of the secretariat's IT needs and the associated costs, and recognized the offer of an in-kind contribution of IT support from the NPPO of the United Kingdom and Northern Ireland, and the ongoing collaboration with UNICC to address resource-related questions.
- [22] Concerns were raised regarding the long-term sustainability of an external reliance on consultants or in-kind contributions for essential IT support, and members discussed the possibility of an IPPC or FAO intern who could provide support to these initiatives.

The CPM chairperson proposed deferring a final decision to the CPM Bureau meeting in March 2025, allowing time for the secretariat to prepare a detailed paper analysing the costs of hiring internal staff versus utilizing external consultants, comparing costs with UNICC services and outlining the specific roles and *responsibilities* of the proposed in-house IT expert. The bureau agreed with this approach.

- [23] The bureau:
requested that the secretariat prepare a more detailed paper, as agreed at this meeting, for discussion at the CPM Bureau meeting in March 2025.

4.3 Next steps in the establishment of regional communications networks and draft principle

- [24] The secretariat presented an update on the establishment of a regional communications network (RCN). Following feedback from the Technical Consultation among Regional Plant Protection Organizations (TC-RPPO) and the Strategic Planning Group (SPG) in October 2024, the secretariat had consulted with a former member of the CPM Focus Group on Communications. This feedback included support for the overall concept, concerns regarding the ambitious nature of the initial scope, and the subsequent recommendation to scale down the initial scope by focusing on a proof-of-concept phase. The paper outlined recommendation points, including conducting an NPPO communication needs assessment survey and holding consultative meetings with NPPOs in each region. Next steps will be proposed at the CPM Bureau meeting in March 2025.
- [25] **Communication needs of RPPOs.** One bureau member noted that the communication needs of RPPOs (as discussed by the TC-RPPO) vary widely and proposed a tailored approach to effectively engage with them. The member suggested that a survey could be a valuable tool to gather information on the specific needs and priorities of RPPOs; however, they also expressed concerns about survey fatigue and recommended a more focused approach to avoid overwhelming respondents.
- [26] **Proposed survey and consultative meetings.** The secretariat proposed to conduct consultative meetings with NPPOs in the first two weeks of January 2025 before sending out the survey for responses, to gather additional information that may not be captured through the survey. The secretariat further proposed to conduct a pre-test of the survey with a specific NPPO to gain insights into their

communication processes and identify potential challenges. The secretariat also agreed to include RPPOs in the survey.

- [27] The CPM chairperson encouraged bureau members to consult with their respective RPPOs to gather their input on communication needs and priorities.
- [28] **Information paper for CPM-19.** Following discussions, the secretariat agreed to develop an information paper for CPM-19 (2025) that will include the findings of the survey and consultative meetings. The goal of this paper will be to provide evidence-based recommendations for improving communication with NPPOs and RPPOs.
- [29] The CPM chairperson thanked the secretariat for the creation of the paper and thanked the former member of the CPM Focus Group on Communications for their contributions.
- [30] The bureau:
 - (3) *agreed* that the secretariat should proceed with the proposed survey and consultative meetings with NPPOs and RPPOs.

4.4 Governance of the IPPC ePhyto Africa Initiative

- [31] The secretariat provided a summary of the IPPC ePhyto Africa Initiative² and introduced its proposed governance structure, including a summary of the terms of reference for the composition of each of its three main bodies (Advisory Group, Funders Council, and Management and Implementation team), the roles and responsibilities of each, and the frequency of meetings to be held. The secretariat also provided an update on the proposed name of the initiative, that is, to include “IPPC” at the beginning of the initiative’s name in all communications going forward, following an issue raised during the Implementation and Capacity Development Committee (IC) November 2024 meeting relating to the visual identity of the IPPC ePhyto Solution and associated initiatives. In addition, the secretariat provided an update on the proposed funding required for the initiative.
- [32] **Scope.** The bureau stressed how the complexities of the proposed governance system could result in higher costs and lead to more levels of review and scrutiny than are essential (and hinder efficient decision-making within the initiative) and therefore proposed a simplification where possible. The bureau also sought clarity on whether the initiative should be managed within the APP, rather than as an ePhyto activity.
- [33] **Funding and governance.** The bureau noted the large resource demands for the programme and stressed that the desired funding request of USD 25 million could be considered ambitious. The bureau sought clarity on where this funding would come from.
- [34] The bureau asked if any funds could be allocated from the APP Multidonor Trust Fund (MDTF). The secretariat explained that this would not be possible, and a separate donation would have to be made. The secretariat speculated on the possibility of using funds from the ePhyto MDTF for the governance of the IPPC ePhyto Africa Initiative.
- [35] The bureau raised concerns regarding the creation of a Funders Council, and noted how it may overrule the input and contributions of other potential funders and could lead to reduced funder recognition. The bureau discussed how this approach could have implications for funders who wish for their contributions to be recognized and associated with specific programmes, and as it may not align with their investment and impact expectations.
- [36] One bureau member questioned the need for an elaborate governance structure for the IPPC ePhyto Africa initiative, citing the successful rollout in the Pacific region with a more streamlined approach, with ePhyto teams undertaking the work with no secretariat function. The country-by-country ePhyto rollout, through the assistance of other initiatives, such as the Pacific Horticultural and Agricultural

² 10_Bureau_2024_Dec

Market Access Plus programme, may have only cost several million dollars, with investment from the Standards and Trade Development Facility (STDF) and the World Bank.

- [37] In response to bureau discussions, the secretariat explained how the USD 25 million funding estimate was derived from the Global Alliance for Trade Facilitation's (GATF) initial evaluation for programme facilitation, based on past experiences and the comprehensive nature of the support for the implementation of the IPPC ePhyto Solution, including technical assistance, legal framework reviews, training and awareness-raising. An initial 12 global countries were supported, with an estimated cost of USD 25 million for the implementation of the IPPC ePhyto Africa Initiative across 30 or more African countries. The secretariat emphasized the importance of these additional services beyond the technical connection to the IPPC ePhyto Hub.
- [38] The bureau raised concerns about the long-term sustainability of the initiative, particularly once the initial USD 25 million (if received) is depleted, and questioned how countries could continue to contribute and whether alternative funding sources could be explored.
- [39] The secretariat clarified the planned proposal from the GATF to place USD 1 million dollars as allocated funding for two countries, having experimented with the costs of other countries. The secretariat also mentioned the aim to receive funding from the Islamic Bank of Africa to support country costs, which is expected to fund the additional related activities under the initiative. The CPM chairperson expressed a minor concern to this latter approach, particularly if the initial proposed funding of USD 25 million is not secured.
- [40] One bureau member suggested that the secretariat explore the proposed governance arrangements of the GATF within the IPPC ePhyto Africa Initiative, to identify potential simplifications and avoid overcomplicating the structure (noting the successful implementation of the IPPC ePhyto Solution in several African countries without a complex governance structure). The secretariat explained the GATF's perspective on the governance structure (shared with the bureau) and emphasized the consensus-based approach among partners.
- [41] One bureau member suggested to include NPPO representatives within the Management and Implementation Team proposed within the governance structure, to ensure national involvement and input. The secretariat proposed that the governance structure be streamlined and include the NPPOs.
- [42] **Resource implications and future plans.** The bureau discussed the impact of the IPPC ePhyto Africa Initiative on secretariat resources and future activities, and expressed concern over the potential impact on core IPPC activities and projects.
- [43] The secretariat assured the bureau that the IPPC ePhyto Africa Initiative would be outsourced to external facilities to minimize the impact on secretariat staff; implementation of the initiative could be handled by external experts with the secretariat focusing on providing oversight and guidance.
- [44] The bureau discussed the possibility of gathering additional information in the CPM Bureau March 2025 meeting to make a better-informed decision of the initiative's future and path forward, and proposed for the secretariat to streamline the initiative's governance structure to reduce administrative burden and increase efficiency.
- [45] The bureau:
- (4) *noted* the progress achieved in establishing the framework for the IPPC ePhyto Africa Initiative;
 - (5) *agreed* to the name "IPPC ePhyto Africa Initiative"; and
 - (6) *agreed* to further discuss the governance system and financial provisions of the IPPC ePhyto Africa Initiative at the CPM Bureau March 2025 meeting.

4.5 IPPC Observatory

- [46] The secretariat provided a verbal update on the IPPC Observatory, noting how the bureau had previously requested the development of an investment prospectus to mobilize resources for monitoring and evaluating IPPC activities. From this, the IPPC Observatory had been identified as a crucial component of this monitoring and evaluation process. The secretariat discussed that a draft prospectus will be presented to the IC Subgroup on the Observatory in late January 2025, and an information paper regarding the prospectus will be shared with CPM-19 (2025).
- [47] The CPM chairperson praised the development of the investment prospectus and its value in fundraising efforts, particularly in communicating what the IPPC Observatory is and its importance outside of the IPPC Hub.
- [48] One bureau member supported the CPM chairperson's comments and further praised the development of an investment prospectus by the IPPC Observatory.
- [49] The bureau:
- (7) *noted* the update from the IPPC Observatory of the development of an investment prospectus.

4.6 Revision of submission forms for standards and implementation

- [50] The Chairperson of the Task Force on Topics (TFT) provided an update on the revision of the submission forms used for the Call for Topics: Standards and Implementation.³ He explained that the review of the forms conducted by the TFT had involved a multi-stage review process, receiving input from the bureau, the SPG, the Standards Committee (SC) and the IC. The final adjustments to the proposed forms had been made during the most recent TFT meeting, during the previous week in December 2024. The TFT chairperson also clarified that, in revising the forms, the TFT aimed to make the submission clearer and easier for NPPOs. He added that the recommendations to the bureau had been changed in the latest revision of the paper, and invited the bureau to comment, before deciding on the next steps and CPM-19 (2025) submission.
- [51] The CPM chairperson opened the floor to comments and praised the work of the TFT in thinking of improvements for ease of working.
- [52] The bureau discussed the appropriate word limit regarding the form for the IPPC Observatory, aiming for consistency with other forms that had established word limits within fields (e.g. 250 words). The bureau acknowledged that this limit might have been restrictive and supported implementing a word limit of up to 300 words, if necessary. The bureau also sought clarification from the secretariat on whether this word limit was mandatory or a suggestion, and whether entries exceeding 300 words would be permitted. The secretariat confirmed they would investigate the matter and provide an update to the bureau.
- [53] The bureau:
- (8) *noted* the proposed changes of the submission form for topics for standards and implementation;
 - (9) *noted* the IPPC Observatory form for submission of topics for survey or study, which will be added to the biennial call for topics; and
 - (10) *agreed* on a 300-word limit throughout all fields within the submission forms for topics for standards and implementation and for the IPPC Observatory, pending confirmation from the secretariat.

³ 11_Bureau_2024_Dec

4.7 Investment prospectus flyers – POARS

[54] The secretariat provided a brief, verbal update on the investment prospectus flyers for POARS, notably that the prospectus had been revised by the POARS Steering Group to include the latest information and developments to effectively support the search for suitable funding for this development agenda item (DAI).

[55] The bureau:

- (11) *noted* the update on the POARS investment prospectus.

4.8 Systems Approach workshop – new information and options

[56] Gregory WOLFF (North America) provided a verbal update on the Systems Approach workshop, including new information, previous funding limitations, location uncertainties and available options. He noted that Canada had proposed a concept note for the workshop, outlining the objectives and potential outcomes. He informed the bureau that a proposal had been made by another contracting party to hold back-to-back workshops on systems approaches and commodity standards, leveraging potential synergies between the two topics; however, concerns had been raised about the complexity of systems approaches and the need for adequate time to address their intricacies. Mr WOLFF noted that if the systems approach workshop were to proceed as a separate entity, it would probably be scheduled for 2026 because of the time required for coordination and planning. He noted previous discussions held by the bureau and SPG regarding potential funding options, including the possibility of additional funding from one contracting party, which was expected to be confirmed at the March CPM Bureau meeting. Another contracting party had also expressed an interest in hosting the workshop. He expressed concerns about the feasibility of a two-day systems approach workshop and suggested a longer timeframe to delve into topic complexities and ensure meaningful discussions and outcomes.

[57] The bureau discussed the paper and available workshop options and shared a general consensus of the need for a longer (and independent) workshop on systems approaches. The bureau recognized the value of the workshop, particularly for countries that do not currently utilize systems approaches. The possibility of field trips within the workshop was also discussed. The bureau considered workshop durations ranging from three to five days (including a proposal from Mr WOLFF for a four- to five-day workshop), but no consensus was reached.

[58] One bureau member noted that the Technical Panel on Commodity Standards (TPCS), in its recent meeting in Canberra, Australia, had begun to identify linkages with systems approaches, particularly regarding the consideration of measures; however, the member emphasized the need for more in-depth exploration and conceptual thinking.

[59] The bureau concluded that combining the two workshops at this time would be too ambitious and that separate workshops would be more effective in addressing the specific needs of each topic.

[60] The bureau:

- (12) *agreed* to continue to plan the systems approach workshop as a separate workshop, rather than back-to-back with a commodity standards workshop; and
- (13) *agreed* to further discuss any funding updates from contracting parties at the bureau meeting in March 2025.

4.9 Africa Phytosanitary Programme - future work and FAO leadership

[61] The secretariat provided a verbal update on the APP, notably regarding funding, staffing and capacity building, governance and technical work:

- **Current funding priorities.** The secretariat noted that the initial funding from the United States of America, which had contributed to all 2023–2024 activities, had concluded. The project will now be funded by the European Commission through a three-year fund of USD 600 000. The secretariat informed the bureau that the APP team (in addition to the Office of the DDG) is

actively pursuing additional funding from another contracting party, with ongoing discussions throughout December.

- **Staffing and capacity building.** The secretariat informed the bureau that the APP team is exploring options for recruiting GIS experts (expected to be found within the FAO roster), who will take over the transition from USDA experts. The team is also seeking support from FAO interns to assist with standard-setting and APP-related tasks. In addition, the secretariat is supporting the transition of internal staffing support, following the departure of a technical member of the APP team the end of 2024. In-country training for 11 countries will take place in January 2025, with two separate training sessions for French-speaking and English-speaking countries. A train-the-trainer session is planned for eight selected phase two countries in June 2025, which is planned to be hosted by South Africa.
- **Governance and technical work.** The secretariat noted how APP's governing bodies and communication groups were all active and engaged in their activities. The secretariat noted a slight delay within the technical working group and anticipated its resolution following the in-country training in January. The secretariat informed the bureau of a CPM paper that is being prepared to provide detailed information on the APP and its activities at CPM-19 (2025).

[62] The CPM chairperson sought clarity on the DDG's perspective on the appropriate long term or future location for the APP, or whether the bureau should await input from the incoming IPPC secretary. He noted that the former IPPC secretary had advocated for keeping the APP within the secretariat to maintain a strong focus on IPPC's plant-health objectives. However, the CPM chairperson also recalled that at its June meeting, the bureau had noted concerns regarding resource allocation and the potential burden on secretariat resources.

[63] The representative from the Deputy Director-General's Office (DDGO) reported no further update, and proposed to involve both the incoming IPPC secretary, and the new FAO Plant Production and Protection Division director to explore potential solutions.

[64] The bureau delivered the former IPPC secretary's notes to the group, which included recommendations to keep the APP under the direction of the secretariat in the long term and identified the necessary resources required for the continued operation of the APP, including the recruitment of two agricultural officers, one GIS specialist, dedicated time for the secretariat lead to coordinate with stakeholders, and continued communication support.

[65] The secretariat informed the bureau of internal discussions that concluded that the current location for the APP was optimal. While alternative locations were considered, the secretariat had agreed that they possessed the necessary capacity to effectively manage this programme. The secretariat also clarified the context under which the APP was housed within the IPPC, including the readiness and availability of resources and alignment of relevant expertise in pest-related issues.

[66] The bureau noted members' concerns regarding the long-term home for the APP within FAO, and discussed possible alternatives, such as within the FAO Plant Production and Protection Division. The bureau also noted that any future approaches to APP should ensure the continued success of the overall broader programme of work.

[67] The bureau agreed for the secretariat to prepare a paper analysing the "pros and cons" of different locations to house the APP, resource implications and relevant CPM decisions.

[68] The CPM chairperson proposed that the issue of the APP's future work and FAO leadership be added to the CPM Bureau March 2025 meeting agenda. He also stressed the importance of having clear information to make an informed decision, in case an intervention arises and perhaps leads to a Friends of the Chair meeting at CPM-19 (2025).

[69] The bureau:

(14) *noted* the update on the APP;

- (15) *requested* a paper from the secretariat, detailing the “pros and cons” of keeping the APP housed within the secretariat; and
- (16) *agreed* to add this to the agenda for the CPM Bureau March 2025 meeting.

5. CPM focus group on climate change – new workplan

[70] The secretariat provided an update on the revised 2025 workplan for the CPM Focus Group on Climate Change and Phytosanitary Issues:⁴

- **Workplan revisions.** The secretariat reported that the focus group had made further adjustments to the workplan in line with the group’s three functions, as originally set out in terms of reference, following their in-person meeting in Brazil in October 2024. Key highlights of the updated plan include continued efforts to raise awareness of the impact of climate change on plant health; the creation and development of a dedicated website on plant health and climate change; a focus to improve knowledge management within the IPPC community and beyond by sharing links to relevant external technical resources; and the development of factsheets throughout 2025 on the top five to six plant pests significantly affected by climate change. Another webinar series will be held in September 2025, following the success of the previous year. The focus group also expressed a strong interest to collaborate and foster greater engagement with the IPCC, including inviting an IPCC representative to attend the focus group’s meetings as an observer for better information sharing and to leverage opportunities within the IPCC’s work.
- **Streamlined IPPC Call for Topics to include climate-change considerations.** The focus group had requested climate-change considerations to be streamlined in the IPPC Call for Topics: Standards and Implementation, and in the draft harmonized ISPM on pest risk analysis currently under development (combining ISPM 2 (*Framework for pest risk analysis*) and ISPM 11 (*Pest risk analysis for quarantine pests*)).
- **Proposed participation at COP30.** The secretariat outlined the focus group’s strategies for involvement regarding participation in the 2025 United Nations Climate Change Conference (COP30), supported by the focus group member belonging to the FAO Office of Climate Change, Biodiversity and Environment, and the relevant FAO division. The possibility of featuring the IPPC in the FAO pavilion at COP30 had also been discussed by the focus group.

[71] The secretariat acknowledged how COP30 presents a significant opportunity for the IPPC to enhance its visibility on climate change, given the high media coverage and presence of a large scientific community at the event, which could serve as a crucial stepping stone for IPPC’s work on climate change. Given this media attention, he stressed the environmental implications of travel should be carefully considered in planning IPPC engagement.

[72] The bureau expressed their support for the revised workplan, acknowledging its ambitious nature while recognizing the importance of setting clear priorities.

[73] The bureau:

- (17) *approved* the revised 2025 workplan of the CPM Focus Group on Climate Change and Phytosanitary Issues.

5.1 CPM focus group on one health

[74] The secretariat provided a verbal update on the CPM Focus Group on Plant Health in the Context of One Health. The secretariat recalled that nominations for the focus group had been received from the Near East and the Latin American and Caribbean regions. However, a nomination from the Asia region was still pending. Attempts to secure a nomination through the Asia and Pacific Plant Protection Commission (with assistance from the bureau member from the region) had been made but the position remained unfilled. The secretariat planned to convene the first meeting of the focus group in January 2025 and monthly thereafter. This inaugural meeting would allow members to introduce themselves,

⁴ 06_Bureau_2024_Dec

begin considering potential topics for discussion, and explore ways to support the guidance and facilitate discussions during the CPM-19 (2025) science session.

- [75] The CPM chairperson confirmed his continued role as the bureau representative for the focus group.
- [76] Regarding the planned CPM-19 (2025) science session on the importance of plant health within One Health, the CPM chairperson emphasized the importance of fostering a collaborative approach with relevant FAO departments and encouraged the focus group to consider this aspect in their deliberations. The secretariat expressed the importance of involving all relevant partners within FAO, as well as members of the quadripartite partnership. The CPM chairperson also proposed the possibility of inviting FAO members to participate in some, or all, of the focus group meetings.
- [77] The secretariat believed that the overlap between focus group members and CPM delegates would be beneficial, allowing them to actively contribute to the science session by moderating discussions and providing valuable support. The CPM chairperson suggested to defer a detailed discussion on this matter to section 6.4 of the agenda.
- [78] The CPM chairperson acknowledged the ongoing efforts of the bureau member for Asia and the secretariat in attempting to secure a nomination from the Asia region for the focus group and encouraged further pursuit.
- [79] The bureau:
- (18) *noted* the update from the on the CPM Focus Group on Plant Health in the context of One Health; and
 - (19) *encouraged* the Asia region to nominate a potential focus group member.

5.2 International Day of Plant Health

- [80] The secretariat provided a verbal update on the International Day of Plant Health (IDPH) 2025. A preparatory meeting was held in November 2024 with FAO's Plant Production and Protection Division, the Animal Production and Health Division and the DDGO, at which they had agreed on the provisional theme of "Plant Health and One Health", signifying a multi-divisional engagement. The meeting brainstormed ideas for a high-level event and emphasized the need to provide the FAO Director-General with various options for the event's format, deviating from the traditional panel discussion. Suggestions included featuring a project site that demonstrated the One Health interface between plant health, animal health and other relevant sectors. The FAO Plant Production and Protection Division had been in contact with regional colleagues in Africa to identify potential project sites for this demonstration. The secretariat would meet with relevant colleagues in the coming weeks to further develop the concept note and secure inter-divisional agreement, followed by a review from the DDGO.
- [81] The CPM chairperson expressed enthusiasm for the proposed theme of "Plant Health and One Health" for the IDPH 2025, particularly noting the valuable linkages to Africa. In response, the secretariat confirmed that, although the DDGO had supported the pursuit of a One Health theme for IDPH 2025 at the October bureau meeting, no official confirmation had been received confirming the theme.
- [82] The CPM chairperson emphasized the importance of ensuring a strong focus on plant health within IDPH activities. The secretariat concurred with this sentiment and highlighted that the project sites being considered in Africa already incorporate a strong One Health component with a significant emphasis on plant health.
- [83] The CPM chairperson acknowledged the positive trend towards a greater recognition of plant health within the One Health framework.
- [84] The bureau:
- (20) *noted* the update on the International Day of Plant Health 2025.

6. CPM-19 update and detailed agenda

[85] The secretariat discussed the detailed agenda for CPM-19 (2025).⁵

6.1 Concept note for the side session on AI and plant health

[86] The secretariat provided an update on the concept note for the side session on artificial intelligence (AI) and plant health.⁶ The proposed side session was presented at the Thirty-Sixth TC-RPPO in October 2024, with the understanding that the University of Alberta, Canada, would consider leading the side session during CPM-19 (2025). The secretariat sought bureau confirmation on this approach and expressed concern about the secretariat's capacity to handle the session, given the upcoming departure of the session's technical lead, and the delayed arrival of their replacement in early 2025.

[87] The CPM chairperson acknowledged the bureau's significant concern regarding the secretariat's workload, following this announcement. He emphasized that the original proposal (recommended and agreed upon by the bureau) had intended for the secretariat to provide only logistical support, with the organizations from North America undertaking primary planning and organization. In the interests of avoiding duplicating work, he questioned the necessity of requiring the secretariat to plan a symposium similar to that conducted by the North American Plant Protection Organization (NAPPO) for their own event.

[88] The bureau expressed concern regarding the ambitious nature of this new topic and questioned NAPPO's readiness to lead the session, and agreed to postpone the side session for one year (to CPM-20 in 2026) to ensure a well-prepared and successful event. The bureau suggested that NAPPO be approached to lead this session.

[89] The bureau also discussed the challenges associated with AI implementation with regards to plant health, including the potential for using AI to write pest risk analyses, and the need to consider whether a specific recommendation on AI is necessary. The member proposed that one of the objectives in the concept note be amended to omit reference to existing international standards being quickly amended to include AI, as there was no quick process to amend standards.

[90] One bureau member proposed to designate AI as a strategic topic for discussion by the SPG, which would allow for a focused exploration of relevant issues, such as necessary standard-setting amendments and the risks associated with AI, positioning the secretariat more effectively for a future side session. The CPM chairperson strongly supported this suggestion, noting its alignment with the SPG's mandate.

[91] The bureau:

- (21) *agreed* to defer the side session on AI to CPM-20 (2026) and to *include* AI as an agenda item for the SPG meeting in October 2025.

6.2 Concept note for side session on systems approaches

[92] Gregory WOLFF (North America) provided an update on the concept note for the side session on systems approaches.⁷ This proposed side session at CPM-19 (2025) will introduce the principles for building system approaches as outlined in ISPM 14 (*The use of integrated measures in a systems approach for pest risk management*), which will help participants to gain a better understanding of the concept.

[93] Mr WOLFF explained that the side session would feature three speakers. The first speaker would present examples of systems approaches and how they relate to facilitating trade and adaptability. Following this, Megan QUINN (Nature Conservancy of Canada), or an alternative representative, would present the decision support tool for systems approaches that is part of the Beyond Compliance tools available

⁵ 07_Bureau_2024_Dec

⁶ 08_Bureau_2024_Dec

⁷ 09_Bureau_2024_Dec

on the International Phytosanitary Portal. The concept note proposed that the third speaker would be a bureau member.

[94] The bureau:

- (22) *agreed* to include this side session on systems approaches (entitled “Principles, practical tools, and an upcoming workshop”) in the CPM-19 (2025) agenda; and
- (23) *agreed* that Samuel BISHOP (Europe) would serve as the third speaker at this side session.

6.3 Concept note for side session on *Fusarium* TR4

[95] The secretariat presented a verbal update on the concept note for the proposed high-level side session on *Fusarium* Tropical Race 4 (TR4). Building on the successful session at CPM-18 (2024), this session would focus on “Research and innovative tools to prepare, prevent and contain *Fusarium* TR4”, showcasing recent advancements and innovative approaches from key stakeholders. This includes: an update on new 3D-chamber *Fusarium* TR4 simulations by the FAO Mesoamerica office, developed by the Regional International Organization for Plant Protection and Animal Health; research on new banana varieties by China or the Joint FAO/International Atomic Energy Agency Centre of Nuclear Techniques in Food and Agriculture; insights from Australia on preventing and managing *Fusarium* TR4; a presentation by Kenya on the outcomes of the initial *Fusarium* TR4 simulation exercises conducted in collaboration with the secretariat; and a presentation on innovative approaches to *Fusarium* TR4 management in Africa. Additionally, a practical demonstration using sniffer dogs to detect *Fusarium* TR4-contaminated material was proposed.

[96] The secretariat outlined key elements of the proposed agenda, including an opening address by FAO DDG, Beth BECHDOL, followed by remarks from the Director of the FAO Innovation Office, Vincent MARTIN, underscoring the critical interlinkage between plant health, the IPPC’s work programme and the broader innovation agenda within FAO.

Exploration of funding opportunities

[97] The secretariat discussed how the session would also address the significant funding challenges faced in supporting *Fusarium* TR4 research and control efforts. Ongoing efforts by the IC to secure funding for *Fusarium* TR4 research, including requesting the IPPC Financial Committee to allocate regular budget positions for the secretariat’s Implementation and Facilitation Unit; advocating for increased POARS funding with a focus on *Fusarium* TR4; securing funding from the European Union for a new project specifically addressing *Fusarium* TR4; and inviting private sector representatives to the projects webinar planned for May 2025, to inform them of critical funding needs and encourage support for *Fusarium* TR4 research proposals.

[98] The secretariat informed the bureau of the initiative’s alignment with the broader framework of public–private partnerships, and how it aims to leverage the expertise and resources of the private sector in addressing *Fusarium* TR4 challenges. The bureau emphasized the need to attract donors and actively engage countries affected by *Fusarium* TR4, and praised the engagement of the private sector within a robust public–private partnership framework to effectively address the *Fusarium* TR4 crisis. The bureau noted how this approach could serve as a valuable model for fostering stronger public–private alliances in future IPPC initiatives.

[99] The CPM chairperson noted the bureau’s decision to proceed with the proposed side session at CPM-19 (2025) and proposed an incorporation of a dedicated segment within the side session to specifically address the challenges, identify critical gaps and explore potential funding opportunities. He also suggested to invite representatives from major industry groups to participate virtually in the webinar. This strategic inclusion could help to not only broaden industry engagement but also to encourage other industry players to actively participate in supporting TR4 research efforts.

Other side sessions

[100] The bureau confirmed that there would be only two side sessions at CPM-19 (2025). The CPM Chairperson informed the bureau that a separate proposal for a side session on sea containers was deferred to CPM-20 (2026) as a result of ongoing industry-led activities related to sea container safety and phytosanitary measures. This future session would focus on crucial aspects such as container design, custodial responsibility, and updates to the *Code of practice for packing cargo transport units* (CTU Code, jointly developed by the International Maritime Organization, the International Labour Organization and the United Nations Economic Commission for Europe).⁸

[101] The bureau:

- (24) *agreed* to include the side session on *Fusarium* TR4 in the agenda for CPM-19 (2025); and
- (25) *agreed* that the side session should include a dedicated segment to address *Fusarium* TR4 challenges, identify critical gaps and explore potential funding opportunities.

6.4 Science session on One Health

[102] The secretariat provided a verbal update on the science session on One Health, scheduled for the first afternoon of the plenary with full translation. The session's focus will be carefully defined in consultation with the CPM Focus Group on Plant Health in the Context of One Health. To enhance plant health visibility and recognition, the secretariat proposed to invite representatives from the One Health quadripartite partnership, namely the World Health Organization, the World Organisation for Animal Health (WOAH), the United Nations Environment Programme, and the FAO One Health Unit. The secretariat also emphasized the importance of exploring the interconnectedness of the “Three Sisters” (IPPC, Codex Alimentarius and WOAH) within the larger One Health context.

[103] The bureau acknowledged the multifaceted nature of One Health and stressed the importance of focusing on plant health within the science session, emphasizing the need to clearly articulate the links between plant and One Health.

[104] In response to the discussion, the secretariat elaborated on the approach to the session, stating that outcomes and general information from the Eighth World One Health Congress (WOHC) (2024), including new definitions and the latest reports on One Health, FAO's One Health work, high-level expert panel discussions, and high-level declarations, would be presented prior to the science session. This would ensure that all general information is disseminated beforehand, allowing the science session to focus specifically on how plant health can be better reflected within the One Health framework. The secretariat further emphasized that speakers would be provided with clear, prescriptive guidance on how to present their information in a manner that addresses the session's objectives.

[105] The CPM chairperson suggested to share the IPPC keynote speech delivered at the Eighth WOHC (2024) with the secretariat for valuable context, in addition to the IPPC-delivered presentations.

[106] The secretariat further noted that a key objective of the science session was to advocate for the inclusion of the IPPC secretariat in committees of the quadripartite partnership, given its integral role within FAO. The secretariat emphasized the need to work closely with the CPM One Health focus group to develop a concrete and actionable plan for the session, ensuring that it serves not merely as an information-sharing session but as a platform for defining a “way forward” and establishing a clear roadmap for future actions.

[107] The CPM chairperson acknowledged that while the One Health quadripartite partnership includes WOAH (as a standard-setting body that operates outside of the FAO organization), and FAO is represented, the explicit inclusion of the IPPC secretariat within these discussions may present challenges. He suggested that the science session could provide a valuable starting point for advocating

⁸ CPM 2016/INF/05

for greater IPPC involvement in quadripartite discussions and ensuring that the IPPC perspective is reflected in relevant reports.

[108] The CPM chairperson expressed his full support for the initiative and committed to actively participating in all related aspects.

[109] The bureau:

- (26) *noted* the update regarding the science session on One Health at CPM-19 (2025) and *supported* the secretariat's proposed approach for the session.

6.5 Keynote speakers

[110] The bureau had received an update on the selection of keynote speakers for CPM-19 (2025).

[111] The CPM chairperson informed the bureau that a letter of invitation had been sent to the Director-General of WOA (Emmanuelle SOUBEYRAN) several weeks previously, inviting her to be a keynote speaker at the upcoming CPM-19 (2025). The CPM chairperson highlighted the relevance of WOA's One Health approach to the topic of the event, particularly given Ms Soubeyran's previous roles as head of the NPPO and representative of France at previous CPM meetings.

[112] The bureau:

- (27) *requested* that the secretariat send a reminder to WOA regarding the keynote speaker invitation and, if no response is received thereafter, ask the DDG's Office to make an official request, seeking a response.

6.6 Consideration of INF paper on re-writing ISPMs

[113] The bureau considered the addition of an information (INF) paper, "Is it time to rethink ISPMs", to the CPM-19 (2025) agenda.

[114] The bureau discussed the process for submitting INF papers ahead of CPM-19 (2025) and the process for translation. The secretariat clarified that, as INF papers do not contain decision points, they are not usually translated without the CPM chairperson's approval. The CPM chairperson supported the translation of the proposed paper and consideration for a dedicated discussion, given the paper's potential significance. The secretariat agreed to follow up with the paper lead, Peter THOMSON (New Zealand), to receive the paper for translation.

[115] Following further discussion, the bureau proposed two options for discussing the paper during CPM-19 (2025):

- **Option one** (Informal discussion): submit the paper as an INF document and allocate one hour for an informal discussion (lunchtime or other); or
- **Option two** (Formal discussion): submit the paper as a formal discussion paper and allocate a limited time for a formal discussion during the plenary session of CPM-19 (2025), with the option of continuing the discussion in a one-hour informal discussion (lunchtime or other).

[116] The CPM chairperson noted their preference for submitting the paper as an INF document, with a clear indication that one hour will be allocated for informal discussion.

[117] The secretariat informed the bureau that a second INF paper on "Improving allocation of regular programme funds for consideration" will be submitted under the "Financial report and budget" section of the CPM-19 (2025) agenda. The CPM chairperson recognized that a Friends of the Chair meeting or an evening session may be needed, depending on the outcome of the discussion in the plenary session.

[118] The bureau:

- (28) *agreed* that the paper on rethinking ISPMs will be submitted as an INF document at CPM-19 (2025) with one hour allocated for informal discussion;⁹ and
- (29) *agreed* that the second paper, on improving allocation of regular-programme funds (if submitted), would be considered under the “Financial report and budget” agenda item of CPM-19 (2025).

6.7 Potential side session on sea containers

[119] The Chairperson of the CPM Focus Group on Sea Containers, Gregory WOLFF (Canada) noted that a side session on the work of the focus group will now be proposed for CPM-20 (2026). He discussed the intention of the focus group to present a paper at CPM-19 (2025), which will highlight the response to the recently revised CPM recommendation on *Minimizing the pest risk associated with the sea-container pathway* (R-06) and will outline future plans. The 20-minute presentation will include a brief overview of the focus group’s work, along with industry presentations on specific topics such as container design and the CTU Code. He commented that the presentation should also help to reassure the CPM of their impact on future pest risk with regards to sea containers (noting the 15–20-year timeframe typically required for such industry-wide change).

[120] He also shared his experience at an international symposium on optimizing sea container design on 11 November 2024 and commended the industry’s heightened awareness of pest risk issues and proactive approach to addressing these concerns.

[121] The focus group chairperson further noted that the focus group will seek the bureau’s review of the updates to their action plan at the CPM Bureau March 2025 meeting. A review of the effectiveness of the CPM recommendation will probably be implemented over the coming years (by 2027).

[122] Bureau members discussed the paper and noted that the importance of sea container design had been raised at the Thirty-Third Session of Asia and Pacific Plant Protection Commission, held 23–27 September 2024, where two members (including China) had proposed regional standards for sea containers.

[123] The bureau:

- (30) *noted* the update on the CPM Focus Group on Sea Containers; and
- (31) *supported* the focus group’s request for 20-minutes to be allocated for their update at CPM-19 (2025).

7. IPPC Secretariat updates

7.1 2025 IPPC Secretariat workplan and budget

[124] The bureau agreed to reconvene in virtual mode on 17 December 2024 to consider this item, once it had been considered by the Financial Committee. The Financial Committee met on 17 December and recommended the 2025 IPPC Secretariat workplan and budget to the bureau.¹⁰

[125] The bureau considered the proposed workplan and budget and made no changes.

[126] The bureau:

- (32) *approved* the IPPC Secretariat workplan and budget for 2025 for presentation to CPM-19 (2025).

⁹ The paper was subsequently posted as a discussion paper, with the agreement of the CPM chairperson, because it included recommendations for the CPM to consider and INF papers do not include such recommendations.

¹⁰ 12_Bureau_2024_Dec_Tel_Rev1

7.2 Update from the IPPC Secretariat

[127] The secretariat informed the bureau that the IPPC Officer-in-Charge position is rotational. It is currently being filled by Avetik NERSISYAN, until 20 January 2025, upon which time, Sarah BRUNEL will take over the position.

[128] The bureau:

(33) *noted* this update from the secretariat.

8. Citrus commodity standard

[129] The CPM chairperson introduced this agenda item, which related to the draft annex *International movement of citrus fruit* (2023-019) to ISPM 46 (*Commodity-specific standards for phytosanitary measures*), which was currently under development. Two letters had been submitted to the secretariat and to the chairperson of the TPCS, requesting that the panel abstain from drafting the standard because of an ongoing trade dispute between two contracting parties regarding phytosanitary measures included in the standard. Resolution of this dispute had previously been sought through the IPPC dispute settlement mechanism; however, it had subsequently passed to the WTO's dispute settlement process and is presently being considered in that forum.

[130] The bureau discussed the issue. The bureau member for the region that had sent the letters withdrew from the meeting while the item was being discussed.

[131] The bureau agreed that the established Standard Setting Procedure for development of all standards, including commodity standards, should be followed and noted that clear opportunities for contracting parties to comment on and object to draft standards are provided during the consultation process (for draft specifications and draft standards), during the call for information, and prior to their adoption by the CPM. The bureau also commented that it was not appropriate for contracting parties to raise objections with technical panels. The bureau agreed that a response to the contracting party that wrote to the Secretariat will be prepared, reiterating the commitment to the Standard Setting Procedure and highlighting the existing opportunities for stakeholder input and decision-making within the IPPC framework. The bureau further emphasized the technical nature of the IPPC and its focus on scientific and technical issues.

[132] The bureau agreed to further discuss the matter as an agenda item at the CPM Bureau March 2025 meeting, if necessary, and to prepare information for responding to the concerns raised should a related intervention be made at CPM-19.

[133] The bureau:

(34) *requested* that the secretariat respond to the contracting party that had submitted the letters, after first confirming the wording with the CPM chairperson and vice-chairperson, and then share the letters received and the response with the SC; and

(35) *agreed* to discuss this issue further at the CPM Bureau March 2025 meeting, as necessary.

9. Any other business

Distribution of ePhyto letters

[134] The CPM chairperson queried whether the letters to NPPOs, confirming the (voluntary) contributions to the IPPC ePhyto Solution for 2025, had yet been distributed. Bureau members confirmed that NPPOs had indeed received these letters.

CPM Focus Group on Global Phytosanitary Research Coordination – outstanding nominations

[135] The secretariat encouraged members from the regions of Near East and North Africa (NENA) and Latin America and the Caribbean to consult with their constituents regarding nominations for the CPM Focus Group on Global Phytosanitary Research Coordination.

Update on CPM-19 (2025) papers

- [136] The secretariat provided an update on the number of CPM-19 (2025) papers received and outstanding and noted that any comments or suggested changes should be directly communicated to the authors for consideration during the current review period, which ends on 18 December 2024.

Logistics and speaker support for CPM-19 (2025)

- [137] One bureau member queried the seating arrangements for the top table at CPM-19 (2025) and proposed that the chairpersons of the SC and IC sit alongside the CPM chairperson. On behalf of the bureau, the CPM chairperson agreed to this approach.

- [138] The bureau:

(36) *requested* that the secretariat provide timing prompts to CPM-19 (2025) speakers and presenters.

10. Next meeting

- [139] The next meeting of the bureau is scheduled for 10–14 March 2025 in Rome, Italy.

11. Closing of the meeting

- [140] The CPM chairperson thanked everyone, extending particular thanks to Dom SYME (Office of Deputy-Director General), and closed the meeting.

Appendix 1: Agenda

AGENDA ITEM		DOCUMENT NO.	PRESENTER
1.	Opening of the meeting		CHAIR
2.	Meeting arrangements		
2.1	Election of the rapporteur		CHAIR
2.2	Adoption of the agenda	01_Bureau_2024_Dec_Tel	CHAIR
3.	Administrative matters		
3.1	Document list	02_Bureau_2024_Dec_Tel	DENG
3.2	Participants list	03_Bureau_2024_Dec_Tel	DENG
4.	Follow up actions from previous Bureau meetings and the SPG 2024 meetings	Link to Bureau October 2024 report Link to SPG 2024 report	
4.1	Follow-up on the integration of plant-health data into the InFARM platform (antimicrobial resistance survey results)	--	KOUMBA
4.2	Gap analysis of in-house IT Expert for ePhyto and APP work <ul style="list-style-type: none"> - EPPO experience - IPPC secretariat gap analysis 	04_Bureau_2024_Dec_Tel	BISHOP / DENG
4.3	Next steps in the establishment of the regional communications network and draft principle	05_Bureau_2024_Dec_Tel	FRIO
4.4	Governance of the IPPC ePhyto Africa Initiative	10_Bureau_2024_Dec_Tel	MENON / BRUNEL
4.5	IPPC Observatory <ul style="list-style-type: none"> - Development of investment prospectus 	--	BRUNEL
4.6	Revision of forms for Standards and Implementation	11_Bureau_2024_Dec_Tel	QUIROGA/NERSISYAN
4.7	Investment Prospectus flyers – POARS	--	BRUNEL
4.8	Systems Approach workshop – new information and options	--	WOLFF
4.9	Africa Phytosanitary Programme - future work and FAO leadership	--	DENG
5.	CPM Focus Group on climate change new workplan	06_Bureau_2024_Dec_Tel	FRIO
5.1	CPM Focus Group on One Health		BRUNEL
5.2	International Day of Plant Health		FRIO
6.	CPM-19 update and detailed agenda	07_Bureau_2024_Dec_Tel	DENG / CASSIN
6.1	Concept note for the side session on AI and plant health	08_Bureau_2024_Dec_Tel	GILMORE
6.2	Concept note for side session on systems approaches	09_Bureau_2024_Dec_Tel	MOREIRA / NERSISYAN
6.3	Concept note for side session on Fusarium TR4		BRUNEL
6.4	Science Session on One Health	--	BRUNEL
6.5	Keynote speakers	--	CHAIR / ALL
6.6	Consideration of INF paper on re-writing ISPMs	--	CHAIR / ALL
6.7	Potential side session on sea containers	--	CHAIR / ALL
7.	IPPC Secretariat updates		

7.1	2025 IPPC Secretariat Work Plan and Budget	12_Bureau_2024_Dec_Tel	BENOVIC
7.2	Update from the IPPC Secretariat	--	IPPC OiC
8.	Citrus commodity standard issue	--	CHAIR / ALL
9.	Any other business		
10.	Next meeting - 10 – 14 March 2025		
11	Closing of the meeting		

Appendix 2: List of documents

DOCUMENT NO.	AGENDA ITEM	DOCUMENT TITLE	DATE POSTED / DISTRIBUTED
01_Bureau_2024_Dec_Tel	2.2	Agenda	2024-12-03 2024-12-06
02_Bureau_2024_Dec_Tel	3.1	Documents List	2024-12-06
03_Bureau_2024_Dec_Tel	3.2	Participants List	
04_Bureau_2024_Dec_Tel	4.2	Gap analysis of in-house IT Expert for ePhyto and APP work	2024-12-03
05_Bureau_2024_Dec_Tel	4.3	Next steps in the establishment of the regional communications network and draft principle	2024-12-03
06_Bureau_2024_Dec_Tel	5	CPM Focus Group on climate change new workplan	2024-12-03
07_Bureau_2024_Dec_Tel	6	CPM-19 update and detailed agenda	2024-12-03
08_Bureau_2024_Dec_Tel	6.1	Concept note for the side session on AI and plant health	2024-12-03
09_Bureau_2024_Dec_Tel	6.2	Concept note for side session on systems approaches	2024-12-03
10_Bureau_2024_Dec_Tel	4.4	Governance of the IPPC ePhyto Africa Initiative	2024-12-04
11_Bureau_2024_Dec_Tel	4.6	Revision of forms for Standards and Implementation	2024-12-05
12_Bureau_2024_Dec_Tel	7.1	2025 IPPC Secretariat Work Plan and Budget	2024-12-06

Appendix 3: List of participants

	Region/ Role	Name, mailing, address, telephone	Email address
✓	North America <i>CPM Chairperson</i>	Mr Gregory WOLFF Canadian Food Inspection Agency 59 Camelot Drive Ottawa, Ontario K1A0Y9 CANADA	greg.wolff@inspection.gc.ca
✓	Europe	Mr Samuel BISHOP Head of International Plant Health Policy Department for Environment, Food and Rural Affairs UNITED KINGDOM	sam.bishop@defra.gsi.gov.uk
✓	Africa	Mr Jan Hendrik VENTER Director Plant Health Department of Agriculture Land Reform and Rural Development SOUTH AFRICA	janhendrikv@dalrrd.gov.za
✓	Asia	Mr Mamoru MATSUI Director (Operation Division) Kobe Plant Protection Station (PPS), Ministry of Agriculture, Forestry and Fisheries of Japan (MAFF) JAPAN	mamoru_matsui430@maff.go.jp
✓	Latin America and Caribbean	Mr Diego QUIROGA Director Nacional de Protección Vegetal SENASA ARGENTINA	dquirolga@senasa.gob.ar
✓	Near East	Mr Barik Dris Chef de la Division de la Protection des Végétaux Office National de Sécurité Sanitaire des Produits Alimentaires (ONSSA) MOROCCO	dris.barik@onssa.gov.ma ; barikdris@gmail.com ;
✓	South West Pacific	Ms Gabrielle VIVIAN SMITH Chief Plant Protection Officer Department of Agriculture, Fisheries and Forest AUSTRALIA	gabrielle.vivian-smith@aff.gov.au

IPPC Secretariat

Region / Role	Name, mailing, address, telephone, nationality	Email address
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Appendix 4: Action list

Meeting	Agenda item (decision)	Task	Person or persons responsible	Deadline
2024-12	4.1 (2)	Provide an update on the status of the questionnaire and survey launch at the CPM Bureau meeting in March 2025, ahead of CPM-19 (2025).	Secretariat	2025-03
2024-12	4.2 (3)	Prepare a more detailed paper, as agreed at this meeting, for discussion at the CPM Bureau meeting in March 2025	Secretariat	2025-03
2024-12	4.3 (4)	The secretariat should proceed with the proposed survey and consultative meetings with NPPOs and RPPOs on the regional communications network	Secretariat	2025-03
2024-12	4.9 (16)	Draft paper on the “pros and cons” of keeping the APP housed within the secretariat	Secretariat	2025-03
2024-12	6.1 (22)	Include AI as an agenda item for the SPG meeting in October 2025	Secretariat	2025-03
2024-12	6.5 (28)	Send a reminder regarding the CPM-19 keynote speaker	Secretariat	2025-03
2024-12	8 (35)	Respond to the contracting party that had submitted the letters regarding the citrus commodity standard, after first confirming the wording with the CPM chairperson and vice-chairperson, and then share the letters received and the response with the SC	Secretariat	2025-03